



**UNITED NATIONS DEVELOPMENT PROGRAMME**

**GOVERNMENT OF THE LAO PEOPLE'S DEMOCRATIC REPUBLIC**

**ACCELERATED CAPACITY DEVELOPMENT FOR THE LAO PDR IN  
INTERNATIONAL LAW**

*International Law Project Phase III*  
Project Document



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Government of Finland and the European Commission*







**SIGNATURE PAGE**



**Project Title:** *Accelerated Capacity Development for the Lao PDR in International Law*

**UNDAF Outcome(s):** Governance, Rule of Law and Human Rights

**Expected CP Outcome(s):** Progressive realization of international treaty obligations, including protection of human rights, in accordance with the Lao Constitution and the Millennium Declaration (**CPAP Outcome 9**)

Increased and more equitable access to justice and strengthened rule of law (**CPAP Outcome 7**)

**Expected Output(s):**

- Capacity development to undertake more effectively tasks needed for implementation application and progressive realization of international treaties (**CPAP (4.4)**)
- Raising awareness (within the Government and the public at large) about the importance of international law and human rights as a strategy and means to furthering Lao legal priorities and development objectives (**CPAP (4.4)**)

**Implementing Partner:** Ministry of Foreign Affairs, Department of Treaties and Law

**Responsible Parties:** Ministry of Justice, National Assembly, Prosecutor’s Office , UNDP

<b>Programme Period:</b> 2007-2011 <b>Key Result Area (Strategic Plan):</b> Governance  <b>Atlas Award ID:</b> 50492 <b>Start date:</b> 1 January 2009 <b>End Date:</b> 31 December 2012 <b>PAC Meeting Date:</b> 10 December 2008 <b>Management Arrangements:</b> National Implementation (Ministry of Foreign Affairs)	2009 AWP budget: USD <b>987,320</b> <b>Total resources required:</b> USD <b>3,825,000</b> Total allocated resources:
	<ul style="list-style-type: none"> <li>• Regular (UNDP) 525,000</li> <li>• Other:             <ul style="list-style-type: none"> <li>○ EU 625,000*</li> <li>○ Finland 2,250,000*</li> </ul> </li> </ul> In-kind Contributions (GoL) 60,000 Unfunded budget: 425,000

*\*The contributions from the Government of Finland and the EC received in Euro*

This is a follow-up Project to Phase II of *The International Law Project 2005-2008*. The primary objective is to enhance the participation of the Lao PDR in the international legal system by developing a comprehensive capacity development for the country to meet the demands of its increasing participation in treaties and in international law generally. While previous phases of the Project have been very successful, the ability of the country to absorb aid and to participate effectively in international law is undermined by lack of adequate capacity. The focus of the Project is therefore to develop capacity for the immediate and long term needs of the Lao PDR by:

- providing specialist training for personnel in the MoFA with particular attention to the Department of Treaties and Law and International Organisation and other relevant departments in the ministry;
- strengthening the capacity of selected institutions that provide training infrastructure in international law;
- providing training to the Judiciary, Line Ministries, law enforcement agencies and CSOs in monitoring international law application and raising awareness about it in the Lao PDR;
- strengthening the capacity of the National Assembly in the adoption and implementation of treaties.

The Project has duration of 4 years with an estimated budget of USD 3,825,000.

<b>Agreed by:</b>	<b>Date:</b>	<b>Name/Title</b>
<b>The Ministry of Foreign Affairs</b>	_____ 5 February 2009	H.E. Mr Phongsavath Boup Vice Minister of Foreign Affairs
<b>UNDP</b>	_____ 5 February 2009	Ms. Sonam Yangchen Rana Resident Representative

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## ABBREVIATIONS

ASEAN	Association of South-East Asian Nations
CAT	Convention Against Torture, and Other Cruel, Inhuman or Degrading Treatment or Punishment
CCF	Country Cooperation Framework
CEDAW	Convention on the Elimination of All Forms of Discrimination Against Women
CPAP	Country Programme Action Plan
CRC	Convention on the Rights of the Child
CSO	Civil Society Organisation
DSA	Daily Subsistence Allowance
DTL	Department of Treaties and Law, Ministry of Foreign Affairs
EU	European Union
FAO	Food and Agricultural Organisation
GoL	The Government of Lao PDR
GPAP	Governance in Public Administration Reform Project
ICCPR	International Covenant on Civil and Political Rights
ICERD	International Convention on the Elimination of All Forms of Racial Discrimination
ICESCR	International Covenant on Economic, Social and Cultural Rights
ILO	International Labour Organization
LDPA	Lao Disabled People's Association
IFA	Institute of Foreign Affairs
LSMP	Legal Sector Master Plan
IMC	Inter-Ministerial Committee on the Preparations for Ratification and Implementation of the International Covenants on Human Rights
LWU	Lao Women's Union
MEA	Multilateral Environmental Agreements
MoFA	Ministry of Foreign Affairs
MoJ	Ministry of Justice
MWC	International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families
MYFF	Multi-Year Funding Framework
NA	National Assembly
NCAW	National Commission for the Advancement of Women
NAPPA	National Academy for Politics and Public Administration
NPM	National Programme Manager
NEX	National Execution
OECD- DAC	Organisation for Economic Development and Cooperation: Development Assistance Committee
PBE	Project Board Executive
PA	Legal Sector Preparatory Assistance Project
PPB	Proposed Programme Budget
PMO	Prime Minister's Office
PPO	Party Propaganda Office
RBA	Rights Based Approach
SELNA	Support to an Effective Lao National Assembly (UN Joint Programme)
STA	Senior Technical Advisor
TOR	Terms of Reference
TOT	Training of Trainers
UNCAC	United Nations Convention Against Corruption

UNODC	United Nations Office for Drugs and Crime
UNDAF	United Nations Development Assistance Framework
UNESCO	United Nations Educational, Scientific and Cultural Organisation
UNICEF	United Nations Children's Fund
UNDP	United Nations Development Programme
UNV	United Nations Volunteer
WHO	World Health Organisation
WIPO	World Intellectual Property Organization

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## I. SITUATION ANALYSIS

In his opening remarks at the 2008 UNDP Country Annual Review Meeting Dr Bounthavy Sisouphanthong, Vice Minister, Ministry of Planning and Investment declared: '[w]e should do more to achieve concrete and sustainable results in building the government and other national stakeholder's capacities in areas covered by the UNDP cooperation. *That is essential for the Government ownership and leadership, and it is also crucial to enlarge the absorptive capacity so that we can ensure full utilization of resources allocated to the various sectors and domain*'. National capacity is a fundamental pre-requisite for the successful achievement of the Millennium Development Goals, for achieving sustainable socio-economic development and other national development goals, as set out in the National Socio-Economic Development Plan, 2006-2010. As a developing country, the Lao PDR lacks capacity particularly in the field of international law. Human resource development and institutional capacity development are identified as important development needs of the country, in order for Lao PDR to effectively take advantage of potential development opportunities arising from regional and global integration.

The Lao PDR is currently making significant strides in transition from a centralized planned state to a market system economy. As an essential foundation for its economic development, the state places high priority on establishing the Rule of Law to support the socio-economic transition. The Government also attaches high importance to its membership within ASEAN and to its standing among the global community as it aspires to become a "Rule of Law" state with national legislation and enforcement progressively being aligned with international legal obligations, including universal human rights standards.

In 2001, the Ministry of Foreign Affairs adopted *The International Law Project Phase I* with the assistance of the UNDP and the Government of Finland to strengthen the process of signing, ratifying, implementing and monitoring international legal instruments in the Lao PDR. Activities under Phase I focused on advocacy for ratification by the Lao PDR and translating international legal materials into Lao for easy access and to increase intelligibility. While Phase I was generally successful, incorporation, implementation, enforcement and monitoring of the international treaties ratified by Lao PDR, at national, provincial and local levels remained inadequate. Consequently a new phase of the Project (Phase II) was formulated. Building on Phase I, Phase II of the Project targeted increased participation by Lao PDR in the international legal framework and the obligations arising for the Lao PDR to incorporate the relevant international law into its domestic legal system. The Project thus focused on enhancing the implementation, enforcement, and reporting requirements on the Lao PDR under the international legal instruments it has adopted.

Phase II of the Project has been successful particularly in laying the foundations for the efforts by the Lao PDR to meet its reporting obligations under the various international instruments. The efforts by the State are, however, undermined to a significant degree by the lack of specialized capacity in international law. This in turn has the potential to undermine the aid effectiveness of the assistance offered to the Lao PDR generally and the sustainability of the important gains made under Phase II of the Project. Accordingly, it is necessary to formulate a new phase of the International Law Project that specifically targets national capacity development in international law to enable the continuation and sustainability of the enhanced participation of the Lao PDR in the international legal framework.

### PROJECT AIM, OUTCOMES AND ACTIVITIES

The main objective of *The International Law Project Phase III* as a follow-up Project is to provide an accelerated and comprehensive capacity development programme in international law for the Lao PDR.

#### Project outcomes

The Project has the following intended outcomes:

- Improved national training in higher education for international law to enhance the national pool of graduates and human resources that can be employed by relevant state and other agencies;
- Developed capacity for MoFA and relevant line ministries personnel to enhance their functions in negotiating, analyzing implementing, monitoring and reporting on treaties;
- Developed capacity of the National Assembly to enable the timely consideration and ratification of treaties;
- Developed capacity in law enforcement and protection agencies to enhance their functions in monitoring and enforcing and successfully prosecuting breaches of domestic law implementing international obligations;
- Improved capacity of the national judiciary to adjudicate cases involving international issues;
- Enhanced capacity of mass organizations and CSOs to actively advocate for and engage in community awareness regarding international treaty issues;

- Increased awareness for central, provincial and other authorities and enhanced capacity to monitor and implement state obligations in international law at the local and provincial levels where relevant.

### **Indicative Project activities**

Indicative activities (which are detailed in the Project Result and Resource Framework) for the Project include:

- Training workshops on identified priority areas of international law in particular human rights and related treaty law
- Workshops on curriculum development in international law
- Sponsoring of visiting academics
- Training of trainers programmes for teachers of international law, judges and prosecutors
- Information sharing seminars
- Hosting annual national forums on international law
- Study visits, overseas training and internships
- Translation and dissemination of materials
- Community awareness campaigns
- Publication of research, workshop training materials, etc.
- Short term consultancies on specific legal issues
- Language training
- Community seminars and workshops

### **STAKEHOLDERS**

Stakeholders for the Project include the Ministry of Foreign Affairs (Department of Treaties and Law and the Department of International Organisations), training institutions including the Faculties of Law in the provinces, the National Academy for the Study of Politics and Administration, The Institute of Foreign Affairs, the Judicial Training Centre mass organisations and CSOs such as the Lao Bar Association, Lao Federation of Trade Unions and Lao Women's Union and development partners.

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## **II. STRATEGY**

The principal objective of the Project is to develop a comprehensive programme for enhancing national human resources and institutional capacities in different fields of international law-related activities by the Lao PDR. Consistent with the *Legal Sector Master Plan 2020*, the Project focuses on capacity development to meet the long term and the immediate needs of the country. It targets the national training infrastructure in international law (for the long term needs). For the country's immediate needs, the Project targets national institutions that deal with the negotiation of treaties, and the domestic implementation, monitoring and enforcement with particular emphasis on the Department of Treaties and Law (MoFA). As a necessary foundation for national capacity development, the Project also focuses on awareness-raising in the community. Both capacity development and awareness-raising are consistent with the CPAP outcomes for the Lao PDR. They are also consistent with the Paris Declaration on Aid Effectiveness, the Vientiane Declaration and the global OECD-DAC surveys.

### **LESSONS LEARNED FROM PREVIOUS PHASES OF THE PROJECT**

In November 2007, the UNDP commissioned a Mid-term Evaluation of Phase II of the International Law Project. This Project has the benefit of the Evaluation Report and is built in part on the successes of Phase II. The success of Phase II was very much the result of a clear commitment to and ownership by MoFA of Project activities. A fundamental element in the strategy for Phase III of the Project is therefore to maintain the continued ownership, leadership and commitment by MoFA by ensuring the ministry's role as the centre of activity for the Project.

While Phase II of the Project was successful, it also revealed a number of systemic difficulties that provide important lessons for Phase III. The scope of the Project in Phase II was too wide and ambitious. This affected the focus and led to the failure to complete a number of activities within the life cycle of the Project. For this reason, Phase III will be more focused on a central framework: capacity development. The issue of capacity development is reinforced by the fact that aid absorption in Phase II was undermined in some cases by lack of capacity. In spite of the success of Phase II, lack of capacity continues to undermine the effectiveness of Lao PDR's participation in the international legal process in several areas including reporting compliance, incorporation and implementation arrangements, language skills, negotiation skills and the role of the National Assembly in treaty making and implementation. The 3 year duration of Phase II also appears to be inadequate. This is well evidenced by the fact that a significant number of well intentioned activities could



simply not be completed during the life cycle of the Project because of time constraints. These lessons provide an important foundation for Phase III.

### **JUSTIFICATION FOR THE CHOICE OF AN ACCELERATED CAPACITY DEVELOPMENT FRAMEWORK**

The Lao PDR is one of the world's poorest countries and is ranked 130th out of 177 countries according to the UNDP Global Human Development Index (HDI) in 2008. Until 1989, the country operated a centrally planned economy. However over the last decade the country has been making significant progress towards an open market economy in a laudable effort to improve its socio-economic conditions. With the adoption of the first constitution in 1991, the country embarked on the process of developing a new legal framework to support the transition to a market economy with particular emphasis on the Rule of Law and a keen interest to participate in the international legal system in accordance with Article 12 of its constitution. While the country has been the beneficiary of several aid programmes to assist its participation in international law, the central impediment it faces in its efforts to participate actively is lack of appropriate specialist human resources coupled with the limited national institutional infrastructure in international law. This accounts for the reluctance in many instances by the country to ratify or accede to some international treaties. This also accounts for its failure to meet timely reporting requirements under some treaties, and the inability to harmonise its domestic law with its international obligations in some instances.

Much of the focus in Phases I and II of the Project was on enhanced participation in international law and the implementation arrangements for treaties in the Lao PDR. While these efforts undoubtedly were successful, the success was necessarily circumscribed by the lack of sustainable capacity. The central rationale of the Phase III of the Project is that the most sustainable foundation for the Lao PDR's participation in the international legal system is the development and enhancement of its specialist national capacity in international law.

The development of national capacity in international law has far reaching implications for the development of the country. This is because as Lao PDR increasingly becomes engaged with the rest of the international community, it becomes evident that literally every sector of the socio economic life that is impacted upon by international law lacks the critical human resource capacity to deal with and manage the issues that arise from its international engagements. Indeed, unless the issue of national capacity in international law is addressed adequately, Projects supported by donor governments and the UNDP will not be sustainable.

As a result of the success of Phase II, the Lao PDR ratified several treaties and commenced active consideration of ratification of:

- The International Covenant on Civil and Political Rights (ICCPR);
- United Nations Convention Against Corruption (UNCAC); and
- Convention for the Protection of the Rights of Person with Disabilities

The country also commenced preparatory work on submission of its Initial Report on the International Covenant on Economic, Social and Cultural Rights (ICESCR). The country has further commenced preparatory work on the Universal Periodic Review due in 2010.

As part of its strategy, Phase III of the Project will continue and build on the successes of Phase II by enhancing the country's capacity to complete the Initial Report and Universal Periodic Review on time and to proceed with the ratification of the instruments under consideration.

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### **III. METHODOLOGY**

Project methodology is to create and develop a programme for action and monitoring to allow for the effective delivery of its outcomes. Since higher education in international law directly impacts on the capacity to meet the future needs of the country, the Project targets capacity development and enhancement for the training and educational infrastructure in the Lao PDR. To meet the immediate needs, the Project targets specific institutions where human resources needs in international law are considered critical. The Project thus targets, MoFA, The National Assembly, the Procuracies and law enforcement agencies, the Judiciary mass organizations and CSOs.

The Project combines a number of capacity development strategies that include direct assistance to institutions engaged in providing international law education and Training of Trainers schemes in Laos and abroad for government departments, line ministries, the Judiciary, the Institute of Foreign Affairs and the National Academy for the Study of

Politics and Administration. The Project will also use workshops, seminars and information sessions as part of its general strategy. Seminars and workshop will be accompanied by evaluation surveys to monitor and measure impact and relevance.

### **Partnership arrangements**

To facilitate its objective of raising community awareness, the Project will also work closely with state agencies such as the Party Propaganda Office (PPO) mass organisations and CSOs. The engagement with the Propaganda Office is considered important as the Office has access to and trains senior government and party officials, and plays a critical role in mass education in the country. Mass organisations CSOs on the other hand will provide an important catalyst particularly for the advocacy work of the Project in providing a voice for different community interest groups in the Lao PDR.

To the extent that other UN agencies in the Lao PDR provide assistance in areas of direct relevance in international law, the Project strategy calls for a closer partnership arrangement with such agencies whenever possible. Such agencies include the UNODC, UNESCO, FAO and UNICEF, ILO UNIAP and WHO. The Project will also collaborate with other UNDP programmes such as the Governance in Public Administration Reform programme (GPAR), Support to an Efficient Lao National Assembly (SELNA) and the Civil Society Support Project to avoid overlap and ensure effective coordination between Projects in meeting UNDP, development partners' and beneficiary goals.

In addition the project will work closely with the ASEAN Department.

The Project will also seek to engage and work closely with media organisations at the national and provincial levels as part of its strategy to create broader community awareness. To this extent, the Project will support and work with local radio stations through specific programmes (such as the Lao Disabled Peoples' Persons' Association).

### **Building Local Management Capacity**

To ensure a sound and sustainable capacity framework, the Project does not only focus on building technical capacity in international law. Its strategy also includes comprehensive management capacity development programme to assist local staff involved in day-to-day planning and delivery of Project activities. It is envisaged that the substantive management capacity development programme will lay a firm foundation for MoFA staff to be able to manage the Project and other similar activities sustainable and without external assistance. This approach is consistent with Harmonised Approach to Cash Transfers (HACT). The cash transfer modalities, the size and frequency of disbursements, and the scope and frequency of monitoring, reporting, assurance and audit will be agreed prior to programme implementation taking into consideration the capacity of the Ministry and can be adjusted in its course in accordance with applicable policies, processes and procedures for national implementation of UNDP projects and programmes.

With the effective implementation of this component of the Project, it is envisaged that by the end of year two, local personnel would have developed a sufficiently higher level of management capacity to take over most relevant functions. In any case by the completion of the Project cycle, it is expected that local management capacity would have been sufficiently developed to allow sustainable local management of the Project in most, if not all, of its aspects.

### **Local and Regional Focus**

To ensure relevance and effectiveness, the Project has a particular local and regional focus. Locally, the Project strategy is inclusive of Provincial Authorities and local administrators. Such local agencies are considered important for the success of the Project because of their direct association with and role in local communities. They are particularly important in helping the Project to create community awareness with regard to the implementation of human rights instruments in local communities in the Lao PDR. Consistent with the capacity development objectives, the Project will seek to recruit national UN Volunteers and enlist the active support of provincial and local authorities in its outreach activities in the provinces.

To facilitate an effective regional focus, Project activities will always pay particular attention to international events and issues of direct concern to South East Asia in addition to the broader international law commitments of the Lao PDR. For this reason the annual international forums organised by the Project will be based on topics and issues of national and regional concern.

## **Regional (South-South) Cooperation**

The Lao PDR has very close relationships with Vietnam and its immediate neighbours. The capacity needs in international law for most of its neighbours (with the exception of Thailand) are fairly similar. To foster closer future cooperation among officials and provide a good platform for lessons learned, the Project includes a significant focus on regional cooperation through study tours, invitations and conferences such as the annual International Law Forums which would bring together experts from the region to share and exchange ideas relating to international law issues and their relevance to regional issues. Speeches

## **THE LEGAL SECTOR MASTER PLAN**

In 2006 the Lao PDR drafted the Legal Sector Master Plan (LSMP). The LSMP outlines the broad requirements and strategies for the development of the Lao PDR legal sector into a comprehensive legal system based on four Pillars. The general focus of the Project and its outcomes are consistent with Pillars 2, 3 and 4 of the LSMP relating to capacity development, the ability of legal sector personnel to discharge the functions effectively and the dissemination and awareness-raising of justice issues in the community with particular reference to international law and related obligations. The activities planned under the Project fit into the general framework of the LSMP. Thus when the Plan comes to be implemented, it is envisaged that the Project activities will be aligned with the objectives of the Plan with reference to the Lao PDR's engagement in international law.

## **PROJECT LIFE CYCLE**

Based on lessons learned from the previous phases of the Project, to be cost and time effective and more efficient in enabling the achievement of the Project outcomes, it is best for this Project to run for 4 years. The Project outcomes and the attendant budget are therefore based on a 4 year cycle. The 4 year minimum duration has several advantages: It ensures that the outputs and related outcomes are coherently pursued and achieved. It also ensures better continuity particularly in relation to national staff that are familiar with Project activities and related networks. Since the focus of this Project is on capacity development, a 4-year minimum cycle also allows for concentrated activities over a period long enough to ensure that the Project outcomes are sustainable well after the Project is completed. This is particularly important since the issue of capacity underpins literally every aspect of aid effectiveness

## **CROSS CUTTING ELEMENTS**

### **Gender issues**

An important element in the strategy of the Project is gender mainstreaming. While women constitute more than 50% of the population of the Lao PDR, only a very small number of the country's lawyers are women. In the area of international law where national human resources capacity is generally minimal in any case, the percentage of women is yet more limited. To ensure gender balance and mainstreaming, the Project aggressively targets the recruitment of women as part of all its training programmes by specifically requiring all stakeholders take affirmative steps to include women in the Project activities. The Project further incorporates assistance to and partnership with organisations (such as the Lao Women's Union and National Commission for the Advancement of Women) dedicated to the empowerment of women in the Lao PDR.

The central difficulty faced by most Lao women in the public service is that they lack English language skills. Since most activities relating to international law such as international conferences and delegation work require a good degree of English language proficiency, women tend to be excluded from such activities. In the process, capacity development for women is neglected. The Project will affirmatively target capacity development for women in a very substantive way by making English language training for women in MoFA and the Line Ministries and the international law programmes in the universities a priority. The Project will also coordinate with other UN agencies and UNDP projects to take advantage of relevant gender development initiatives relevant to its objective of capacity development in the field of international law.

As part of the programme to empower women, the Project will seek the services of gender consultants to advise on specific issues in addition to organising gender specific seminars where women could be encouraged assisted on specific issues and strategies relating to their involvement in community issues relevant to the Project activities

The Project will further identify issues of gender in all international instruments nominated for consideration by or for the Lao PDR and advise ways in which the empowerment of women in the community can be enhanced with the implementation of the instruments.

**Human rights-based approach**

To the extent that the Project deals with international law and the ratification of human rights treaties, it necessarily incorporates a human rights-based approach by emphasising the significance of human rights to the social and economic development of the Lao PDR. The Project's approach in this regard is further enhanced by its assistance to the work of CSOs engaged in community work at the provincial and district levels of Lao society. An essential component of the Project rights-based approach is the focus on consultation as a foundation for the formulation. To ensure proper national ownership and empowerment, there were extensive consultations particularly with national stakeholders including provincial administrators and representatives, women's groups, ethnic associations and disabled people's associations.

The Project is conscious of the important links between rights and responsibilities. Therefore an essential element that will be emphasised in seminar programs is the articulation of the responsibilities on citizens and official as duty bearers and as claim holders. In this regard the Project seminars activities will pay particular attention to issues raised under the Constitution of the Lao PDR regarding the rights and responsibilities of citizens.

In addition to the Project's general focus, the Project seeks to make use of short term international consultancy services on human rights to inform its implementation. The Project and its beneficiaries particularly from the Law Faculty of the National University have cooperated with and benefited from the inputs of the Erik Castren Institute of the University of Helsinki. It is intended to develop such cooperation arrangements in Phase III through the short term consultancies and the United Nations Volunteer Service Programme with the Institute.

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#### IV. RESULTS FRAMEWORK: EXPLANATORY NOTES

***Project Output 1: Improved national training in higher education for international law to enhance the national pool of graduates and human resources that can be able employed by relevant state and other agencies***

This component is a critical foundation in the capacity development framework. The national training infrastructure for international law in the Lao PDR comprises the universities, the National Academy for Public Policy and Administration (NAPPA) and the Institute of Foreign Affairs (IFA). The universities primarily provide the pool of graduates from which MoFA recruits its officials. The educational foundation of the recruits in the public service is then supplemented by programmes through the NAPPA and the IFA.

The quality of the graduate pool for future employment in MoFA is very much dependent on the quality of education in general and the standard of international law training in particular as offered by the universities. Indeed, without a qualitative foundation in international law education, the efforts to improve or enhance capacity in international law for the country will only achieve very limited success, if any at all.

The quality of educational programmes in general and international law in particular in the country's universities is seriously undermined by three factors: limited availability of qualified instructors; acute lack of resources in the library; and a general handicap in international language skills. Currently, in spite of the programmes offered by the universities, it is generally difficult if not impossible, to find suitably qualified graduates to fill positions that require a good background in international law and a reasonable degree of written or spoken English.

While NAPPA and the IFA offer instructions in international law for personnel from MoFA and Line Ministries, their capacity to do so is seriously limited by the availability of qualified and experienced staff and adequate library resources and equipment.

As the Lao PDR develops its economy with increasing participation in the international economy and an attendant need to engage in the international legal process, the lack of suitably qualified international law graduates will be a major handicap. To build a sustainable capacity in international law for the long term, it is therefore necessary to begin with the very foundations or the infrastructure for training at the level of the universities and other training institutions by targeting international law instruction specifically.

The Project targets international law training at the universities by providing three main inputs: international law teaching personnel, international law library resources and equipment; and *English Language for International Relations Purposes* for students.

To ensure sustainability in the qualitative teaching capacity for international law, the Project will input two experienced international law visiting professors per year for two years. The visitors will be attached to the National University and will co-teach with their Lao colleagues. The work of the senior academics will be supplemented by curriculum development specialists who will conduct training sessions in curriculum development and lead seminars and workshops in research methodology and pedagogy approaches in international law for NAPPA, the IFA and other university law faculties where international law is offered. The Project will secure the services of experienced academics who would be able to offer most value for their time spent in the Lao PDR. The Project will secure the services of academics who are willing to visit and contribute to the work of the Project as part of their sabbatical leave or similar from their universities.

Adequate library resources are an essential foundation for any quality educational Project. The Project will provide library resources in the form of books and computing and Internet facilities where necessary to assist with instruction and learning for students. In the first instance, the Project will assist with the acquisition of standard texts and related reference works in international law. It is to be noted that most of the students in the country's faculties of law are not proficient in English. It is therefore unlikely that in the immediate future, students will necessarily make the most use of English language texts acquired for the library. To address this issue, a fundamental strategy of the Project is to invest significantly in the translation of essential texts in international law. This will ensure a 'bilingual approach' to introducing students to texts in the libraries.

The Project will also actively encourage the use of Internet based resources by supporting a Lao international law resources website. The website will be linked to the site currently operated by the Project and will include significant material translated into the Lao to ensure ease of accessibility to students and the general community.

Proficiency in English language is essential if graduates in international law are to be able to offer their services to MoFA particularly in the international context. Currently the National University runs a preliminary or basic course in English for International Relations. The Project will enhance this course with an input of one instructor a year for two years, and language equipment when necessary. It is intended to use the services of UN Volunteers to provide the instruction for the course. The Project will coordinate and work closely with IFA and GIPAR which also provide language instruction to officials from the public service.

***Output 2: Developed capacity for MoFA and relevant line ministries' personnel to enhance their functions in negotiating, analysing, implementing, monitoring and reporting on treaties***

MoFA, and in particular its divisions of Departments of Treaties and Law and the Department of International Organisations are the centre for international law activity and engagement for the Lao PDR. The capacity of these departments to meet the needs of the country in international affairs is therefore central to the capacity development framework in this Project. Given the country's history and state of economic development, there is an acute lack of capacity in MoFA to meet the needs of the country in international law. While the Ministry can currently count on some very dedicated and skilful officers who are highly proficient in English, these officers are very few, and are in constant demand and use throughout the ministry and its operations abroad. The result is that for the most part, MoFA and for that matter the Lao PDR do not have adequate expertise to comply with reporting requirements under treaty obligations.

Limited financial resources to support its engagement in international community activities compound the country's limited human resources capacity. The acceptance of a treaty may involve financial costs to the country in the form of financial contributions or the need to attend treaty party meetings. Given its limited financial resources, the country is necessarily cautious with treaties. Indeed, the limited capacity of human resources coupled with limited financial resources easily explains the Lao PDR's tardiness in accepting major treaties such as the ICCPR, the UNCAC and the Statute of the ICC. Assistance to the MoFA divisions of DTL and International Organisations and the line ministries supported by these divisions is therefore a critical element in the capacity development framework under this Project.

The Project input to MoFA divisions and the line ministries they support will be on several levels to ensure capacity sustainability to meet the immediate needs of the country in its engagement in international law. Firstly, the Project will assist the development of a new curriculum for a 4 week intensive international law course for nominated middle ranking officials from MoFA and related line ministries. In the past, such courses have been organised in Chiang Mai University in Thailand. In Phase III of the Project, it is intended to organise the courses in the Lao PDR drawing on local expertise from MoFA and the MoJ wherever possible and supplementing such expertise with external experts where necessary. It is expected that this will assist with local capacity development in terms of helping local contributors to enhance their expertise. It will also help to manage the cost of organising such courses. The cost issue is essential because it is expected that with local expertise and lower costs, the Lao PDR will be in a position to run such intensive courses on its own by the end of the Project in 2012. Thus the venue and the focus on local expertise will ensure sustainability.

The intensive courses on general international law will be supplemented with specific specialist workshops on negotiations skills, treaties reporting and field data collection to assist the development of specialist capacity in the fields of treaty negotiations and reporting compliance. All the courses and workshops will be based on practical 'hands-on' exercises aimed at ensuring that participants gain practical knowledge relevant to their work in MoFA and the relevant ministries. At the completion of the courses and workshops, participants will be tested and surveyed to assess knowledge gained. Their contributions in the workplace after their participation will also be evaluated and monitored subsequently to assess impact and to adjust the programme curriculum where necessary based on lessons learned. The main outcome of the assistance by the Project in this regard is that MoFA will develop and enhance its capacity to negotiate, monitor and report on treaties accepted by the Lao PDR.

The practical orientation of the courses and workshops will be augmented by internships for competitively selected middle ranking officers from MoFA in the Lao PDR missions in Geneva and New York. In Phase II, the Project supported internships for 2 officers in MoFA. The contributions of the returned interns to their divisions and indeed the work of the Project at seminars and workshops has been significant, and easily supports the need for the use of internships as a very useful element in capacity development. In Phase III of the Project, it is intended to support up to 7 internships a year between the two Lao missions in Geneva and New York. This will allow training internships for up to 28 officers over the life of the Project. This will help to provide a critical pool of officers capable of contributing to the

work of MoFA in relation to dispatches from the New York and Geneva missions. It will also help to create greater awareness and understanding of the work of the UN in New York and Geneva within the middle ranks of MoFA. These officers will in turn be able to provide insights on the work of the missions in international law to line ministries and relevant departments.

The ability of the Lao PDR to send delegates to the various sessions of the General Assembly and its Committees and to treaty party meetings is an important element in the capacity development framework. As noted earlier, the tardiness of the Lao PDR to ratify or accede to treaties is in part explained by the country's lack of resources to support attendance of delegates at meetings. The Project will support up to 8 officials a year to attend treaty party meetings and relevant sessions of committees of the UN General Assembly. It is anticipated that this level of support will significantly encourage the active engagement of the Lao PDR in the international treaty process.

The Project will also support English language training for MoFA staff. It is anticipated that this will assist MoFA officials in the varied duties.

***Output 3: Yearly International Law Forums for senior government officials to gain insights, knowledge and understanding of emerging trends in international law relevant to the Lao PDR***

The Project will support yearly international law forums organised in conjunction with MoFA. The objective of the forums is to bring together local and international experts in international law to exchange ideas and discuss international law issues of relevance to the Lao PDR. Phase II of the Project supported such annual forums, and they proved beneficial to enhancing the participation of the Lao PDR's engagement in the international legal process. Phase III of the Project will continue with the annual forums but with a greater emphasis on national and regional issues and expertise. In Year 1 of the Project, the annual forum will bring together mostly local experts in international law with the view to presenting topics and issues in international that will be collated, edited and published as a standard reference text on Lao perspectives on international law. For the remaining years, the Project will support forum topics based on regional issues and global international law topics of direct relevance to Lao PDR and its neighbours. Such topics might for instance include the international law regarding border demarcation and the settlements of border disputes, the harmonisation of international frontier and transit laws, international watercourses law and disarmament law. The forums will target senior officials from Line Ministries, the National Assembly and training institutions. It will help them to acquire the knowledge, insight and understanding of emerging trends in international law relevant to the Lao PDR.

***Output 4: Enhanced capacity of the National Assembly to consider treaties for ratification and incorporation into national law***

The National Assembly plays a central role in the Lao PDR's engagement in the international legal process. Under Article 40 of the Lao Constitution, one of the functions of the National Assembly is to 'decide on the ratification or abolition of treaties and agreements signed with foreign countries in accordance with international law and regulations'. It is also the function of the Assembly to pass legislation where necessary to implement such treaties in domestic law. The Assembly also has an oversight function over the executive. These functions of the Assembly necessarily depend on its capacity to evaluate and understand treaties negotiated on behalf of the country by the executive. A significant impediment to the Lao PDR's acceptance of treaties is the lack of adequate capacity of the National Assembly to deal with treaties in a timely manner and to give its approval for ratification. While previous phases of this Project rightly focused on advocating for the country's active participation in treaties, the difficulty for the country was and still is that the National Assembly does not have adequate capacity to consider the treaties presented to it by MoFA or the relevant line ministries. Without an appropriate capacity in the Assembly, the efforts to encourage more treaty ratifications by the Lao PDR are misplaced. The issue of capacity of the Assembly is therefore a critical foundation in any attempt by the Lao PDR to engage in international treaties.

The Project will provide assistance to the National Assembly in the form of workshops and seminars and where appropriate study tours. It is noted that the Assembly is currently the beneficiary of a separate Project: *Support to an Effective Lao National Assembly (SELNA)*. Phase III of the Project will compliment and work with SELNA. The two Projects will organise joint activities whenever appropriate to manage costs and to avoid duplication

The intended outcome of the Project's assistance is that more treaties are referred to the Assembly; and the Assembly increases its consideration of treaties for ratification and incorporation into national law and actively monitors their implementation.

***Output 5: Enhanced capacity of the judiciary to deal with private and public international law issues relating to the Lao PDR brought before the courts***

The role of the judiciary in any legal system is fundamental to the rule of law. The judiciary in the Lao PDR consists of People's Supreme Court, People's Provincial and Municipal Courts, People's District Courts and Military Courts. The civilian judiciary currently employs 350 judges across the country. While the judiciary is able to deal with most issues of domestic law presented to it, issues of international law pose potential difficulties for the bench. As the Lao PDR increases its engagement with the international community through various treaties, the courts are increasingly likely to be called upon to adjudicate in disputes arising from treaty obligations particularly in the areas of human rights and commerce. The baseline is that only a handful of the members of the judiciary have formal training or understanding of international law. There is no reliable statistics on disputes involving international law in the Lao PDR to date. But as the country increases its engagement in international law, it is fair to assume that issues and disputes relating to international law are likely to increase and pose challenges to the judiciary particularly in the fields of private international law and in human rights and civil liberties. In practical terms, the judiciary lacks adequate capacity to deal with international law related disputes that may be presented to it. The enhancement of capacity in the judiciary is therefore an integral element in the capacity development framework in international law for the Lao PDR.

The Project will provide assistance to the judiciary through a 'Training of Trainers' scheme. In the first year of the Project, 15 senior judges will be selected to undergo training as trainers in international law for the Judicial Training School based in the People's Supreme Court in Vientiane. On completion of their TOT course the judge trainers will then be given periodic assignments, taking into account their sitting schedules. There will be periodic continuing professional education workshops and seminars with a focus on human rights and public and private international issues each year during the cycle of the Project.

The use of the TOT scheme will ensure that the training scheme is sustainable and can continue after the Project has ended.

Most of the senior judges who will act as trainers are also members of the Judiciary Steering Committee. It is essential that the Committee members are familiar with and have excellent insights to judiciary training programmes in other countries particularly in the South East Asian region. It is therefore intended to support a study tour by the Steering Committee to a jurisdiction such as Singapore or Hong Kong. It is envisaged that the assistance will ensure that 95% of relevant members of the judiciary are able to deal with private and public international law issues relating to the Lao PDR brought before the courts.

***Output 6: Strengthened capacity of the Procuracies and law enforcement agencies to monitor and enforce domestic implementation and respect for international law obligations and prosecute breaches successfully***

The procuracies and Law enforcement agencies in the Lao PDR comprise, the Office of the Supreme People's Prosecutor, the State Inspector's Office, the Border Security, the Police and the Military. The engagement of the Lao PDR in treaty commitments translated into domestic rights and obligations for both the state and citizens will require appropriate monitoring and enforcement. This is particularly so in the areas of human rights and transnational crime including money laundering and people trafficking. There are positive indications that the Lao PDR may ratify the United Nations Convention Against Corruption. The country is already a party to and strong supporter of UN treaties on anti terrorism. These instruments require appropriate enforcement by the procuracies and the law enforcement agencies.

As a landlocked country, the Lao PDR shares borders with Vietnam, Cambodia, Thailand, Myanmar and China. Careful monitoring of its national borders to police transnational crime is a massive challenge for the country. The law enforcement agencies of the Lao PDR currently lack adequate capacity to deal with the many international law related issues that confront the country. As economic development in the neighbouring states accelerates, the country will increasingly become vulnerable to transnational crime. With such developments, the country is likely to witness a surge in the level of corruption as its economy improves with increased commercial activities. All these factors make strengthening the capacity of the procuracies and law enforcement agencies a matter of urgency.

The Project will provide capacity development assistance to the law enforcement agencies and the procuracies at several levels. Firstly, the Project will include nominated officers from the agencies and procuracies in the annual intensive international law courses. Secondly, specialist training workshops and seminars will be organised for the agencies taking account of their particular needs in each instance. Thirdly, the Project will actively assist in the design and development of new international law curricula for the police and military academies responsible for training senior officers. Fourthly, the Project team will support the delivery of three weeks of lectures a semester in international law for each of the academies. Fifthly, the Project will actively support the Border Office in MoFA through funding for short-term



studies and conferences on border law, and special programmes on the pacific settlement of disputes relating to international boundaries. Finally, the Project will assist with a special training of trainers (TOT) programme for prosecutors to enhance their capacity to deal with complex issues of corruption and transnational crimes that require specialist knowledge in forensic investigations and prosecution. The Project will work in close coordination with the UNODC to provide the relevant support.

It is anticipated that through the Project's assistance, the procuracies and the law enforcement agencies will be able to monitor and enforce domestic implementation and respect for international law obligations and prosecute breaches successfully.

***Output 7: Strengthening the capacity of civil society and mass organisations and Provincial Authorities in raising public awareness on issues of international laws with particular reference to human rights and community obligations***

To be sustainable, the Project's capacity development programme must be founded on ownership by and awareness in the general community with a particular focus on Provincial agencies, and organisations that deal directly with local community groups. This is especially so in the vital areas of human rights. There are three important agencies that can assist the Project activities in awareness-raising in the community. These are CSOs, provincial authorities, and institutions such as the PPO, The Lao Front for National Construction, and the Commission for the Advancement of Lao Women. The Project will provide support to these agencies as part of its community awareness campaign.

Given the structure of political organisation in the Lao PDR, the country does not currently have CSOs as one would ordinarily find in other countries. There is also no official list of registered CSOs. The country is however making very positive progress towards the recognition of CSOs consistent with international standards with the drafting of the new Civil Society Organizations Law due for adoption by 2009.

The few CSOs that operate in the country are closely associated with the central authority and have the potential to assist the Project particularly in the field of human right and anti- discrimination. Prominent among such organisations is the Lao Disabled Persons Association. The organisations as exemplified by the LPDA however lack capacity for effective advocacy and community awareness work. The Project will assist CSOs by supporting the recruitment of resource persons in the provinces through a national UN volunteer programme. It will also support specialist training in advocacy for nominated personnel from the organisations. In addition, wherever possible, representatives from the CSOs will be funded to attend general courses in international law run or sponsored by the Project

Mass organisations in the Lao PDR play a central role in community education. They can therefore be excellent agents for the Project's community awareness campaign. However to be effective particularly with regard to human rights issues, such organisations need information and adequate training in dissemination strategies. The Project will support training workshops and information seminars by the organisations. The Project will also make its library available as a primary resources centre for these organisations. Where the organisations have international resource persons or officers, the Project will routinely include such officers in its general international law training courses. It is envisaged that over the life of the Project, 500 representatives from such organisations will receive training from the Project's activities and support.

The Project also targets provincial authorities because of their close association with local communities and their critical role in bringing information to the general public in the provinces. Each provincial authority has a department of international relations. This provides an excellent infrastructure for assisting with community education particularly on the issue of rights. The officials from the international relations departments generally lack any formal training in international law and related issues that impact on the work of the provincial authorities. The Project will support capacity development for provincial authorities through seminars and training workshops in the provinces.

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**V. RESULTS AND RESOURCES FRAMEWORK**

**Intended Outcome as stated in the Country Project Action Plan Results and Resource Framework:** Progressive realization of international treaty obligations, including protection of human rights, in accordance with the Lao Constitution and the Millennium Declaration (**CPAP Outcome 9**)

**Main outcomes:**

Improved national training in higher education for international law to enhance the national pool of graduates and human resources that can be employed by relevant state and other agencies;

Developed capacity for MoFA and relevant line ministries personnel to enhance their functions in negotiating, analyzing, implementing, monitoring and reporting on treaties

Developed capacity of the National Assembly to enable the timely consideration and ratification of treaties;

Developed capacity in law enforcement and protection agencies to enhance their functions in monitoring and enforcing and successfully prosecuting breaches of domestic law implementing international obligations;

Improved capacity of the national judiciary to adjudicate cases involving international issues;

Enhanced capacity of civil society organizations to actively advocate for and engage in community awareness regarding international treaty issues particular in the field of human rights;

Increased awareness for central and provincial authorities and enhanced capacity to monitor and implement state obligations in international law at the local and provincial levels where relevant.

**Outcome indicators as stated in the Country Project Action Plan Results and Resources Framework, including baseline and targets:**

Increased number of awareness/training workshops held in the field of international law, with a particular focus on developing government capacities to meet the challenge of fulfilling their duties to respect the basic human/developmental rights of citizens in the areas of education and justice in particular.

**Applicable Key Result Area (from 2008-11 Strategic Plan):** Promoting democratic governance grounded in UN values and strengthening knowledge about democratic governance.

**Partnership Strategy**

To facilitate its objective of raising community awareness, the Project will also work closely with state agencies such as the PPO and CSOs. The engagement with the Propaganda Board is considered important as the Board has access to and trains senior government officials, and plays a critical role in mass education in the country. CSOs on the other hand will provide an important catalyst particularly for the advocacy work of the Project in providing a voice for different community interest groups in the Lao PDR.

To the extent that other UN agencies in the Lao PDR provide assistance in areas of direct relevance in international law, the Project strategy calls for a closer partnership arrangement with such agencies whenever possible. Such agencies include the UNESCO, FAO and UNICEF UNDOC, ILO and WHO. The Project will also collaborate with other UNDP Projects and Projects such as the Governance in Public Administration Reform Project (GPAR) to avoid overlap and ensure effective coordination between Projects in meeting UNDP, donor and beneficiary goals.

The Project will also seek to engage and work closely with media organisations at the national and provincial levels as part of its strategy to create broader community awareness. To this extent, the Project will support and work with local radio stations through specific programmes (such the Lao Disabled Peoples' Persons' Association).

**Accelerated Capacity Development For The Lao PDR In International Law - International Law Project Phase III**

**Atlas Award ID:** 50492 **Atlas Project ID:** 62427

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p><b>Output 1</b> Improved capacity of national training institutions to competently formulate and deliver quality programmes in international law and international relations</p> <p>Baseline:</p> <ul style="list-style-type: none"> <li>• 80% of instructors lack formal qualifications in international law</li> <li>• The libraries at NAPPA and IFA and the Universities are poorly equipped for teaching international law.</li> </ul> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>• 100% of instructors able to devise and deliver quality programmes in international law and international relations</li> <li>• 6 libraries are equipped and meet the basic standards to assist learning and teaching in international law</li> </ul> <p><b>Targets:</b> 100% of instructors from target institutions are able to devise and deliver quality programmes in international law and international relations</p> <ul style="list-style-type: none"> <li>• 6 libraries including the libraries of NAPPA and Institute of Foreign Affairs equipped with books and Internet resources and able to support teaching and learning in international</li> </ul>	<p><i>Targets</i></p> <p><b>Year 1:</b></p> <ul style="list-style-type: none"> <li>-Appointment of 2 visiting professors to the Faculty of Law over 2 years</li> <li>- Books on international law purchased for the Libraries in NAPPA and the Law Faculties</li> <li>-TOT for international law teachers at NAPPA, Universities and the Institute of Foreign Affairs</li> <li>-2-4 new staff recruited for centre for Human Rights Research</li> </ul> <p><b>Year 2</b></p> <ul style="list-style-type: none"> <li>- 100% of international law teachers receive training and are able have enhanced capacity to deliver quality programmes in international law</li> <li>- 100% of the training institutions 'English teachers are able to deliver language training programmes with emphasis on English for International Relations strengthened</li> <li>- Website established for international law resources and Internet and 40 computers computing equipment purchased for institutions</li> <li>-Translation of nominated</li> </ul>	<p><b>1. Activity Result:</b> Assistance provided to the Faculty of Law</p> <p><b>1.1. Action:</b> Train staff in curriculum development, research methodology, and international law pedagogy</p> <p><b>1.2. Action:</b> Appoint UNV visiting professors</p> <p><b>1.3.Action</b> Provide language training facilities</p> <p><b>1.4 Action:</b> appoint language UNV instructor</p> <p><b>2. Activity Result</b> Assistance provided to NAPPA and IFA</p> <p><b>2.1</b> TOT in international law and human rights methodology and curriculum development organised for 8 staff members from the Institute of Foreign Affairs and NAPPA and universities</p>	<p>Law Faculties; NAPPA, UNDP Project Team; Institute of Foreign Affairs</p>	<ul style="list-style-type: none"> <li>- Cost of STA advice and input on selection and terms of reference</li> <li>- Appointment of two visiting professors</li> <li>- Cost of books and equipment</li> <li>- Cost of UNVs</li> <li>- DSA for participants and trainers</li> <li>- Centre for Human Rights recruitment and equipment</li> <li>- Translation and equipment</li> </ul> <p><b>Sub-total USD 425,000</b></p>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>law</p> <ul style="list-style-type: none"> <li>90 graduates over two years acquire specialist knowledge in international law through internships</li> <li>90% of institutions are able to deliver English language training programmes with emphasis on English for international relations purposes</li> </ul>	<p>international law texts</p> <p><b>Year3</b></p> <ul style="list-style-type: none"> <li>-NAPPA and IFA are able to develop high quality curriculum in international law</li> <li>-45 international law interns recruited for nominated agencies and ministries</li> </ul> <p><b>Year 4</b></p> <ul style="list-style-type: none"> <li>-45 new interns recruited for agencies and line Ministries</li> </ul>	<p><b>3. Activity Result</b> Books on international law purchased for the Libraries</p> <p><b>3.1. Action:</b> conduct audit of library <b>3.2. Action:</b> place requisition for books</p> <p><b>4. Activity Result</b> Centre for Human Rights Research supported to enhance capacity in international law and international human rights law</p> <p><b>Activities</b></p> <p><b>4.1.</b> Appointment of 3-4 new staff <b>4.2</b> Student internships <b>4.3</b> Computing and internet facilities provided <b>4.4</b> Translation of texts</p>		
<p><b>Output 2</b></p> <p>Developed capacity for MoFA and relevant line ministries' personnel to enhance their functions in negotiating, analysing, implementing, monitoring and reporting on treaties</p> <p><b>Baseline</b></p> <p>Only an estimated 10% of relevant staff have formal training in negotiations and reporting. The Ministry is able to</p>	<p><b>Year 1</b></p> <ul style="list-style-type: none"> <li>- 50% of relevant staff in MoFA can demonstrate complete training in treaty negotiations skills,</li> <li>- 20 MoFA staff demonstrate knowledge of international law through complete training in international law intensive course</li> <li>- 4 MoFA officials attend and</li> </ul>	<p><b>1. Activity Result</b></p> <p>100% of relevant staff acquire skills in international negotiations strategies</p> <p><b>1.1-Activity</b></p> <p>Support specialist training courses in negotiation skills for selected MoFA personnel</p> <p><b>2 Activity Result</b></p> <p>MoFA and Line Ministry officials participate</p>	<p>(MoFA) DTL; (MoFA) Department of International Organisations, UNDP Project Team</p>	<ul style="list-style-type: none"> <li>- Input of STA</li> <li>- , Cost of travel and accommodation,</li> <li>- DSA,</li> <li>- short term consultants venue</li> <li>- equipment hire</li> </ul> <p><b>USD900,000</b></p>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>meet reporting obligations 10-20% on time due to capacity constraints</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>-100% relevant staff able to demonstrate skills receive training in international negotiations strategies</li> <li>- 100% relevant staff receive training in international field work and data collection</li> <li>-Up to 80 MoFA junior officers gain knowledge of international law through intensive international law course</li> <li>-Biannual international law workshops organised</li> <li>- Up to 4 MoFA senior officers each year attend treaty meetings and UN General Assembly sessions</li> <li>- up to 28 nominated MoFA officers attend internships in New York and Geneva over a year period</li> <li>-80% of relevant nominated MoFA officers receive language training</li> </ul> <p><b>Targets</b></p> <p>100% relevant staff able to demonstrate skills receive training in international negotiations strategies</p> <ul style="list-style-type: none"> <li>- 100% relevant staff able to demonstrate skills receive training in international field work and data collection</li> <li>-Up to 80 MoFA junior officers gain knowledge of international law through attend intensive international law course</li> </ul>	<p>participate in annual sessions of treaty party meetings and the UN</p> <ul style="list-style-type: none"> <li>- Up to 7 MoFA staff complete internships in Geneva and New York</li> <li>- 85% of Senior MoFA officials attend <b>biannual</b> workshops on international law organised in Lao PDR</li> <li>- 80% of Senior MoFA officers attend joint <b>quarterly</b> coordinating workshops with the NA Law Committee</li> </ul> <p><b>Year 2</b></p> <ul style="list-style-type: none"> <li>- 50% of relevant staff in MoFA acquire skills complete training in data collection and reporting requirements for treaties</li> <li>- 20 MoFA staff demonstrate knowledge of international law through complete training in joint international law intensive course</li> <li>- 4 MoFA officials attend and participate in annual sessions of treaty party meetings and the UN</li> <li>-Up to 7 MoFA staff complete internships in Geneva and New York</li> <li>- MoFA submits national interest analysis on 3 treaties to National Assembly for consideration for ratification-</li> <li>-Senior MoFA officials attend</li> </ul>	<p>in and acquire specialist knowledge from intensive training courses in international law</p> <p><b>2.1-Activity</b></p> <p>Intensive courses on English Language organised</p> <p><b>3. Activity Result</b></p> <p>English language training courses for selected MoFA and Line Ministry officials supported</p> <p><b>2.1-Activity</b></p> <p>English language courses organised</p> <p><b>3. Activity Results</b></p> <p>Specialist intensive training courses on the collection of data and preparation of reports on the implementation of multilateral treaty obligations supported</p> <p><b>3.1-Activity</b></p> <p>Training of MoFA and relevant Line Ministries personnel in field research and data collection</p> <p><b>4. Activity Result</b></p> <p>Relevant MoFA and MoJ officials acquire skills in preparing reports on national compliance with treaty obligations</p> <p><b>-4.1Activity</b></p> <p>Coordinating workshop conducted for nominated officials from MoJ and MoFA</p> <p><b>5 Activity Result</b></p> <p>The participation of MoFA senior staff in the annual sessions treaty party meetings and UN Human Rights Council and UNGA committees sessions supported</p> <p><b>5.1 Activity</b></p>		

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>-Biannual international law workshops organised each year</p> <p>- MoFA senior officers attend treaty meetings and UN General Assembly sessions</p> <p>- up to 28 nominated MoFA officers attend internships in New York and Geneva over a year period</p> <p>-80% of relevant nominated MoFA officers receive language training</p> <p>-100% of relevant MoFA staff pass complete English language training course examination</p> <p>-Up to 80 MoFA officers receive training through intensive International Law course</p>	<p>biannual workshops on international law organised in Lao PDR</p> <p>-Senior MoFA officers attend joint quarterly coordinating workshops with the NA Law Committee</p> <p>- 50% of relevant MoFA staff pass complete English language training course examination</p> <p style="text-align: center;"><b>Year 3</b></p> <p>50% of relevant staff in MoFA acquire skills complete training in treaty negotiations skills,</p> <p>- 20 MoFA staff demonstrate knowledge of international law through complete training in international law intensive course</p> <p>- 4 MoFA officials attend and participate in annual sessions of treaty party meetings and the UN</p> <p>- Up to 7 MoFA staff complete internships in Geneva and New York</p> <p>-Senior MoFA officials attend <b>biannual</b> workshops on international law organised in Lao PDR</p> <p>-Senior MoFA officers attend joint <b>quarterly</b> coordinating workshops with the NA Law Committee</p>	<p>2 MoFA officials attend UN Human Rights Committee sessions and selected treaty party meetings</p> <p><b>6 Activity Result</b></p> <p>Participation of MoFA staff in internship programmes at the UN in Geneva and in New York supported</p> <p><b>6.1 Activity</b></p> <p>MoFA officers serve as interns in with Lao PDR UN missions in Geneva and New York respectively</p>		

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
	<p style="text-align: center;"><b>Year 4</b></p> <ul style="list-style-type: none"> <li>-50% of relevant staff in MoFA acquire skills in complete training in data collection and reporting requirements for treaties</li> <li>- 20 MoFA staff complete demonstrate knowledge of international law through training in joint international law intensive course</li> <li>- 4 MoFA officials attend and participate in annual sessions of treaty party meetings and the UN</li> <li>- Up to 7 MoFA staff complete internships in Geneva and New York</li> <li>-MoFA submits national interest analysis on 3 treaties to National Assembly for consideration for ratification-</li> <li>-Senior MoFA officials attend <b>biannual</b> workshops on international law organised in Lao PDR</li> <li>-Senior MoFA officers attend joint <b>quarterly</b> coordinating workshops with the NA Law Committee</li> <li>-50% of relevant MoFA staff pass English language training course</li> </ul>			

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p><b>Output 3</b> Senior officials from Line Ministries, National Assembly and training institutions supported to gain insights, acquire knowledge, and understanding of emerging trends in international law relevant to the Lao PDR through yearly International Law Forums and the publication of the proceedings of the forum;</p> <p><b>Baseline:</b> Forum organised yearly</p> <p><b>Indicators:</b> – Up to 70 % of relevant senior officials attendance at the annual Lao International Law forum - Proceedings of Forums published - 20-30 Lao international law experts actively participate in the Forums</p> <p><b>Targets:</b> -International Law Forum organised in December -Publication of <i>International Law: Lao PDR Perspectives</i> Activity based on papers collected from the Forum -Annual seminars on international law and diplomacy for selected MoFA staff organised - 20-30 Lao international law experts actively participate in the Forums</p>	<p><b>Year 1</b> -70% of relevant senior officials attend the annual Lao International Law forum - The proceedings of the forum published by Editorial Board as a reference text on Lao perspectives on international law</p> <p><b>Year 2</b> -70% of relevant senior officials attend annual international law forum organised - 20-30 Lao international law experts acquire comparative knowledge in international law from exchange of views and ideas with international guests at international law forum; focus of forum on regional issues relating to border cooperation and human rights</p> <p><b>-Year 3</b> 70% of relevant senior officials attend annual international law forum organised - All Lao international law experts acquire comparative knowledge in international law from exchange of views and ideas with international guests at international law forum; focus of forum on global issues including trade</p> <p><b>Year 4</b> 80-70% of relevant senior</p>	<p><b>1. Activity Result</b> International Law Forum organised in December</p> <p><b>1.1 Activity:</b> Consult with MoFA to identify suitable theme, topics and presenters</p> <p><b>2. Activity Result</b> Publication of <i>International Law: Lao PDR Perspectives</i> Activity based on papers collected from the Forum</p> <p><b>2.1 Activity</b> Appoint Editorial Board and set terms of reference</p> <p><b>2.2 Activity</b> Coordinate and monitor authors and appoint professional proof reader</p> <p><b>3 Activity Result</b> Annual seminars on international law and diplomacy for selected MoFA staff organised</p> <p><b>3.1 Activity</b> Consultations with MoFA to identify suitable topics, dates, venue and presenters</p>	<p>(MoFA) DTL; (MoFA) Department of International Organisations, UNDP</p>	<ul style="list-style-type: none"> <li>- STA input,</li> <li>- cost of venue and equipment hire</li> <li>- Travel and DSA for participants and support staff;</li> <li>- printing and translation costs</li> <li>- Cost of editing and proofing collected papers</li> <li>- Translation costs</li> </ul> <p><b>USD200,000</b></p>



INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
	<p>officials attend annual international law forum organised</p> <ul style="list-style-type: none"> <li>- All Lao international law experts acquire comparative knowledge in international law from exchange of views and ideas with international guests at international law forum; focus of forum on environment</li> </ul>			
<p><b>Output 4</b> Enhanced capacity of National Assembly (NA) to consider treaties; the NA increases its consideration of treaties for ratification and incorporation into national law; and actively monitors their implementation</p> <p><b>Baseline:</b> The NA has limited capacity to process treaties into domestic law: the turn around time for considering treaties is 12-24 months</p> <p><b>Indicators:</b> -Up 80% of NA members receive training and acquire enhanced knowledge and understanding of treaties proposed by the GoL for ratification. -80% of NA members receive training and acquire enhanced skills of in techniques of incorporating, transforming of treaty obligations into national legislation -100% of laws adopted NA fully</p>	<p><b>Year 1</b> - 80% of NA Members and staff acquire increased knowledge and awareness of international law through joint workshop with SELNA - 1 Workshop on Procedures for earlier involvement by the legislature in the negotiation and adoption of treaties making process - NA commences consideration of ratification of ICCPR</p> <p><b>Year 2</b> - 80% of NA Foreign Relations Committee members undergo training workshops on strengthened coordination between NA and the executive - 80% of NA Members and staff acquire increased knowledge and awareness of international law through joint workshop with SELNA</p>	<p><b>1. Activity Result</b> 80% of National Assembly members receive training and acquire enhanced knowledge and understanding of treaties proposed by the GoL for ratification. -80% of National Assembly members receive training and acquire enhanced skills of in techniques of incorporating, transforming of treaty obligations into national legislation -100% laws adopted NA fully harmonized with the Lao PDR international treaty obligations</p> <p><b>2. Activity Result</b> Annual joint workshops between MoFA and other Line Ministries and the National Assembly on coordination in the preparation of draft legislation to implement treaties in domestic law supported</p> <p><b>3. Activity Result</b> National Assembly supported to enhance capacity in dealings with the executive in the negotiation and adoption of treaties</p>	<p>National Assembly Foreign Relations Committee, UNDP MoFA DTL,</p>	<ul style="list-style-type: none"> <li>• STA input,</li> <li>• cost of venue and equipment hire</li> <li>• Travel and DSA for participants and support staff;</li> <li>• printing and translation costs</li> <li>• study tours</li> </ul> <p><b>USD60,000</b></p>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>harmonized with the Lao PDR international treaty obligations</p> <ul style="list-style-type: none"> <li>- 2 -Seminars a year organised for nominated officials</li> <li>- 1 Training workshop on oversight organised for nominated NA members per year</li> <li>-1 Study tour supported for the NA</li> <li>- Inclusion of 2 personnel a year from the PMO in intensive international training courses</li> </ul> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>-80% of National Assembly members receive training and acquire enhanced knowledge and understanding of treaties proposed by the GoL for ratification.</li> <li>-80% of National Assembly members receive training and acquire enhanced skills of in techniques of incorporating, transforming of treaty obligations into national legislation</li> <li>-100% laws adopted by NA fully harmonized with the Lao PDR international treaty obligations</li> </ul>	<p><b>Year 3</b></p> <ul style="list-style-type: none"> <li>- 80% of NA members acquire enhanced capacity in specialist workshops on implementation/enforcement of treaties.</li> <li>- 80% of NA Members and staff acquire increased knowledge and awareness of international law through joint workshop with SELNA</li> </ul> <p><b>Year 4</b></p> <ul style="list-style-type: none"> <li>- 80% of -NA members acquire enhanced capacity on follow up workshops on legislature executive relations for the implementation of international treaties</li> <li>- 80% of NA Members and staff acquire increased knowledge and awareness of international law through joint workshop with SELNA</li> <li>-90% laws adopted NA fully harmonized with the Lao PDR international treaty obligations</li> </ul>	<p><b>4. Activity Result</b> 80% of National Assembly members receive training and acquire enhanced skills of in the oversight of the executive and in the implementation of international law in the Lao PDR</p> <p><b>5. Activity Result</b> 80% of relevant staff in PMO supported to develop capacity assist in implementing and monitoring of treaties</p> <p><b>Activities 1-5</b></p> <ul style="list-style-type: none"> <li>-Seminars and workshops organised for nominated officials</li> <li>-Study tours</li> <li>- Inclusion of personnel from the PMO in intensive international training courses</li> </ul>		
<p><b>Output 5</b></p> <ul style="list-style-type: none"> <li>- Enhanced capacity of the judiciary to deal with private and public international law issues relating to the Lao PDR brought before the courts</li> </ul> <p><b>Baseline:</b> The judiciary currently receives no</p>	<p><b>Year1</b></p> <ul style="list-style-type: none"> <li>-20 judges trained as trainers</li> <li>-Steering Committee members attend study tour on continuing professional education and the judicial application of</li> </ul>	<p><b>1.Activity Result</b> 20 Selected Judges from the national judiciary trained as trainers in international law for the judiciary</p> <p><b>Activities</b> Consult with Training and Research Dept to</p>	<p>Judges Training Centre, UNDP Project Team</p>	<ul style="list-style-type: none"> <li>• STA input,</li> <li>• cost of venue and equipment hire</li> <li>• Travel and DSA for participants and support staff;</li> </ul>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>formal training in international law</p> <p><b>Indicators:</b></p> <p>-20 senior judges receive training in TOT sessions</p> <p>-30% of members of the judiciary trained in each year to acquire knowledge in international law</p> <p>-Study tour for members of the judiciary Steering Committee to learn about continuing professional education and the judicial application of international law</p> <p><b>Targets:</b></p> <p>-20 judges trained as trainers</p> <p>-100 judges complete training each year and acquire enhanced knowledge in international law relevant to their work</p> <p>-Steering Committee members attend study tour on continuing professional education and the judicial application of international law</p>	<p>international law</p> <p><b>Year 2</b></p> <p>-100 judges complete training</p> <p><b>-Year 3</b></p> <p>100 judges complete training</p> <p><b>Year 4</b></p> <p>100 judges complete training</p>	<p>appoint international consultant, set curriculum, nominate trainers</p> <p>Commence training programme; select outstanding participants for training of judges</p> <p><b>2.Activity Result</b></p> <p>Training programme for selected members of the national judiciary conducted by Lao judges from the TOT programme supported; 30% of members of the judiciary trained in each year to acquire knowledge in international law</p> <p><b>2.1.Activities</b></p> <p>Training workshops and seminars</p> <p><b>3. Activity Result</b></p> <p>Steering/training committee members of the judiciary conduct study tour to learn about nominated countries to study continuing professional education for judges</p> <p><b>3.1 Activities:</b> study tours</p>		<ul style="list-style-type: none"> <li>• printing and translation costs</li> <li>• Fees for short term consultant</li> <li>• Consultant's fees</li> </ul>
<p><b>Output 6.</b></p> <p>Strengthened capacity of the Procuracies and law enforcement agencies to monitor and enforce domestic implementation and respect for international law obligations and prosecute breaches successfully</p> <p><b>Baseline:</b></p> <p>Less than 2% of relevant staff have international law background</p>	<p><b>Year 1</b></p> <p>-State Inspectors office adopts guidelines consistent with the UN Convention on Corruption for monitoring anti-corruption law</p> <p>-25% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses on anti corruption monitoring</p>	<p><b>1.Activity Result</b></p> <p>Support provided to strengthen the Public Prosecutor's Office's capacity in dealing with issues involving international law</p> <p><b>Activities</b></p> <p>nomination of middle ranking officers to participate in intensive international law course</p> <p>workshop on international law for senior officials focusing on treaty issues and general principles</p>	<p>State Inspection Authority/ Border Office/ UNDP. Prosecutors Office</p>	<ul style="list-style-type: none"> <li>• Travel, DSA, workshops and seminars, venue hire STA input</li> </ul>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p><b>Indicators:</b>  100% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses and demonstrate practical application of anti corruption monitoring  -25% number of senior staff a year from Border Office attend course on boarder law  -New international law curriculum developed for the police and military academies  - 6 lectures delivered for police and military academy per year  -Up to 10 senior prosecutors trained as Trainers  -80% of prosecutors acquire enhanced skills in international law relevant to prosecution work  - Adoption by the State Inspection Authority of guidelines consistent with the UN Convention on Anti-Corruption for monitoring anti-corruption law  -4 Border Security Office assisted to attend international courses and conferences on boarder cooperation each year</p> <p><b>Targets:</b>  -100% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses on anti corruption monitoring  -25% staff a year from Border Office attend course on boarder law in Lao</p>	<p>-25% of relevant senior officials from Border Office complete courses on border cooperation and peaceful settlement of disputes  - 25% of relevant personnel complete courses and workshops in international law  -2 senior staff from Border office attend course of boarder law  - Military Academy and Police Academy adopts new curriculum for international law  -Senior class in military academy complete lectures on international law and treaties  -Master’s Degree students in Police Academic complete 6 lectures on state responsibility and human rights in international law</p> <p><b>Year 2</b>  -10 Nominated senior prosecutors gain enhanced knowledge in TOT sessions  -25% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses on anti corruption monitoring  -25% of relevant senior officials from Boarder Office complete courses on border cooperation and peaceful settlement of</p>	<p><b>Activity Result</b>  Capacity development for the Boarder Security Department in MoFA in dealing with transnational issues and cooperation supported</p> <p><b>Activities</b>  Relevant nominated personnel invited to join intensive course in international law  Senior personnel supported to attend annual conference on border security  Nominated personnel supported to attend annual programme in University of Durham in UK on border law  Annual workshop on border cooperation and relevant agreements</p> <p><b>3. Activity Result</b>  The capacity of the State Inspector’s Office to implement, monitor and enforce obligations and requirements under the CAC enhanced</p> <p><b>Activities</b>  3 day workshop on international law for senior officials focusing on CAC and its implementation in Lao PDR  invitation to relevant officials to participate in intensive courses in international law</p> <p><b>4. Activity Result</b>  International law component and delivery in the curriculum of the military academy and the Police Master’s Degree programme enhanced.</p> <p><b>Activities</b>  Lectures and seminars for the academies</p> <p><b>5. Activity Result</b>  Prosecutors gain enhanced knowledge and are able to prosecute cases more successfully</p> <p><b>5.1 Activity:</b> TOT sessions for senior prosecutors</p>		

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>-New international law curriculum developed for the police and military academies and 3 weeks of lectures delivered for each academy per year</p> <p>-5 senior prosecutors trained as Trainers</p> <p>-80% of prosecutors acquire enhances skills in international law relevant to prosecution work</p> <p>- State Inspection Authority adopts guidelines consistent with the UN Convention on Anti-Corruption for monitoring anti-corruption law</p>	<p>disputes</p> <p>-2 senior staff from Border office attend course on boarder law</p> <p>-Senior class in military and police academies complete lectures on international law and treaties</p> <p><b>Year 3</b></p> <p>-25%Prosecutors undergo training and gain enhanced knowledge</p> <p>25% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses on anti corruption monitoring</p> <p>-25% of relevant senior officials from Boarder Office complete courses on border cooperation and peaceful settlement of disputes</p> <p>-2 senior staff from Border office attend course on boarder law</p> <p>- Military and Police Academies adopt new curriculum for international law and complete classes on international law</p> <p><b>Year 4</b></p> <p>-25%Prosecutors undergo training and gain enhanced knowledge</p>	<p><b>5.2 Activity:</b> Trained senior persecutors train junior prosecutors</p>		

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
	<p>-25% of relevant senior officials from Boarder Office complete courses on border cooperation and peaceful settlement of disputes</p> <p>-2 senior staff from Border office attend course on boarder law</p> <p>- Military and Police Academies adopt new curriculum for international law and complete classes on international law</p>			
<p><b>Output 7</b> Strengthening the capacity of CSOs and mass organisations and Provincial Authorities in raising public awareness on issues of international law with particular reference to human rights and community obligations.</p> <p><b>Baseline:</b> Law on CSOs yet to be passed; CSOs lack advocacy skills; only 5% of the officials from the international Relations Dept in the Provinces have formal international law background; only one official from the PPO has a background in international law</p> <p><b>Indicators:</b> 100% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to</p>	<p><b>Year 1</b></p> <p>- Register and accredit up to 10 CSOs</p> <p>-Up to 10 Resource Persons recruited for the LDPA as National UNVs</p> <p>-Nominated officials from organisations gain enhanced knowledge from participating in intensive international law courses</p> <p>-25% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international relevant to their operations</p> <p>2 officials from the PPO complete training in international law intensive course</p> <p>-25% of relevant provincial</p>	<p><b>1. Activity Result</b> Advocacy capacity of civil societies relating to international law issues enhanced</p> <p><b>2 Activity Result</b> Relevant personnel in the International Relations Personnel in Provincial administration acquire enhanced knowledge in international law and human rights law</p> <p><b>2 Activities</b></p> <p>2.1 Key personnel from the international relations departments from Provinces invited to attend intensive international law course.</p> <p>2.2 Annual workshops on the relevance of international law to the work of Provincial authorities.</p> <p>2.3 Advocacy capacity of CSOs relating to international law issues enhanced</p> <p>.2 day workshop on advocacy skills the role of civil societies and how to enhance their activities in achieving specific international</p>	<p>Provincial Authorities CSOs, UNDP</p>	<p>- STA inputs, - Workshops seminars, - DSA, - Consultant's fees - contractual services for UNVs</p>

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<p>their operations</p> <ul style="list-style-type: none"> <li>-Up to 10 Resource Persons for the Laos Disability Persons Association as National UNVs supported</li> <li>- 4 issues of the Lao International law Newsletter published each year.</li> <li>-100% of relevant personnel from CSOs complete training in advocacy</li> <li>-2 workshops organised each year for community groups and CSOs of inform on the relevance of international law to developments in the Lao PDR</li> <li>-1 key personnel from each international relations department from Provinces invited to attend intensive international law course.</li> <li>-Annual workshops on the relevance of international to the work of Provincial Authorities.</li> <li>-Advocacy capacity of CSOs relating to international law issues enhanced</li> <li>-2 day workshop on advocacy skills on the role of CSOs and how to enhance their activities in achieving specific international law and community objectives relevant to the Lao PDR.</li> <li>-Up to 10Resource Persons recruited for relevant CSOs</li> <li>-2 Joint Annual Workshop/Seminar per year with the PPO on community awareness of international law and human rights issues</li> <li>-Publication of 16 issues of the Lao International Law Newsletter</li> </ul>	<p>authorities gain enhanced knowledge in international law</p> <p><b>Year 2</b></p> <ul style="list-style-type: none"> <li>- Joint annual workshop/seminar by the PPO on community awareness of international law and human rights issues</li> <li>-25% of relevant personnel from CSOs complete training in advocacy</li> <li>- Up to 10- Resource Persons for the Laos Disability Persons Association as National UNVs supported</li> </ul> <p><b>Year 3</b></p> <p>Joint annual workshop/seminar by the PPO on community awareness of international law and human rights issues</p> <ul style="list-style-type: none"> <li>-25% of relevant personnel from CSOs complete training in advocacy</li> <li>-25% (yearly) of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations</li> <li>-Up to 10 Recourse Persons for relevant CSOs as National UNVs supported</li> </ul> <p><b>Year 4</b></p>	<p>law and community objectives relevant to the Lao PDR.</p> <p>Engage international consultant to advise on strategies for enhancing the role and activities o CSOs.</p> <p><b>3.Activity Result</b></p> <p>The capacity of the International Relations Department of the PPO strengthened</p> <p><b>Activities</b></p> <ul style="list-style-type: none"> <li>Invite nominated personnel to participate in the intensive international law course</li> <li>Seminars and information’s sessions on international law and treaties organised</li> <li>Joint workshops organised with the Board</li> </ul> <p><b>4. Activity Result</b></p> <p>International law Newsletter published</p> <p>41. Activities: publication of newsletters</p> <p><b>5. Activity Result</b></p> <p>5.1 Activity: training seminars, assistance in preparing reports</p> <p><b>6.Activity Result</b></p> <p>Generic workshops and seminars for CSOs supported</p> <p>6.1 Assistance for seminars and workshops</p>		

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
<b>Targets:</b> -100% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations -Up to 10 Resource Persons for the CSOs as National UNVs supported -4 issues of the Lao International law Newsletter published each year. -100% of relevant personnel from CSOs complete training in advocacy -4 generic workshops organised each year for community groups and CSOs to inform on the relevance of international law to developments in the Lao PDR	Joint annual workshop/seminar by the PPO on community awareness of international law and human rights issues -25% (yearly) of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations Up to 10 Resource Persons for relevant CSOs as National UNVs supported			
<b>Local Management capacity Development</b> -Up to 8 Local staff supported to develop project management capacities	8 Project staff attend relevant courses to enhance their management capacities	Attendances of courses and relevant professional programmes	MoFA/UNDP	
Equipment and maintenance	Replacement vehicle purchased; Expenses for fuel and maintenance		MoFA/UNDP	
(Staff:(N7X1;N4X2;N3X1;N2X1 Mid Level PX1; Sn Level PX1; Coordinator X1;		Delivery of services to the Project Team	MoFA/UNDP	
STA(ALD 5)		Delivery of services to the Project Team		



INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	UNDP INPUTS
UNDP Communications support, HACT Micro Assessment, CD Rom HRBA			MoFA/UNDP	
	<b>TOTAL</b>			



## VI. 2009 ANNUAL WORK PLAN



Lao PDR

### 2009 Annual Work Plan International Law Project Phase III 'A PROGRAMME FOR ACCELERATED CAPACITY DEVELOPMENT FOR THE LAO PDR IN INTERNATIONAL LAW' Project Number:

EXPECTED CP OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				Res. Party	Source of Funds	Code	Budget Description	Amount (USD)
		Q 1	Q 2	Q 3	Q 4					
<b>OUTPUT 1: ENHANCED CAPACITY OF TRAINING INSTITUTIONS TO DELIVER QUALITY PROGRAMS IN INTERNATIONAL LAW</b>										
<b>Output 1.1</b> Training for staff from NAPPA, IFA and universities in curriculum development, research methodology and pedagogy conducted <b>Target:</b> 50% of instructors are able to devise and deliver quality programs in international law <b>Indicator:</b> 50% of instructors able to deliver quality programs <b>Baseline:</b> 80% of instructors lack formal qualifications in international law	<b>1.1.1</b> Recruit International consultant for curriculum development		X	X		UNDP	FIN	71200	Inter-consultant	20,000
			X	X		UNDP	FIN	71200	Advertising	300
			X	X		UNDP	FIN	71600	Inter-Travel & DSA	2,000
	<b>1.1.3</b> Conduct Curriculum development training workshop			X		MoFA	FIN	74200	Audio Visual	1,000
				X		MoFA	FIN	73100	Rental	1,000
				X		MoFA	FIN	74500	Sundries	500
				X		MoFA	FIN	74200	Translation	1,000
				X		MoFA	FIN	71600	Travel & DSA	2,000
		<b>Sub Total</b>								
<b>Output 1.2</b> Libraries in NAPPA, IFA and Law Faculties are equipped with new texts <b>Target:</b> 2 libraries able to support quality teaching and learning in international law <b>Indicator:</b> Number of 2 libraries equipped <b>Baseline</b> The libraries are poorly equipped and	<b>1.2.1</b> Conduct library audit	X				MoFA, UNDP,	FIN	71400	Service Contract	500
	<b>1.2.2</b> New texts and materials for libraries ordered or purchased		X	X		NAPPA, IFA, Law Faculties	FIN	72500	Supplies	6,000
	<b>1.2.3</b> Translators recruited for translation of English texts into		X	X			FIN	74200	Translation	4,000

have minimal collections of international law volumes	Lao										
	1.2.4 Printing of translated texts			X	X		FIN	74200	Printing & Publication		6,000
	<b>Sub Total</b>										<b>16,500</b>
<b>Output 1.3</b> UNV language instructor delivers English language program for International Relations Purposes <b>Target:</b> Up to 100 students (at least 50% female) enhance their English language skills from the program <b>Indicator:</b> Up to a 100% students receive language training <b>Baseline:</b> The Law Faculty currently runs a basic language course	1.3.1 UNV recruited	X	X	X	X	UNDP	FIN	71400	Service Contract		50,000
	1.3.2 English language CD ROMS and texts purchased	X	X	X	X	MoFA	FIN	72500	Supplies	1,000	
	<b>Sub Total</b>										<b>51,000</b>
<b>Output 1.4</b> Computer equipment purchased for institutions' libraries and website for international law set up <b>Target 1:</b> Up to 10 Computers purchased for the institutions <b>Target 2:</b> Website for international law resources set up <b>Indicator:</b> Up to 10 computers purchased -Website set up and utilized <b>Baseline:</b> There is no dedicated international law resources website for any of the institutions. The institutions do not use the Internet as a medium for international law research	1.4.1 10 X Computer hardware and software purchased		X	X	X	MoFA	FIN	72500	Supplies		12,000
	1.4.2 Website designer engaged		X			IFA, NAPP A, Law Faculties	FIN	71400	Service Contract		2,000
	<b>Sub Total</b>										<b>14,000</b>
Technical Assistance to the Project	Senior Technical Advisor	X	X	X	X	UNDP	EC	71100	ALD		14,286
<b>Output 1.5</b> The capacity of the Centre for Human Rights Research is enhanced <b>Target 1:</b> Centre is able to recruit 2 research and support staff (1 female) <b>Target 2:</b> Up to 4 computers purchased for the Centre <b>Indicator:</b> -Up to 2 staff recruited by centre -Up to 4 computers purchased <b>Baseline:</b> Centre has 3 staff and 2 computers	1.5.1 2 national UNVs recruited to assist the Centre			X	X	UNDP	FIN	71400	Service Contract		6,000
	1.5.2 4 new Computers purchased for the Center	X	X			UNDP	FIN	72500	Supplies		5,000
	<b>Sub Total</b>										<b>25,286</b>
<b>Total Out put 1</b>											<b>134,586</b>
<b>OUTPUT 2: ENHANCED CAPACITY OF MoFA and LINE MINISTRIES TO NEGOTIATE, ANALYZE, IMPLEMENT, MONITOR AND REPORT ON TREATIES</b>											
<b>Output 2.1</b> Nominated staff of MoFA and Line Ministries acquire enhanced knowledge in international law through intensive courses <b>Target:</b> Up to 40 officials (at least	2.1 1 2 Intensive courses with English language component conducted in Vientiane (20 per		X		X	MoFA	FIN	71600	Local Travel & DSA		4,000
						UNDP	FIN	72100	service of training (Vientiane College)		16,000

40% female) MoFA and Line Ministries are trained in the intensive International Law courses <b>Indicator:</b> Up to 40 staff (at least 40% female) receive training in intensive international law courses and able to demonstrate enhanced knowledge <b>Baseline:</b> Two previous courses were each organized in Thailand and Laos.	group)					MoFA	FIN	74200	Printing & Publication	1,000	
						MoFA	FIN	74500	Sundries	1,000	
	<b>2.1.2</b> International guest speakers are invited to deliver lectures		X		X	UNDP	FIN	71600	Inter-Travel & DSA	8,000	
								<b>Sub Total</b>		<b>30,000</b>	
Technical Assistance to the Project	Senior Technical Advisor	X	X	X	X	UNDP	EC	71100	ALD	14,286	
<b>Output 2.2</b> 1 week specialist course in negotiation skills conducted for MoFA and Line Ministries nominated officials <b>Target</b> 25% of relevant officials enhance (at least 30% female) skills in treaty negotiation techniques <b>Indicator</b> : 100% of relevant staff receive training in and able to demonstrate negotiations skills <b>Baseline:</b> Less than 10% of relevant officials have formal training in negotiations	<b>2.2.1</b> International consultant recruited For 2 weeks		X			UNDP	FIN	71200	International consultant	4,000	
			X			UNDP	FIN	71600	Inter-Travel & DSA	3,000	
	<b>2.2.2</b> Negotiations course conducted for up to 20 participants			X		MoFA	FIN	74200	Printing & Publication	1,200	
				X		MoFA	FIN	72505	Supplies	300	
				X		MoFA	FIN	73100	Rental	1,000	
				X		MoFA	FIN	74200	Oral & Paper Translation	2,000	
								<b>Sub Total</b>		<b>25,786</b>	
<b>Output 2.3</b> MoFA senior officials supported to attend international meetings and treaty conferences <b>Target:</b> Up to 5 MoFA officials (at least 1 female) supported to attend UN Human Rights Council and General Assembly sessions, selected treaty party meetings, international seminars. <b>Indicator:</b> Up to 5 MoFA (at least 1 female) officers able to attend and actively participate in international meetings <b>Baseline:</b> MoFA is currently only able to support a limited number of meetings and conferences for senior officials	<b>2.3.1</b> Up to 2 MoFA senior Officers attend GA, HRC sessions.		X		X	UNDP	UN DP	71600	International Travel & DSA	17,000	
							MoFA	UN DP	74500	Travel insurance	300
	<b>2.3.2</b> Up to 3 MoFA senior Officers attend treaty party meetings for specific treaties nominated by MoFA	X	X	X	X	UNDP	UN DP	71600	Inter- Travel & DSA	15,000	
								<b>Sub Total</b>		<b>32,300</b>	
<b>Output 2.4</b> Nominated officials acquire enhanced knowledge in field data collection and are able to prepare reports on treaties <b>Target 1:</b> 50% of relevant officials of MoFA and Line Ministries are able to report on specified treaties and the UPR <b>Indicator1</b> : 25 % of relevant staff able to effectively report on treaties and the UPR <b>Baseline:</b> Relevant officials of MoFA and Line Ministries do not have formal training in reporting protocols; GoL lacks capacity to meet reporting deadline on specific treaties. The Lao PDR did not report under the UPR,	<b>2.4.1</b> International consultant		X			UNDP	EC	71200	Inter-consultant	1,050	
							UNDP	EC	71200	Inter-consultant	3,250
							UNDP	EC	71600	Inter- Travel & DSA	3,000
	<b>2.4.2</b> One Week Training Workshop on reporting under treaties conducted (up to 15 participants)			X			MoFA	EC	73100	Rental	1,500
				X			MoFA	EC	71600	Local Travel & DSA	6,000
				X			MoFA	EC	74200	Oral & paper Translation	800
				X			MoFA	EC	74200	Printing and Publication	700
				X			MoFA	EC	72400	Mobile recharge cards	100

ICESCR and CRC OPs.			X			MoFA	EC	72500	supplies	200
			X			MoFA	EC	74500	Sundries	1,500
<b>2.4.3</b> Support the reporting under UPR	X					UNDP	EC	71600	Inter- Travel & DSA	2,000
	X					UNDP	EC	71600	Inter- Travel & DSA (Study Tour)	7,000
	X		X			MoFA	EC	73100	Rental	3,000
	X		X			MoFA	EC	71600	Local Travel & DSA	10,000
	X		X			MoFA	EC	74200	Oral & paper Translation	2,000
	X		X			MoFA	EC	74200	Printing and Publication	2,500
	X		X			MoFA	EC	72400	Mobile recharge cards	400
	X		X			MoFA	EC	72500	supplies	800
	X		X			MoFA	EC	74500	Sundries	4,000
<b>2.4.4</b> Support the reporting under CEDAW and ICERD	X	X				UNDP	EC	71600	Inter- Travel & DSA	5,000
	X	X				MoFA	EC	74500	insurance	150
	X	X				UNDP	EC	72500	Publication	8,000
	X	X				MoFA	EC	73100	Rental	1,000
	X	X				MoFA	EC	74200	Oral & paper Translation	1,000
	X	X				MoFA	EC	74200	Printing and Publication	400
	X	X				MoFA	EC	74500	Sundries	300
<b>2.4.5</b> Support the reporting under CRC Ops			X	X		MoFA	EC	73100	Rental	1,000
			X	X		MoFA	EC	74200	Oral & paper Translation	1,000
			X	X		MoFA	EC	74200	Printing and Publication	400
			X	X		MoFA	EC	74500	Sundries	300
<b>2.4.6</b> Support the reporting under ICESCR	X	X				UNDP	EC	71600	Inter-Travel & DSA	2,500
	X	X				UNDP	EC	72500	Publication	4,000
	X	X				MoFA	EC	74200	Oral & paper Translation	1,000
	X	X				MoFA	EC	74200	Printing	800
	X	X				MoFA	EC	74500	Sundries	1,000
								<b>Sub Total</b>		<b>77,650</b>
<b>Output 2.5</b> Relevant MoFA and MoJ officials enhance coordination in preparing reports on national compliance with treaty obligations and auditing legislation to ensure consistency <b>Target:</b> One coordinating workshop conducted annually for up 80% of	<b>2.5.1</b>		1 Day Coordinating Workshop for MoJ and MoFA			MoFA	FIN	74200	Audio visual	400
						MoFA	FIN	73400	Rental	1,000
						MoFA	FIN	74200	Translation	500
						MoFA	FIN	74500	Sundries	1,000

<p>relevant officials</p> <p><b>Indicator:</b> Coordinating workshop organized and 80% attendance by relevant officials</p> <p><b>Baseline:</b> No formal coordinating protocols/system of meetings exist at the moment</p>		X				MoFA	FIN	72500	supplies	300
									<b>Sub Total</b>	
<p><b>Output 2.6</b></p> <p>Senior MoFA officers attend joint coordinating workshops with the NA relevant Committees</p> <p><b>Target:</b> MoFA and NA agree on coordinating policies and protocols and conduct 2 workshops</p> <p><b>Indicator:</b> MoFA and NA agree on issues and topics and conduct 2 workshops with high attendance and engagement from relevant officials</p> <p><b>Baseline:</b> There are no arrangements for formal periodic coordinating meetings at the moment</p>	<p><b>2.6.1</b> Joint MoFA-NA coordinating workshops conducted</p>	X		X		MoFA	FIN	74200	Audio visual	1,200
		X		X		MoFA	FIN	73400	Rental	2,600
		X		X		MoFA	FIN	74200	Translation	1,000
		X		X		MoFA	FIN	74500	Sundries	2,000
		X		X		MoFA	FIN	72500	supplies	1,200
										<b>Sub Total</b>
<p><b>Output 2.7</b></p> <p>Officials nominated by MoFA supported to attend internship program in Geneva and New York</p> <p><b>Target:</b> Up to 4 nominated officials (at least 1 female) acquire enhanced knowledge and experience by serving as interns with Lao PDR Missions in Geneva and New York</p> <p><b>Indicator:</b> 4 MoFA staff (at least 1 female) able to serve internships and demonstrate their new knowledge and skills after the internships.</p> <p><b>Baseline:</b> 2 officials were supported in 2008</p>	<p><b>2.7.1</b> Up to 4 officials go to New York or Geneva to serve as Interns</p>		X		X	UNDP	UN DP	71600	Inter-Travel & DSA	28,000
			X		X	UNDP	UN DP	74500	insurance	600
										<b>Sub Total</b>
<p><b>Output 2.8</b></p> <p>Senior MoFA officials supported to attend biannual workshops on international law organized in Lao PDR</p> <p><b>Target:</b> Up to 80% of relevant officials from MoFA acquire enhanced knowledge in international law and related issues in the region and globally</p> <p><b>Indicator:</b> Biannual workshop organized ; 80% relevant staff attend (20% of attendees are female)</p> <p><b>Baseline:</b> The workshops are held annually</p>	<p><b>2.8.1</b> Biannual workshops on international law and foreign affairs conducted</p>		X		X	MoFA	FIN	74500	Sundries	1,000
			X		X	MoFA	FIN	74200	Audio visual	1,500
			X		X	MoFA	EC	71600	Local Travel & DSA	10,500
			X		X	MoFA	FIN	71600	Local Travel & DSA	4,500
			X		X	MoFA	FIN	72500	Supplies	500
			X		X	MoFA	FIN	73400	Rental	1,500
			X		X	MoFA	FIN	72400	Mobile recharge cards	200
			X		X	MoFA	FIN	74200	Oral&paper translation	1,400
										<b>Sub Total</b>

<b>Output 2.9</b> 13 week English language course for MoFA Officials supported <b>Target:</b> 25% of relevant MoFA staff, (30% of staff attending are female ), complete English language training course and enhance fluency in English <b>Indicator:</b> 25% of relevant staff (30% are female) attend language program <b>Baseline:</b> English language program for officials currently supported	<b>2.9.1</b> Recruitment of UNV language instructor Language classes conducted	X	X			UNDP	UN DP	71400	Contractual Service-individual	45,000
	<b>2.9.2</b> Language classes conducted	X	X	X	X	IFA/MoFA				
	<b>Sub Total</b>									<b>45,000</b>
<b>Output 2.10</b> Project library developed into an International Law Resource and Research Center  <b>Target 1:</b> Project website recorded 3000 visitors by the end of 2009 <b>Indicator 1:</b> Project website contains major project activities and useful information on international law concerning Lao PDR. <b>Target 2:</b> Up to 250 readers use and/or borrow Library materials in 2009 <b>Indicator2:</b> Library collections equipped with additional, new publications and texts of treaties and other international law documents <b>Baseline:</b> The Project Phase II supported the development of the Library which needs further and continued support.	<b>2.10.1</b> Website maintenance	X	X	X	X	MoFA	UN DP	73300	Rental & maint IT	500
	<b>2.10.2</b> Translation and Publication of the Lao International handbook	X	X	X	X	MoFA	UN DP	74200	Translation and Publication	3,000
	<b>2.10.3</b> Translation of treaties and resolutions	X	X	X	X	MoFA	UN DP	74200	Translation and Publication	4,000
	<b>2.10.4</b> Publication of Official Gazette				X	UNDP	UN DP	72500	Publication	3,000
	<b>2.10.5</b> Publication of treaty compilations/ treaty year book/ list of treaties.	X	X	X	X	UNDP	UN DP	72500	Publication	12,000
	<b>2.10.6</b> Editing the translation and publication of "Nowak:" Introduction to the International Regimes of Human Rights"		X			MoFA, UNDP	UN DP	74200	Translation and Publication	5,000
	<b>2.10.7</b> Publication of newsletters	X	X	X	X	MoFA	UN DP	72500	Publication	2,500
	<b>2.10.8</b> Purchase new books on international law	X	X	X	X	MoFA, UNDP	UN DP	72500	Publication	2,000
	<b>Sub Total</b>									<b>32,000</b>
<b>Total Out put 2</b>									<b>303,636</b>	
<b>OUTPUT 3: SUPPORT FOR INTERNATIONAL LAW FORUMS &amp; UN ANNUAL TREATY EVENT</b>										
<b>Output 3.1</b> Yearly International Law Forum supported and text on Lao international law published <b>Target 1:</b> 70% of relevant senior officials (30% female) attend the annual Lao International Law forum <b>Target 2:</b> Publication of the of International Law: Lao PDR Perspectives from the proceedings of the forum <b>Indicator 1:</b> Yearly forum held with	<b>3.1.1</b> Yearly forum organized (2 day Event)	X	X	X	X	UNDP	EC	71100	ALD	14,286
					X	UNDP	FIN	71600	Inter- Travel & DSA	5,000
					X	MoFA	FIN	73100	Rent	9,000
					X	MoFA	FIN	72500	Supplies	500
					X	MoFA	FIN	72400	Mobile recharge cards	100
					X	MoFA	FIN	74200	Audio Vis	



30% female attendees from relevant institutions <b>Indicator 2:</b> Lao international law monograph published <b>Baseline:</b> Forum organized										1,000	
				X	MoFA	FIN	74200	Oral & paper Translation	1,500		
				X	MoFA	FIN	74500	Sundries	400		
	<b>3.1.2</b> Consultant Editor appointed			X	UNDP	FIN	71200	Inter-consultant	3,000		
	<b>3.1.3</b> Translation and publication of International Law: Lao PDR Perspective				X	MoFA	FIN	74200	Translation	2,000	
					X	UNDP	FIN	74200	Printing & publication	7,000	
<b>Sub Total</b>									<b>43,786</b>		
<b>Output 3.2</b> Preparation for 2009 UN Treaty Event supported <b>Target:</b> Lao PDR signed /ratified at least 3 UN treaties in 2009 Treaty Event <b>Indicator:</b> Proposals for signing/ratifying UN treaties submitted to GoL and NA for consideration <b>Baseline:</b> Lao PDR participated in UN Treaty Events twice in the past, in 2003 and 2008	<b>3.2.1</b> Selection of priorities Treaties	X	X		MoFA						
	<b>3.2.2</b> Preparation of analytical papers for selected treaties		X	X	MoFA	FIN	74200	translation	600		
	<b>3.2.3</b> Workshop on selected treaties		X	X		MoFA	FIN	73100	Rental & maint Premises	2,500	
			X	X		MoFA	FIN	74200	Translation	1,000	
			X	X		MoFA	FIN	72500	Publication	1,000	
			X	X		MoFA	FIN	72500	Supplies	500	
			X	X		MoFA	FIN	74200	printing & publication	800	
			X	X		MoFA	FIN	72400	Mobile recharge cards	100	
	<b>Sub Total</b>									<b>6,500</b>	
	<b>Output 3.3</b> Status of the implementation of treaties obliging the Lao PDR annually evaluated and further actions taken for better implementation <b>Target:</b> 90 % of line Ministries reported on the implementation of treaties concerning them <b>Indicator:</b> 70% of treaties binding on the Lao PDR evaluated in 2009. <b>Baseline:</b> The first ever evaluation of implementation of treaties in the Lao PDR was conducted in 2007	<b>3.3.1</b> Two days workshop on treaties implementation	X			UNDP	FIN	71600	International Travel & DSA	3,000	
X					MoFA	FIN	73100	Rental	6,000		
X					MoFA	FIN	72500	Supplies	400		
X					MoFA	FIN	72400	Mobile recharge cards	100		
X					MoFA	FIN	74200	Audio Visual	700		
X					MoFA	FIN	74200	Oral & paper Translation	1,200		
X					MoFA	FIN	74500	Sundries	400		
<b>Sub Total</b>									<b>11,800</b>		
<b>Total Output 3</b>									<b>62,086</b>		
<b>OUTPUT 4: CAPACITY DEVELOPMENT FOR THE NATIONAL ASSEMBLY</b>											
<b>Output 4.1</b> Capacity development of the NA to consider treaties including the ICCPR and other treaties for ratification and	<b>4.1.</b> Two Joint workshops organized for nominated NA members and	X	X	X	UNDP	UN DP	71100	ALD	6,250		
			X	X	MoFA, NA	FIN	71600	Local Travel & DSA	4,000		

<p>incorporation into national law supported  <b>Target :</b> 60% of National Assembly Committees' members acquire enhanced knowledge and understanding of treaties proposed by the GoL for early ratification and able to effectively incorporate treaties into draft laws.  <b>Indicator 1:</b> 60%of the relevant NA members attending workshop and receive training and able to demonstrate enhanced knowledge  <b>Indicator 2:</b> NA commences consideration of ratification of ICCPR and other treaties proposed by GoL  <b>Baseline:</b> No formal training on treaties currently exists for the NA</p>	officials		X		X	MoFA, NA	FIN	73100	Rent	1,800
			X		X	MoFA, NA	FIN	72500	Supplies	500
			X		X	MoFA, NA	FIN	74200	Audio Visual	800
			X		X	MoFA, NA	FIN	74200	Translation	1,000
			X		X	MoFA, NA		74500	Sundries	1,000
		<b>Sub Total</b>								
<b>Total Output 4</b>									<b>15,350</b>	
<b>OUTPUTS: SUPPORT FOR CAPACITY DEVELOPMENT OF THE LAO PDR JUDICIARY IN INTERNATIONAL AL LAW</b>										
<p><b>Output 5.1</b>  Support for capacity development of the judiciary to deal with private and public international law cases  <b>Target 1:</b> 20 selected judges trained as trainers  <b>Target 2:</b> Steering Committee members attend study tour on continuing professional education and the judicial application of international law  <b>Indicator1:</b>  -20 judges receive training as trainers  <b>Indicator 2:</b> Trainers able to conduct training for other judges  <b>Indicator 3:</b> Steering Committee attends study tour to one selected country and able to demonstrate enhanced knowledge on professional education and the judicial application of international law  <b>Baseline:</b> 85% of the judiciary has no formal training in international law</p>	5.1.1 International consultant recruited (2 weeks)			X		UNDP	FIN	71200	inter-consultant	8,000
		X	X	X	X	UNDP	EC	71100	ALD	14,286
				X		UNDP	FIN	71600	international Travel & DSA	3,000
	5.1.2 Two week TOT training course conducted			X		MoFA, PSC	FIN	71600	Local Travel & DSA	9,000
				X		MoFA, PSC	FIN	74200	Audio visual& print production	2,000
				X		MoFA, PSC	FIN	73400	Rental	2,000
				X		MoFA, PSC	FIN	72500	Sundries	1,500
				X		MoFA, PSC	FIN	74200	Translation	2,000
			X			UNDP	FIN	71600	International Travel & DSA	15,000
	<b>Sub Total</b>									<b>56,786</b>
	<b>Total Output 5</b>									<b>56,786</b>
<b>OUTPUT 6: STRENGTHENING THE CAPACITY OF LAW ENFORCEMENT, ANTI-CORRUPTION AND BORDER COOPERATION AGENCIES</b>										
<p><b>Output 6.1</b>  Support provided to strengthen capacity of the OSPP in dealing with issues involving international law  <b>Target:</b> The capacity of 80% of relevant staff is enhanced  <b>Indicator 1:</b> Senior prosecutors trained as trainers  <b>Indicator 2:</b> 80 % of relevant prosecutors receive training  <b>Baseline:</b> Less than 5% of relevant</p>	6.1.1 Recruitment of international consultant				X	UNDP	FIN	71200	inter-consultant	8,000
		X	X	X	X	UNDP	EC	71100	ALD	14,286
					X	UNDP	FIN	71600	inter-travel & DSA	3,000
	6.1.2 Two weeks TOT conducted for nominated senior prosecutors			X		MoFA, OSPP	FIN	74200	Audio visual& print production	2,000
				X		MoFA, OSPP	FIN	73100	Rental	2,000

officials have training in international law and transnational investigation and prosecution techniques			X		MoFA, OSPP	FIN	74500	Sundries	1,500				
			X		MoFA, OSPP	FIN	74200	Translation	2,000				
	<b>6.1.3</b> Workshop on the Implementation of the treaties relative to the work of prosecutors	X				MoFA, OSPP	FIN	73100	Rental	200			
		X				MoFA, OSPP	FIN	71600	Local Travel & DSA	4,000			
		X				MoFA, OSPP	FIN	74200	Translation	500			
		X				MoFA, OSPP	FIN	74200	Printing	600			
		X				MoFA, OSPP	FIN	72500	supplies	300			
		X				MoFA, OSPP	FIN	72400	Mobile recharge cards	100			
		X				MoFA, OSPP	FIN	74500	Sundries	800			
									<b>Sub Total</b>		<b>39,286</b>		
<b>Output 6.2</b> State Inspection Authority is supported to develop capacity and guidelines consistent with the UN Convention Against Corruption for monitoring anti-corruption law <b>Target 1:</b> Adoption of guidelines by the end of 2009 <b>Target 2:</b> 25% of relevant officials from State Inspection Authority complete courses on anti corruption monitoring <b>Indicator 1:</b> Guidelines adopted by the SIA on Anti Corruption Law <b>Indicator 2:</b> SIA develops plans and proposals to support the ratification of UNCAC <b>Indicator 3:</b> 10% of relevant Officers participate in Intensive international law course <b>Baseline:</b> The Lao PDR has not ratified UNCAC. The SIA oversees the implementation of Lao anti Corruption Law	<b>6.2.1</b> Joint workshop on Anti Corruption Law and the UNCAC					X		MoFA, SIA	FIN	74200	Audio visual& print production	1,000	
			X			MoFA, SIA	FIN	72500	supplies	300			
			X			MoFA, SIA	FIN	73400	Rental	1,800			
			X			MoFA, SIA	FIN	74200	Translation	800			
			X			MoFA, SIA	FIN	72500	Sundries	200			
	<b>6.2.2</b> International guest speaker					X			UNDP	FIN	71600	inter-travel & DSA	2,500
	<b>6.2.3</b> One week anti-corruption law course organized for nominated officials						X		MoFA	FIN	71600	Local Travel & DSA	5,000
			X			MoFA	FIN	74200	Audio visual& print production	1,000			
			X			MoFA	FIN	73400	Rental	1,000			
			X			MoFA	FIN	74500	Sundries	700			
	<b>6.2.4</b> Attendance at international anti corruption conferences and courses by SIA officers				X	X	X	X	UNDP	FIN	71600	inter-travel & DSA	5,000
	<b>6.2.5</b> Anti Corruption day							X	MoFA	FIN	74500	Sundries	1,500
						X			UNDP	FIN	72500	Publication	3,000
						X			MoFA	FIN	71600	Local Travel & DSA	100
						X			MoFA	FIN	72500	supplies	300
						X			MoFA	FIN	73100	Rental	400
								<b>Sub Total</b>			<b>24,600</b>		

<p><b>Output 6.3</b> Support provided to the police and military academies <b>Target 1:</b> Military Academy and Police Academy adopt new curriculum for international law <b>Target 2:</b> Senior class in military academy complete 3 weeks lectures on international humanitarian law and treaties <b>Target 3:</b> Master's and Bachelor's Degree students in Police Academy complete 3 and 5 weeks lectures on international law and human rights respectively. <b>Indicator:</b> 1 new curriculum developed for academies <b>Indicator 2:</b> 6 Lectures delivered for Officers <b>Baseline:</b> The Project currently supports lectures for the academies</p>	<p><b>6.3.1</b> Lectures delivered for the academies</p>		X	X	X	MoFA, Academies	FIN	71600	Local Travel & DSA	1,000
			X	X	X	MoFA, Academies	FIN	74200	Translation	1,200
			X	X	X	MoFA, Academies	FIN	74200	Printing	2,000
			X	X	X	MoFA, Academies	FIN	74500	Sundries	1,000
		<b>Sub Total</b>								<b>5,200</b>
<p><b>Output 6.4</b> Capacity development for the Border Office in dealing with transnational issues and cooperation supported <b>Target 1</b> 25% of relevant senior officials from Border Office enhance capacity by completing courses on border cooperation and peaceful settlement of disputes <b>Target 2:</b> 1 senior staff from Border office enhance knowledge from attending course on border law <b>Target 3:</b> Senior personnel supported to attend annual conference on border law <b>Indicator 1:</b> 20 % relevant senior Border Office officials attend courses and conferences <b>Indicator 2:</b> Border Law course organized for 30% of relevant officers <b>Baseline:</b> Less than 10% of relevant personnel in the Border Office have formal training or background in border law; The Border Office not able to fund attendance of international conferences on border cooperation</p>	<p><b>6.4.1</b> Recruitment of international consultant</p>			X		UNDP	UN DP	71200	inter-consultant	4,000
		X							71600	inter-travel & DSA
	<p><b>6.4.2</b> One week Border Security Law Course organized for nominated Border Office staff</p>			X		MoFA	UN DP	71600	Local Travel & DSA	4,500
				X		MoFA	UN DP	74200	Printing	400
				X		MoFA	UN DP	74200	Translation	1,500
				X		MoFA	UN DP	73100	Rental	1,000
				X		MoFA	UN DP	72400	Mobile recharge cards	100
				X		MoFA	UN DP	74500	Sundries	200
				X		MoFA	UN DP	72500	supplies	300
	<p><b>6.4.3</b> 1 Staff from Border Office attend course in University of Durham in UK on border law</p>	X				UNDP	UN DP	71600	inter-travel & DSA	6,000
	<p><b>6.4.4</b> Senior personnel supported to attend annual conference on border law</p>			X		UNDP	UN DP	71600	inter-travel & DSA	5,000
	<b>Sub Total</b>								<b>25,000</b>	
	<b>Total Output 6</b>								<b>94,086</b>	
<p><b>OUTPUT 7: SUPPORT FOR LOCAL ADMINISTRATIONS, CSO's AND MASS EDUCATION ORGANIZATIONS TO RAISE AWARENESS</b></p>										
<p><b>Output 7.1</b> Provincial and district administrations supported to develop capacity in international law related to their work <b>Target:</b> 40% of relevant personnel (at least 20% of which are female)</p>	<p><b>7.1.1</b> Three day workshops for provincial and district authorities from 3 provinces conducted</p>	X			X	MoFA	UN DP	73100	Rental	2,000
		X	X	X	X	MoFA	EC	71100	ALD	19,641
		X			X	MoFA	UN DP	74200	Audio Visual	1,200
		X			X	MoFA	UN	74500	Sundries	

<p>from provincial and district levels in 3 provinces enhance knowledge and understanding of international law</p> <p><b>Indicator:</b> 25 core provincial and district officials (at least 5 female) of 3 provinces are able to demonstrate and apply new knowledge on international law to their work. Wider appreciation of international law exists among the provincial and district personnel.</p> <p><b>Baseline:</b> Provincial authorities have certain exposures to international law and human rights, whereas district authorities have no such exposures.</p>									5,000	
	X			X	MoFA	UN DP	71600	Travel & DSA	16,000	
	X			X	MoFA	UN DP	71400	Translation	1,500	
	<b>Sub Total</b>								<b>45,341</b>	
<p><b>Output 7.2</b> Advocacy capacity of CSO's relating to international law and human rights issues enhanced</p> <p><b>Target 1:</b> 5 day workshop on advocacy skills the role of civil societies and how to enhance their activities in achieving specific international law and community objectives relevant to the Lao PDR</p> <p><b>Target 2:</b> Up to 5 Resource persons (National UNV's ) recruited for relevant CSO's</p> <p><b>Indicator 1:</b> 25% relevant staff CSO's attend Intensive International Law courses</p> <p><b>Indicator 2:</b> Up to 5 Resource Persons (National UNV's ) recruited for relevant CSO's</p> <p><b>Baseline:</b> No officially recognized CSO's in the Lao PDR. Less than 5% Quasi CSO personnel have advocacy background</p>			X		UNDP	UN DP	71200	inter-consultant	4,000	
				X		UNDP	UN DP	71600	inter-travel & DSA	3,000
				X		MoFA	UN DP	72500	Supplies	500
				X		MoFA	UN DP	74200	Audio Visual	1,150
				X		MoFA	UN DP	74500	Sundries	1,000
				X		MoFA	UN DP	71600	Local Travel & DSA	3,000
				X		MoFA	FIN	74200	Translation	1,200
				X		MoFA	FIN	72500	Supplies	1,000
				X		MoFA	FIN	74200	Audio Visual	1,000
				X		MoFA	FIN	74500	Sundries	1,000
				X		MoFA	FIN	71600	Local Travel & DSA	4,000
				X		MoFA	FIN	74200	Translation	1,200
		X	X	X	X	UNDP	FIN	71400	Service Contract	9,000
	<b>Sub Total</b>								<b>31,050</b>	
	<p><b>Output 7.3</b>Support to the Party Propaganda and Training Board ( PPTB) to enhance its capacity to disseminate international law related values to the community</p> <p><b>Target 1:</b> Joint annual workshop/seminar for by the PPTB on community awareness of international law and human rights issues</p> <p><b>Indicator 1:</b> Workshop/seminar by PPTB on</p>			X		MoFA	FIN	73100	Rent	1,000
				X		MoFA	FIN	72500	Supplies	200
				X		MoFA	FIN	74200	Audio Vis	600
				X		MoFA	FIN	74500	Sundries	600
				X		MoFA	FIN	71400	Translation	800

community awareness of international law and human rights issues organized <b>Baseline:</b> The PPTB does not conduct any workshops or mass education sessions on international law and the obligations of the Lao PDR				X		MoFA	FIN	71600	Travel & DSA	4,000
									<b>Sub Total</b>	<b>7,200</b>
<b>Output 7.4</b> Awareness raising in connection with International Days/Year relevant to international law and human rights in the course of 2009. <b>Target1:</b> Awareness of the International Days/Year raised among 70% of relevant GoL officials, members of CSOs, and the public at large <b>Indicator1:</b> GoL supported to mark/contribute to the International Days/Year in 2009. <b>Target2:</b> 50 law students receive specially designed human rights training in connection with the International Year of Human Rights Learning <b>Indicator2:</b> Law students understand more about human rights law and enhance their knowledge.	<b>7.4.1</b> Seminar on Human Rights day				X	MoFA	FIN	73100	Rental	1,200
					X	MoFA	FIN	74200	Printing	400
					X	MoFA	FIN	74200	Translation	600
					X	MoFA	FIN	72500	supplies	200
					X	MoFA	FIN	74500	Sundries	200
	<b>7.4.2</b> seminar on World's Indigenous People Day			X		MoFA	FIN	73100	Rent	2,000
				X		MoFA	FIN	74200	Printing	700
				X		MoFA	FIN	74200	Translation	600
				X		MoFA	FIN	72500	supplies	300
				X		MoFA	FIN	74500	Sundries	200
	<b>7.4.3</b> International Year of Human Rights learning	X	X	X	X	MoFA	FIN	74200	Publication	1,500
	<b>7.4.4</b> Human Rights Summer Course 2009 FLP			X		MoFA	FIN	74200	Printing	1,000
				X		MoFA	FIN	74200	Translation	1,500
				X		MoFA	FIN	74500	sundries	3,000
				X		MoFA	FIN	71600	local Travel & DSA (Lunch Allowance)	5,000
								<b>Sub Total</b>	<b>18,400</b>	
								<b>Total Output 7</b>	<b>101,991</b>	
<b>OUTPUT 8: LOCAL PROJECT MANAGEMENT CAPACITY DEVELOPMENT AND PROJECT MANAGEMENT</b>										
Local management capacity development	Project Management courses and capacity programmes	X	X	X	X	MoFA	EC	72100	training & education	15,000
Equipment and maintenance		X	X	X	X	MoFA	FIN	72500	Supplies	21,000
Equipment and maintenance	Equipment and maintenance - new vehicle replacement for 4wd	X	X	X	X	MoFA	FIN	72500	Supplies	10,500
Project management (Staff:(N7X1;N4X2;N3X1;N2X1 Mid	Salaries	X	X	X	X	MoFA	FIN	71400	Service Contract	81,000

Level PX1; Senior Level PX1; Coordinator X1; Senior Technical Advisor (ALD 5)		X	X	X	X	UNDP	FIN		ALD	29,200
GMS		X	X	X	X	UNDP	FIN			39,000
GMS		X	X	X	X	UNDP	EC			5,600
UNDP Comms		X	X	X	X	UNDP	UN DP			2500
HACT Micro Assessment			X			UNDP	UN DP			5000
CD HRBA			X			UNDP	UN DP			10000
									<b>Total Output 8</b>	<b>218,800</b>
<b>TOTAL BUDGET 2009</b>										<b>987,320</b>

## VII. PROJECT WORKPLAN 2009-2012



Lao PDR

### INTERNATIONAL LAW PROJECT PHASE III PROJECT WORK PLAN AND BUDGET 2009-2012

**PROJECT TITLE: A PROGRAMME FOR ACCELERATED CAPACITY DEVELOPMENT FOR THE LAO PDR IN INTERNATIONAL LAW**

**Project Number:**

EXPECTED CP OUTPUTS	PLANNED ACTIVITIES		TIMEFRAME				RESPONSIBLE PARTY	FUNDS DETAILS				
	Result	Activities	Y 1	Y 2	Y 3	Y 4		Source	Code Budget Description	Amount		
<p><b>Output 1</b></p> <ul style="list-style-type: none"> <li>Improved capacity of national training institutions to competently formulate and deliver quality programs in international law and international relations</li> </ul> <p><b>Baseline:</b></p> <ul style="list-style-type: none"> <li>80% of instructors lack formal qualifications in international law</li> <li>The libraries at NAPPA and IFA and the Universities are poorly equipped for teaching international law.</li> </ul> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>100% of instructors able to devise and deliver quality programmes in international law and international relations</li> <li>6 libraries are equipped and meet the basic standards to assist learning and teaching in international law</li> </ul> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>100% of instructors from target institutions are able to devise and deliver quality programmes in international law and international relations</li> </ul>	<p>Institutions are able to provide quality programs in international law</p>	1. Staff training in curriculum development and international law pedagogy and research	X	X	X	X	Universities Law Faculties	FIN	71600: Travel	20,000		
										71400: contractual services	40,000	
										74200: Audio visual/printing	10,000	
										73400: Rental	5,000	
				2. Recruit 2 UNV visiting professors	X	X			UNDP	FIN	71400:Contractual Service-	100,000
				3. Provide language training facilities	X	X	X	X		FIN	Supplies	15,000
				4. Appoint UNV English language instructor	X	X				FIN	71400: contractual services	50,000
				5. Student internships supported			X	X	Law Faculties	EC	71400: contractual services	30,000
				6. Books and equipment purchased for libraries and computer equipment and software	X	X	X	X	MoFA	FIN	Supplies	40,000
			Capacity of NAPPA and IFA to provide high level training in international	1. Curriculum development and human rights methodology TOT	X	X	X	X	NAPPA /IFA	FIN	71400: contractual services	40,000
							71600: Travel	5,000				
							74200: Audio printing	10,000				



<ul style="list-style-type: none"> <li>• 6 libraries including the libraries of NAPPA and Institute of Foreign Affairs equipped with books and Internet resources and able to support teaching and learning in international law</li> <li>• 90 graduates over two years acquire specialist knowledge in international law through internships</li> <li>• 90% of institutions are able to deliver English language training programs with emphasis on English for international relations purposes</li> </ul>	law is enhanced	2. Computer and language training CD ROMs purchased for IFA	X	X	X		MoFA	FIN	Supplies	60,000	
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125	
									<b>Total Output 1</b>	<b>526,125</b>	
<p><b>Output 2</b></p> <p>Developed capacity for MoFA and relevant line ministries' personnel to enhance their functions in negotiating, analyzing, implementing, monitoring and reporting on treaties</p> <p>Baseline</p> <p>Only an estimated 10% of relevant staff have formal training in negotiations and reporting. The Ministry is able to meet reporting obligations 10-20% on time due to capacity constraints</p> <p>Indicators:</p> <ul style="list-style-type: none"> <li>-100% relevant staff able to demonstrate skills receive training in international negotiations strategies</li> <li>- 100% relevant staff receive training in international field work and data collection</li> <li>-Up to 80 MoFA junior officers gain knowledge of international law through intensive international law course</li> <li>-Biannual international law workshops organized</li> <li>- Up to 4 MoFA senior officers each year attend treaty meetings and UN General Assembly sessions</li> <li>- up to 28 nominated MoFA officers attend internships in New York and Geneva over a year period</li> <li>-80% of relevant nominated MoFA officers receive language training</li> </ul> <p>Targets</p> <ul style="list-style-type: none"> <li>100% relevant staff able</li> </ul>	70% of relevant staff acquire skills in international negotiations strategies	1. Support specialist training courses in negotiation skills for selected MoFA personnel	X				MoFA	EC	71600: Travel	2,000	
										71400: contractual services	8,000
										71600:Travel & DSA	10,000
										73400: Rental	4,000
										71400:Contractual Service-	4,000
	MoFA and Line Ministry officials participate in and acquire specialist knowledge from intensive training courses in international law	2. Intensive courses organized for MoFA and Line Ministries staff	X	X	X	X	MoFA	EC	71600: Travel & DSA	30,000	
										71400: contractual services	10,000
									UN DP	74200: Audio visual/printing	10,000
										73400: Rental	10,000
	MoFA officials attend and participate in annual sessions of treaty party meetings and the UN	3. Up to 8. MoFA officials supported to attend meetings and sessions	X				UNDP/MoFA	UF	71600: Travel & DSA	90,000	
									71600: Travel & DSA	90,000	
									EC	71600: Travel & DSA	40,000
									UN DP		40,000
4 selected MoFA and Line Ministries Officials gain higher qualifications in international law	4. Up to 4 selected officials supported to attend nominated universities overseas	X				UNDP/MoFA	UF	71600: Travel	148,500		
Senior MoFA officials gain enhanced knowledge in international law	5. Senior MoFA officials attend biannual workshops on international law organized in Lao PDR	X	X	X	X	UNDP/MoFA	EC	71600: Travel	8,000		
								71400: contractual services	4,000		
								74200: Audio visual/printing	5,000		
								73400: Rental	4,000		

<p>to demonstrate skills receive training in international negotiations strategies</p> <ul style="list-style-type: none"> <li>- 100% relevant staff able to demonstrate skills receive training in international field work and data collection</li> <li>- Up to 80 MoFA junior officers gain knowledge of international law through attend intensive international law course</li> <li>- Biannual international law workshops organized each year</li> <li>- MoFA senior officers attend treaty meetings and UN General Assembly sessions</li> <li>- up to 28 nominated MoFA officers attend internships in New York and Geneva over a year period</li> <li>- 80% of relevant nominated MoFA officers receive language training</li> <li>- 100% of relevant MoFA staff pass complete English language training course examination</li> <li>- Up to 80 MoFA officers receive training through intensive International Law course</li> </ul>									74500 Miscellaneous	2,000
	<p>MoFA and NA members develop close coordinating policies and strategies for the adoption of treaties</p>	<p>6. Senior MoFA officers attend joint quarterly coordinating workshops with the NA Law Committee</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MoFA</p>	<p>EC</p>	71600: Travel	8,000
									71400: contractual services	4,000
									74200: Audio visual/printing	5,000
									73400: Rental	4,000
	<p>MoFA officers gain practical knowledge and experience from internships with Lao PDR missions in New York and Geneva</p>	<p>7. Nominated officials supported to serve as interns</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MoFA</p>	<p>EC</p>	71600: Travel	225,000
	<p>Project Management STA (L 5)</p>	<p>Service Contract for STA</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>FIN</p>	71200: contractual services	101,125
									<b>Total Output 2</b>	
	<p><b>Output 3</b></p> <p>Senior officials from Line Ministries, National Assembly and training institutions supported to gain insights, acquire knowledge, and understanding of emerging trends in international law relevant to the Lao PDR through yearly International Law Forums and the publication of the proceedings of the forum;</p> <p><b>Baseline:</b></p> <p>Forum organized yearly</p> <p><b>Indicators:</b></p> <p>1. Up to 70 % of relevant senior officials attendance at the annual Lao International Law forum</p> <p>2. Proceedings of Forums published</p> <p>3. 20-30 Lao international law experts actively participate in the Forums</p> <p><b>Targets:</b></p> <p>1. International Law Forum organized in December</p>	<p>Lao international law experts exchange and enhance ideas on international law at forum</p>	<p>1. International Law Forum organized yearly</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MoFA</p>	<p>FIN</p>	71600: Travel
71400: contractual services										4,000
74200: Audio visual/printing										8,000
73400: Rental										4,000
71400 Contractual services										5,000
74500 Miscellaneous										4,000
<p>Publication of <i>International Law: Lao PDR Perspectives</i> Activity based on papers collected from the Forum</p>		<p>2. Publish international law text on Lao PDR</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MoFA</p>	<p>FIN</p>	74200: Audio visual/printing	20,000
									71400: contractual services	4,000
									74500 Miscellaneous	2,000
<p>Senior Officials acquire enhanced knowledge of international law and international relations</p>		<p>3. Annual seminars on international law and diplomacy for selected MoFA staff organized</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>MoFA</p>	<p>FIN</p>	71400 Contractual service	4,000
									74200: Audio printing	8,000
									71600: Travel	8,000
									73400: Rental	4,000

2. Publication of International Law: Lao PDR Perspectives Activity based on papers collected from the Forum 3. Annual seminars on international law and diplomacy for selected MoFA staff organized 4.20-30 Lao international law experts actively participate in the Forums	issues relevant to the Lao PDR								71400 Contractual service	5,000	
	4. Regional speakers invited to attend as part of South South relations and experience	X	X	X	X			FIN	71600: Travel & DSA	79,000	
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125	
										<b>Total Output 3</b>	<b>187,000</b>
<b>Output 4</b> Support to the NA for capacity to increase its consideration of treaties for ratification and incorporation into national law and to actively monitor their implementation <b>Baseline:</b> The NA has limited capacity to process treaties into domestic law: the turn around time for considering treaties is 12-24 months <b>Indicators:</b> -Up 80% of NA members receive training and acquire enhanced knowledge and understanding of treaties proposed by the GoL for ratification. -80% of NA members receive training and acquire enhanced skills of in techniques of incorporating, transforming of treaty obligations into national legislation -100% of laws adopted NA fully harmonized with the Lao PDR international treaty obligations - 2 -Seminars a year organized for nominated officials - 1 Training workshop on oversight organized for	Enhanced knowledge for 80% NA members of treaties proposed for ratification	Joint seminars between the MoFA and the NA	X	X	X	X	MoFA	FIN	74200: Audio visual/printing	8,000	
									73400: Rental	4,000	
									71400 Contractual services	5,000	
									74200: Audio visual/printing	3,000	
									71600: Travel	20,000	
	80% of NA members enhance skills on treaties incorporation	International law seminars organized for nominated NA members on incorporation	X		X		MoFA/NA	FIN	74200: Audio visual/printing	4,000	
									73400: Rental	2,000	
									71400 Contractual services	3,000	
									74200: Audio visual/printing	2,000	
									71600: Travel	20,000	
	Enhanced capacity of 80% NA members in dealings with the executive in the negotiation and adoption of treaties	Workshop on relationship between the executive and the legislature organized	X	X	X	X	MoFA/NA	FIN	74200: Audio visual/printing	4,000	
									73400: Rental	2,000	
									71400 Contractual services	5,000	
									74200: Audio visual/printing	1,000	
									71600: Travel	20,000	
100% of new laws adopted by the NA fully harmonized with the Lao PDR international	Joint seminars with SELNA and MoJ and MoFA on harmonization audits for legislation	X	X	X	X	MoFA/NA /MoJ	FIN	74200: Audio visual/printing	4,000		
								73400: Rental	4,000		
								71400 Contractual services	5,000		
								74200: Audio visual/printing	3,000		

<p>nominated NA members per year</p> <p>-1 Study tour supported for the NA</p> <p>- Inclusion of 2 personnel a year from the PMO in intensive international training courses</p> <p><b>Targets:</b></p> <p>-80% of National Assembly members receive training and acquire enhanced knowledge and understanding of treaties proposed by the GoL for ratification.</p> <p>-80% of National Assembly members receive training and acquire enhanced skills of in techniques of incorporating, transforming of treaty obligations into national legislation</p> <p>-100% laws adopted by NA fully harmonized with the Lao PDR international treaty obligations</p>	treaty obligation							71600: Travel	20,000	
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125
	<b>Total Output 4</b>									<b>139,000</b>
<p><b>Output 5</b> Enhanced capacity of the judiciary to deal with private and public international law issues relating to the Lao PDR brought before the courts</p> <p><b>Baseline:</b></p> <p>The judiciary currently receives no formal training in international law</p> <p><b>Indicators:</b></p> <p>-20 senior judges receive training in TOT sessions</p> <p>-30% of members of the judiciary trained in each year to acquire knowledge in international law</p> <p>-Study tour for members of the judiciary Steering Committee to learn about continuing professional education and the judicial application of international law</p> <p><b>Targets:</b></p> <p>-20 judges trained as trainers</p> <p>-100 judges complete training each year and acquire enhanced knowledge in international law relevant to their work</p> <p>-Steering Committee members attend study</p>	20 Judges from the national judiciary trained and acquire knowledge as trainers in international law for the judiciary	TOT conducted for 20 judges	X				Judiciary Training Institute	FIN	71600: Travel	2,000
									71400 Contractual service	8,000
									71600: Travel	40,000
	20% of members of the judiciary trained acquire knowledge in international law	Judges from TOT train other judges		X	X	X		FIN	74200: Audio visual/printing	8,000
									73400: Rental	8,000
									71400 Contractual services	8,000
									74200: Audio visual/printing	8,000
									71600: Travel	79,000
									74500 Miscellaneous	4,000
	Steering/training committee members of the judiciary gain enhanced understanding from study tour to learn about continuing professional education for judges	Study tour of the Steering Committee supported		X	X	X	Judiciary Training Institute	EC	Travel	30,000

tour on continuing professional education and the judicial application of international law	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125	
			<b>Total Output 5</b>		<b>195,000</b>						
<b>Output 6</b> Procuracies and law enforcement agencies acquire enhanced knowledge of international law relevant to their work and are able to monitor and enforce domestic implementation and respect for international law obligations and prosecute breaches successfully <b>Baseline:</b> Less than 2% of relevant staff have international law background <b>Indicators:</b> 100% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses and demonstrate practical application of anti corruption monitoring -25% number of senior staff a year from Border Office attend course on boarder law -New international law curriculum developed for the police and military academies - 6 lectures delivered for police and military academy per year -Up to 10 senior prosecutors trained as Trainers -80% of prosecutors acquire enhanced skills in international law relevant to prosecution work - Adoption by the State Inspection Authority of guidelines consistent with the UN Convention on Corruption for monitoring anti-	Senior members of the Prosecutors Office acquire enhanced knowledge as trainers	TOT for 5 senior prosecutors conducted	X	X	X	Prosecutor's Office	UN DP	71400:Contractual service	8,000		
			71600: Travel	2,000							
	80% of prosecutors enhance their capacity to prosecute international law related cases	Training for judges conducted by TOT judges			X	X	X	Prosecutors Office	74200: Audio visual/printing	8,000	
									73400: Rental	2,000	
									71400 Contractual service (Interpreter)	2,000	
									74200: Audio visual/printing	1,000	
									71600: Travel	10,000	
									EC	74500 Miscellaneous	1,000
									EC	71600:Travel	40,000
										74200: Audio visual/printing	8,000
73400: Rental	5,000										
71400 Contractual service (Interpreter)	5,000										
UF	74200: /printing	2,250									
80% of the relevant officials from Border security Office enhance their capacity and knowledge in international relating to boundaries	Nominated officials attend intensive international law courses		X	X	X	X	MoFA	EC	71600: Travel	8,000	
Capacity is enhanced for 1 nominated official through participation in an academic program	Senior personnel supported to attend annual conference on border security		X	X	X	X	Border Office	EC	71600: Travel	30,000	

<p>corruption law</p> <p>-4 Border Security Office assisted to attend international courses and conferences on boarder cooperation each year</p> <p><b>Targets:</b></p> <p>-100% of relevant officials from State Inspectors Office and the Office of the Prosecutor complete courses on anti corruption monitoring</p> <p>-25% staff a year from Border Office attend course on boarder law in Lao</p> <p>-New international law curriculum developed for the police and military academies and 3 weeks of lectures delivered for each academy per year</p> <p>-5 senior prosecutors trained as Trainers</p> <p>-80% of prosecutors acquire enhances skills in international law relevant to prosecution work</p> <p>- State Inspection Authority adopts guidelines consistent with the UN Convention on Corruption for monitoring anti-corruption law</p>		Nominated personnel supported to attend annual program in University of Durham in UK on border law	X	X	X	X	Border Office	EC	71600: Travel	45,000
	<p>80% of officials from the Border Office enhance capacity through border cooperation workshop</p>	<p>Workshop organized</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>Border Office</p>	<p>UN DP</p>	73400: Rental	8,000
									71400 Contractual service (Interpreter)	2,000
									74200: Audio visual/printing	1,750
									71600: Travel	4,000
									73400: Rental	8,000
	<p>80% of relevant officials from the SIA gain enhanced knowledge by participating in a 3 day workshop on international law focusing on UNCAD and its implementation in Lao PDR</p>	<p>Workshop on anti corruption law supported for SIA</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>SIA/MoFA</p>	<p>UN DP</p>	73400: Rental	8,000
									71400 Contractual service (Interpreter)	2,000
									FIN	74200: Audio visual/printing
								<p>FIN</p>	71600: Travel	4,000
73400: Rental									8,000	
<p>Police and military academies able to deliver quality program in international law 100% of graduate benefit from lectures delivered through Project</p>	<p>3 weeks of lecture delivered for each academy.</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>Police and Military Academies/MoFA</p>	<p>FIN</p>	71600: Travel	12,000	
<p>Project Management STA (L 5)</p>	<p>Service Contract for STA</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>FIN</p>	71200: contractual services	101,125	

								Total Output 6	238,500		
<p><b>Output 7</b> Strengthening the capacity of CSO's and mass organizations and Provincial Authorities in raising public awareness on issues of international law with particular reference to human rights and community obligations.</p> <p><b>Baseline:</b> Law on CSO's yet to be passed; CSO's lack advocacy skills; only 5% of the officials from the international Relations Dept in the Provinces have formal international law background; only one official from the PPO has a background in international law</p> <p><b>Indicators:</b> 100% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations -Up to 10 Resource Persons for the Laos Disability Persons Association as National UNVs supported - 4 issues of the Lao International law Newsletter published each year. -100% of relevant personnel from CSO's complete training in advocacy -2 workshops organized each year for community groups and CSO's of inform on the relevance of international law to developments in the Lao PDR -1 key personnel from each international relations department from Provinces invited to attend intensive international law course. -Annual workshops on the relevance of international to the work of Provincial Authorities. -Advocacy capacity of CSO's relating to international law issues</p>	100 of relevant personnel from Civil Society Organizations complete training in advocacy	Specialist advocacy training workshops conducted		X	X	X	UNDP	UN DP	74200: Audio visual/printing	1,000	
									71600: Travel	4,000	
									73400: Rental	3,000	
									71600: Travel	12,000	
	Up to 10 Resource Persons for relevant CSO's as National UNVs able to assist disabled people in their rights in the Provinces	Up to 10 UNVs recruited for CSO's		X	X	X	X	LDPA/CSO's	UN DP	71400: Contractual services	100,000
	25% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations	Seminars are workshops conducted for Provincial authorities		X	X	X	X	Provincial Authorities/ MoFA	UN DP	74200 Audio visual& print production	8,000
									73400 Rental	8,000	
									74500: Misc	10,000	
									71400 Contractual Service-individual (interpreter)	8,000	
									74200 Audio visual& print production	8,250	
								71600: Travel & DSA	125,000		
						X		UF	71600: Travel & DSA	16,000	
The capacity of 100% of the staff International Law Dept of Propaganda Office enhanced to conduct community awareness is enhanced	Seminars and information sessions conducted. staff participate in intensive international Law courses		X	X	X	X	Party Propaganda Office/MoFA	UN DP	71400 Contractual Service-individual (interpreter)	4,000	
									74200 Audio visual& print production	4,000	
									71600: Travel	12,000	
									71400 Contractual Service-individual (interpreter)	4,000	
									74500 Miscellaneous	4,000	
Generic Workshops	Workshops		X	X	X	X	Party Propaganda Office/MoFA	UF	74200 Audio visual& print production	10,000	

<p>enhanced</p> <p>-2 day workshop on advocacy skills on the role of CSO's and how to enhance their activities in achieving specific international law and community objectives relevant to the Lao PDR.</p> <p>-Up to 10 Resource Persons recruited for relevant CSO's</p> <p>-2 Joint Annual Workshop/Seminar per year with the PPO on community awareness of international law and human rights issues</p> <p>-Publication of 16 issues of the Lao International Law Newsletter</p> <p>Targets:</p> <p>-100% of relevant personnel from the International Relations Departments of the Provincial authorities complete courses on international law relevant to their operations</p> <p>-Up to 10 Resource Persons for the CSO's as National UNVs supported</p> <p>-4 issues of the Lao International Law Newsletter published each year.</p> <p>-100% of relevant personnel from CSO's complete training in advocacy</p> <p>-4 generic workshops organized each year for community groups and CSO's to inform on the relevance of international law to developments in the Lao PDR</p>								FA				
									To be mobilized	73400 Rental	10,000	
									To be mobilized	71400 Contractual Service- individual (Interpreter)	14,000	
									To be mobilized	71600 Travel	14,000	
									UN DP	74500 Miscellaneous expenses	1,000	
										71600 Travel	9,000	
									UF	74500 Miscellaneous expenses	6,000	
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125		
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X	UNDP	FIN	71200: contractual services	101,125		
									<b>Total Output 7:</b>	<b>395,250</b>		
<b>OUTPUT 8: LOCAL PROJECT MANAGEMENT CAPACITY DEVELOPMENT AND PROJECT MANAGEMENT</b>												
Local management capacity development	100% of local staff developed enhance capacities to manage project	Project management courses and capacity programs conducted	X	X	X	X	MoFA	FIN	7250: Supplies	71,000		
Equipment and maintenance	Equipment well maintained	Equipment purchased and maintained	X	X	X	X			72500 Supplies	21,500		
								To be Mobilized	72500 Supplies	24,000		



Equipment and maintenance	New Project vehicle purchased	New vehicle replacement for Project Four Wheel Drive	X						UN DP	72500 Supplies	48,000
Project management (Staff:(N7X1;N4X2;N3X1;N2X1 Mid Level PX1; Senior Level PX1; Coordinator X1; STA(L 5))	Project management (Staff:(N7X1;N4X2;N3X1;N2X1 Mid Level PX1; Senior Level PX1; Coordinator X1; STA(L 5))		X	X	X	X		MoFA/UN DP	FIN	71400 Service Contract	280,000
	Project Management STA (L 5)	Service Contract for STA	X	X	X	X		UNDP	FIN	71200: contractual services	101,125
FIN GMS			X	X	X	X		FIN	FIN	GMS	157500
EC GMS			X	X	X	X		EC	EC	GMS	43750
UNDP Comms											10000
HACT Micro Assessment											5000
CD Rom HRBA											10000
										<b>Total Output 8:</b>	<b>771,875</b>
<b>TOTAL RESOURCES BUDGET FOR ILP PROJECT PHASE III</b>											<b>3,825,000</b>

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## VIII. PROJECT MANAGEMENT ARRANGEMENTS

### *Project Board*

**Overall responsibilities:** The Project Board is the group responsible for making by consensus management decisions for a project when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance to standards that shall ensure best value to money, fairness, integrity transparency and effective international competition. Project reviews by this group are made at designated decision points during the running of a project, or as necessary when raised by the Project Manager. This group is consulted by the Project Manager for decisions when the PM's tolerances (normally in terms of time and budget) have been exceeded.

Based on the approved annual work plan (AWP), the Project Board may review and approve project quarterly plans when required and authorizes any major deviation from these agreed quarterly plans. It is the authority that signs off the completion of each quarterly plan as well as authorizes the start of the next quarterly plan. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies. In addition, it approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities.

**Composition and organization:** This group contains three roles, including:

- 1) An Executive: individual representing the project ownership to chair the group.
- 2) Senior Supplier: individual or group representing the interests of the parties concerned which provide funding and/or technical expertise to the project. The Senior Supplier's primary function within the Board is to provide guidance regarding the technical feasibility of the project.
- 3) Senior Beneficiary: individual or group of individuals representing the interests of those who will ultimately benefit from the project. The Senior Beneficiary's primary function within the Board is to ensure the realization of project results from the perspective of project beneficiaries.

Potential members of the Project Board are reviewed and recommended for approval during the Project Appraisal Committee meeting. For example, the Executive role can be held by a representative from the Government Cooperating Agency or UNDP, the Senior Supplier role is held by a representative of the Implementing Partner and/or UNDP, and the Senior Beneficiary role is held by a representative of the government or civil society. Representative of other stakeholders can be included in the Board as appropriate.

### **Executive**

The Executive is ultimately responsible for the project, supported by the Senior Beneficiary and Senior Supplier. The Executive's role is to ensure that the project is focused throughout its life cycle on achieving its objectives and delivering outputs that will contribute to higher level outcomes. The Executive has to ensure that the project gives value for money, ensuring a cost-conscious approach to the project, balancing the demands of beneficiary and supplier.

### **Senior Beneficiary**

The Senior Beneficiary is responsible for validating the needs and for monitoring that the solution will meet those needs within the constraints of the project. The role represents the interests of all those who will benefit from the project, or those for whom the deliverables resulting from activities will achieve specific output targets. The Senior Beneficiary role monitors progress against targets and quality criteria. This role may require more than one person to cover all the beneficiary interests. For the sake of effectiveness the role should not be split between too many people.

### **Senior Supplier**

The Senior Supplier represents the interests of the parties which provide funding and/or technical expertise to the project (designing, developing, facilitating, procuring, implementing). The Senior Supplier's primary function within the Board is to provide guidance regarding the technical feasibility of the project. The Senior Supplier role must have the authority to commit or acquire supplier resources required. If necessary, more than one person may be required for this role. Typically, the implementing partner, UNDP and/or donor(s) would be represented under this role.

***Project Manager (detail TOR in the annex)***

**Overall responsibilities:** The Project Manager has the authority to run the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Board. The Project Manager is responsible for day-to-day management and decision-making for the project. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

The Implementing Partner appoints the Project Manager, who should be different from the Implementing Partner's representative in the Outcome Board. Prior to the approval of the project, the Project Developer role is the UNDP staff member responsible for project management functions during formulation until the Project Manager from the Implementing Partner is in place.

***Project Assurance***

**Overall responsibility:** Project Assurance is the responsibility of each Project Board Member; however the role can be delegated. The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed.

Project Assurance has to be independent of the Project Manager; therefore the Project Board cannot delegate any of its assurance responsibilities to the Project Manager. A UNDP Programme Officer typically holds the Project Assurance role.

The implementation of the assurance responsibilities needs to answer the question "What is to be assured?". The following list includes the key suggested aspects that need to be checked by the Project Assurance throughout the project as part of ensuring that it remains relevant, follows the approved plans and continues to meet the planned targets with quality.

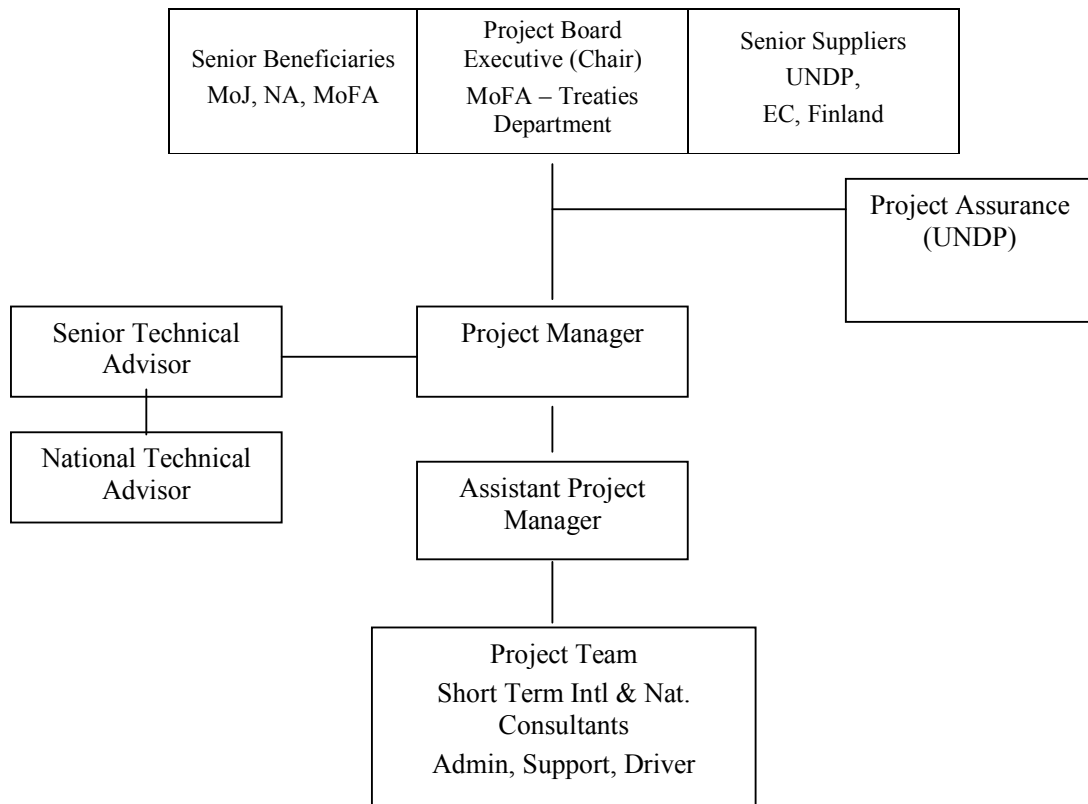
***Project Support***

**Overall responsibilities:** The Project Support role provides project administration, management and technical support to the Project Manager as required by the needs of the individual project or Project Manager. The provision of any Project Support on a formal basis is optional. It is necessary to keep Project Support and Project Assurance roles separate in order to maintain the independence of Project Assurance.

Detailed TORs are annexed.

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**IX. MANAGEMENT ORGAN GRAM**



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## **X. MONITORING FRAMEWORK AND EVALUATION**

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the Project will be monitored through the following:

### **Within the annual cycle**

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the Project implementation.
- Based on the above information recorded in Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- a Project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the Project
- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

### **Annually**

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual Project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the Project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

### **Mid Term Review**

A review will be carried out at mid-term to determine the impact of the Project. And to adjust Project activities and outputs if necessary to ensure the outcomes of the Project are achieved. The results and lessons learned will be used to improve upon the work of the Project in the remaining cycle.

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## **XI. LEGAL CONTEXT**

This document together with the CPAP signed by the Government and UNDP on 28 March 2007, which is incorporated by reference, constitutes a Project Document as referred to in the Standard Basic Assistance Agreement (SBAA) of 10 October 1988. All CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the Project is being carried;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

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## XII. ANNEXES

## XIII. ANNEX 1: RISK LOG



<b>Project Title: International law Project Phase III</b>	<b>Award ID:</b>	<b>Date:</b>
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#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
1	Project activities are not fully implemented due to lack of resources		Financial Operational	<p>Project objectives will not be fully realised. Critical aspects of the Project may be terminated</p> <p><b>Probability (P)</b> =1</p> <p><b>Impact (I)</b>=3 (1X3=3)</p>	<p>Strong support and involvement of the Implementing Partner and responsible parties are needed to advocate interested donors to channel resources into the Project. It is however anticipated that funds to meet the budget will be secured before the Project commences</p> <p>In the worse-case scenario, some activities will need to be reduced in consultation with the Project Board</p>	UNDP			Reducing

2	Delays in implementing certain activities		Operational	<p>This would undermine confidence in the Project. It could also extend the cycle of the Project beyond its scheduled date with cost implications</p> <p><b>P =1</b> <b>I = 2</b> <b>(1X2=2)</b></p>	<p>Regular Project meetings, under the leadership of the Project Board Executive and the Board are to be convened to keep track of progress in the implementation process.</p>	Project Team, Project Board			Current and stable
3	Difficulties with coordination between MoFA and other ministries regarding the respective, activities, roles and responsibilities of the institutions		Operational	<p>This could lead to the withdrawal of other departments from the Project</p> <p><b>P =2</b> <b>I = 4</b> <b>(2X4=8)</b></p>	<p>Ensure adequate representation on the Project Board for key ministries and the National Assembly; ensure close consultations between MOFA and key Ministries through the Project Office</p>	UNDP, Project Team			Current and stable



4	Legislation on Civil Societies may not be adopted		Regulatory	<p>Law on Civil Societies would assist the Project objectives of raising community awareness by facilitating the work of CSOs. Failure to adopt it would not undermine the Projects activities unduly.</p> <p><b>P=2</b> <b>I=1</b> <b>(2X1=2)</b></p>	<p>Advocate for the adoption of the legislation through representations to the National Assembly and other state agencies. Enhance the effectiveness of the existing CSOs through assistance with workshops and training</p>	UNDP, Project Team, Project Board			Current
5	Difficulties in recruitment short- term international consultants		Operational	<p>The unavailability of suitable short term Consultants could undermine the timely implementation of Project activities</p> <p><b>P=2</b> <b>I=3</b> <b>(2X3=6)</b></p>	<p>The Project would commence the recruitment process as early as possible in each instance to avoid possible delays. The Project will identify where and when consultants may be needed at the beginning of each year and commence recruitment accordingly</p>	UNDP, Project Team			

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## **XIV. ANNEX 2: TERMS OF REFERENCES**

### **Annex 2.1. Project Board**

*Overall responsibilities:* The International Law Project Phase III Project Board is ultimately responsible for making sure that the project remains on course to deliver the desired results. It is responsible for making by consensus management decisions for the project:

- at designated decision points during the implementation of the project (see specific responsibilities below);
- when guidance is required by the IL Project Manager; and,
- when project tolerances (normally in terms of time and budget) have been exceeded

The Project Board reviews and approves the annual work plans (AWP) and authorizes any major deviation from these plans. It ensures that the required resources are available, arbitrates on any conflicts within the project and negotiates a solution to any problems between the project and external bodies. In addition, it approves the appointment and responsibilities of the Project Manager. It may also decide to delegate its Project Assurance responsibilities to a staff of UNDP and/or the Implementing Partner.

*Composition and organization:*

1. The Executive of the Project Board will be: Director General of the Treaties Department, MoFA. The Executive is Chairperson of the Project Board, and is ultimately responsible for the project. He/she has to ensure that the project remains focused on achieving its objectives and is cost-effective.
2. The representatives of the Senior Suppliers will be: UNDP, EU, and Government of Finland. The Senior Suppliers represent the interests of the parties providing resources and/or technical expertise to the project. Their primary function within the Board is to provide guidance regarding the technical feasibility of the project. They are accountable for the quality of the resources (funding or technical assistance) provided by the suppliers.
3. The representatives of the Senior Beneficiaries will be: National Assembly and Ministry of Justice [members TBC]. The Senior Beneficiaries represent the interests of those who will ultimately benefit from the project. They monitor the accomplishments and outputs of the project against the agreed requirements.

*Specific responsibilities:*

#### When the project is initiated

- Agree on the Project Manager's responsibilities, as well as the responsibilities of the other members of the Project team;
- Delegate any Project Assurance function as appropriate;
- Review and appraise detailed Project Plans and AWP, including the risk log and the monitoring and communication plan.

#### During the implementation of the project

- Provide overall guidance and direction to the project;
- Address project issues as raised by the Project Manager;
- Provide guidance and agree on possible management actions to address specific risks;
- Agree on Project Manager's tolerances within the AWP;
- Conduct regular meetings as it may deem appropriate (e.g. to review the Project Quarterly Progress Report and provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans; to review Combined Delivery Reports (CDR) prior to certification by the Implementing Partner);
- Appraise the Project Annual Review Report, make recommendations for the next AWP;
- Provide ad-hoc direction and advice for exception situations when project manager's tolerances are exceeded;

- Assess and decide on project changes through revisions.

When the project is being closed

- Assure that all Project deliverables have been produced satisfactorily;
- Review and approve the Final Project Review Report, including Lessons-learned;
- Make recommendations for follow-on actions;
- Commission project evaluation if it is required;
- Notify operational completion of the project.

*Meetings:* The Project Board meets:

- On a quarterly basis to review and approve the regular project reports.
- At any other time a meeting is requested by one of its members, the Project Manager or the Project Assurance because guidance is required, tolerances have been exceeded, or a particular issue or risk requires the intervention of the Project Board.

**Annex 2.2. Note on Project Assurance**

Project Assurance is the responsibility of each Project Board member. However the role can be delegated by the Project Board. When this happens, the Project Assurance person supports the Project Board by carrying out objective and independent project oversight and monitoring functions. The Project Assurance function has to be independent of the Project Manager; therefore the Project Board cannot delegate any of its assurance responsibilities to the Project Manager.

Proposed Delegation of Assurance Tasks in relation to the IL Project:

One or more UNDP Programme Officers in the Governance Unit will hold the Project Assurance role, given UNDP's overall assurance and monitoring responsibility for the project.

The following list includes the key elements that need to be checked for assurance purposes throughout the project.

- Maintenance of thorough liaison throughout the project between the members of the Project Board.
- Beneficiary needs and expectations are being met or managed
- Risks are being controlled
- Adherence to the Project Justification (Business Case)
- Projects fit with the overall Country Programme
- The right people are being involved
- An acceptable solution is being developed
- The project remains viable
- The scope of the project is not "creeping upwards" unnoticed
- Internal and external communications are working
- Applicable UNDP rules and regulations are being observed
- Any legislative constraints are being observed
- Adherence to monitoring and reporting requirements and standards

*Specific responsibilities of the assurance function:*

During the implementation of the project

- Ensure that funds are made available to the project;
- Ensure that project outputs definitions and activity definition including description and quality criteria have been properly recorded in the Atlas Project Management module to facilitate monitoring and reporting;

- Ensure that risks and issues are properly managed, and that the logs in Atlas are regularly updated;
- Ensure that critical project information is monitored and updated in Atlas, using the Activity Quality log in particular;
- Ensure that Project Quarterly Progress Reports are prepared and submitted on time, and according to standards in terms of format and content quality;
- Ensure that CDRs and FACE are prepared and submitted to the Project Board and Outcome Board;
- Perform oversight activities, such as periodic monitoring visits and “spot checks”.
- Ensure that the Project Data Quality Dashboard remains “green”

When the project is being closed

- Ensure that the project is operationally closed in Atlas;
- Ensure that all financial transactions are in Atlas based on final accounting of expenditures;
- Ensure that project accounts are closed and status set in Atlas accordingly.

### **Annex 2.3. Note on Project Manager's Responsibilities and Tolerance Granted**

**Overall responsibilities:** The Project Manager has the authority to run the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Board. The Project Manager is responsible for day-to-day management and decision-making for the project. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

The Project Manager shall be different from the Implementing Partner's representative in the Outcome Board. Prior to the approval of the project, the Project Developer role shall be the responsibility of the UNDP staff member responsible for project management functions during formulation until the Project Manager from the Implementing Partner is in place.

#### ***Specific responsibilities:***

##### Overall project management:

- Manage the realization of project outputs through activities;
- Provide direction and guidance to project team(s);
- Liaise with the Project Board or its appointed Project Assurance roles to assure the overall direction and integrity of the project;
- Identify and obtain any support and advice required for the management, planning and control of the project;
- Responsible for project administration;
- Liaise with any suppliers;
- May also perform Team Manager and Project Support roles;

##### Running a project

- Plan the activities of the project and monitor progress against the initial quality criteria.
- Mobilize goods and services to initiative activities, including drafting TORs and work specifications;
- Monitor events as determined in the Monitoring & Communication Plan, and update the plan as required;
- Manage requests for the provision of financial resources by UNDP, using advance of funds, direct payments, or reimbursement using the FACE (Fund Authorization and Certificate of Expenditures);
- Monitor financial resources and accounting to ensure accuracy and reliability of financial reports;
- Manage and monitor the project risks as initially identified in the Project Brief appraised by the LPAC, submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the Project Risks Log;
- Be responsible for managing issues and requests for change by maintaining an Issues Log.
- Prepare the Project Quarterly Progress Report (progress against planned activities, update on Risks and Issues, expenditures) and submit the report to the Project Board and Project Assurance;
- Prepare the Annual review Report, and submit the report to the Project Board and the Outcome Board;
- Based on the review, prepare the AWP for the following year.

##### Closing a Project

- Prepare Final Project Review Reports to be submitted to the Project Board and the Outcome Board;
- Identify follow-on actions and submit them for consideration to the Project Board;
- Manage the transfer of project deliverables, documents, files, equipment and materials to national beneficiaries;
- Prepare final CDR/FACE for signature by UNDP and the Implementing Partner.

#### **Tolerances**

No project ever goes 100% according to the initial plan. Even with a good plan, some things will go a little slower than planned or cost a little more; other things will go faster or cost a little less.

Although the Project Board agrees on a plan with the Project Manager at the beginning of the year, it does not want the Project Manager to be constantly running back to it, saying "I have spent a small amount more than we had planned this week" or "I am a day late this week". On the other hand, the Project Board does not want progress to deviate wildly from the plan without being told and being able to react.

So where is the dividing line between deviations that are permissible without Project Board intervention and deviations that require the intervention of the Project Board? The dividing line is called tolerance. Tolerance is a permissible deviation from the project plan that does not require bringing the deviation to the attention of the Project Board.

The tolerances for the project as a whole are normally reviewed and recommended for approval during the LPAC meeting. Subsequently, the Project Board may want to agree with the Project Manager on a tolerance for each deliverable once the AWP has been produced.

When it appears that the tolerance granted by the Project Board to the Project Manager for the project as a whole or a particular deliverable has been exceeded or is likely to be exceeded, the Project Board needs to convene and agree on the measures to be taken.

Separate tolerance figures should be given for:

- time (to deliver outputs/activities)
- cost (of project/activities)
- scope (of project)

Tolerance figures need not be the same for over and under cost and time. A tolerance of, say + 5% to - 20% may be more realistic than +/- 10%. In addition, it may be more realistic to quote tolerances as “real” figures rather than percentages – for example, ten days or a defined amount of money. The setting of these tolerances is done as part of the work planning (AWP).

#### Tolerances proposed in the case of International Law Phase III:

The Project Manager will need to refer to the Project Board as soon as it will appear that

- total budget requirements for a quarter are more than 15% higher than planned
- delivery is more than 15% below targets for a quarter
- any new workshop/travel/activity costing more than \$21,000 is required
- the estimated cost of any of the project activities is increased by more than \$5,000
- the implementation of any of the project activities is delayed by more than 3 months

### **Annex 2.4 National Project Manager**

#### **Background**

In 2001, the Ministry of Foreign Affairs adopted *The International Law Project Phase I (2002-2005)* with the assistance of the UNDP and a number of donor governments to strengthen the process of signing, ratifying, implementing and monitoring international legal instruments in the Lao PDR. Activities under Phase I focused on advocacy for ratification by the Lao PDR of treaties. While Phase I was generally successful, incorporation, implementation, enforcement and monitoring of the treaties ratified by Lao PDR, at national, provincial and local levels remained inadequate. Consequently a new phase of the Project (Phase II, 2005-2008) was formulated. Building on Phase I, Phase II targeted increased participation by Lao PDR in the international legal framework and the obligations arising for the Lao PDR to incorporate the relevant international law into its domestic legal system.

Phase II of the Project has been highly successful particularly in laying the foundations for enhanced incorporation of international law into domestic law and the efforts by the Lao PDR to meet its reporting obligations under the various international instruments. The efforts by the State are however undermined to a significant degree by the lack of specialist capacity in international law. This in turn has the potential to undermine the aid effectiveness of the assistance offered to the Lao PDR generally and the sustainability of the important gains made under Phase II of the Project. Accordingly, a new phase of the Project (Phase III, 2008-2012) has been formulated to address the issue of capacity development for national incorporation, implementation and enforcement and progressive realization of international legal standards in the Lao PDR.

The key objectives of Phase III of the Project are:

- Strengthened capacity in the national training infrastructure in international law

- Developed national capacities in international law and negotiation
- Enhanced capacity in implementation, enforcement, monitoring and reporting under international legal instruments
- Improved capacity of the national judiciary in matters involving international law
- Developed capacity in law enforcement and protection agencies in dealing with issues involving international law
- Developed capacity of the National Assembly to incorporate international law into domestic law
- Enhanced capacity of CSOs
- Enhanced awareness of and support for the relevance of international law by Central and Provincial agencies and communities

### **Responsibilities**

General:

- Assist the PBE in day-to-day management, coordination and supervision of implementation of Project activities and ensure effective planning and management of the Project in accordance with UNDP Guidelines for Nationally Executed Projects.

Specific:

- Prepare annual work plan and budget for the Project for submission to the PBE;
- Prepare periodic progress reports and financial statements of Project activities required by the MoFA/DTL and the UNDP;
- Liaise with UNDP, MoFA/DTL, donors, and stakeholders in implementation of Project activities;
- Together with the PBE, develop terms of reference for consultants, coordinate all consultancies until consultants' reports are received and accepted by the MoFA/DTL and the UNDP;
- Assist the PBE in consolidating consultants' recommendations into the development of a work plans and activities;
- Assist the PBE to plan and conduct study tours, workshops, seminars, and training Projects related to Project implementation; and,
- Assist the PBE to organize periodic progress review, evaluation, and other meetings.

### **Qualifications and Experience:**

- Advanced Degree in International Law and/or international relations.
- Qualifications or experience in accounting an advantage
- A minimum of ten years working experience in law, and/or coordinating donor funded Projects
- Strong analytical skills and proven ability to work independently
- Knowledge of, or exposure to the Ministry of Foreign Affairs system of Lao PDR, and other countries preferred
- Fluency in English and Lao, with good written and oral communications skills.
- Knowledge of or background in rights based approach to project/programmes an asset.
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### **Reporting Requirements:**

The National Project Manager will report to the Project Board Executive and work closely with the MoFA/DTL and the UNDP.

## **Annex 2.5: Assistant National Project Manager**

### **Background**

In 2001, the Ministry of Foreign Affairs adopted *The International Law Project Phase I* (2002-2005) with the assistance of the UNDP and a number of donor governments to strengthen the process of signing, ratifying, implementing and monitoring international legal instruments in the Lao PDR. Activities under Phase I focused on advocacy for ratification by the Lao PDR of treaties. While Phase I was generally successful, incorporation, implementation, enforcement and monitoring of the treaties ratified by Lao PDR, at national, provincial and local levels remained inadequate. Consequently a new phase of the Project (Phase II, 2005-2008) was formulated. Building on Phase I, Phase II targeted increased participation by Lao PDR in the international legal framework and the obligations arising for the Lao PDR to incorporate the relevant international law into its domestic legal system.

Phase II of the Project has been highly successful particularly in laying the foundations for enhanced incorporation of international law into domestic law and the efforts by the Lao PDR to meet its reporting obligations under the various international instruments. The efforts by the State are however undermined to a significant degree by the lack of specialist capacity in international law. This in turn has the potential to undermine the aid effectiveness of the assistance offered to the Lao PDR generally and the sustainability of the important gains made under Phase II of the Project. Accordingly, a new phase of the Project (Phase III, 2008-2012) has been formulated to address the issue of capacity development for national incorporation, implementation and enforcement and progressive realization of international legal standards in the Lao PDR.

The key objectives of Phase III of the Project are:

- Strengthened capacity in the national training infrastructure in international law
- Developed national capacities in international law and negotiation
- Enhanced capacity in implementation, enforcement, monitoring and reporting under international legal instruments
- Improved capacity of the national judiciary in matters involving international law
- Developed capacity in law enforcement and protection agencies in dealing with issues involving international law
- Developed capacity of the National Assembly to incorporate international law into domestic law
- Enhanced capacity of CSOs
- Enhanced awareness of and support for the relevance of international law by Central and Provincial agencies and communities

### **Responsibilities**

#### **General:**

- Assist the CPBE and the NPM in day to day management, coordination and supervision of implementation of Project activities and ensure effective planning and management of the Project in accordance with UNDP Guidelines for Nationally Executed Projects.

#### **Specific:**

- Assist in preparing annual work plan and budget for the Project in consultation with the National Project Manager and Project Board Executive;
- Assist in preparing periodic progress reports and financial statements of Project activities required by the MoFA/DTL and the UNDP;
- Liaise with UNDP, MoFA/DTL, donors, and stakeholders in implementation of Project activities;
- Together with the PBE and the NPM, develop draft terms of reference for consultants, and assist in coordinating all consultancies until consultants' reports are received and accepted by the MoFA/DTL and the UNDP;
- Assist the PBE and the NPM in consolidating consultants' recommendations into the development of a work plans and activities;
- Assist the PBE and the NPM to plan and conduct study tours, workshops, seminars, and training Projects related to Project implementation; and,
- Assist the PBE and the NPM to organize periodic progress review, evaluation, and other meetings.



**Qualifications and Experience:**

- Basic degree in law, politics, development, social sciences
- Qualifications or experience in accounting an advantage
- A minimum of five years working experience in law, politics, and/or coordinating donor funded Projects
- Strong analytical skills and proven ability to work independently
- Knowledge of, or exposure to Ministry of Foreign Affairs system of Lao PDR, and other countries preferred
- Fluency in English and Lao, with good written and oral communications skills.

**Reporting Requirements:**

The Assistant National Project Manager will report to the Project Board Executive through the National Project Manager and work closely with the MoFA/DTL and the UNDP.

## Annex 2.6: Senior Technical Advisor

### Background

In 2001, the Ministry of Foreign Affairs adopted *The International Law Project Phase I* (2002-2005) with the assistance of the UNDP and a number of donor governments to strengthen the process of signing, ratifying, implementing and monitoring international legal instruments in the Lao PDR. Activities under Phase I focused on advocacy for ratification by the Lao PDR of treaties. While Phase I was generally successful, incorporation, implementation, enforcement and monitoring of the treaties ratified by Lao PDR, at national, provincial and local levels remained inadequate. Consequently a new phase of the Project (Phase II, 2005-2008) was formulated. Building on Phase I, Phase II targeted increased participation by Lao PDR in the international legal framework and the obligations arising for the Lao PDR to incorporate the relevant international law into its domestic legal system.

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The key objectives of Phase III of the Project are:

- Strengthened capacity in the national training infrastructure in international law
- Developed national capacities in international law and negotiation
- Enhanced capacity in implementation, enforcement, monitoring and reporting under international legal instruments
- Improved capacity of the national judiciary in matters involving international law
- Developed capacity in law enforcement and protection agencies in dealing with issues involving international law
- Developed capacity of the National Assembly to incorporate international law into domestic law
- Enhanced capacity of CSOs
- Enhanced awareness of and support for the relevance of international law by Central and Provincial agencies and communities

### Responsibilities

#### General:

- Provide high level advice to the Project Board Executive (PBE), the Project Board and Project management team, on the achievement of Project outcomes and outputs in an effective and sustainable manner. Provide high level technical expertise and practical guidance as required, on complex issues of public and private international law relating to the active engagement of the Lao PDR in the international legal process. Be ready, able and available to brief senior government officials and members of the National Assembly on issues of international law with particular reference to treaties of interest to the Lao PDR. Coordinate with other UNDP projects to enable the achievement of the objectives of United Nations Development Assistance Framework (UNDAF) for the Lao PDR

#### Specific:

- Advise the PBE development of annual work plans and budgets for the Project;
- Provide the Project with comparative and practical public and private international law expertise on a day-to-day basis as required.
- Prepare and present briefings to high level government official and representatives on international law issues at seminars and workshops organized by the Project.
- Provide authoritative advice and briefings on complex issues of treaty law and international law in general as and when required
- Assume responsibility and leadership for all Project activities in the field of international law.

- Advise and brief the UNDP as a stakeholder on specific international legal issues and projects that the Project may be involved in from time to time
- Oversee and assist the involvement of UNDP in Project activities and seminars as and when required
- Design, oversee the implementation and monitor training projects supported by the Project
- Provide technical inputs to the PBE and the NPM in the preparation of periodic progress reports and financial statements of Project activities required by the MoFA/DTL and the UNDP;
- Advise the PBE in the preparation for conduct of tripartite reviews, annual Project reviews, annual audits, mid-term evaluation and final evaluation of the Project;
- Advise stakeholders including UNDP, MoFA/DTL, suppliers and chief beneficiaries, and stakeholders in planning and implementation of Project activities;
- Advise the PBE in developing terms of reference and selection criteria for consultants
- Coordinate all consultancies until consultants' reports are received and accepted by the MoFA/DTL and UNDP;
- Advise the PBE in consolidating consultants' recommendations into the development and implementation of Project activities;
- Advise the PBE in the planning and conduct study tours, workshops, seminars, and training Projects related to Project implementation;
- Attend all progress review, evaluation, and other meetings organized by the PWG;
- Evaluate all training and awareness Projects carried out by various agencies under the Project;
- Have regular formal and informal interaction with the high legal sector officials, PB Members, and any other key stakeholders; and,
- Provide high level advice on developments related to public and private international law practice in other countries.

**Qualifications:**

- Advanced degree in international law.
- Solid and extensive background with a minimum of 10 years working experience in the field of international law;
- Demonstrated substantive capacity to deal with and advise senior government officials;
- Demonstrated authoritative understanding and familiarity with international law;
- Demonstrated analytical skills of the highest order, and proven ability to work independently;
- Solid and substantive background and experience in continuing professional or executive education and capacity development;
- Demonstrated advocacy skills of the highest order relating to state engagement in international law;
- Demonstrated knowledge of the highest order and exposure to international law in transitional economies;
- Demonstrated recent experience in design and or implementation of legal or governance reform in transitional economies;
- Substantive experience in presentation and workshop facilitation
- Ability to work and interact as part of a small team;
- Fluency in English, with excellent written and oral communications skills; knowledge of Lao an advantage;
- Knowledge of or working experiences in Southeast Asia an advantage.

**Reporting Requirements:**

The STA will report to the PBE and have close relations with the PM, the Project Management Team and the UNDP.

**Location:**

Based in Vientiane, able to participate on a regular basis in provincial missions

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## Annex 2.7 National Technical Advisor

In 2001, the Ministry of Foreign Affairs adopted *The International Law Project Phase I (2002-2005)* with the assistance of the UNDP and a number of donor governments to strengthen the process of signing, ratifying, implementing and monitoring international legal instruments in the Lao PDR. Activities under Phase I focused on advocacy for ratification by the Lao PDR of treaties. While Phase I was generally successful, incorporation, implementation, enforcement and monitoring of the treaties ratified by Lao PDR, at national, provincial and local levels remained inadequate. Consequently a new phase of the Project (Phase II, 2005-2008) was formulated. Building on Phase I, Phase II targeted increased participation by Lao PDR in the international legal framework and the obligations arising for the Lao PDR to incorporate the relevant international law into its domestic legal system.

Phase II of the Project has been highly successful particularly in laying the foundations for enhanced incorporation of international law into domestic law and the efforts by the Lao PDR to meet its reporting obligations under the various international instruments. The efforts by the State are however undermined to a significant degree by the lack of specialist capacity in international law. This in turn has the potential to undermine the aid effectiveness of the assistance offered to the Lao PDR generally and the sustainability of the important gains made under Phase II of the Project. Accordingly, a new phase of the Project (Phase III, 2008-2012) has been formulated to address the issue of capacity development for national incorporation, implementation and enforcement and progressive realization of international legal standards in the Lao PDR.

The key objectives of Phase III of the Project are:

- Strengthened capacity in the national training infrastructure in international law
- Developed national capacities in international law and negotiation
- Enhanced capacity in implementation, enforcement, monitoring and reporting under international legal instruments
- Improved capacity of the national judiciary in matters involving international law
- Developed capacity in law enforcement and protection agencies in dealing with issues involving international law
- Developed capacity of the National Assembly to incorporate international law into domestic law
- Enhanced capacity of CSOs
- Enhanced awareness of and support for the relevance of international law by Central and Provincial agencies and communities

The Project seeks the services of a National Technical Advisor. (NTA)

### **Responsibilities:**

*General:* The NTA will provide support to the Project team towards achieving the outputs in Phase III with particular emphasis on the Project's relationship with the law enforcement training academies and the preparatory work for Initial and Periodic reporting on treaties

#### *Specific*

Provide technical inputs for training programmes offered by the Project

Work closely with the STA for selecting topics to be included in the Newsletters

Edit the translation of Newsletters in the Lao language.

Assist the TDL in the preparation of the Lao PDR' report under ICESCR and the follow ups to the Lao PDR's reports under other human rights instruments

Assist with the preparation of the Lao PDR's Universal Periodic Report

Undertake comparative studies of lessons and experiences of other countries in assisting with the reporting under the human rights instruments.

Collect further necessary data and information for the report in the central ministries and provinces as necessary.

Coordinate with concerned line ministries regarding the report content under the ICESCR's articles concerning the responsibilities of the respective ministries.

Assist the DTL Human Rights Division in the drafting of a preliminary report of the Lao PDR on the Implementation of ICESCR.

Translate Project documents and seminar presentations of PowerPoint slides into Lao as may be required

Participate actively in project workshops and seminars

Provide translation and interpreting support as and when required.

### **Reporting Relationship**

The National Technical Adviser will report to the Project Management and MoFA through the Project Manager. He/she will work closely with STA and the Project Manager under the supervision of the Project Manager.

### **Requirements**

- Advanced Degree in International Law and/or other related fields.
- At least 10 years of work experience.
- Understanding of the Lao PDR's legal framework and socio- economic development.
- Understanding of the Lao Government structure.
- Understanding of gender mainstreaming.
- Cultural and ethnic sensitivity.
- IT literacy.
- A good command of English.
- Translation and interpretation skills.
- Experience in reporting under international treaties.
- Good (and proven) team coordination / leadership skills
- Good (and proven) writing and communication skills.
- Good inter-personal skills.
- Experience in development Projects is an asset.
- Knowledge of human rights law is an asset.

## **Annex 2.8 Finance Officer**

### **Background**

Project ID XXX (International Law Project Phase III) Accelerated Capacity Development for the Lao PDR in International Law executed by the Department of Treaties and Law (DTL), Ministry of Foreign Affairs (MFA), will commence in 2009. The main objective of the Project is to develop national capacities in international law and negotiation. The Project, funded by UNDP, Government and the European Union, has a 4 year period of implementation (2009-2012)

### **Duties and Responsibilities**

- Manages the overall Project financial matters and documentation based on UNDP NEX procedures and regulations, including the compilation of monthly, quarterly and annually budget expenditure;
- Takes into consideration NEX procedures and regulations for financial matters
- Prepares payment requests, Project advance requests and contract payments;
- Maintain bookkeeping of Project budget and account; and
- Liaises with the Project team, with the UNDP Project officer and UNDP Finance Officer
- Briefs and assists the Project staff and consultants on basic financial procedure and requirement with respect to payments, entitlements, banking, currency provision and other requirements related to account and finance
- Monitors and informs Project manager on Project expenditures on a monthly basis.
- Prepares financial documentation to be sent to UNDP according to NEX rules and regulations.
- Do Monthly reconciliation of Bank statement, CDR, Project expenditure;
- Follow up leave of Project staff;
- Maintain Personal files of Project staff
- Assists with Project seminars and workshops
- Oversees Project equipment and maintenance
- Performs other tasks within reasonable scope deemed appropriate and requested by the CPBE and PM

### **Qualifications:**

- Professional qualifications or completion of a course of studies in accounting or finance;
- Minimum of four years work experience in finance and secretarial capacity preferably with a development Project;
- Familiarity with UNDP NEX procedures and regulations
- Proficiency in English
- Good computer skills and familiarity with Excel and PowerPoint software
- Good interpersonal skills and willingness to learn and adapt.
- Willingness to travel to Provinces

## **Annex 2.9 Administration Support Officer**

### **Background**

- Project ID XXX (International Law Project Phase III) Accelerated Capacity Development for the Lao PDR in International Law executed by the Department of Treaties and Law (DTL), Ministry of Foreign Affairs (MFA), will commence in 2009. The main objective of the Project is to develop national capacities in international law and negotiation. The Project, funded by UNDP, Government of Finland and the European Union, has a 4 year period of implementation (2009-2012).

### **Duties and Responsibilities**

- Working under the overall supervision of the Project Management Team, the Administrative Support Officer will be responsible for:
- Administrative duties of the Project office e.g. drafting and typing letters of routine communication, photocopying, preparing and cataloguing documents, preparing workshop documentation, etc.;
- Maintenance of petty cash daily,
- Updating of Project Inventory list and expendable property
- Filing monthly Vehicle Fuel Consumption Log sheet.
- Providing technical IT, administrative and proof-reading support; and
- Other tasks related to the Project requested by the Project management team.

### **Qualifications:**

- Academic or other equivalent qualifications in IT
- A minimum of two years work experience preferably with a development Project
- Good computer, note-taking, proof-reading typing and communications skills, including troubleshooting skills;
- Ability to independently make logistic arrangements to meet Project deadlines;
- Reasonable command of English and Lao languages;
- Experience in working with development Projects an advantage;
- Willingness to travel to Provinces.

## **Annex 2.10 Communications and Public Activities Officer**

### **Background:**

Project ID XXX (International Law Project Phase III) Accelerated Capacity Development for the Lao PDR in International Law executed by the Department of Treaties and Law (DTL), Ministry of Foreign Affairs (MFA), will commence in 2009. The main objective of the Project is to develop national capacities in international law and negotiation. The Project, funded by UNDP, Government of Finland and the European Union, has a 4 year period of implementation (2009-2012).

Recognizing the importance of timely provision of information on International Law to all interested persons such as government officials, lawyers, students, researchers, etc. the Project maintains a Library and Information centre. The Library was established following the merger of the collection of documents and monographs formerly held by the Department of Treaties and Laws and the ASEAN Department of the MoFA. The Library now holds monographs, periodicals, other materials on ASEAN and International Law.

In addition the Project engages in several seminars and public activities to inform and educate the public on international law issues and to provide technical support for different agencies in relations to international law.

The Project seeks the services of a Public Activities and Information Officer

### **Job Description:**

The successful applicant will work closely with the Project teams of the International Law Project and the ASEAN Project in fulfilling the following tasks:

- Run the library, including cataloguing books and materials and handling the library collections until the end of contract
- Advise on procurement of necessary equipment, monographs, periodicals and other materials necessary for the collection.
- Assist clients of the library in using its facilities and collection

- Distribute relevant information on International Law in the form of “Moving/Mobile Library” to agencies in Vientiane and the Provinces and when needed
- Assist with Project workshop preparation.
- Assist with the Project Team’s research work and with Assist participants at Project workshops and seminars in distributing materials and secretarial support
- Assist with the Project Team’s research work in the publication of the Lao International Law Newsletter
- Be responsible for the Project website design and maintenance

**Qualifications:**

- A bachelors degree or formal qualification in archiving or librarianship
- A minimum of one year experience working in a library
- knowledge of international law and familiarity with Lao PDR law and legal system
- Good knowledge of English and Lao
- Good computer skills
- Good inter-personal and communication skills.
- Willingness to work in team.

**Annex 2.11 Driver**

**Background**

Project ID XXX (International Law Project Phase III) Accelerated Capacity Development for the Lao PDR in International Law, executed by the Department of Treaties and Law (DTL), Ministry of Foreign Affairs (MFA), will commence in 2009. The main objective of the Project is to develop national capacities in international law and negotiation. The Project, funded by UNDP, Government of Finland and the European Union, has a 4 year period of implementation (2009-2012). The Project seeks the services of a driver.

**Duties and Responsibilities**

- The Project Driver will work under the overall supervision of the Project Management Team and perform the following functions:
- Drive the Project vehicle both locally and provincially;
- Maintain records of official trips, daily mileage, fuel consumption, oil change, greasing, etc.
- Collect and delivers mail as required, and helps with cleaning of the Project office; and
- Other tasks requested by the Project management team
- Undertake secretary tasks as required
- Assist with administration tasks as required.

**Qualifications:**

- Valid driver’s license and excellent command of traffic rules;
- Minimum of three years driving experience with good driving record;
- Good interpersonal skills, politeness and good manners.
- Conversational English an asset.