



Government of Lao People's Democratic Republic

Ministry of Agriculture and Forestry

Permanent Secretary Office

UNDP and FAO

3rd Quarterly Project Report
July-September 2011

**Mainstreaming Biodiversity into Agricultural and Land
Management in Lao PDR's Policies, Plans and Programmes (MBA)**

I. Project Information and Resources

Project number and title:	00075435 Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes (MBA) Project
Implementing Partner:	Ministry of Agriculture and Forestry (MAF) , Permanent Secretary Office (PSO)
Responsible Parties (Selected collaborating agencies and their expertise):	<ul style="list-style-type: none"> - PSO for overall responsibility and with main tasks on laws and legal frameworks mainstreaming. - FAO through proposed Letter of Agreement. - Department of Planning (DoP), MAF for Project M&E. - National Agriculture and Forestry Research Institute (NAFRI), MAF e.g. land use planning (sharing research outputs to improve local practices) and agricultural biodiversity management and conservation at various levels, - National Agriculture and Forestry Extension Services, (NAFES) MAF for scaling up successful practices and organizing farmer groups, - Department of Forestry (DOF), MAF for NTFP, Biodiversity proper management including National Parks and Protected Forestry. - All parties' activities will be elaborated through a proposed Coordination at Central and Provincial levels and District Task Force for each district.
Additional collaborating parties (as per project document)	<ul style="list-style-type: none"> - National Agriculture and Forestry Extension Service (NAFES), MAF, - Water Resources and Environment Administration (WREA), now Ministry of Natural Resources and Environment (MoNRE), - National Land Management Authority (NLMA), now MoNRE, - Ministry of Justice (MoJ), - Other GOL & MAF organizations and institutions, - Non Profit Organizations (NPOs), iNGOs, Mass Organizations, and Private Sector.
Donors:	<ul style="list-style-type: none"> - GEF (in-cash), - UNDP (in-cash and in-kind), - FAO (in-kind) and - SDC (in-kind).

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
11 April 2010	July 2011	10 April 2015	July 2016

Period covered by this report:	July – August – September 2011
Date of annual review: <i>[Indicate if planned or actual]</i>	N/A

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	6,701,872 (incl. co-Finance)	6,701,872 (incl. co-Financing)

Resources	Donor	Amount \$
	GEF	2,265,000
	GoL (in-kind)	556,200
	UNDP (in-kind)	321,900
	UNDP (in-cash)	213,000
	FAO (in-kind)	345,772
	SDC/TABI (in-kind)	3,000,000
	TOTAL	6,701,872

Purpose

1. Main Objectives of the Project

A. MBA Objective

The project objective is to provide farmers with the necessary incentives, capabilities and supporting institutional framework to conserve¹ agricultural biodiversity within farming systems of Lao PDR.

The long term solution that the project aims at contributing to is that the Lao PDR's biodiversity, including agro-biodiversity, is maintained, protected and sustainably used as a key to "poverty alleviation and adaptation to climate change impact". Within this solution the overall goal is conservation and sustainable use of biodiversity resources in agro-ecosystems in Lao PDR for the attainment of food security and sustainable economic development.

B. GEF Strategic objectives and Outcome

GEF-4 Second Strategic Objective and Program (SO2): To Mainstream Biodiversity in Production Landscapes/Seascapes and Sectors.

GEF (Fourth) Strategic Program (SP-4): Strengthening the policy and regulatory frameworks for Mainstreaming biodiversity (SP 4) [(GEF (Fifth) Strategic Program (SP-5): *Fostering markets for biodiversity goods and services (SP 5) is not mentioned but is also covered by the project.*]

GEF Expected Outcome: Policy and regulatory frameworks governing sectors outside the environment sector incorporate measures to conserve and sustainably use biodiversity.

B. UNDP

UNDP Strategic Plan Secondary Outcome: Expanding Access to Environmental and Energy Services to the Poor.

Country Programme (CP) Outcome 1: Improved and equitable access to land, markets and social and economic services, environmentally sustainable utilization of natural resources.

CPAP Output(s)

Output 1.2: The role of biodiversity, agro-biodiversity, land management and environment in general in the livelihoods improvements and poverty reduction strengthened through enhanced knowledge and management capacity;

Output 1.3: Enhanced management capacity of the Government in meeting its international environmental obligations through strengthened implementation of multi-lateral environmental agreements and related national policies and legislation.

¹ Project document equally argues for sustainable use

III. PROJECT PERFORMANCE AND RESULTS

1. Contribution to the strategic goals [To be completed in cooperation with UNDP Programme Analyst]

UNDAF Outcome 1: By 2011, the livelihoods of poor, vulnerable and food insecure populations are enhanced through sustainable development (within the MDG framework).

UNDP Country Programme Outcome

UNDP Strategic Plan Secondary Outcome: Expanding Access to Environmental and Energy Services to the Poor.

Country Programme (CP) Outcome 1: Improved and equitable access to land, markets and social and economic services, environmentally sustainable utilization of natural resources.

Progress towards achieving GEF and UNDP outcome

After few months the project cannot claim to have contributed to fulfilling the above outcomes. However, collaborating projects (e.g. TABI), GOL and other stakeholders are continuously improving the situation and the project overviews, proposes and integrates initiatives and interventions to local development plans and actions.

2. Progress towards achieving project outcomes

To a large extent the project takes its departure from the Convention of Biodiversity which have three priority goals i.e. conservation of biological diversity (or biodiversity), sustainable use of its components (including agro-biodiversity) and fair and equitable sharing of benefits arising from genetic resources.

The MBA project supports strengthened policies and strategic interventions in biodiversity in agro-ecosystems through long-term capacity development across sectors, including planning, implementation, monitoring, awareness building, communication, production, extension & research, and market support.

Agricultural biodiversity or Agro-biodiversity embraces all components of biological diversity of relevance to food and agriculture, and all components of biodiversity that constitute the agro-ecosystem – the variety and variability of animals, plants and micro-organisms. Thus, the agro-biodiversity covers both cultivated and wild organisms.

The Project is fully aligned with the National Agro-Biodiversity Programme (NABP, 2004) which includes five main thematic components: 1) crop and crop associated biodiversity; 2) livestock; 3) non-timber forest products and other terrestrial food resources; 4) aquatic resources; and 5) household agriculture production systems.

The MBA project is centered on three interrelated components, in short: a) Legal Framework Support, b) Local Agro-biodiversity support and 3) Project Management.

2.1 Component/Outcome 1: Legal Framework Support

The mainstreaming of biodiversity considerations into agricultural and land management legislation, including the development and promotion of policies that encourage and support sustainable use of agro-biodiversity in agricultural landscapes implies a primary focus on the agriculture and natural resources and includes the legal framework related to environmental friendly management of aquatic and terrestrial resources supporting the livelihoods of rural people.

Outcome one will be pursued by emphasizing on thematic areas:

- 1) Integrating agro-biodiversity into policies,
- 2) Promoting coordination on agro-biodiversity,
- 3) Enhancing institutional capacity for agro-biodiversity, and
- 4) Increased understanding among key stakeholders of agro-biodiversity and its significance.

During the 3rd quarter initial discussions have been carried out with individuals, TABI, IUCN and FAO on the need for increased emphasis on agro-biodiversity in the second NBSAP and possible revival of National Agro-biodiversity Programme of 2004.

Further, meetings have been held with DOF, TABI and NCSFU to join hands in the formulation of the second NBSAP.

The re-organization of WREA and movement of some parts of Department of Forestry to the new Ministry of Natural Resources (MoNRE) has made some uncertainties (or readjust proposed for certain departments or institutions) with regard to future focal points and collaborating partners.

2.2 Local Agro-biodiversity Support

The Component two/outcome 2 focuses on the development of incentives and capacity for the conservation and sustainable use of agro-biodiversity with a focus on Community, District and Provincial levels.

In support of the component, six outputs/ thematic areas will be pursued:

- 1) Strengthening the capacity of PAFO and DAFO to act on agro-biodiversity management and to adapt extension packages and services, including diversifying the seed supply system,
- 2) Conducting Participatory Land Use Planning including the development and implementation of Participatory Natural Resources Management plans at village level in order to be able to identify products for sustainable use and niche marketing,
- 3) Establishing in-situ² conservation areas for agro-biodiversity in order to be able to protect local biodiversity hotspots,
- 4) Promotion of biodiversity-friendly farming approaches in two pilot sites such as organic farming and a reduction in pesticide and fertilizer use, while encouraging the use of local materials available to sustain fertility of land resource,
- 5) Identification and development of market incentives for agro-biodiversity for farmers and agribusiness, and
- 6) Linking with the private and public sector through agro-biodiversity planning agreements.

² In agriculture, in-situ includes in-nature and on-farm. Further, in-situ conservation means the conservation of ecosystems and natural habitats and the maintenance and recovery of viable populations of species in their natural surroundings and, in the case of domesticated or cultivated species, in the surroundings where they have developed their distinctive properties.

The introductory field visit to target areas (end of September) confirmed the high priority to land use planning and management by the local authorities, but also revealed that currently the local staff is fully occupied with this undertaking with TABI. Thus, timing and focus need to be carefully planned before task and actions can be taken. Further, it was noticed that the farming systems and livelihood support largely differed between the two districts and within districts – hence calling for diversified approaches. More in-depth studies of the many pilot projects carried out by TABI, other successful projects and local knowledge will greatly contribute to identifying improved technologies and niche markets.

2.3 Project Management

The purpose of this component is to ensure that the project is implemented in a timely manner and is cost effective under the principles of adaptive management (plan-do-evaluate-adjust) & learn, whereby lessons learnt during its implementation as well as lessons from other initiatives/projects are fed into a refined and cost-effective project implementation. The project document underlines a general need for upgrading implementation capacities and special emphasis should be paid to enhancing national capacity building.

There is only one Output under this component, i.e. improved capacity of IP for integrated planning, management, monitoring and evaluation of programmes.

Activities under this third component/outcome have centered on up-start activities, i.e. UNDP National Implementation Modality (NIM) Training to the Project Manager, announcement and interview for support staff, recruitment of Pre-CTA, preparation of procurement plan, identification of project implementing agencies/committee/board at national and local authorities offices, identification of suitable office space and provision of temporary facilities. Significant time has been spent on preparing a six-year overall activity/work plan, which was missing in the project document. A truly condition for the subsequent preparation of quarterly and annual work plans.

Currently, a Letter of Agreement/MoU between FAO/UNDP is being prepared and will clarify the role of FAO in the technical support including recruitment of CTA and short term TA.

Progress towards achieving outcome				
Initial planning has started, but too early to report on significant progress.				
Annual outputs and indicators (as per Q3 Work plan)	Key activities completed during reporting period	Expenditures (Accounting not yet started)	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [If applicable, explore underlying factors and reasons for gaps in output and target]
Outcome 1. National policy and institutional frameworks for sustainable use, and <i>in-situ</i> conservation of biodiversity in agro-ecosystems				
Output 1.1: Biodiversity conservation, including agro-biodiversity, incorporated into Government policies, laws and other legal instruments				
<p>Target: Initiate of update status on ABD works by fourth quarter of 2011</p> <p>Indicator : Project staff, National and International Consultant on board and start working on review of NBASA by first quarter of 2011</p> <p>Baseline: Agro-biodiversity in BD strategy and action plan (i.e. NABP) needs to be reviewed and improved.</p>	<p>Activity 1.1.1: Update status on ABD concerns in existing legislations including deadlines for revisions and follow up from PEI and the CBD (together with TABI)</p>	<p>None, but MAF has kindly advanced</p>	<p>A meeting held with IUCN (responsible for NBSAP), resulting in establishment of close contacts and discussion of potential collaboration.</p> <p>Further, meetings have been held with DOF, TABI and NCSAFU Projects to join hands in the formulation of 2nd NBSAP.</p>	<p>Project not yet fully operational</p>
Outcome 3: Effective project management				
Output 3.1: Improved capacity of IP for integrated planning, management, monitoring and evaluation of programmes				
<p>Target 1: Effective management structure in place (MAF), including relevant staffing, revised organogram, plans, budgets, M&E indicators and reporting formats, to support integrated programmatic planning, management, monitoring and evaluation.</p> <p>Indicator 1: Skills and knowledge</p>	<p>Activity 3.1.1 Prepare/revise TOR for Project Support Team (CTA, NPA, ACC, DA)</p> <p>Activity: 3.1.2 Recruitment & payment office staff</p>	<p>None</p> <p>Direct payment made to cover expenses of PM and temporary accountant during</p>	<p>ToRs for project staffs and some international and national experts that will be recruited in 2012 has been drafted and updated. All draft ToRs had been shared with UNDP CO.</p> <p>Pre-CTA was functioning in the beginning of August 2011.</p> <p>Announcement and recruitment process of project staff (APM an Accountant)</p>	

<p>of staffs suitable for the positions, Advance available for implementation of project activities; progress reports and all result-based logs recorded and financial monitoring forms utilized; Office renovation complete, overall work plan (revised).</p> <p>Baseline 1: Lack of programme management capacity in general and integrated programmatic approach in particular.</p> <p>Target 2: Inception Workshop Organized in the fourth quarter of 2011</p> <p>Indicator 2: Report of Inception Workshop</p> <p>Baseline 2: Organizing Inception Workshop requires</p>		<p>NIM training in Luangprabang.</p> <p>Gov. advance some money for announcement cost. (if possible could Mr. Bounkong summary money that gov. advance for the project)</p>	<p>were done. They will be on board in the beginning of October 2011.</p> <p>PM and temporary accountant been trained in UNDP National Implementation Modality during second week of August 2011, Luangprabang Province.</p> <p>Additional financial training also provided to project temporary accountant in the end of July 2011.</p> <p>Procurement plan for 2011 prepared and preapproved. All office equipment will be delivered to the project in 4th quarter of 2011.</p> <p>Office allocation proposed at MAF projects compound (same place as TABI). Due to space constraints alternative options considered. However, issues office space not yet solves.</p> <p>Bank account for the project already opened. However the project has to reimburse to the Government for the advance bank account open.</p> <p>Gov. allocated villager for the project in August 2011???</p> <p>Updated organogram drafted.</p> <p>Steering Committee together with TABI not yet formally approved by MAF.</p> <p>“MAF Executive Coordination Board” of Convention related projects established in July 2011.</p>	<p>Office equipment needed for operating project</p> <p>Scarce space in MAF premises and at TABI compound.</p> <p>Reorganization of GOL structure (new Ministry of Natural Resources and Environment proposed), influencing composition of Steering Committee.</p>
	<p>Activity 3.1.3 Establish project offices</p>	<p>1,000,000 kip</p>		
	<p>Activity 3.1.4: Establish Project Steering Committee/ Executive Board together with TABI</p>	<p>None</p>		

	<p>Activity 3.1.5: Prepare background papers for inception workshop</p>	None	<p>Pending. It plans to organize in late November 2011 due to available time of key stakeholders.</p> <p>Concept note/agenda and some background document have been preparing and share with UNDP and FAO.</p>	
	<p>Activity 3.1.8: Prepare quarterly and Annual Work Plans and Budgets</p>	None	<p>Q3 WP and budget and the Overall activity work plan had been drafted. Several dialogue meeting with key stakeholder were organized such as meeting with IUCN, SDC, TABI, Gov agencies and FAO regional office, to seek their view and inputs on draft overall activity work plan.</p>	
	<p>Act. 3.1.12 Conduct monthly meetings</p>	None	<p>Regular project monthly meeting with UNDP and FAO for August and September were organized</p>	
	<p>Act.3.1.13 Establish and maintain conducive networks</p>	None	<p>Email and face to face communication have been using to maintain communication with UNDP CO, FAO, FAO Regional Office, and GEF Regional Office.</p>	
	<p>Act. 3.1.14 Participate in meeting at Districts, Provinces & Vientiane (Introductory visit to provinces and districts)</p>	<p>Direct payment and direct advice for the field trip has been made, but clearance not yet submitted to UNDP</p>	<p>Informal meeting with GEF Regional office in BKK and FAO regional officers organized by Pre-CTA.</p> <p>Field visit to target areas (Xiengkoung, Luangprabang) organized in the end of September 2011. Back to office reports had been shared with UNDP and FAO.</p>	
	<p>Act. 3.1.16 Prepare Quarterly, Annual and Terminal reports</p>	None	<p>Finalization of a draft 3rd quarterly workplan has been shared with UNDP and FAO.</p>	

2. Contribution to aid effectiveness, i.e. update on implementation of the Vientiane Declaration and its Action Plan, HACT, etc

Early to tell. At this early stage of implementation it is difficult to assess project contribution to the principles of Vientiane Declaration. The project design, the NIM and encouragement to inter-project and inter/intra-agency collaboration, however, are important elements to support the principles.

The Harmonized Approach to Cash Transfers (HACT) is for various reasons moving slow towards its ultimate goals and the project follows the current UNDP NIM system.

3. Update on partnerships [Brief update on any achievement and/or problem in developing partnerships and inter-agency collaboration. It should also include strategies for south-south cooperation]

As early as April 2011, the Minister of MAF formally established a “MAF Inter-agency Coordination/Executive Board consisting of the Dir Gen of Planning (Chair), Dir Gen of DoF, Dir Gen of NAFRI, and Dep Perm Sec of PSO – coordinating MAF projects concerned with conventions and protocols including MBA. The Board has yet to meet.

The project intends to participate in a number of roundtable sub-working groups important for the project and has already made a number of contacts to projects relevant to the project.

The project design does not specifically mention south-south cooperation, but on the other hand if good opportunities emerge - they will be pursued. UNDP and FAO could also facilitate such cooperation.

4. Update on gender mainstreaming [Brief update on any achievement and/or problem in terms of mainstreaming gender within the project activities. Strategy for the following period]

Gender issues have been included in the overall work plan and will be further discussed during the inception workshop.

5. Update on the implementation of audit & Spot Check recommendations [Brief update on progress achieved and problems encountered. Actions planned for the following period]

N/A. As the project has yet received its first installment no spot check has taken place.

6. List main challenges and issues (if any) faced during reporting period [as well as response strategies adopted]

The challenges encountered relates to normal issues during the inception and includes : Formal establishment of project (including office space, late assignment of project support team), detailed focus and approaches, collaboration areas with TABI, and preparation of draft work plan for the five year period (missing in project document).

To overcome these challenges, UNDP has been very helpful in assisting with necessary paperwork, procedures and feedback. Thus, setting-up regular meetings with UNDP, FAO and TABI have been fruitful.

7. Rating on progress towards results

Output: <i>[From table 1. Contribution to Strategic Goals]</i>	
Output 1.1	<input type="checkbox"/> Positive change <input type="checkbox"/> Negative change <input checked="" type="checkbox"/> Unchanged
Output 3.1	<input type="checkbox"/> Positive change <input type="checkbox"/> Negative change <input checked="" type="checkbox"/> Unchanged

IV. ADDITIONAL ACTIVITIES WHICH CONTRIBUTE TO THE OUTCOME AND/OR OUTPUTS

Provide information about any activities undertaken by the project that were NOT envisaged in the work plan but which contributed to the outcome and/or outputs? E.g. advocacy and policy dialogue.

- No previous work plan except for rather brief statement in project document. Nevertheless:
- Drafting the Work plan (normal in project document) for the whole period was not planned for.
 - As per project document the CTA should have been engaged by FAO, but due to delayed finalization of the Letter of Agreement/MoU, a pre-CTA has been employed by UNDP.

V. FUTURE WORK PLAN

1. What are the priority actions planned for the following quarter to overcome constraints, build on achievements and partnership, and use of the lessons learned during the previous quarter?

- Get all team members on Board – speeding up activities
- Formalize specific areas for close collaboration with TABI
- Formalized specific collaboration mechanism with other projects
- Agree on role and structure of governing bodies (MAF Coordination Board versus Steering Committee with TABI)

2. List major adjustments in the strategies, targets or key outcomes and outputs planned.

N/A. Will be discussed during inception workshop

3. Estimated total budget required for next Q4 2011: USD180,625,- of which USD 43,003 IPOA.

ANNEXES

- Annex 1: Draft Overall Work Plan (see separate excel file)
- Annex 2: Work Plan and budget for Q4 2011 (see separate excel file)
- Annex 3: Work Plan and budget for 2011 (see separate excel file)
- Annex 4: Work Plan and budget for 2012 (see separate excel file)
- Annex 5: Q3 & Q4 Internal monitoring of Deadlines of Reports and other Deliverables
- Annex 6: Risk Log for Reporting period
- Annex 7: Issues Log for Reporting period
- Annex 8: Lessons Learned Log (Accumulated)
- Annex 8: Draft revised Organograph
- Annex 9: Field Visit Report, Xieng Khouang Province
- Annex 10: Field Visit Report, Luang Prabang Province

DRAFTED BY

Ole Sparre Pedersen

Date: 14 October 2011

APPROVED BY

Boukong Souvimonh, National Project Manager

Date:

19/12/2011

Acknowledged by UNDP

Date:

Annex 1: Draft Overall Work Plan (see separate excel file)

Annex 2: Work Plan and budget for Q4 2011 (see separate excel file)



4th Quarterly Work Plan
(Period from October to December 2011)



Project Title: Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes

Expected CP Outcome(s): Outcome 1: Improved and equitable access to land, markets and social and economic services, environmentally sustainable utilization of natural resources.

Expected CPAP Output(s):
 Output 1.2: The role of biodiversity, agro-biodiversity, land management and environment in general in the livelihoods improvements and poverty reduction strengthened through enhanced knowledge and management capacity.
 Output 1.3: Enhanced management capacity of the Government in meeting its international environmental obligations through strengthened implementation of multi-lateral environmental agreements and related national policies and legislation.

Implementing partner: Permanent Secretary Office, Ministry of Agriculture and Forestry

Responsible Parties: Ministry of Agriculture and Forestry, FAO and UNDP

Brief description about the project: The MBA Project realizes the important of Lao PDR's biodiversity, including agro-biodiversity, is maintained, protected and sustainably use as a key to poverty alleviation and adaptation to climate change impact. with partnership with the Government, the project aims to achieve three outcome: 1) national policy and institutional frameworks for sustainable use, and in-situ conservation of biodiversity in agro-ecosystem; 2) capacities and incentives to mainstream biodiversity, especially agro-biodiversity, at the provincial, district and community levels, 3) effective project management.

Key activities and outputs to be completed during the planned period of time: 1.) Annual workplan for 2012, 2) Organize inception workshop and its report, 3) Staff functioning and completed office rehabilitating, 4.) Project monitoring system, 5) knowledge management plan and on the job training for PAFO and DAFO, and 6) quarterly report.

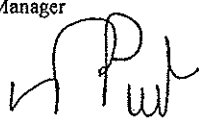
Key deliverables for the planned period of time: 180,625 US Dollars
(amount in word: .One hundred seventy three thousand six hundred and twenty six UD dollars only)

Programme Period:	2011-2016
Key Result area (Strategic Plan):	Energy and Environment for sustainable development
Atlas Award ID:	00060069
Atlas Project ID:	00075435
Duration:	11 April 2011-10 April 2016

Estimated annualized budget:	USD1,369,774
Total allocated resources:	
- Regular (LCDF)	\$498,000
- UNDP in cash	\$27,000
In Kind Contribution:	
Government in kind	\$111,240
UNDP in kind	\$64,380
FAO in kind	\$69,154

Prepared by:  Mr. Bounkong Souvimonh
Project Manager

Date: 10.10.2011

Certified by:  Dr. Boun An Nounouanavong
Project Executive Board Member

Date: 10.10.2011



United Nations Development Programme
Lao PDR
Year: 2011
Project Number: 00075435
Project Title: Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes

Fourth Quarter Work Plan and Budget of 2011

3-Oct-11


Expected Outputs and Indicators including Annual Targets	Planning Activities list all activities including M & E to be undertaken during the year towards stated outputs	4th Quarter			Responsible Parties	Planned Budget for the 4th Quarter of 2011 (USD)								
		Oct	Nov	Dec		Fund	Donor	Budget Description	IPOA Advance (\$)	Direct Payment (\$)				
Objective: To provide farmers with the necessary incentives, capabilities and supporting institutional framework to conserve agro-biodiversity within the farming systems of Lao PDR														
Outcome 1: National policy and institutional frameworks for sustainable use and in-situ conservation of biodiversity in agro-ecosystems														
Output 1.1: Biodiversity conservation, including agro-biodiversity, incorporated into Government policies, laws and other legal instruments														
Target: Initiate of update status on ABD works by fourth quarter of 2011 Indicator: Project staff, National and International Consultant on board and start working on review of NBASA by first quarter of 2011 Baseline: Agro-biodiversity in BD strategy and action plan (i.e. NABP) needs to be reviewed and improved.	Activity 1.1.1: Update status on ABD concerns in existing legislations including deadlines for revisions and follow up from PEI and the CBD (together with TAB)					62000	GEF	71315	National consultant		15,000			
	Act. 1.1.1b Recruit national consultant to support developing 2nd NBSA					62000	GEF	71205	International Consultant (Interim CTA) - final fee		15,235			
	Act. 1.1.1d Participate in consultation workshops					62000	GEF	71305	National consultant (full-time)	4,506				
	Act. 1.1.2i Payment office staff					62000	GEF	71405	Salary for project staffs	969				
	Subtotal 1.1										9,479	30,235		
Total output 1.1 = 1.1.1												9,479	30,235	
Output 1.2: INSTITUTIONAL COORDINATION OF AGRO-BIODIVERSITY ENHANCED AT NATIONAL LEVEL														
Target: Appropriated coordination mechanism for the set up at national and provincial levels Indicator: Presence of inter-sectoral coordination mechanism to mainstream biodiversity on sectors impacting on agro-ecosystems and agro-biodiversity. Baseline: Currently, there is no formal coordination mechanism for agro biodiversity conservation.	Activity 1.2.3: Assess A(BD) Working Groups setup and if necessary support technical focal points (with TAB)													
	Act 1.2.3a. Assess A(BD) Working Groups setup and if necessary support technical focal points (with TAB)					62000	GEF	74525	Miscellaneous	500				
	Act 1.2.3b. Make recommendations for Agro-bio-div coordination mechanism													
Subtotal 1.2													500	
Total output 1.2 = 1.2.3													500	
Output 1.3: INSTITUTIONAL CAPACITY OF MAF TO PLAN FOR, IMPLEMENT, (and monitor) AND EFFECTIVELY COMMUNICATE ON AGRO-BIODIVERSITY ENHANCED AT NATIONAL LEVEL														
Target: Possible form of incentives and threats to ABD assessed and identified in the selected project area Indicator: Key government agencies able to express their idea on how to better mainstreaming of biodiversity in agriculture and land use policies, plans and programme.	Activity 1.3.1: Identify update incentives and threats to ABD in general and in XK and LB provinces in particular (with TAB)													
	Act 1.3.1a PAP for documenting incentives and threats to ABD in general and in XK and LB provinces in particular (with TAB)					62000	GEF	74525	Miscellaneous	500				
Subtotal 1.3													500	
Total output 1.3 = 1.3.1													500	

Expected Outcomes and Indicators including baseline and Annual Targets	Planning Activities (all activities including M & E to be undertaken during the year towards stated CP outputs)	4th Quarter			Responsible Parties	Planned Budget for the 4th Quarter of 2011 (USD)	Direct Payment (\$)
		Oct	Nov	Dec			
Baseline : Strengthening the institutional and staff capacities of MAF to mainstream biodiversity into agriculture and land use policies is needed.							
Outcome 2: Capacities and incentives to mainstream biodiversity, especially agro-biodiversity, at the Provincial, District and community levels							
Output 2.1: CAPACITY AND ACCOUNTABILITY OF PROVINCIAL AND DISTRICT GOVERNMENTS TO MAINSTREAM BD INTO AGRICULTURE INCREASED FOR TWO PILOT SITES							
Target: Tools such as training, extension, communication and mapping incorporate biodiversity conservation issues and are being used by pilot site communities (men and women) for conservation friendly land use and livelihood practices.	Activity 2.1.1: Update existing practices/knowledge on ABD in pilot areas					71305 Salary for project staffs	4,506
Indicator: No of tools being utilized to support and enhance incorporation of agro-biodiversity into local planning.	2.1.1a Complete existing practices/knowledge on ABD in pilot areas				PM, CTA, NPA, FAO, UNDP, TABI, DPA	62000 GEF	969
Baseline: Existing tools such as training, extension, communication and mapping do not incorporate biodiversity conservation issues.	2.1.1b Prepare Process Action Plan for follow up ABD studies and/or syntheses					74210 Printing and publication	300
	Sub-total 2.1.1						5,775
	Total output 2.1						5,775
Output 2.2: PARTICIPATORY LAND USE PLANS INTEGRATING AGRO-BIODIVERSITY DEVELOPED IN TWO PILOT SITES							
Target: Capacity needs for implementing PLUP in PAFO and DAFO identified and assessed; PAFO and DAFO committed to on-the-job-training on PLUP	Activity 2.2.1: Analyze status of tenure, user rights and land registration (with TABI and right-linking project)						
Indicator: Report on capacity needs assessment for PLUP implementation; PAFO and DAFO committed to under taken on-the-job-training on PLUP	2.2.1a Assess need for additional PLUP training in pilot areas (with TABI)				PM, CTA, NPA, DPA, TABI, FAO, UNDP	62000 GEF	
	2.2.1b Analyze status of tenure, user rights and land registration (with TABI and right-link project)						
	Sub-total 2.2.1						
Baseline : Capacity needs assessment for implementing PLUP and on-the-job-training to PAFO and DAFO on PLUP requires	Activity 2.2.2: Identify pilot village				PM, CTA, NPA, DPA, FAO, UNDP		
	Sub-total 2.2.2						
	Activity 2.2.3: Follow up on adjust to existing PLU research studies, manuals and extension material (together with TABI and MoNRE)				PM, CTA, NPA, DPA, TABI, FAO, UNDP		
	2.2.3a Follow-up on /adjust to existing PLUP research, studies, manuals and extension material (together with TABI and MoNRE)				PM, CTA, NPA, DPA, TABI, FAO, UNDP		
	2.2.3b Prepare LUP/AESA TOR & contract				PM, CTA, NPA, DPA, TABI, FAO, UNDP	62000 GEF	800
						71205 1st installment national consultant	
						71205 International consultant (Interim CTA) - Final fee	15,235

Expected Outputs and Indicators including baseline and Annual Targets	Planning Activities (i.e. all activities including M & E to be undertaken during the year towards stated CP outputs)	4th Quarter		Responsible Parties	Planned Budget for the 4th Quarter of 2011 (USD)				
		OC	NOV		Dec	Fund Source	Budget Description	IPOA Advance (\$)	Direct Payment (\$)
Activity 3.1.13: Establish and maintain conducive networks (with TABI)		x	x	x	62000	GEF	74525 Sundries	200	
Sub-total 3.1.13:								200	
Activity 3.1.14: Participate in meeting at Districts, Provinces & Vientiane (Introductory visit to provinces and districts)					62000	GEF	Air-tickets VTE-XK-VTE/VTE-LPB-VTE (3 persons)	1,066	
					04000	UNDP	71610 Air ticket		3,000
					62000	GEF	71620 DSA	557	
					04000	UNDP	71620 DSA		2,000
					62000	GEF	73410 Fuel Reimbursement/Car rent	300	
					04000	UNDP	73410 Fuel		2,002
					62000	GEF	74525 Miscellaneous Expenses	100	
Sub-total 3.1.14:								2,013	7,002
Activity 3.1.16: Prepare Quarterly, Annual and Terminal reports		x	x	x	62000	GEF			
Sub-total 3.1.16:									
Total Output 3.1 = 3.1.2+3.1.3+3.1.4+3.1.5+3.1.8+3.1.12+3.1.13+3.1.14+3.1.16								28,953	91,255
Total Outcome 3 = Total 3.1								28,953	91,255
TOTAL = total outcome 1+2+3								43,003	137,625
									344,368,024.00

Prepared and certified by: Mr. Bounkong Souvithorn
 Project Manager
 Date 10-10-2011

Approved by: Dr. Boun Ay Nourounanavong
 Project Executive Board Member
 Date 10-10-2011



Annex 3: Work Plan and budget for 2011 (see separate excel file)



2011 Annual Work Plan (Revise)

Project Title	Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes
Project Number	00075435
UNDAF Outcomes	UNDAF Outcome 1: By 2011, the livelihoods of poor, vulnerable and food insecure populations are enhanced through sustainable development (within the MDG framework)
Expected UNDP Country Programme/CPAP Outcomes	Outcome 1: Improved and equitable access to land, markets and social and economic services; environmentally sustainable utilization of natural resources.
Expected UNDP Country Programme/CPAP Outputs	Output 1.2: The role of biodiversity, agro-biodiversity, land management and environment in general in the livelihoods improvements and poverty reduction strengthened through enhanced knowledge and management capacity. Output 1.3: Enhanced management capacity of the Government in meeting its international environmental obligations through strengthened implementation of multi-lateral environmental agreements and related national policies and legislation.
Implementing Partner	Permanent Secretary Office, Ministry of Agriculture and Forestry
Responsible parties	Ministry of Agriculture and Forestry, FAO and UNDP

Brief Description

Lao PDR encompasses the species rich Mekong Valley and the Annamite mountain range, and has an extensive protected areas network. Agriculture plays a significant role in Lao PDR and many rural people rely on wild species, particularly aquatic species, for a large part of their diet. Farming intensification and the conversion of land for mono-crop plantations is reducing crop, livestock and wild species diversity. Lao PDR is a globally important centre of diversity of rice, with estimates of over 3,000 local varieties, and at least three species of wild rice. Many local varieties of rice and other crops have been displaced by improved varieties with higher yields and greater needs for agrochemicals. Wild relatives of rice may be at risk from changes in land use, including wetland drainage. Lao PDR has a rich diversity of wild species but there are concerns that numbers and distribution are being reduced rapidly. Significantly, many globally threatened species make use of agro-ecosystems. The project will work strategically with government, agribusiness, farmers, donors active in rural development, and the general public, to make biodiversity a key consideration in routine day to day decision making. Agro-biodiversity management will be used to promote benefits in both global biodiversity and in food security and quality of life.

The project aims to achieve 3 outcomes:

- Outcome 1) national policy and institutional frameworks for sustainable use, and in-situ conservation of biodiversity in agro-ecosystem;
- Outcome 2) capacities and incentives to mainstream biodiversity, especially agro-biodiversity, at the provincial, district and community levels;
- Outcome 3) effective project management.

And 7 outputs:

- Output 1.1: Biodiversity conservation, including agro-biodiversity incorporated into Government policies, laws and other legal instruments.
- Output 1.2: Institutional coordination of agro-biodiversity enhanced at National level.
- Output 1.3: Institutional capacity of MAF to plan for, implement and monitor and effectively communicate on agro-biodiversity enhanced at National level.
- Output 2.1 Capacity and accountability of Provincial and District Government of Mainstream Biodiversity into agriculture increased for 2 pilot sites (each in Xiengkoung and Luangprabang Province).
- Output 2.2: Participatory land use plans integrating agro-biodiversity developed in two pilot sites.
- Output 2.3: In-situ conservation for important agro-biodiversity established over 100,000 ha.
- Output 2.4: Farmers in two pilot sites acquainted and upgraded with the skills knowledge and incentives necessary to undertake biodiversity friendly farming.
- Output 3.1: improved capacity of IP for integrated planning, management monitoring and evaluation of programme.

Annual key priorities:

Based on the key outputs of the project in quarter three and four, the key priorities for 2011 included: contribution to achievement of output 1.1-1.3; output 2.1; 2.2 and 2.4; and output 1.3.

Annual key deliverables:

In accordance to the key priorities specified above, the key deliverables for 2011 are:

- Prepare annual workplan for 2011 and revise project budget
- Establish project board and organized project board meeting
- Approved annual workplan for 2012 and budget
- Organize inception workshop and final the Inception Workshop Report
- Staff functioning and completed office rehabilitating
- Develop project monitoring system
- knowledge management plan and on the job training for PAFO and DAFO
- Quarterly report.
- Closely work with TABI to develop the 2nd NBSAP and identified pilot site
- Establish coordination mechanisms at provincial and national level



Programme Period:	2011-2016	Estimated annualized budget:	USD1,062,120
Key Result area (Strategic Plan):	Energy and Environment for sustainable Development	Total allocated resources:	
		- Regular (LCDF)	\$190,348
		- UNDP in cash	\$27,000
Atlas Award ID:	00060069	Unfunded budget:	
Atlas Project ID:	00075435	In Kind Contribution:	
Duration:	11 April 2011-10 April 2016	Government in kind	\$111,240
PAC Meeting Date:	11 June 2010	UNDP in kind	\$64,380
Management Arrangement :	NIM (National Implementation)	FAO in kind	\$69,154
		SDC in kind	\$600,000

Agreed by Implementing Partners
 Dr. Boun Ay Nounouanavong
 Deputy Permanent Secretary
 Permanent Secretary Office
 Ministry of Agriculture and Forestry
 Vientiane, Lao PDR



Date: 10.10.2011

Agreed by UNDP
 Mr. Minth Phom
 UN Resident Coordinator and
 UNDP Resident Representative
 Vientiane, Lao PDR



Date:



United Nations Development Programme
Lao PDR
Year: 2011
Project Number: 00075435

Annual Work Plan and Budget of 2011

3-Oct-11

Project Title: Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes

Expected Outputs and Indicators including baseline and Annual Targets	2011				Responsible Parties	Fund	Donor	Budget Description	Amount in USD
	Q1	Q2	Q3	Q4					
<p>Objective: To provide farmers with the necessary incentives, capabilities and supporting institutional Framework to conserve agro-biodiversity within the farming systems of Lao PDR</p>									
<p>Outcome 1: National policy and institutional frameworks for sustainable use, and in-situ conservation of biodiversity in agro-ecosystems</p>									
<p>Output 1.1: Biodiversity conservation, including agro-biodiversity, incorporated into Government policies, laws and other legal instruments</p>									
Target: Initiate of update status on ABD works by fourth quarter of 2011				X	UNDP	62000	GEF	71300 National consultant (short-time)	15,600
Indicator: Project staff, National and International Consultant on board and start working on review of NBASA by first quarter of 2011			X		UNDP	62000	GEF	71200 International Consultant (interim CTA) - final fee	30,470
Baseline: Agro-biodiversity in BD strategy and action plan (i.e. NABP) needs to be reviewed and improved.				X	MBA	62000	GEF	71300 National consultant (full-time)	4,506
Act. 1.1.1a: Prepare/revise TOR for BSAP consultant(s) (with TABI)									
Act. 1.1.1b: Recruit national consultant to support developing 2nd NBSA				X	MBA	62000	GEF	71400 Salary for project staffs	969
Act. 1.1.1c: Recruit International Sen Cons									
Act. 1.1.1d: Participate in consultation workshops									
Act. 1.1.2f: Payment office staff									
Sub-total 1.1.1 = 1.1.1									51,545
Total output 1.1 = 1.1.1									51,545
<p>Output 1.2: INSTITUTIONAL COORDINATION OF AGRO-BIODIVERSITY ENHANCED AT NATIONAL LEVEL</p>									
Target: Appropriated coordination mechanism for the set up at national and provincial levels				X	MBA	62000	GEF	74500 Miscellaneous	500
Indicator: Presence of inter-sectoral coordination mechanism to mainstream biodiversity on sectors impacting on agro-ecosystems and agro-biodiversity.									
Baseline: Currently, there is no formal coordination mechanism for agro biodiversity conservation.									
Act 1.2.3a: Assess A(BD) Working Groups setup and if necessary support technical focal points (with TABI)									
Act 1.2.3b: Make recommendations for Agro-bio-div coordination mechanism									
Sub-total 1.2.3 = 1.2.3									500
Total output 1.2 = 1.2.3									500
<p>Output 1.3: INSTITUTIONAL CAPACITY OF MAF TO PLAN FOR, IMPLEMENT (and monitor???) AND EFFECTIVELY COMMUNICATE ON AGRO-BIODIVERSITY ENHANCED AT NATIONAL LEVEL</p>									

Expected Outputs and Indicators including baseline and Annual Targets	Planning Activities (list all activities including M & E to be undertaken during the year towards stated CP outputs)	2011				Responsible Parties	Planned Budget for 2011 (USD)				
		Q1	Q2	Q3	Q4		Fund	Donor	Budget Description	Amount in USD	
Target: Possible form of incentives and threads to ABD assessed and identified in the selected project area	Activity 1.3.1: Identify/update incentives and threads to ABD in general and in XK and LB provinces in particular (with TABI)				X	MBA	62000	GEF	Miscellaneous	500	
Indicator: Key government agencies able to express their idea on how to better mainstreaming of biodiversity in agriculture and land use policies, plans and programme.	Act. 1.3.1a PAP for documenting incentives and threads to ABD in general and in XK and LB provinces in particular (with TABI)										
Baseline : Strengthening the institutional and staff capacities of MAF to mainstream biodiversity into agriculture and land use policies is needed.										500	
	Sub-total 1.3.1									500	
	Total output 1.3 = 1.3.1									52,545	
	Total Outcome 1 = Total output 1.1+1.2										
Outcome 2: Capacities and incentives to mainstream biodiversity, especially agro-biodiversity, at the Provincial, District and Community levels											
Output 2.1: CAPACITY AND ACCOUNTABILITY OF PROVINCIAL AND DISTRICT GOVERNMENTS TO MAINSTREAM BD INTO AGRICULTURE INCREASED FOR TWO PILOT SITES											
Target: Tools such as training, extension, communication and mapping incorporate biodiversity conservation issues and are being used by pilot site communities (men and women) for conservation friendly land use and livelihood practices.	Activity 2.1.1: Update existing practices/knowledge on ABD in pilot areas				X	MBA	62000	GEF	71300	National consultant (full-time)	4,506
Indicator: No of tools being utilized to support and enhance incorporation of agro-biodiversity into local planning.	2.1.1a Complete existing practices/knowledge on ABD in pilot areas				X	MBA	62000	GEF	71400	Salary for project staffs	969
Baseline: Existing tools such as training, extension, communication and mapping do not incorporate biodiversity conservation issues.	2.1.1b Prepare Process Action Plan for follow up ABD studies and/or syntheses				X	MBA	62000	GEF	74200	Printing and publication	300
	Sub-total 2.1.1										5,775
	Total output 2.1										5,775
Output 2.2: PARTICIPATORY LAND USE PLANS INTEGRATING AGRO-BIODIVERSITY DEVELOPED IN TWO PILOT SITES											
Target: Capacity needs for implementing PLUP in PAFO and DAFO identified and assessed; PAFO and DAFO conducted on-the-job-training on PLUP	Activity 2.2.1: Analyze status of tenure, user rights and land registration (with TABI and right-link project)				X	MBA	62000	GEF			
Indicator: Report on capacity needs assessment for PLUP implementation; PAFO and DAFO committed to under taken on-the-job training on PLUP	2.2.1a Assess need for additional PLUP training in pilot areas (with TABI)				X	MBA	62000	GEF			
	2.2.1b Analyze status of tenure, user rights and land registration (with TABI and right-link project)				X	MBA	62000	GEF			
	Sub-total 2.2.1										
Baseline : Capacity needs assessment for implementing PLUP and on-the-job-training to PAFO and DAFO on PLUP requires	Activity 2.2.2: Identify pilot village				X	MBA	62000	GEF			
	Sub-total 2.2.2										

Expected Outputs and Indicators including baseline and Annual Targets	2011				Responsible Parties	Planned Budget for 2011 (USD)	
	Q1	Q2	Q3	Q4		Funds	Donor
<p>Planning Activities list all activities including M & E to be undertaken during the year towards stated CP outputs</p> <p>Activity 2.2.3: Follow up on adjust to existing PLUP research studies, manuals and extension material (together with TABI and MoNRE)</p> <p>2.2.3a Prepare LUP/AESA TOR & contract</p> <p>2.2.3c Perform on-the-job training to PAFOs and DAFOs on PLUP/PNRM</p> <p>Sub-total 2.2.3</p> <p>Total output 2.2 = 2.2.1 + 2.2.2 + 2.2.3</p>					MBA	GEF	800
<p>Output 2.4 Farmers in two pilot sites with the skills, knowledge and incentives necessary to undertake biodiversity-friendly farming</p> <p>Target: Action plan and some existing tools for FFS an FG led ABD friendly interventions available and introduce in the pilot site communities by the end of 2011</p> <p>Indicator 2.4: Action plan for FFS and GF led ABD friendly interventions accepted by key stakeholder groups</p> <p>Baseline 2.4: Concept and action plan for FFS and FG led ABD friendly interventions not yet developed and used in the pilot sites.</p> <p>Sub-total 2.4</p> <p>Total output 2.4 = 2.4.1</p> <p>Total Outcome 2 = Total output 2.1 + 2.2 + 2.4</p>					MBA	GEF	17,035
<p>Outcome 3: Effective project management</p> <p>Output 3.1: Improved capacity of IP for integrated planning, management, monitoring and evaluation of programmes</p> <p>Target 1: Effective management structure in place (MAF), including relevant staffing, revised organogram, plans, budgets, M&E indicators and reporting formats, to support integrated programmatic planning, management, monitoring and evaluation.</p> <p>Indicator 1: Skills and knowledge of staffs suitable for the positions. Advance available for implementation of project activities; progress reports and all result-based logs recorded and</p>					UNDP	GEF	800
<p>Sub-total 3.1.1</p> <p>Total Outcome 3 = Total output 3.1 + 3.1.1</p>					UNDP	GEF	800

Expected Outputs and Indicators including baseline and Annual Targets	Planning Activities (list all activities including M & E to be undertaken during the year towards stated CP outputs)	2011				Responsible Parties	Planned Budget for 2011 (USD)				
		O1	O2	O3	O4		Fund	Donor	Budget Description	Amount in USD	
Baseline 1: Lack of programme management capacity in general and integrated programmatic approach in particular.	Activity 3.1.2 Nominate and assign project support team				X	MBA	GEF	71300	National Consultant (short-time)	4,506	
	Sub-total 3.1.2				X	MBA	GEF	71400	Salary for project staffs	969	
Target 2: Inception Workshop Organized in the fourth quarter of 2011	Activity 3.1.3: Establish project offices									5,475	
	Act. 3.1.3a Prepare Procurement Plan (eom)			X		UNDP	GEF	73400	Repair & fuel office car, Ventiane	1,600	
Indicator 2: Report of Inception Workshop	Act. 3.1.3c Prepare Procurement Plan (Office stationary)				X	UNDP	GEF	72200	4 wheel project vehicle	-	
	Act. 3.1.3d Allocate Project Vehicle for Ventiane			X		UNDP	GEF	72400	Telephone & Internet	600	
Baseline 2: Organizing Inception Workshop requires	Act. 3.1.3e Procure Vehicle Field Work			X		UNDP	GEF	72400	Postage	50	
	Act. 3.1.3f Office running and maintenance			X		UNDP	GEF	74500	Misc.	400	
	Act. 3.1.3g Request for UNDP to organize training for new staffs					UNDP	GEF	74500	Misc.	50	
	Act. 3.1.3h Procure goods, supplies, equipment, etc						UNDP	GEF	72100	Rehabilitation of pjf office	9,750
							MBA	GEF	72200	Furniture & equipm.	3,650
							UNDP	GEF	72200	Furniture & equipm.	18,444
							UNDP	GEF	72800	Laptops(7) & desktops (5)	11,276
							UNDP	GEF	72400	LCD projector (2)&Screen (2)	4,300
							UNDP	GEF	72800	Software (MS Office&Virus)	1,400
	Sub-total 3.1.3						UNDP	GEF	72200	Motorbikes (3) 4W Vehicle	30,880
						MBA	GEF	72500	Office supplies (stationary)	1,470	
						MBA	GEF	72400	Internet installation (4)	2,400	
						MBA	GEF	72400	Telephone & Internet	100	
						MBA	GEF	72400	Postage	50	
						MBA	GEF	74200	Printing and publication	200	
						MBA	GEF	73400	Fuel project vehicles	400	
										37,220	
						MBA	GEF	74500	Sundry	500	
Activity 3.1.4: Establish Project Committee together with TABI							MBA	GEF	71600	Other travel	300
						MBA	GEF	74200	Printing and publication	200	
	Sub-total 3.1.4									1,000	

Expected Outputs and Indicators including baseline and Annual Targets	2011			Responsible Parties	Planned Budget for 2011 (USD)			
	Q1	Q2	Q3-Q4		Fund	Budget Description	Amount in USD	
Planning Activities: list all activities including M, S, E to be undertaken during the year towards stated CP outputs				MBA	UNDP	71600	Air-tickets Lao participants	4,000
				UNDP	UNDP	71600	Air-tickets Lao participants	668
Activity: 3.1.5: Conduct Project board meetings, inception and other coordination workshop				UNDP	UNDP	71600	Air-ticket UNDP and FAO from Vientiane	668
				UNDP	UNDP	71600	Air-ticket Rome-Luangprabang-Rome (1 pers) & BKK (1 pers)	3,000
Act.3.1.5: Organize inception workshop and prepared background paper for inception workshop				UNDP	UNDP	71600	Air-ticket BKK-VTE-LPB-VTE-BKK (2 persons)	904
				MBA	UNDP	71600	Other travel	600
				UNDP	UNDP	71600	Visa (3 pers)	105
				UNDP	UNDP	71800	DSA (international participants)	1,800
				UNDP	UNDP	71600	DSA UNDP and FAO from Vientiane (4 pers)	1,008
				MBA	UNDP	71600	DSA (Gov officers 30 pers)	3,245
				MBA	UNDP	73100	Meeting Room	800
				MBA	UNDP	73400	Transport Field visit	500
				MBA	UNDP	73400	Transport during the meeting period	600
				MBA	UNDP	73400	Rental meeting equipments	600
Act. 3.1.5a Facilitate committee meetings and other coordination workshops				MBA	UNDP	74200	Printing	300
				MBA	UNDP	74200	interpreters	600
				MBA	UNDP	72500	Stationery and other supplies	300
				MBA	UNDP	74500	Miscellaneous	300
				MBA	GEF	74500	Sundries	100
Sub-total 3.1.5:								20,098
Act. 3.1.8 Prepare Quarterly and Annual Work Plan and Budgets				MBA	GEF			
Sub-total 3.1.8:								
Activity: 3.1.12: Conduct monthly meetings				MBA	GEF	74500	Sundries	50
Sub-total 3.1.12:								50

Expected Outputs and Indicators including baseline and Annual Targets	Planning Activities list all activities including M & E to be undertaken during the year towards stated CP outputs	2011				Responsible Parties	Funds	Donor	Planned Budget for 2011 (USD)	Amount in USD	
		Q1	Q2	Q3	Q4						
	Activity 3.1.13: Establish and maintain conducive networks (with TABI)				x	MBA	62000	GEF	74500	Sundries	200
	Sub-total 3.1.13:										200
	Activity 3.1.14: Participate in meeting at Districts, Provinces & Vientiane (Introductory visit to provinces and districts)					MBA	62000	GEF	71600	Air-tickets VTE-XK-VTE/MT-LPB-VTE (3 persons)	1,056
						UNDP	62000	GEF	71600	Air-tickets VTE-XK-VTE/MT-LPB-VTE	1,000
						UNDP	04000	UNDP	71600	Air-tickets	3,000
						MBA	62000	GEF	71600	DSA	557
						UNDP	62000	GEF	71600	DSA	300
					x	UNDP	04000	UNDP	71600	DSA	2,000
						MBA	62000	GEF	73400	Fuel Reimbursement/Car rent	300
						UNDP	62000	GEF	73400	Fuel Reimbursement/Car rent	500
						UNDP	04000	UNDP	74500	Miscellaneous Expenses	2,002
						MBA	62000	GEF	74500	Miscellaneous Expenses	100
						UNDP	62000	GEF	74500	Miscellaneous Expenses	200
	Sub-total 3.1.14:										11,015
	Activity 3.1.16: Prepare Quarterly, Annual and Terminal reports				x	UNDP	62000	GEF	71200	Internal consultant (month CTA)	15,235
	Sub-total 3.1.17:										15,235
	Total Output 3.1 = 3.1.2+3.1.3+3.1.4+3.1.5+3.1.6+3.1.8+3.1.12+3.1.13+3.1.14+3.1.15										141,093
	Total Outcome 3 = Total 3.1										141,093
	Grant TOTAL = total outcome 1+2+3										217,348
	MBA: IPOA (GEF)										31,158
	MBA: IPOA (Trac Fund)										11,845
	UNDP: GEF										159,190
	UNDP: Trac fund										15,155

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Approved by: Dr. Boun Av Nounouanavong
National Project Director
Date 10-10-2011

Prepared and certified by: Mr. Bounkong Souvimonh
Project Manager
Date 10-10-2011

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Annex 4: Work Plan and budget for 2012 (see separate excel file)

8	Expected Outputs and Indicators & Targets	A	B	C	D	H	I	J	K	Z	Planned Budget for 2012			AE		
											Respon. Parties		AC		AD	AE
											AA	AB				
9	Target 1.4b: Stakeholders (including NGOs, private sector and academia) are able to use training, extension, communication and mapping to enable them to mainstream biodiversity into their work.	Planned Activities (incl M & E) to be undertaken during the year towards stated outputs	Q1	Q2	Q3	Q4	Fund	Donor	Budget Description	Amount in USD						
80		1.4.1 Prepare an effective/novel awareness interventions plan (based on lessons learned TAPI output 5)	x	x	x		62000	GEF	71205	Int. consultant	7,500					
81		Sub-total 1.4.1									7,500					
82		Indicator 1.4b: No of tools developed to support and enhance incorporation of agro-biodiversity into national and institutional frameworks.	x	x	x		62000	GEF	71200	Int. consultant	7,500					
83		Sub-total 1.4.2									7,500					
84		Baseline 1.4: Existing tools such as training, extension, communication and mapping are not adequately used for wider stakeholder awareness or capacities to enable them to mainstream biodiversity into their work.	x	x	x		62000	GEF	72100	Contractual services-companies	6,000					
85		Sub-total 1.4.3									6,000					
86		1.4.5 Prepare an ABD Package to Journalists and other stakeholders			x		62000	GEF	72100	Contractual services-companies	4,000					
87		Sub-total 1.4.5									4,000					
88		1.4.7. Establish contacts to private actors and their networks for better understanding of incentives for ABD	x	x	x		62000	GEF	71600	Travel	1,760					
89							62000	GEF	71600	DSA	2,040					
90							62000	GEF	74200	Printing/publication/photo copy	300					
91							62000	GEF	74500	Sundry	700					
92							62000	GEF	72500	Stationary	200					
93		Sub-total 1.4.7									5,000					
94		Total output 1.4= sub-total 1.4.1+1.4.2+1.4.3+1.4.5+1.4.7									30,000					
95		TOTAL OUTCOME 1 = total output 1.1+1.2+1.3+1.4									203,326					
96																
97		OUTCOME 2: Capacities and incentives to mainstream biodiversity, especially agro-biodiversity, at the Provincial, District and community levels														
98		<i>Updated indicator 2: Number of farmers adopting skills and techniques promoted through FFS and farmer field days (Target: 1,000)</i>														
99		Output 2.1: CAPACITY AND ACCOUNTABILITY OF PROVINCIAL AND DISTRICT GOVERNMENTS TO MAINSTREAM BIODIVERSITY INTO AGRICULTURE INCREASED														
100		<i>Updated indicator 2.1a: Number of Technical Service Centers in cluster villages with agro-biodiversity conservation and sustainable use activities (End Target: 4, 2012 Target: 2)</i>														
101		Target 2.1b: Tools such as training, extension, communication and mapping incorporate biodiversity conservation issues and are being used by pilot site communities (men and women) for conservation friendly land use and livelihood practices.	x				62000	GEF	71600	Travel	704					
102							62000	GEF	71600	Travel	704					
103							62000	GEF	71600	DSA	408					
104							62000	GEF	71600	DSA	840					
105							62000	GEF	74500	Sundry	344					
106		Sub-total 2.1.1									3,000					
107		Indicator 2.1b: No of tools being utilized to support and enhance incorporation of agro-biodiversity into local planning.	x	x			62000	GEF	71600	Travel	704					
108							62000	GEF	71600	Travel	704					
109		Baseline 2.1: Existing tools such as training, extension, communication and mapping do not incorporate biodiversity conservation issues.					62000	GEF	71600	DSA	408					
110							62000	GEF	71600	DSA	840					
111							62000	GEF	74500	Sundry	344					
112		Sub-total 2.1.2									3,000					
113		2.1.3 Assess needs for PLUP in pilot areas	x	x			62000	GEF	71600	Travel	704					
114							62000	GEF	71600	Travel	704					
115							62000	GEF	71600	DSA	408					

Line Item	A	B	C	D	2012				Z	AA	AB	AC	AD	AE			
					Planned Budget for 2012										Respon. Parties	Budget Description	Amount in USD
					Q1	Q2	Q3	Q4									
8	Expected Outputs and Indicators & Targets																
9		Planned Activities (incl M & E) to be undertaken during the year towards stated outputs															
116									62000	GEF	71600	DSA		840			
117									62000	GEF	74500	Sundry		344			
118														3,000			
119		2.1.4 Perform on-the-job training to PAFOs and DAFOs on PLUP/PNRM (link to output 2.2).							62000	GEF	72100	Contractual services-companies		20,000			
120														20,000			
121									62000	GEF	74200	Printing/publication/photo copy		500			
122														500			
123									62000	GEF	72100	Contractual services-companies		15,000			
124																	
125														15,000			
126														44,500			
127	Output 2.2: PARTICIPATORY LAND USE PLANS INTEGRATING AGRO-BIODIVERSITY DEVELOPED																
127	Updated indicator 2.2a: Number of cluster villages with pFLUP plans (End Target: 8, 2012 Target: 1)																
128	Target 2.2b: Land use and NRM plans developed and implemented in two pilot sites jointly by communities and government and that include agricultural biodiversity conservation.																
129									62000	GEF	71200	Inter Cons & CTA		80,000			
130									62000	GEF	71300	Fee Dist Facilit/Adv (50%)		12,000			
131									62000	GEF	71600	Travel/DSA Dist Facilit/Adv		8,000			
132									62000	GEF	74500	Sundry		200			
133	Indicator 2.2b: Agro ecosystem area under conservation friendly management through development of participatory land use and NRM plans.													100,200			
134									62000	GEF	71600	Travel		1,771			
135									62000	GEF	71600	Travel		1,256			
136	Baseline 2.2: Existing area with participatory land use plans and participatory NRM plans are low and do not include agro-biodiversity conservation.								62000	GEF	71600	DSA		2,240			
137									62000	GEF	71600	DSA		2,133			
138									62000	GEF	74500	Sundry		3,000			
139									62000	GEF	74500	Sundry		4,000			
140									62000	GEF	73400	Rent car		600			
141									62000	GEF	74200	Printing/publication/photo copy		5,000			
142														20,000			
143									62000	GEF	74500	Sundry		5,000			
144									62000	GEF	74500	Sundry		5,000			
145														10,000			
146									62000	GEF	71300	National consulatn (short-time)		25,000			
147									62000	GEF	74500	Sundry		5,000			
148														30,000			
149									62000	GEF	74500	Sundry		5,000			
150									62000	GEF	71300	National consulatn (short-time)		5,000			
151									62000	GEF	74500	Sundry		15,000			
152									62000	GEF	74500	Sundry		6,000			

8	Expected Outputs and Indicators & Targets	A	B	C	D	2012				Z	AA	AB	AC	AD	AE				
						Planned Activities (incl. M & E) to be undertaken during the year towards stated outputs										Respon. Parties		Budget Description	Amount in USD
						Q1	Q2	Q3	Q4							Fund	Donor		
152																			
153																			
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156																			
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Output 2.3: IN-SITU CONSERVATION FOR IMPORTANT AGRO-BIODIVERSITY

Updated indicator 2.3a: Number of districts with in-situ agro-biodiversity conservation plans (Target: 2, 2012 Target: 0)

Target 2.3b: End of Project target 2.3: In-situ conservation for important agro-biodiversity established over 100,000 ha.

Indicator 2.3b: Area of land allocated for in-situ conservation of agro-biodiversity as part of NRM management plans.

Baseline 2.3: Currently there are no existing allocation of land for in-situ conservation of agro-biodiversity.

Output 2.4 FARMER SKILLS, KNOWLEDGE AND INCENTIVES NECESSARY TO UNDERTAKE BIODIVERSITY-FRIENDLY FARMING ENHANCED

Updated indicator 2.4a: Number of male and female farmers graduated from FFS (Target: 1,000, 2012 Target: 100)

Target 2.4b: Tools such as training, extension, communication and mapping incorporate biodiversity conservation issues and are being used by pilot site communities (men and women) for conservation friendly land use and livelihood practices.

Indicator 2.4b: No of farmers adopting skills and techniques promoted through demonstration farms and during farmer field schools.

Baseline 2.4: Existing tools such as training, extension, communication and mapping do not incorporate biodiversity conservation issues.

Output 2.5: AGRO-BIODIVERSITY AND BIODIVERSITY FRIENDLY COMMUNITY PRODUCTS PROMOTED

Updated indicator 2.5a: Number of value added agro-biodiversity products marketed for local or international markets (Target 10, 2012 Target: 2)

	A	B	C	D	H	I	J	K	Z	AA	AB	AC	AD	AE
8	Expected Outputs and Indicators & Targets		Planned Activities (incl M & E) to be undertaken during the year towards stated outputs		2012			Respon. Parties	Fund	Donor	Budget Description		Amount in USD	
9			Q1	Q2	Q3	Q4								
182	Target 2.5b: Value chain research activities focused (at least 70%) on products already marketed by women or women groups.			x					ABP	62000	GEF	74500	Sundry	5,000
183	Indicator 2.5b: No of profitable products identified, processed, packed and marketed for local or international markets. Indicator 2.5c: Targeted gender sensitive value chain promotion.													
184	Baseline 2.5: Existing market for agro-biodiversity and biodiversity friendly products are ineffective in promoting biodiversity friendly agro-ecosystems management.								FAO	62000	GEF	72100	Nat. consultants/ company contract	7,500
185														7,500
186														12,500
187	Output 2.6: PRIVATE AND PUBLIC SECTOR AGREEMENTS TO MAINSTREAMED AGRO-BIODIVERSITY INTO THEIR PLANS													

Sub-total 2.5.1

2.5.2 Undertake additional market development studies/interventions

Sub-total 2.5.2:

Total output 2.5 = sub-total 2.5.1+2.5.2

ANNEX 5: Q3 & Q4 INTERNAL MONITORING OF DEADLINES OF REPORTS AND OTHER DELIVERABLES

Project Title: Mainstreaming Biodiversity into Agricultural and Land Management in Lao PDR's Policies, Plans and Programmes (MBA)		Award ID: 00060069		Date: 14.10.2011	
Report and deliverables	Responsible	Method	Deadline	Date of Completion	Status
Annual Procurement Plan 2012	Project→UNDP	Document	N/A	20 September	
AWP & Budget 2011	Project→UNDP	Document	N/A	10 October	
AWP & Budget 2011 Revised	Project→UNDP	Document	15 December		
AWP & Budget 2012	Project→UNDP	Document	3 October	10 October	
QWP & Budget Q3, 2011	Project→UNDP	Document	3 October	10 October	
QWP & Budget Q4, 2011	Project→UNDP	Document	3 October	10 October	
QWP & Budget Q1, 2012	Project→UNDP	Report	20 December		
Petty Cash Report	Project	Report/document	Weekly		
Rolling Process Action Plan	Project & others	Rolling Document	Fortnightly		
Monthly project meeting	Project→UNDP	Rolling Plan	Monthly		
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	08 January 2010		
Spot Check	UNDP→Project	Visit, Report	?????		
Quarterly Project Combined Delivery Report	UNDP→Project	Report	?????		
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	???????		
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly		
Quarterly Project Direct Payment List	Project→UNDP	Report/document	During the quarter		
Petty Cash Report	Project	Report/document	Weekly		

ANNEX 6: RISK LOG FOR REPORTING PERIOD

Project Title: Mainstreaming Biodiversity into Agricultural and Land Management in Lao PDR's Policies, Plans and Programmes (MBA)		Award ID: 00060069			Date: 14.10. 2011			
Description	Date Identified	Type	Impact & Probability	Counter measures / Mgmt response	Owner	Submitted, updated by	Last Update	Status
1 Procurement delayed	10 Aug 2011	Organizational / Operational	This will undermine efficiency in the project and delay implementation. I=4, P=4, Total 12	Monitoring by regular project meeting	PM/UNDP	Sen Adv	10 Oct	Solved
2 Recruitment of key personnel delayed	10 Aug 2011	Operational	It may hinder delivery of planned output(s) and activity result(s) I = 4, P = 2, Total 8	Prepare well in advance	PM	Sen Adv	10 Oct	Solved except for DA
3 Fund advances to project delayed	10 Aug 2011	Organizational /Operational	This will delay smooth operation of project I= 2, P=4, Total 8	Follow-up and coordinate with UNDP for MAF	PM/UNDP	Sen Adv	10 Oct	No change
4 Localization of project Office unsolved	20 Aug 2011	Organizational /Operational	This will delay smooth operation of project I= 2, P=4, Total 8	Follow-up and coordinate with UNDP for MAF	PM/MAF	Sen Adv	10 Oct	No change
5 Delayed formal collaboration between related projects	10 Sep 2011	Organizational /Operational	This lower cost efficiency I= 4, P=4, Total 16	Follow-up and coordinate with UNDP for MAF	PM/MAF	Sen Adv	10 Oct	No change

ANNEX 7: ISSUE LOG FOR REPORTING PERIOD

Project Title: Mainstreaming Biodiversity into Agricultural and Land Management in Lao PDR's Policies, Plans and Programmes (MBA)							Award ID: 00060069		Date: 14.10.2011	
Description	Date Identified	Type	Impact & Priority	Counter measures / Mngt response	Owner	Submitted, updated by	Last Update	Status		
1 Project Steering Committee not formally yet set-up and approved	10 Sep 2011		Key issues not addressed at highest level. I=3, P=4, Total: 12	Meeting with senior MAF management to decide on Project organization	PM	Sen Adv	10 Oct	Pending		
2 Support to IUCN & TABI on preparation of 2 nd NBSAP	10 Sep 2011		Delay NBSAP-2 may compromise quality. I=2, P=4, Total: 8	Follow-up meetings when international TABI-NBSAP consultant assigned	PM	Sen Adv	10 Oct	Mid Sep meeting at DoF. Agreed IUCN submit request and budget through TABI		
3 LoA/MOU betw MAF & FAO/UNDP	2 Aug 2011		Lack of consensus on magnitude and support costs delays CTA recruitment. I=2, P=4, Total: 8	Continuously follow-up and assist where possible	FAO/UNDP/ PM	Sen Adv	10 Oct	Pending with some progress		
4 Status of Nat Bio Div Programme	15 Sep 2011		Unclear if the Minister approved document will be up-grated to "policy doc"/under new NBSAP or scrapped. I=2, P=4, Total: 8	Bring the matter to the attention of senior MAF decision makers.	PM/MAF	Sen Adv	10 Oct	Pending, document being studied		

ANNEX 8: LESSONS LEARNED LOG (ACCUMULATED)

Project Title: Mainstreaming Biodiversity into Agricultural and Land Management in Lao PDR's Policies, Plans and Programmes (MBA)							Award ID: 00060069		Date: 14.10. 2011	
#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by				
1	Recruitment of staff is time consuming	15 Sep		Takes longer time than envisaged to start-up project	Start early with recruitment. Provide extra resources to PM during initial phases.	Sen Cons				
2	Co-financing	15 Sep		The huge amount to in-kind co-financing and stakeholders	Clear consensus with partners before implementation.	Sen Cons				

NATIONAL AGRO-BIODIVERSITY STEERING COMMITTEE (TABI & MBA)

MAF, MoNRE, NLMA, MoJ, MPI, PSC, & Others (Sen. Beneficiaries)	Chair Vice Minister, MAF	SDC, UNDP, FAO (Sen. Suppliers)
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Project Assurance
SDC for (TABI) and UNDP-GEF/FAO Hqs

ABD/MEA2 Wrk Groups
Focal Points, Line Agencies, others

Secretariats
Departm. of MAF

Executive Board of lead Agency
MAF (DGs of DP, DOF, CO & ...)

Backstopping
GEF/UNDP & FAO

Backstopping
Ramboll

Daily Management
NPM (Cabinet) supported by CTA (FAO), NPA, 2 DPAs, Acc, Short term TA

Daily Management
NPM (DOP), Lead TA, 2 PAF, F&AM, CMM, Secretary, Short term TA

Collaborating
GOL inst., Univ., NPOs, NGOs, UN, Prv.Org., Oth.

Collaborating
GOL inst., Univ., NPOs, NGOs, UN, Prv.Org., Oth.

Provincial Steering Comm. Adv. Provincial Steering Comm. (PSC)
..... (Chair)
Prov. & District representatives

Provincial Office (TABI)
PAFO & Provincial Facilitator

District Office (MBA)
DAFO & District Facilitator

District Board/Working Group
Districts Board/Working Group
DAFO, Planning, others

FARMER GROUPS/Village Groups/Schools/Colleges/Traders/Agribusinesses/Others
Male and female farmers/villagers/consumers

Biodiversity in Lao PDR's Agricultural and Land Management Policies, Plans and Programmes Project (MBA)

Field Visit Report

Xieng Khouang Province, 21-23 September 2011

Participants:

Dr. Bounay Nounounnavong, Deputy Permanent Secretary, Office of Permanent Secretary, MAF, Project adviser.

Mr. Bounkong Souvimonh, Project Manager

Mr. Ole S. Pedersen, Pre-CTA, MBA.

Objective: Introduction of project and feed-back on project approach and interventions

21 September 2011

Meeting with Mr. Khamsy Chnathavongsy, Deputy Director, PAFO, Xieng Khouang

a) Complementarities with TABI and other projects

In the introduction, it was underlined that the project will complement and benefit from the achievements of TABI and other projects in the upland areas, i.e. make use of surveys, capacity assessments, Participatory Land Use Plans (PLUP), and not least the many Sub Project Agreement (SPA) activities. Further, it was mentioned that the project will support DAFO and PAFO in their planning, implementation and monitoring of various plans and programmes relevant to agro-bio diversity management. At village level, PLUP would be followed-up by longer term production and market support through e.g. Farmer Field Schools and (FFS) Farmer Groups (FGs) development and market support. In other words the field based activities will be based on the farmers' needs. In commenting on project interventions, PAFO welcomed and fully supported the project approach.

b) Organizational set-up

Mr. Khamsy agreed and appreciated the proposed common National and Provincial Steering Committees with TABI. Common use of provincial offices and staff, and flow of funds was also discussed. Additional (minor) support would be needed at PAFO level. The project will set-up an office in Phoukout District and the team suggested TABI to make use of this facility.

c) Successful interventions in Xieng Khouang Province

Responding to examples of successful interventions in the province, Mr. Khamsy underlined the PLUP, done by TABI as very good as it included all steps, and was a prerequisite for further development and an important tool for management of the agro-biodiversity. Mr. Khamsy also strongly supported poultry raising and handicraft development.

22 September 2011

Meeting with Thongsavanh Khammanichanh, Provincial Facilitator, TABI

TABI is funding (subcontracting to various institutions) 15 pilot agro-biodiversity related sub-projects in Phoukout District. Among the most successful were chicken raising of local breeds and the biogas plants support. In addition, they are carrying out PLUP in 7 villages using staff from PAPO and DAFO and intend to add more villages in beginning of 2012. The clear delineation of forest types and agricultural land as well as extension recommendations was very well received. The final steps (step 8-9) regarding land registration and titling, however, will take some years to complete. In the support of the existing guidelines, a PLUP toolkit has also been developed. Due to heavy workload of the PAFO and DAFO land use planners, it was not recommended MBA to start this activity within the first year, but rather follow-up on the recommendations of existing plans.

Courtesy call to Mr. Vanthong Chanthavong, District Governor, Phoukout District

The District Governor warmly welcomed the project and extended his full support and assistance to solving any issues during the implementation. He underlined that projects should work over a longer period in the District in order to have significant and sustainable impact. He stated that piloting always needs follow-up including M&E. He stressed that particularly the Khamu (19% of population) and Hmong (17%) need to strengthening their capacity. The District has 4 cluster villages with a total of 42 villages. TABI is currently, working in two clusters. Further, he suggested the MBA to join the district based projects working group. Responding to the question of having two similar projects in the same district, he did not see any problems as there were many development challenges to address with regard to agro-biodiversity and he would ensure sufficient staff allocation. Further, he mentioned that many schools would like to join the agro-biodiversity programme.

Visit to Mr. Chanhthanom, PAFO, Phoukout District

In the introductory remarks, the team emphasized on working closely with DAFO and thereby creating a lasting partnership. Mr. Chanhthanom welcomed this approach and informed that the total staff number was 25, although funds for field visits were very limited. Apart from support to farming communities, some basis support to the office as well as and other capacity development were needed. Thus, fielding a Project Assistant/facilitator was very much supported. He suggested a number of planning workshops at district level and the project to consider support to Kum Khai cluster village.

Field visits to TABI's sub-project sites

1. ADB Awareness Raising activities curriculum development in the Secondary School in xx village

The students have collected local species of plants, fish, insects, etc, used for food and traditional medicines. A nicely prepared exhibition was put together in an improved building. Teachers seemed happy with this initiative and hopeful to add this awareness activity into the school's curriculum in years to come, even with less government funding. A follow-up seems necessary.

2. Biogas Facilities development for 20 poor households, Ban Mien

Two biogas plants were visited. One plant was not supplied with sufficient manure, thus had only gas for rice.

The second farmer was more successful. Daily, he supplies 10 kg of manure, enough for all cooking and lightening and applied the fermented manure to his fruit trees and cassava. He was happy with the gas supply and the increased yields from the organic fertilizers.

3. Por Sa Paper for umbrellas

An old tradition of making paper umbrellas from the bark of mulberry paper trees (Por Sa) was visited. Among others, the TABI provided market support and facilitated direct contacts with shops in Luang Prabang. All materials including color plants and special bamboo (Nor Cha) were collected from the forest. The project also encouraged the villagers to plant more trees and bamboos.

**Mainstreaming Biodiversity in Lao PDR's Agricultural and Land Management Policies,
Plans and Programmes Project (MBA)**

Field Visit Report

Luang Prabang Province, 26-28 September 2011

Participants:

Dr. Bounay Nounounnavong, Deputy Permanent Secretary, Permanent Secretary Office (PSO), MAF

Mr. Bounkong Souvimonh, Project Manager

Mr. Ole S. Pedersen, Pre-CTA

Objective: Introduction of project and feed-back on project approach and interventions

26 September 2011

Meeting with Mr. Somphong Pradichit, Director of PAFO and Ms Chontamdi, Chief of Adm., PAFO.

In the introductory remarks, it was underlined that the project will complement and benefit from the achievements of TABI and other projects in the upland areas, i.e. make use of surveys, capacity assessments, Participatory Land Use Plans (PLUP), and not least the pilot activities of TABI as well as other projects in Luang Prabang. Further, it was mentioned that the project will support PAFO and DAFO in their planning, implementation and monitoring of various plans and programmes relevant to agro-bio diversity management. At village level, PLUP would be followed-up by longer term production and market support through e.g. Farmer Field Schools and (FFS) Farmer Groups (FGs) development and market support. In other words the field activities will be based on the farmers' needs.

In commenting on project interventions Mr. Somphong warmly welcomed and fully supported the project approach of strongly recommended long-term support to the farming communities. In order to avoid duplications and overlaps with other development activities he underlined the importance of strong involvement of and coordination by the government authorities at various levels. On his part, he conducted regular meetings between projects operating in the province and strongly recommended common steering committee meetings. At field level, projects should avoid unnecessary competition between projects e.g. by offering different per diem rates and other support mechanism (e.g. as seen in past by TABI and ADB).

He encouraged MBA to operate in additional poor districts in Luang Prabang Province as Phonexay District already have several projects, although he acknowledged that it was less so in the most remote areas.

Working with ethnic groups were very time consuming and needed careful planning. Thus, the projects should cautiously study the underlying reasons for the existing farming situation in targeted villages, i.e. the social, biological and economic factors and include these in the intervention strategy. In any event the project should not start with too many focus villages i.e. 2-4 villages per district.

Also the market aspects should be considered and with regard to livestock, he personally supported poultry production as it gives quick and good returns compared to cattle. Further, the province is considering promoting of "oil trees"/Candle nut, (*Aleuritus montana*), if and when a Chinese investor build a processing plant in Luang Prabang.

27 September 2011

Meeting with Mr. Khamlar Lianbandith, District Governor, Phonexay District

He welcomed and appreciated the project approach. The District has 61 villages (9 clusters plus one big village) with total of nearly 5,100 HH of more than 32,000 people of which 64% Khamu and 27% Hmong.

The district SEDP (2011-15) emphasizes on 1. Livestock production including forage of a) cattle & buffalo, b) poultry c) goat and pig as the market offers good and increasing prices. 2. Land use planning (important tool to delineating various economic activities as well as maintaining the natural resource base). Although the district has many planned activities, the supporting budget is too low or lacking and qualified livestock officers at cluster level are scarce.

The constraints encountered in the district included poor infrastructure and limited market information such as with Job's Tears, Candle Nut (*Aleuritus montana*) and Rattan, which is now being overharvested. The district also cover a (minor) part of Nam Et Phou Loei national park and was happy to contribute to conserving the biodiversity. The park does contain many wild species used by locals. Fisheries should be promoted through regulated conservation zones.

Responding to proposed intervention areas he suggested the project to ensure sustained livelihoods in pilot areas and particularly prevention of livestock deceases. He further recommended to concentrating on few areas (demo villages) in order to achieve visible effects to neighboring communities.

A number of projects is working in the District of which most have just finished or about to finish (such as SIDA, EU Livestock, ADB Livestock). TABI is working in 3-4 clusters with 10 activities.

Visit to Deputy chief of DAFO, Mr Khamsompheng

Mr Khamsompheng informed that they have 15 staff plus 25 volunteers /non-permanent staff. The latter group is potential staff for future projects. He welcomed the project including the District Assistant/Facilitator, which will be given office and dormitory space. He encouraged MBA to closely work with TABI as well as with other projects. He was particularly supporting farmer grouping and pig raising as demonstrated by ADB project.

Field Visits to ADB Livestock Activities (TABI activities could not be visited due to bad weather)

Two areas were visited where local pig breeds were raised in pens, which give more controlled conditions for weaning, breeding and management of feed. Improved fodder production including leguminous forages was supported for better protein intake. One field of stylo (*Stylosanthes* sp) and another field with stylo intercropped with cassava, groundnut, soybean and various fodder grasses were visited. The female farmer appreciated the new technology for her poultry, pigs, and goats. Most villages had a plot of Job's tears, which this year was the preferred cash crop due to last year high price.

28 September 2011

Visit to Dr Syseng Khounsy, Northern Region Sustainable Livestock Development Project

Funded by ADB, IFAD, SDC, JFPR, and ADF, the 6-year project has a total budget of USD18million and will be completed next year. The project has set up a micro-credit system in 18 northern districts covering 300 villages, 1,000 farmer Groups and 12,000 HH (35% female heads). Loan size is 1-5 million Kip per farmer group with 20% own coverage and at a yearly interest rate of 7%. After solid training and approved proposal for interventions, the groups invest in establishing good fodder crops, fencing, and livestock heads. Mr. Syseng noted that the best investments were in chicken and goat raising, due to good market (increasing prices). He also noted that successful livestock for sales needs road access. Further, he emphasized, that much efforts should be put to evaluate possible farming communities, according to clear guidelines and criteria.

Visit to Mr Houmchitsavath Sodarak, Dir of National Agriculture and Forestry Research Center (NAFReC)

NAFReC is one of the two regional centers under NAFRI and have eight research stations/technical service centers in seven Northern provinces including one in Phonexay. The center employs a total of 20 researchers (excluding the sub-centers/stations). The main research activity at the center is upland and paddy rice research. They mentioned that Khmu and Hmong farmers traditional grow 15-20 rice varieties per village. Four new upland varieties are being released and have the potential of increasing the rice yields by 20% to some 3t/ha. It was emphasized that introduction of improved technologies were very difficult among Khmu and Hmong farmers. In other words the main problem is slow adaptation and acceptance. In the paddies they promote single seedling transplanting.

In the future they will test soybeans and groundnuts as multiple purpose crops, intercropped with upland rice. There were little ongoing animal livestock research, but they have some frog and aquaculture research. Mr. *Houmchitsavath* also mentioned a good potential in aquaculture.

Finally, he welcomed any collaboration with the project.
