



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ  
Lao People's Democratic Republic



ອົງການສະຫະປະຊາຊາດເພື່ອການພັດທະນາ  
United Nations Development Programme

## Government of Lao People's Democratic Republic

**Executing Entity/Implementing Partner:**  
Ministry of Agriculture and Forestry, MAF  
Vientiane, Lao PDR

**Implementing Entity/Responsible Partner:**  
National Agriculture and Forestry Research Institute, NAFRI

**United Nations Development Programme**

## Third Quarterly Project Report 2011

*Project ID:00076176 / ATLAS Award ID 60492*

**Improving the Resilience of the Agriculture Sector in Lao PDR to  
Climate Change Impacts (IRAS Lao Project)**



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**Reporting Period: July – September 2011**

## I. Project Information and Resources

<b>Project number and title:</b>	# 76176 “Improving the Resilience of the Agriculture Sector in Lao PDR to Climate Change Impacts” (IRAS Project)
<b>Implementing Partner:</b>	Ministry of Agriculture and Forestry, MAF, Vientiane, Lao PDR, through the National Agriculture and Forestry Research Institute, NAFRI
<b>Responsible Parties (if applicable):</b>	1. National Agriculture and Forestry Research Institute (MAF/NAFRI) 2. National Agriculture and Forestry Extension Service (MAF/NAFES) 3. Water Resources and Environment Administration (WREA) 4. National Land Management Authority (NLMA) 5. National Disaster Management Office (NDMO) 6. Private Sector, NGOs, Mass Organizations, other GoL/MAF parties
<b>Donors:</b>	GEF, UNDP

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
May 2011	10 <sup>th</sup> of May 2011	April 2015	April 2015

<b>Period covered by this report:</b>	<b>July – August-September 2011</b>
<b>Date of annual review:</b> <i>[Indicate if planned or actual]</i>	<b>December 2011 (planned)</b>

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	12,163,998 (including Co-Finance)	

Resources	Donor	Amount \$
	GEF (LCDF)	4,445,450
	GoL (in-kind CoF)	378,320
	GoL (parallel CoF)	4,764,969
	UNDP (parallel CoF)	2,575,259

## II. Purpose

### Main Objectives of the Project:

**This project will contribute to achieving the following Country Programme Outcome as defined in CPAP or CPD: UNDP Laos CPAP 2007-2011**

**Outcome 2:** Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management

*Output 2.4:* Increased capacity within the Government to prepare and respond to natural as well as man-made disasters at all levels

#### **Country Programme Outcome Indicators (UNDP Laos CPAP 2007-2011):**

Capacities on sustainable land management, drought and flood preparedness enhanced through participatory adaptation and monitoring activities in selected provinces.

Project Objective and Outcomes are aligned with UNDP's thematic focus on adaptation to climate change and are matching or do correlate to Goal, expected Impact and Indicators of the GEF LDCF/SCCF Result-Based Management Framework Adaptation to Climate Change.

#### **Project Objective**

Food insecurity resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced.

Food insecurity resulting from climate change in Lao PDR will be minimized and vulnerability of farmers to extreme flooding and drought events will be reduced as part of an overall approach designed to introduce new adaptative techniques to farmers while encouraging a diversification of livelihood strategies at community level. This will be achieved by overcoming key policy, communication & information, institutional and economic barriers, relating to agriculture and food security as identified in the NAPA as requiring immediate action. Thus, under Outcome 1 the information base for understanding climate risks and vulnerability will be strengthened and organised in way that it can effectively inform agricultural sector policies and planning. Outcome 2 addresses the need to develop the capacity of planners at different levels of government to use this information in the planning and allocation of resources. Outcome 3 focuses on Lao PDR's agricultural extension services and demonstrating new techniques to build resilience at the community level including targeted training modules to ensure that these techniques take hold are become widely applied. Under Outcome 4 lessons learned and adaptation knowledge generated through the project will be systematically compiled, analyzed and disseminated nationally and internationally, thereby supporting further up-scaling and replication.

### III. PROJECT PERFORMANCE AND RESULTS

#### 1. Contribution to the strategic goals

##### Intended Outcome

**Outcome 2:** Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management

##### Progress towards achieving outcome

##### Status of the situation

The Government of Lao PDR has developed and implemented a wide-range of policies that directly or indirectly relate to Climate Change and/or agriculture adaptation to climate change. The main overall development goals reflect international commitments and focus on poverty reduction, economic growth and social development, advancement of infrastructure and investment in hydropower and mining, but also protecting the environment and gender equity. They also acknowledge that future economic growth continues to rely on the sustainable use of the natural resource base and capacity of the agricultural sector to adapt to climate change challenges. Development in the Agriculture and Natural Resources sector focuses on commodity oriented agricultural production, stabilization of shifting cultivation and enhanced productivity.

The project fully operates within the organizational structure of the Ministry of Agriculture / GoL. The three project offices are located in the Ministry of Agriculture (MAF): Vientiane (NAFRI), Xayaboury (PAFO) and Savannakhet (PAFO). The project is implemented through the NIM rules and policies (National Implementation Modalities).

The project operates within the Government's legislative framework evolving for climate change adaptation matters:

- The *National Communication on Climate Change*, the first report was published in October 2000, the second is presently under preparation through the CC office within WREA.
- The *National Adaption Programme for Action / NAPA*, published in 2009, outlining priority programmes and actions for Lao PDR.
- The *GoL's Strategy for Climate Change, March 2010*, with adaptation and mitigation options for 7 key priority areas.
- The *National Growth and Poverty Eradication Strategy* (NGPES) provides strategic guidance for secure future economic growth and to achieve poverty eradication in a holistic and comprehensive manner. The Strategy is an operational guide toward for enhancing growth and development and reducing poverty, with the goal to eradicate poverty by 2020.
- The *National Sustainable Development Strategy* (NSDS) embodies the country's strategic planning process to address the full integration of economic, social and environmental objectives across sectors, territories and generations and sector-wide mainstreaming of sustainable development principles and poverty-environment linkages.
- The *7<sup>th</sup> National Strategic Development Plan (NSDEP) 2011-2015* seeks for appropriate methods for mitigating climate change impact.
- The GoL's '*Strategic Vision for the Agriculture and Forestry Sector*' (1999) guided the development in these sectors during the past decade and included key themes.

- Among other policy documents of MAF, the '*4 Goals and 13 Measures*', four development targets are identified: ensuring food security, commercialization of agriculture production, shifting cultivation stabilization for poverty reduction, and sustainable forest management.

### **Ownership and Capacity Building through IRAS – Project Contribution**

The project is fully integrated into day-to-day management of NAFRI and the Provincial Agriculture and Forestry Offices (PAFOs) with the two provinces.

NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staff are provided as required (e.g. for technical review and long-listing of international consultants, planning and organization of workshops, preparation of all sorts of logistical arrangements, formal invitations to GoL agencies and translations into Lao language).

The National Agriculture and Forestry Extension Service (NAFES), the National Disaster Management Office (NDMO), the National Land Management Authority (NLMA), technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment, services and supply.

A series of workshops has brought together different actors for joint coordination and implementation under the project umbrella for e.g. inception workshops within the two provinces and one in Vientiane as well as the initiatives site visits to target districts and villages.

Among the project support staff the ratio of international and national resources (consultants, in person-months) is approximately 1:10, meaning a divers spectrum of international expertise is mobilized within a short period of time to maximize knowledge and capacity transfer effects to local partners and staff at the beginning of the project.

The first draft of Memoranda of Understanding (MoU) have been discussed with the Responsible Parties, subsequently leading to Letters of Agreements (LoA) between NAFRI and the RPs. The planned activities with NLMA will develop capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure) this will be done after the inception workshops have done within two province. The planned activities with the NDMO will include actual disaster response training on the ground, in the target villages, with communities and locally available partners. The planned activities with NAFES will encourage, enhance or install the local capacity of farmers to diversify farming systems under the aspect of increased resilience of crops, vegetables, fruits, and small livestock to climatic variations; supported by improved water management.

## **2. Update on implementation of the Vientiane Declaration and its Action Plan**

## 1. OWNERSHIP

### Government exercises effective leadership over the development policies, strategies and coordinates development actions

The project is governed by the GoL policies mentioned below. Within the vision, mandate and institutional framework of the Ministry of Agriculture (MAF), and the National Agriculture and Research Institute (NAFRI), the project is led and coordinated through a Project Board including MAF, NAFRI, WREA(now ministry of natural resources and Environment), NLMA, NDMO, and UNDP as Senior Supplier:

#### 1. Chairperson MAF: still to be nominated

	Surname	Given Name	Position	Email Address	Telephone
2	Bouahom	Dr Bounthong	Director General NAFRI	<a href="mailto:bounthong@nafri.org.la">bounthong@nafri.org.la</a>	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr ongdeuane	Director General Department of Land Planning & Development	<a href="mailto:vongsiharathv@yahoo.com">vongsiharathv@yahoo.com</a>	(856)021 213267 (856)020 22209215
4	Phommathat	Mr Pasitdhat	Director General Department of Social Welfare		(856)021 219450
5	Khammounheuang	Mr Khampadith	Deputy Director General Environment Department	<a href="mailto:khampadith@gmail.com">khampadith@gmail.com</a>	(856)021 218712 (856)020 22210591

UNDP staff representing the roles of Senior Supplier and Project Assurance still has to be nominated formally.

NAFRI has also set up an internal Project Management Team that regulates authority in absence of either NPD or PM. It is composed of:

<b>Bouahom</b>	<b>Dr. Bounthong</b>	<b>Director General of NAFRI</b>	<b><a href="mailto:bounthong@nafri.org.la">bounthong@nafri.org.la</a></b>
<b>Mounlamai</b>	Mr. Khamphone	PM for IRAS/NAPAFU	<a href="mailto:kphonemou@yahoo.com">kphonemou@yahoo.com</a>
<b>Vonghachack</b>	Mr. Sisavang	Deputy Director of NAFRI	<a href="mailto:Sisavang.v@nafri.org.la">Sisavang.v@nafri.org.la</a>
<b>Kingkeo</b>	Mr.Soulivanthong	Deputy Director of NAFRI	<a href="mailto:Soulivanthong.k@nafri.org.la">Soulivanthong.k@nafri.org.la</a>
<b>Phimmasone</b>	Mr. Xaysongkhame	Deputy Director of NAFRI	<a href="mailto:Saysonkham.p@nafri.org.la">Saysonkham.p@nafri.org.la</a>

Other relevant GoL agencies are members in the IRAS Project Task Force (Technical Working Group on national level) or in the Local Integration Platforms North/South (Technical Working Groups on provincial level). This will automatically setup similarity in Vientiane.

**GoL staff is positioned in key functions within the project structure enabling full**

**strategic and operational decision-making.**

## **2. ALIGNMENT**

**Partners align with the Government's strategies and use strengthened Government regulations and procedures**

The project is guided by these GoL policies:

- National Communication on Climate Change, through the CC office within MoNRE(WREA),
- National Adaption Programme for Action / NAPA, published in 2009,
- GoL's Strategy for Climate Change, March 2010,
- National Growth and Poverty Eradication Strategy (NGPES),
- National Sustainable Development Strategy (NSDS),
- 7<sup>th</sup> National Strategic Development Plan (NSDEP) 2011-2015,
- GoL's 'Strategic Vision for the Agriculture and Forestry Sector' (1999),
- MAF, the '4 Goals and 13 Measures'.

**The GoL agencies of NAFES, NDMO, NLMA will be central in implementation of project activities, serving as Responsible Parties (RPs) under NAFRI coordination. Project activities will be based upon existing regulations and procedures within these three agencies, and will be gradually developed further and enhanced through lessons learned and experiences made under IRAS.**

## **3. HARMONISATION AND SIMPLIFICATION**

**Partners' actions are more harmonised, transparent and collectively effective**

The complex implementation structure of the project will demand excellent harmonization and standardization across the whole project structure, involving a large number of potential stakeholders on national, provincial, district and communal levels.

**IRAS satisfies these requirements through effective and efficient strategic engagement of the Project Board, operational coordination through the Project Task Force (in Vientiane) and the Local Integration Platforms (LIPs) in Sayaboury and Savannakhet, and adequate technical assistance and monitoring by the Project Support Unit (PSU).**

## **4. MANAGING FOR RESULTS**

**Managing resources and improving decision-making for results**

The core management tool of PM and PSU is presented through the "Results Framework" (chapter 3) in the IRAS Project Document. The current short-term mission (15 August 2011) with an international M+E Specialist, in collaboration with 3 national consultants (senior M&E and M&E at provincial level<sup>1</sup>, which now ongoing confirm the outcome indicators, review and suggest output indicators and verify activity indicators as well as monitoring framework and manual.

**The project baseline – pre-implementation data – is now re-scheduled for October 2011 for 6 weeks, and designed to allow relevant analyses in 2015 on outcome and**

<sup>1</sup> As agreed with the meeting between IRAS and UNDP, the post of M&E was combined in to the senior M&E and instead of having provincial M&E officer, the project will have assistant instead.

**output levels (post-implementation data), emphasizing sustainability, impact and reliability of activities implemented from 2011 until the end of project. The baseline consultant in Vientiane already on the mission.**

## **5. MUTUAL ACCOUNTABILITY**

### **Both Government and Partners are accountable for development results**

The project follows the National Implementation Modalities (NIM) agreed upon between UNDP and GoL. Furthermore, roles and functions of project institutions and key staff are defined in the project document signed by both parties (MAF/NAFRI and UNDP).

The Letters of Agreement between NAFRI and Responsible Parties maintains the accountability of both sides for the project results.

The project's monitoring system, combining a results-based monitoring structure with daily technical monitoring in the field, systematically reports on quality and quantity of achievements. Half-yearly meetings of the Board, quarterly meetings of the PTF and bi-monthly meetings of the LIPs assures continuing formal monitoring by supervising government agencies and partners.

Achievements and results are regularly communicated through the project's website ( the project (the project website is now on the period of discussion on the design by local firm with support provided by PSU).

As part of HACT implementation the current PSU staff (PM, APM and 2 accountant and assistant) already trained by NIM rules and regulations in and 8 July 2011 at Luangprabang. The additional 3 newly recruited project staff (2 technical coordinators ad senior M&E will be trained/ or oriented on NIM rules and regulations as well within October/November 2011. These posts are started by September 2011).

## **3. Update on partnerships**

The stakes and the interests of a general audience and of global partners are continually being served through outcome 4 / component 4 "Adaptation Monitoring and Learning".

Operational stakeholder engagement takes place at any time and any location within the operational terms and guidelines of the project's work plans and the general NIM rules.

The selection of short-term consultants will prefer candidates with regional experiences to enhance aspects of interregional knowledge and technology transfer.

<b>Partnerships</b>	<b>2010 Role in PPG</b>	<b>2011 Anticipated Role in Implementation</b>
National Steering Committee on Climate Change	Still in concept phase	Overall Strategy and Policy Advice, part of AA2CC network
Climate Change Secretariat	Data, information, situational update, individual discussions	Overall Strategy and Policy Advice, Data, Information, part of AA2CC network
Line Agencies: MoMRE(WREA),	Data, information, situational	Board member (Ministry)



<b>Partnerships</b>	<b>2010 Role in PPG</b>	<b>2011 Anticipated Role in Implementation</b>
NLMA, NDMO (MLSW), Meteorology and Hydrology, others	update, participation in workshops/Meeting/dialogues	Sub-contractor for selected activities
MAF: NAFRI, NAFES, Planning, Agriculture, Livestock and Fisheries, Forestry,	Data, information, situational update, participation in workshops	Board member (Ministry), Executing, Agency, Implementing Agency,
UNDP, FAO, UNEP, MRCS	Data, information, situational update, participation in workshops	UNDP: Board Member Strategic advice Cross-fertilization with own projects
WB, ADB, IFAD, EU, different bilateral donors	Situational update, participation in workshops	Information supply Strategic advice Source for co-finance
IUCN, WWF, local NGOs	Data, information, situational update, participation in workshops	Data, Information, Technical Advice, part of AA2CC network
<b>Main projects:</b>		
Co-financing partner projects (UNDP, ACIAR, SDC, World Bank)	Situational update, participation in workshops	Cross-fertilization, Data, Information, Technical Advice, part of AA2CC network
Northern Uplands Programme (AFD, EU, SDC, GTZ)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of AA2CC network
Sustainable Natural Resource Management and Agricultural Productivity Project (ADB, IFAD)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of AA2CC network
Entities associated to NAFRI (UAFRP, IWMI, Conservation Agriculture, etc.)	Data, information, situational update, individual discussions	Cross-fertilization, Data, Information, Technical Advice, part of AA2CC network
<b>Province:</b>		
GoL: Governor's Office, PAFO, PAFES, PAFRI, PDMC, MoNRE and other departments	Data, information, situational update, participation in workshops	Provincial guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting
GoL: District Administrator, DAFO, Kumban TSC	Data, information, situational update, participation in workshops	District guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting
Communities, farmer organizations, women's and youth organizations, CBOs	Data, information, situational update, participation in workshops, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Small local NGO Projects	Information, situational update, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Individual farmers	Information, situational update, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation, Farmer to Farmer extension

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<p>Progress towards achieving outcome: Project is fully integrated into day-to-day management of NAFRI and PAFOs. NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staff are provided as required. The National Agriculture and Forestry Extension Service (NAFES), the National Disaster Management Office (NDMO), the National Land Management Authority (NLMA), technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment supply and services.</p> <p>A series of workshops has brought together different actors for joint coordination and implementation under the project umbrella. The first draft of Memoranda of Understanding (MoU) been discussed with the Responsible Parties, subsequently leading to Letters of Agreements (LoA) between NAFRI and the RPs. The planned activities with NLMA will develop capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure). The planned activities with the NDMO will include actual disaster response training on the ground, in the target villages, with communities and locally available partners. The planned activities with NAFES will encourage, enhance or install the local capacity of farmers to diversify farming systems under the aspect of increased resilience of crops, vegetables, fruits, small livestock to climatic variations; supported by improved water management.</p>				
<b>EXPECTED ANNUAL OUTPUTS Indicators</b> Baseline Annual Target MOV	<b>KEY ACTIVITIES completed during reporting period</b>	<b>Expenditures</b>	<b>Progress towards achieving outputs and targets achieved against indicators</b>	<b>Reasons if progress below target and response strategies</b>
<b>PROJECT OBJECTIVE</b> <b>Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced</b>				
Indicator 1: Availability of a framework for climate change resilient agriculture in Lao PDR Indicator 2: % of HH in target districts implementing adaptation measures Indicator 3: Proportion and value (yield) of agricultural assets with increased resilience				
<b>PROJECT OUTCOME 1: Knowledge Base strengthened</b>				
Indicator 1 Cover: number and type of stakeholders Baseline: survey 2011 Target: all stakeholders identified in survey Indicator 2 Impact: number of stakeholders using CC information in policies Baseline: survey 2011 Target: CCTAMs have reached 75% of target hh Indicator 3 Sustainability: resources available after end of project Baseline: survey 2011 Target: 50% of cost O+M in MAF/NAFRI budget				
<b>OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system</b>	<i>1.1.1 Roundtable meetings with relevant agencies</i>		3 series of meetings took place with 2 PAFO of provinces and 1 in NAFES, to discuss on the office offer by the PAFO and target villages as well as draft LoA on future activities. The meetings were introducing the general project approach, the role of the Responsible Party and general framework of anticipated works and services.the PM and APM visited the target PAFO and DAFO in districts. The further meetings with LNMA,MoNRE NDOM are planed for discussion with the next quarter plan. Initiative agreement was NAFES is going to assigned the focalpoint to work with IRAS and the LoA is no need as NAFES is under MAF.	In general the project is within targets but logistics of project build-up should be enhanced.
	Indicator: # of meetings Baseline: 0 Target: 4			
	<i>1.1.2 Agreed information and reporting system: information flow, forms, formats, time frame, responsibilities</i>		A planning format was drafted for linking project activities with budget expenses and M+E	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: Agri CC info coordinated through NAFRI</b> <b>Baseline: 0 Target: Installed coordination by end of 2011</b> <b>MOV: Project Board</b>	Indicator: 1 Work and data flow chart Baseline 0 Target 1			
	<i>1.1.3 Regular dissemination of information across relevant agencies and to provinces</i>		Several full sets of the signed project document were distributed to board members(English version). Other stakeholders will follow after funds for copying are available as well as the translation into Lao (Dep Planning MAF, Dep International Cooperation MPI, NAFES, PAFOs, Planning and Cooperation Division NAFRI, Research Management Division NAFRI, co-financing projects under NAFRI and UNDP). The project is currently hired a company for translation the project document. The laoversion of project document will be availbe by end of October 2011. Later the copy will be disseminate to all partners	
	Indicator: # infos GoL agencies: Baseline 0 Target 0			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>		Initial discussions with the NAFRI IT section on project IT needs and links to NAFRI IT took place. Technical specifications for equipment to already procured were discussed. A meeting on conceptual matters is scheduled for August 2011. And however the IRAS office already installed with NAFRI network internet. Provincial sub office needs the similar system as well as the internet access. The project website is going to be schedule for the concept of how it will be look like what short of information need to be on. The details of these issues is preparing by IRAS staff and scheduled to details discussion and agreement with the IT firm. The TOR for this already discuss during the Augus 2011. And the next round will be at the beginnig of October 2011.	The project is on the way of targeting but need focal point of logistic and details discussion and agreement
Indicator: updates of website Baseline 0 Target 0				
<b>OUTPUT 1.2: CC and agriculture scenarios assessed</b>  <b>Indicator: # and source of CC schenarios on record and analyzed Baseline: 0 Target: 3</b> <b>MOV: NAFRI database</b>	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		./ Not applicable for this quarter	
	Indicator: # and source of agri-related CC scenarios on record Baseline 0 Target 2			
	<i>1.2.2 CC scenarios assessed regarding relevance for agriculture and food security</i>		./ Not applicable for this quarter	
	Indicator: # scenarios analyzed Baseline 0 Target 1			
	<i>1.2.3 Local and indigenous knowledge made available to inform scenario assessments</i>		./ Not applicable for this quarter	
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
<b>OUTPUT 1.3: Land use plans including CC risks</b>	<i>1.3.1 LoA with NLMA on local land use plans for target sites</i>		Despite the 2 meetings with NLMA took place for preparation of the LoA for the previous month but there is no any respond from	IRAS will have to active as well

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: # of District land use plans with CC integration</b> <b>Baseline: 0 Target: 2 MOV: Plans on project record</b>			the NLMA due to the restructure of the new ministry which the NLMA is going to merge to the new ministry (MoNRE). So far, there is no progress.	as organize a meeting with NLMA to reach further details discussion.
	Indicator: #LoA signed Baseline 0 Target 1			
	<b>1.3.2 Criteria and indicators for land use plans and CC adaptation</b>			./ Not applicable for this quarter
	Indicator: Set of criteria Baseline 0 Target 1			
	<b>1.3.3 Development of local land use plans through NLMA / PLMA or contractors</b>			TOR for international Land Use Planning Specialist were drafted and position was advertised through UNDP www and local newspaper. The Specialist
	Indicator: # District Land use plan Baseline 0 Target 2			
	<b>1.3.4 Codification into guidelines for revising land use plans with climate risks</b>			./ Not applicable for this quarter
	Indicator: # and content of guideline Baseline 0 Target 1			
<b>OUTPUT 1.4: Long-term information system on floods and drought through NAFRI</b>  <b>Indicator: Information system functional at NAFRI Baseline: 0 Target: 1 MOV: Project Board</b>	<b>1.4.1 Agreement among relevant partners on structure and content of information system</b>		General principles for information management related to drought and flood were highlighted during the inception workshop	
	Indicator: # of agreements Baseline 0 Target 1		TOR for international Early Warning System Specialist were drafted and position was advertised through UNDP www and local newspaper	
	<b>1.4.2 Establishment of database / system at NAFRI</b>			Procurement of first equipment set was initiated through UNDP
	Indicator: # database developed Baseline 0 Target 1			
	<b>1.4.3 Maintenance and update of database through NAFRI</b>			./ Not applicable for this quarter
Indicator: Monthly maintenance activities Baseline 0 Target 2				
<b>Subtotal C 1</b>				
<b>PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened</b>				
<b>Indicators</b>	1. Cover: number of targeted institutions with increased capacity 2. Impact: numbers of officers with advanced CC understanding			

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<b>OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security</b>  <b>Indicator: 1. Number and type of professionals trained in CC issues 2. Number and type of policies reviewed</b> <b>Baseline 0 Target 0 MOV Project Board</b>	2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels		TOR for international HRD/TNA Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 TNA document Baseline 0 Target 1			
	2.1.2 Training curricula developed		TOR for international Training and Curricula Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: # of curricula developed Baseline 0 Target 7			
	2.1.3 Training implemented		./ Not applicable for this quarter	
	Indicator: # Training implemented Baseline 0 Target 0			
	2.1.4 Training monitored and assessed		./ Not applicable for this quarter	
Indicator: Monitoring report for each training Baseline 0 Target 0				
<b>OUTPUT 2.2: CC land use planning in strategies, policies, plans</b>  <b>Indicator: # and type of strategies with reference to land use for CC</b> <b>Baseline 0 Target 0 MOV Project Board</b>	2.2.1 Relevant strategies, policies, plans identified and reviewed		./ Not applicable for this quarter	
	Indicator:# of policies reviewed Baseline 0 Target 2			
	2.2.2 Dialogue with relevant agencies on CC modifications and amendments		./ Not applicable for this quarter	
	Indicator; # meetings with GoL agencies Baseline 0 Target 6			
	2.2.3 Relevant strategies, policies, plans updated		./ Not applicable for this quarter	
Indicator: # of updated policies Baseline 0 Target 0				
<b>OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions</b>  <b>Indicator: # of MAF officers</b>	2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels		TOR for international Community-based Extension Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 training methodology process Baseline 0 Target 1			
	2.3.2 CCTAM Crop/Agro-Forestry		./ Not applicable for this quarter	
	Indicator: 1 module crops in progress Baseline 0 Target 1			
2.3.3 CCTAM Small Livestock		./ Not applicable for this quarter		

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<b>trained in curricula development and extension for CC adaptation</b>	Indicator: 1 module small livestock in progress Baseline 0 Target 1			
	2.3.4 CCTAM Fisheries/Aquaculture		./ Not applicable for this quarter	
	Indicator: 1 module aquaculture in progress Baseline 0 Target 1			
	2.3.5 CCTAM Fruit/Vegetables		./ Not applicable for this quarter	
	Indicator: 1 module fruit.vegetables in progress Baseline 0 Target 1			
	2.3.6 CCTAM Off-farm adaptation / income		./ Not applicable for this quarter	
	Indicator: 1 module income generation in progress Baseline 0 Target 1			
	2.3.7 CCTAM "Safeguarding Land" programme for schools, pagodas etc.		./ Not applicable for this quarter	
Indicator: 1 module safeguarding land in progress Baseline 0 Target 1				
<b>OUTPUT 2.4: DDMC climate risk reduction practice</b>	2.4.1 TNA DDMCs		./ Not applicable for this quarter	
	Indicator: 1 TNA document Baseline 0 Target 1			
	2.4.2 Training curricula provided		./ Not applicable for this quarter	
	Indicator: 1 disaster management curricula Baseline 0 Target 1			
	2.4.3 Training curricula implemented		./ Not applicable for this quarter	
	Indicator: # farmers trained in disaster management Baseline 0 Target 0			
	2.4.4 Annual ground practice with communities		./ Not applicable for this quarter	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
	2.4.5 Training and ground practice assessed		./ Not applicable for this quarter	
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
<b>Subtotal C 2</b>				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
PROJECT OUTCOME 3: Community-based agricultural practice and off-farm opportunities				
Indicators		1. Cover: number and type of climate risk reducing farmer level practices 2. Cover: % of targeted HH implmenyting adaptive practice Impact: improvement of yields due to adaptation measures		
<b>OUTPUT 3.1: Existing elements of agri-resilience strengthened</b>	<i>3.1.1 Analyses of existing farming systems</i>		TOR for international Farming Systems Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 report on farming systems Baseline 0 Target 1			
	<i>3.1.2 Identification of resilient elements</i>		./ Not applicable for this quarter	
	Indicator: 1 report on existing resilient skills Baselin 0 Target 5			
	<i>3.1.3 Integration of resilient elements into CCTAMs</i>		./ Not applicable for this quarter	
	Indicator: 7 curricula / methodologies Baseline 0 Target 7			
<b>OUTPUT 3.2: Supply chains identified, assessed, improved</b>	<i>3.2.1 Existing supply chain analyses with main agricultural traders in Lao PDR</i>		TOR for international Supply Chain Management Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 report Agri supply chain Baseline 0 Target 1			
	<i>3.2.2 Identification of suitable crops, inputs etc. available on regional / international supply chains</i>		./ Not applicable for this quarter	
	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	<i>3.2.3 Economic analyses macro level</i>		./ Not applicable for this quarter	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			
	<i>3.2.4 Economic impact farming household</i>		./ Not applicable for this quarter	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
<b>OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought</b>	<i>3.3.1 Implementation plan for CCTAMs on provincial, district, kumban and village levels</i>		./ Not applicable for this quarter	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>area</b>  <b>Indicators: #, values and types of interventions Baseline 0 Target 0 MOV Project Reports</b>	3.3.2 Introduction CCTAM Crop/Agro-Forestry		./ Not applicable for this quarter	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	3.3.3 Introduction CCTAM Small Livestock		./ Not applicable for this quarter	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
	3.3.4 Introduction CCTAM Fisheries/Aquaculture		./ Not applicable for this quarter	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	3.3.5 Introduction CCTAM Fruit/Vegetables		./ Not applicable for this quarter	
	Indicator: 1 plan introduction fruits, veges Baseline 0 target 1			
	3.3.6 Introduction CCTAM Off-farm adaptation / alternative income		./ Not applicable for this quarter	
	Indicator: 1 plan introduction alternative incomes Baseline 0 Target 1			
	3.3.7 Introduction CCTAM "Safeguarding Lands" in schools		./ Not applicable for this quarter	
Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1				
<b>OUTPUT 3.4: Diversified ALF production and off-farm activities demonstrated</b>  <b>Indicators: Quantity and economic value of products diversified Baseline and Target to bedefined MOV market prices</b>	3.4.1 Extension process for CCTAMs		TOR for international Farmer Organizations Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 agreement / methodology extension process Baseline 0 Target 1			
	3.4.2 Farming systems and farm budgets		./ Not applicable for this quarter	
	Indicator: # farm budgets Baseline 0 Target 0			
	3.4.3 Demonstration plots		./ Not applicable for this quarter	
	Indicator: # demo plots Baseline 0 Target 0			
	3.4.4 FFS, Field days and cross-visits by farmers in target districts		./ Not applicable for this quarter	
	Indicator: # FFS, field days Baseline 0 Target 0			



Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	3.4.5 Systematic follow up on-site		./ Not applicable for this quarter	
	Indicator: 1 Farming monitoring database set up Baseline 0 target 0			
	3.4.6 Farming system monitoring / database / IRAS M+E Framework		TOR for international M+E Specialist were draft. The post was advsetized through WWW and local newspaper.	
	Indicator: IRAS M+E Framework operational Baseline 0 Target 1			
<b>OUTPUT 3.5: Water management, small-scale protection measures</b>  <b>Indicators: Improved water balance for household and agriculture production</b> <b>Baseline and target to be defined MOV Interviews with beneficiaries</b>	3.5.1 Rainfall capture / rainwater harvesting facilities (jars, tanks, etc)		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending
	Indicator: # and type of water harvesting facilities Baseline 0 Target 0			
	3.5.2 Water storage facilities (ponds, reservoirs) rehabilitated constructed		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending
	Indicator: # and type of storage facilities, ha area Baseline 0 Target 0			
	3.5.3 Small scale irrigation or drainage with O+M and water user groups		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			
	3.5.4 Bank protection and erosion control options		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending
	Indicator: # and type of protection measures Baseline 0 Target 0			
	3.5.5 Tree nurseries established		LOA for NAFES were drafted and focal point was nominated. the details meeting discussion will be hold within October 2011. So far NAFRI and UNDP held a meeting on the progress of agreement. As unofficial confirm by NAFES DG, there will have no need of LOA but together plan and implementation as a same organization.	The progress is on going and details planing need inputs from NAFES
	Indicator: # and type of tree nurseries Baseline 0 Target 0			
3.5.6 Wells dug or drilled		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending	
Indicator: # and type of wells Baseline 0 Target 0				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	3.5.7 Equipment, tools etc. provided for agri extension		TOR for international Community-based Extension Specialist were drafted and position was advertised through UNDP www and local newspaper.	The progress is pending
	Indicator: # and type of equipment Baseline 0 Target to be defined			
<b>Subtotal C 3</b>				
PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process				
<b>Indicators</b>	1. Replicability: number of lessons learned codified through KM / ALM 2. Replicability: number and type of networks that enable replication			
<b>OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM</b>	4.1.1 Project Monitoring System established		M&E specialist is now on board. The current M& E framework was revised and some suggestion already made but now is pending for Board endorsement. This new framework already discussed among IRAS senior staff with UNDP assurance officer and in charge programme officer plus UNDP M&E advisor	
	Indicator: 1 M+E system established Baseline 0 Target 1		TOR for local consultants for baseline were drafted and position was advertised through NAFRI www and local newspaper	
	4.1.2 Project website established		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 website set up Baseline 0 Target 1			
	4.1.3 Quarterly contribution into ALM, regional networks		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: # quarterly infos Baseline 0 Target 2			
<b>OUTPUT 4.2: Project knowledge shared: workshops and conferences</b>	4.2.1 Annual CC Agriculture conference at NAFRI		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 3 annual conferences Baseline 0 Target 0			
	4.2.2 Production of publications, materials		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	
<b>Indicators: # of conference participants, # of info disseminations</b>	Indicator: # and type of info materials Baseline 0 Target 0			
<b>OUTPUT 4.3: Project knowledge: prevention and agri training</b>	4.3.1 Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<b>Indicators: # of participants in tech workshops Baseline 0 Target 0</b>	Indicator: 3 annual tech workshops Baseline 0 Target 0			
<b>Sub-total C 4</b>				
<b>PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)</b>				
<b>Indicators: 1. One procurement plan Baseline 0 Target 1; 2. Two quarterly reports Baseline 0 Target 2; 3. Three inception workshops Baseline 0 Target 3; 4. 2 Progress Reports Baseline 0 Target 2</b>	<i>5.1 Office set-up and operations NAFRI Vientiane and 2 PAFOs</i>		Office set-up in three project locations ongoing. NAFRI office equipped with internet.	
			Project Inception Workshop in Vientiane Capital was held on 8 July 84 participants from concerned ministries and agencies in Vientiane Capital and Xayabury Province, UNDP, INGOs and local civil societies attending the workshop have discussed and agreed on the AWP and Q3WP and the budget. The participants agreed concentrating all resource to two provinces (Savannakhet and Xayaboury) to maximize potential impact of the pilot activities, and streamline logistical operations. Further details see project Inception Report. The inception workshops in 2 province organized in Sayaboury on 15 August 2011 with 39 participants and Savanakheth province on 30 Sep 2011. All of the participants were from provincial departments concerned, mass organization and projects that related to cc and agriculture. There were also PAFO and DAFO plus Provincial PSU and VTE PSU and UNDP representative. The quarter work plan # 4 is of the progress however the revised of the ANW need to be done before October 2011.  The other details of office set up is on the way e.g. filing system, Office and financial procedure.	
	<i>5.2 Recruitment national consultants / international experts, national counterparts, staff</i>		TOR for all long-term staff have been drafted. 3 national consultants were recruited. 3 NAFRI staff were appointed to the project. Details see in the attached list of project staff and associates.  One International M&E on Climate Change Specialist- (Virgilio Cabezón) is on board while Team leader for agri on cc specialist (Manfred Staab) was terminated on the project inception phase. The ToR for the International Senior Technical Advisor was developed and 2 of them (Mr. Khatha for Sayaboury and Mr. Bounpanh for Savanakheth) were recruited and on board.	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			<p>ToRs for 13 short-term international specialists were drafted. 1 International M+E Specialist has been recruited, 1 Agriculture Extension Specialist was interviewed, 4 other International Specialist are shortlisted, 7 further International Specialists are on the long list. Details see in the attachment.</p> <p>The project manual on procedure need to be draft as the priority as well as some other routine work on the IT software.</p>	
	<i>5.3 Procurement equipment, furniture, office small goods</i>		<p>Procurement of furniture, equipment; leasing of vehicles has been initiated. The vehicles already on the way as agreed. However some others of the equipment and office supply as well as facilities need to be reviewed and put in the next quarter plan for e.g. Cameras, video, office equipment, communication facilities, motorbike and. Fax and telephone fixed line. Internet</p>	
			<p>Completed: 1 Quarterly Work Plan for 3/2011, , 1 Quarterly Report covering July- Aug-Sep 2011, 2 Inception Workshop Reports, 1 Report "M+E Platform July 2011", M&amp;E presentations, 1 field visit report and 3 monthly meeting report were made .</p>	

#### 4. Update on gender mainstreaming

Women farmers' voice must also be promoted in affecting policy changes envisaged under this project. As this project will seek to show a link between climate change and food security women will be key stakeholders. As anywhere else in the world, there is no simple tool to integrate gender considerations across the country.

The project aims at a 50% quota among staff. All data collected and analysed will be gender-segregated. A gender mainstreaming programme will be developed by a local consultant, which will include two gender audits during the implementation period, plus gender check-lists for all technical activities undertaken on the ground. All TOR for contractors or MoU with GoL agencies will draw attention on gender equity during implementation of the project. The "economic visibility" of women in the farming household and the agricultural production cycle will be enhanced wherever there is an opportunity. Knowledge management under component 1 will allow gender-specific interpretation and analysis of data and information. The awareness and training modules developed under component 2 will target the different functions of men and women in agriculture and farming household, and women are strongly encouraged to participate in the training. Extension activities under component 3 will actively address these different functions. Communication and information activities under component 4 will highlight the aspects of gender specific experiences and gender equity, not only related to Climate Change but also in the general access to natural resources like water and land. While it is important to acknowledge the traditional roles and functions of men and women, they should not be necessarily limited to these roles because women's traditional roles at times might not fully allow them to participate in decision-making process or to be empowered.

A specific gender report will be prepared annually by the PSU for the Board, PTF and LIP meetings. Promotion, PR and awareness materials produced by the project will consider gender-specific aspects.

The project will present the Gender approach during the inception workshop early July 2011, draft presentation see attachment.

The project board is composed of male representatives. So far, project staff recruited is 50% male / 50% female.

#### 5. Update on audit recommendations

No audit was performed. The new NIM project staff were already trained by UNDP during middle of August 2011. The spot check organized by 22 September 2011. There are many issues related were recommended on financial, reports, procurement, reimburse process, filling systems and so on. The report have been made and the project should follow the recommendation for the action within few months ahead.

#### 6. List main challenges and issues (if any) faced during reporting period

1.  
**Timely mobilization of project resources:** office space, staff, experts, furniture, equipment, vehicles, funding.  
*Response strategy:* daily communication and regular follow-up with responsible entities,

focus on priorities

2.

**Recruitment of qualified local staff**

Response strategy: re-advertisement of positions, adjustment of salary scale, stronger focus on training-on-the-job

3.

**Fragile communication links with target provinces**

Response strategy: meeting with provincial representatives during inception workshop, travelling to target provinces planned, improved utilization of email and telephone communication

4.

**Slow progress on Letters of Agreement with Responsible Parties**

Response strategy: increased number of meetings, regular follow up, planning priority for next quarter, eventually discussion with project board

5.

**Introduction of NIM formats and procedures and utilization by project staff (especially related to timely allocation of funds to NAFRI)**

Response strategy: advanced communication between project staff and UNDP officers, the instruction should be clear and proved of communication not only verbal.

6.

**Administration and Financial procedure available for project offices.** There is no availability of details in Lao version to introduce the newly staff especially at the sub offices.

Response strategy : the orientation for newly and partners should organize by introduce the NIM procedure as well as draft project procedure is the priority for the project.

7.

**The Work plan need further inputs from the local target province as well as the preparation need to be advance.** Since the process of planning need to be done before the 10 of each new quarter plan not only VTE office but sub office.

Response strategy : The quarter work plan workshop should be organize to facilitate the workplan and involve all of 2 sub offices key staff.

**7. Rating on progress towards results**

<b>Output:</b> [From table 1. Contribution to Strategic Goals]	
CPAP Outcome	<input type="checkbox"/> Positive change <input type="checkbox"/> Negative change <input checked="" type="checkbox"/> Unchanged
Project Outcome 1	<input type="checkbox"/> Positive change <input type="checkbox"/> Negative change <input checked="" type="checkbox"/> Unchanged
Project Outcome 2	<input type="checkbox"/> Positive change <input type="checkbox"/> Negative change

	<input checked="" type="checkbox"/>	Unchanged
Project Outcome 3	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Project Outcome 4	<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

Although not active in the field yet, the project has contributed to raise the profile of the Climate Change discussion in the country. It has been present in the media, was subject to discussions at NAFRI and has created interest among many partners and parties not only in VTE but at target provinces as well.

#### V. FUTURE WORK PLAN

**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 year?**

- Management: Finalization of recruitments, especially in provinces and for the remaining baseline
- Management: Effective and efficient coordination of international short-term experts, especially M+E / Baseline
- Resource allocation and project logistics: further fine-tuning of cooperation, collaboration and pro-active engagement of all partners to accelerate delivery on the ground
- Cash flow: Improved understanding on procedures, especially if Responsible Partners are involved in future
- Outputs: Letters of Agreement (LoA), work plans and associated budgets have to be treated as priorities
- Confidence building: identification of technical activities still to be done on the ground during 2011
- 

**Major adjustments in the strategies, targets or key outcomes and outputs planned.**

## ANNEXES

1. Annex 1: Draft Combined Delivery Report (not required for this quarter; no advance from UNDP)
2. Annex 2: (Draft) Quarterly Work Plan for the following quarter (separate file)
3. Annex 3: Project Monitoring and Communication Plan for the following quarter (separate file)
4. Annex 4: Project Risk Log for the following quarter (separate file)
5. Annex 5: Project Issue Log for the following quarter (separate file)
6. Annex 6: Inception Workshop Report (separate file)
7. Annex 7: Binder of draft ToRs and MoUs July 2010 (separate file)
8. Annex 8: List of project staff and associates (separate file)
10. Annex 10: Presentation gender approach (separate file)
11. Annex 11: List of acronyms and abbreviations

### PREPARED BY

Manfred Staab, consultant IRAS (draft version 3)

Date: 26<sup>th</sup> of July 2011

### APPROVED BY



**Khampone MOUNLAMA**

Date: 28 JUL 2011



## Annex 10 : List of Standard Project Acronyms and Abbreviations

AA2CC	Agriculture Adaptation to Climate Change
ADB	Asian Development Bank
AKP	Adaptation Knowledge Platform
APR	Annual Project Review
ANR	Agriculture and Natural Resources
ASEAN	Association of Southeast Asian Nations
BCCI	Biological Corridors Conservation Initiative
CC	Climate Change
CCTAM	Climate Change Training and Adaptation Modules
CPAP	Country Strategy and Action Plan
CP/CPD	Country Programme Document
CTA	Chief Technical Adviser
DAFO	District Agriculture and Forestry Office (MAF)
DG	Director General
DLF	Department of Livestock and Fisheries (MAF)
DoA	Department of Agriculture (MAF)
DoE	Department of Environment (WREA)
DoFI	Department of Forestry Inspection (MAF)
DoL	Department of Land (NLMA)
DoLUPaD	Department of Land Use Planning and Development (NLMA)
DoP	Department of Planning (MAF)
DoWR	Department of Water Resources (WREA)
DPI	Provincial Department of Planning and Investment
FAO	Food and Agriculture Organization of the United Nations
GDP	Gross Domestic Product
IFAD	International Fund for Agricultural Development
INGO	International Non Government Organizations
IP	Implementing Partner
IRRI	International Rice Research Institute
IUCN	World Conservation Union
IWRM	Integrated Water Resource Management
LAO PDR	Lao People's Democratic Republic
LIP	Local Integration Platform (Technical working group on province/district level)
LNMC	Lao National Mekong Committee (WREA)
M&E	Monitoring and Evaluation
MAF	Ministry of Agriculture and Forestry
MDG	Millennium Development Goals
MEA	Multilateral Environmental Agreements
MPI	Ministry of Planning and Investment
MRC	Mekong River Commission
NABP	National Agricultural Biodiversity Programme
NAFES	National Agriculture and Forestry Extension Service (MAF)
NAFRI	National Agriculture and Forestry Research Institute (MAF)
NAPA	National Action Plan for Climate Change Adaptation
NBCA	National Biodiversity Conservation Area
NGPES	National Growth and Poverty Eradication Strategy
NIM	National Implementation Modality
NLMA	National Land Management Authority
NSDS	National Sustainable Development Strategy
NSEDP	National Socioeconomic Development Plan
NTFP	Non-timber forest product
ODA	Overseas Development Assistance
PAFO	Provincial Agriculture and Forestry Office (MAF)

PIR	Project Implementation Review
PIR	Project Implementation Report
PLUP	Participatory Land Use Planning
PM	Project Manager
PMO	Prime Minister Office
PPR	Project Progress Reports
PSU	Project Support Unit
PTF	Project Task Force (Technical working group on national level)
QPR	Quarterly Progress Report
REDD	Reduced Emissions from Deforestation and Degradation
SDC	Swiss Agency for Development and Cooperation
SEDP	Socio-economic Development Plan
TABI	The Agro-Biodiversity Initiative
TPR	Tripartite Review
UNCCD	United Nations Convention on the Control of Desertification
UNDP CO	UNDP Country Office
UXO	Unexploded Ordinance
WREA	Water Resources and Environment Administration
WWF	Worldwide Fund for Nature



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**Lao People's Democratic Republic**



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**United Nations Development Programme**

## **Government of Lao People's Democratic Republic**

**Executing Entity/Implementing Partner:**  
Ministry of Agriculture and Forestry, MAF  
Vientiane, Lao PDR

**Implementing Entity/Responsible Partner:**  
National Agriculture and Forestry Research Institute, NAFRI

**United Nations Development Programme**

## **Annual Project Report 2011 and Fourth Quarterly Report 2011**

***Project ID:00076176 / ATLAS Award ID 60492***

**Improving the Resilience of the Agriculture Sector in Lao PDR to  
Climate Change Impacts (IRAS Lao Project)**



Project Contact : Mr. Khamphone Mounlamai, Project Manager  
Email Address : khamphonedpcd@nafri.org.la

**Reporting Period: May – December 2011**

## Acronym

AA2CC	Agriculture Adaptation to Climate Change
ADB	Asian Development Bank
AKP	Adaptation Knowledge Platform
APR	Annual Project Review
ANR	Agriculture and Natural Resources
ASEAN	Association of Southeast Asian Nations
BCCI	Biological Corridors Conservation Initiative
CC	Climate Change
CCTAM	Climate Change Training and Adaptation Modules
CPAP	Country Strategy and Action Plan
CP/CPD	Country Programme Document
CTA	Chief Technical Adviser
DAFO	District Agriculture and Forestry Office (MAF)
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GDP	Gross Domestic Product
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IRRI	International Rice Research Institute
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IWRM	Integrated Water Resource Management
LAO PDR	Lao People's Democratic Republic
LIP	Local Integration Platform (Technical working group on province/district level)
LNMC	Lao National Mekong Committee (WREA)
M&E	Monitoring and Evaluation
MAF	Ministry of Agriculture and Forestry
MDG	Millennium Development Goals
MEA	Multilateral Environmental Agreements
MPI	Ministry of Planning and Investment
MRC	Mekong River Commission
NABP	National Agricultural Biodiversity Programme
NAFES	National Agriculture and Forestry Extension Service (MAF)
NAFRI	National Agriculture and Forestry Research Institute (MAF)
NAPA	National Action Plan for Climate Change Adaptation
NBCA	National Biodiversity Conservation Area
NGPES	National Growth and Poverty Eradication Strategy
NIM	National Implementation Modality
NLMA	National Land Management Authority
NSDS	National Sustainable Development Strategy
NSEDP	National Socioeconomic Development Plan
NTFP	Non-timber forest product
ODA	Overseas Development Assistance
PAFO	Provincial Agriculture and Forestry Office (MAF)
PIR	Project Implementation Review
PIR	Project Implementation Report
PLUP	Participatory Land Use Planning
PM	Project Manager
PMO	Prime Minister Office
PPR	Project Progress Reports

PSU	Project Support Unit
PTF	Project Task Force (Technical working group on national level)
QPR	Quarterly Progress Report
REDD	Reduced Emissions from Deforestation and Degradation
SDC	Swiss Agency for Development and Cooperation
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TPR	Tripartite Review
UNCCD	United Nations Convention on the Control of Desertification
UNDP CO	UNDP Country Office
UXO	Unexploded Ordinance
WREA	Water Resources and Environment Administration
WWF	Worldwide Fund for Nature

## I. Project Information and Resources

<b>Project number and title:</b>	# 76176 “Improving the Resilience of the Agriculture Sector in Lao PDR to Climate Change Impacts” (IRAS Project)
<b>Implementing Partner:</b>	Ministry of Agriculture and Forestry, MAF, Vientiane, Lao PDR, through the National Agriculture and Forestry Research Institute, NAFRI
<b>Responsible Parties (if applicable):</b>	<ol style="list-style-type: none"> <li>1. National Agriculture and Forestry Research Institute (MAF/NAFRI)</li> <li>2. National Agriculture and Forestry Extension Service (MAF/NAFES)</li> <li>3. Water Resources and Environment Administration (WREA)</li> <li>4. National Land Management Authority (NLMA)</li> <li>5. National Disaster Management Office (NDMO)</li> <li>6. Private Sector, NGOs, Mass Organizations, other GoL/MAF parties</li> </ol>
<b>Donors:</b>	GEF, UNDP

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
May 2011	10 <sup>th</sup> of May 2011	April 2015	April 2015

<b>Period covered by this report:</b>	<b>May – December 2011</b>
<b>Date of annual review:</b> <i>[Indicate if planned or actual]</i>	<b>December 2011</b>

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
		12,163,998 (including Co-Finance)

Resources	Donor	Amount \$
	GEF (LCDF)	4,445,450
	GoL (in-kind CoF)	378,320
	GoL (parallel CoF)	4,764,969
	UNDP (parallel CoF)	2,575,259

## II. Purpose

### Main Objectives of the Project:

**This project will contribute to achieving the following Country Programme Outcome as defined in CPAP or CPD: UNDP Laos CPAP 2007-2011**

**Outcome 2:** Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management

*Output 2.4:* Increased capacity within the Government to prepare and respond to natural as well as man-made disasters at all levels

**Country Programme Outcome Indicators (UNDP Laos CPAP 2007-2011):**

Capacities on sustainable land management, drought and flood preparedness enhanced through participatory adaptation and monitoring activities in selected provinces.

Project Objective and Outcomes are aligned with UNDP's thematic focus on adaptation to climate change and are matching or do correlate to Goal, expected Impact and Indicators of the GEF LDCF/SCCF Result-Based Management Framework Adaptation to Climate Change.

**Project Objective**

Food insecurity resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced.

Food insecurity resulting from climate change in Lao PDR will be minimized and vulnerability of farmers to extreme flooding and drought events will be reduced as part of an overall approach designed to introduce new adaptative techniques to farmers while encouraging a diversification of livelihood strategies at community level. This will be achieved by overcoming key policy, communication & information, institutional and economic barriers, relating to agriculture and food security as identified in the NAPA as requiring immediate action. Thus, under Outcome 1 the information base for understanding climate risks and vulnerability will be strengthened and organised in way that it can effectively inform agricultural sector policies and planning. Outcome 2 addresses the need to develop the capacity of planners at different levels

of government to use this information in the planning and allocation of resources. Outcome 3 focuses on Lao PDR's agricultural extension services and demonstrating new techniques to build resilience at the community level including targeted training modules to ensure that these techniques take hold and become widely applied. Under Outcome 4 lessons learned and adaptation knowledge generated through the project will be systematically compiled, analyzed and disseminated nationally and internationally, thereby supporting further up-scaling and replication.

### III. PROJECT PERFORMANCE AND RESULTS

#### 1. Contribution to the strategic goals

##### Intended Outcome

**Outcome 2:** Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management

##### Progress towards achieving outcome

##### Status of the situation

The Government of Lao PDR has developed and implemented a wide-range of policies that directly or indirectly relate to Climate Change and/or agriculture adaptation to climate change. The main overall development goals reflect international commitments and focus on poverty reduction, economic growth and social development, advancement of infrastructure and investment in hydropower and mining, but also protecting the environment and gender equity. They also acknowledge that future economic growth continues to rely on the sustainable use of the natural resource base and capacity of the agricultural sector to adapt to climate change challenges. Development in the Agriculture and Natural Resources sector focuses on commodity oriented agricultural production, stabilization of shifting cultivation and enhanced productivity.

The project fully operates within the organizational structure of the Ministry of Agriculture / GoL. The three project offices are located in the Ministry of Agriculture (MAF): Vientiane (NAFRI), Xayaboury (PAFO) and Savannakhet (PAFO). The project is implemented through the NIM rules and policies (National Implementation Modalities).

The project operates within the Government's legislative framework evolving for climate change adaptation matters:

- The *National Communication on Climate Change*, the first report was published in October 2000, the second is presently under preparation through the CC office within WREA.
- The *National Adaption Programme for Action / NAPA*, published in 2009, outlining priority programmes and actions for Lao PDR.
- The *GoL's Strategy for Climate Change, March 2010*, with adaptation and mitigation

options for 7 key priority areas.

- The *National Growth and Poverty Eradication Strategy* (NGPES) provides strategic guidance for secure future economic growth and to achieve poverty eradication in a holistic and comprehensive manner. The Strategy is an operational guide toward for enhancing growth and development and reducing poverty, with the goal to eradicate poverty by 2020.
- The *National Sustainable Development Strategy* (NSDS) embodies the country's strategic planning process to address the full integration of economic, social and environmental objectives across sectors, territories and generations and sector-wide mainstreaming of sustainable development principles and poverty-environment linkages.
- The *7<sup>th</sup> National Strategic Development Plan (NSDEP) 2011-2015* seeks for appropriate methods for mitigating climate change impact.
- The GoL's '*Strategic Vision for the Agriculture and Forestry Sector*' (1999) guided the development in these sectors during the past decade and included key themes.
- Among other policy documents of MAF, the '*4 Goals and 13 Measures*', four development targets are identified: ensuring food security, commercialization of agriculture production, shifting cultivation stabilization for poverty reduction, and sustainable forest management.

### **Ownership and Capacity Building through IRAS – Project Contribution**

The project is fully integrated into day-to-day management of NAFRI and the Provincial Agriculture and Forestry Offices (PAFOs) with the two provinces of Savanakheth and Sayaboury.

NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staff are provided as required (e.g. for technical review and long-listing of international consultants, planning and organization of workshops, preparation of all sorts of logistical arrangements, formal invitations to GoL agencies and translations into Lao language).

The National Agriculture and Forestry Extension Service (NAFES), the National Disaster Management Office (NDMO), the National Land Management Authority (NLMA), technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment, services and supply.

A series of workshops has brought together different actors for joint coordination and implementation under the project umbrella for e.g. inception workshops within the two provinces and one in Vientiane as well as the initiatives site visits to target districts and villages were done. More over the financial and project management already done within the quarter 3.

Among the project support staff the ratio of international and national resources (consultants, in person-months) is approximately 1:10, meaning a diverse spectrum of international expertise is mobilized within a short period of time to maximize knowledge and capacity transfer effects to local partners and staff at the beginning of the project.

Before signing of MOU, the draft of Memoranda of Understanding (MoU) have been discussed with the Responsible Parties, subsequently leading to Letters of Agreements (LoA) between NAFRI and the RPs. The planned activities with NLMA will develop capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure) this will be done after the inception workshops have done within two province. The planned activities with the NDMO will include actual disaster response



training on the ground, in the target villages, with communities and locally available partners. The planned activities with NAFES will encourage, enhance or install the local capacity of farmers to diversify farming systems under the aspect of increased resilience of crops, vegetables, fruits, and small livestock to climatic variations; supported by improved water management.

## **2. Update on implementation of the Vientiane Declaration and its Action Plan**

## 1. OWNERSHIP

### Government exercises effective leadership over the development policies, strategies and coordinates development actions

The project is governed by the GoL policies mentioned below. Within the vision, mandate and institutional framework of the Ministry of Agriculture (MAF), and the National Agriculture and Research Institute (NAFRI), the project is led and coordinated through a Project Board including MAF, NAFRI, WREA(now Ministry of Natural Resources and Environment MoNRE), NLMA, NDMO, and UNDP as Senior Supplier:

#### 1. Project Board members

	Surname	Given Name	Position	Email Address	Telephone
1	Phommasack	Dr.Ty	Vice Ministry	<a href="mailto:Dr.typhommasack@gmail.com">Dr.typhommasack@gmail.com</a>	(856) 021 412359
2	Bouahom	Dr Bounthong	Director General NAFRI	<a href="mailto:bounthong@nafri.org.la">bounthong@nafri.org.la</a>	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr Vongdeuane	Director General Department of Land Planning & Development	<a href="mailto:vongsiharathv@yahoo.com">vongsiharathv@yahoo.com</a>	(856)021 213267 (856)020 22209215
4	Phommathat	Mr Pasitdhat	Director General Department of Social Welfare		(856)021 219450
5	Khammounheuang	Mr Khampadith	Deputy Director General Environment Department	<a href="mailto:khampadith@gmail.com">khampadith@gmail.com</a>	(856)021 218712 (856)020 22210591

#### 2. UNDP staff representing the roles of Senior Supplier and Project Assurance .

	Surname	Given Name	Position	Email Address	Telephone
1	Cammaert	Bruno	Head of environmental Unit	<a href="mailto:Bruno.cammaert@undp.org">Bruno.cammaert@undp.org</a>	(856)021 267710 020 55515876
2	Ounniyom	Singha	Climatechange Policy analysis	<a href="mailto:Singha.ouniyom@undp.org">Singha.ouniyom@undp.org</a>	(856)021 267711 020 54040749

#### 3. NAFRI has also set up an internal Project Management Team that regulates authority in absence of either NPD or PM. It is composed of:

Bouahom	Dr. Bounthong	Director General of NAFRI	<a href="mailto:bounthong@nafri.org.la">bounthong@nafri.org.la</a>
<b>Mounlamai</b>	Mr. Khamphone	PM for IRAS/NAPAFU	<a href="mailto:kphonemou@yahoo.com">kphonemou@yahoo.com</a>
<b>Vonghachack</b>	Mr. Sisavang	Deputy Director of NAFRI	<a href="mailto:Sisavang.v@nafri.org.la">Sisavang.v@nafri.org.la</a>
<b>Kingkeo</b>	Mr.Soulivanthong	Deputy Director of NAFRI	<a href="mailto:Soulivanthong.k@nafri.org.la">Soulivanthong.k@nafri.org.la</a>

Phimmasone	Mr. Xaysongkhame	Deputy Director of NAFRI	<a href="mailto:Saysonkham.p@nafri.org.la">Saysonkham.p@nafri.org.la</a>	(856)021 770094 (856)020 55502166
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Other relevant GoL agencies are members in the IRAS Project Task Force (Technical Working Group on national level) or in the Local Integration Platforms North/South (Technical Working Groups on provincial level). This will automatically setup similarity in Vientiane.

**GoL staff is positioned in key functions within the project structure enabling full strategic and operational decision-making.**

## 2. ALIGNMENT

**Partners align with the Government's strategies and use strengthened Government regulations and procedures**

The project is guided by these GoL policies:

- National Communication on Climate Change, through the CC office within MoNRE(WREA),
- National Adaption Programme for Action / NAPA, published in 2009,
- GoL’s Strategy for Climate Change, March 2010,
- National Growth and Poverty Eradication Strategy (NGPES),
- National Sustainable Development Strategy (NSDS),
- 7<sup>th</sup> National Strategic Development Plan (NSDEP) 2011-2015,
- GoL’s ‘Strategic Vision for the Agriculture and Forestry Sector’ (1999),
- MAF, the ‘4 Goals and 13 Measures’.

**The GoL agencies of NAFES, NDMO, NLMA will be central in implementation of project activities, serving as Responsible Parties (RPs) under NAFRI coordination. Project activities will be based upon existing regulations and procedures within these three agencies, and will be gradually developed further and enhanced through lessons learned and experiences made under IRAS.**

## 3. HARMONISATION AND SIMPLIFICATION

**Partners’ actions are more harmonised, transparent and collectively effective**

The complex implementation structure of the project will demand excellent harmonization and standardization across the whole project structure, involving a large number of potential stakeholders on national, provincial, district and communal levels.

IRAS satisfies these requirements through effective and efficient strategic engagement of the Project Board, operational coordination through the Project Task Force (in Vientiane) and the Local Integration Platforms (LIPs) in Sayaboury and Savannakhet, and adequate technical assistance and monitoring by the Project Support Unit (PSU).

## 4. MANAGING FOR RESULTS

**Managing resources and improving decision-making for results**

The core management tool of PM and PSU is presented through the “Results Framework” (chapter 3) in the IRAS Project Document. The short-term mission (15August -15

September 2011) with an international M+E Specialist, in collaboration with 3 national consultants (senior M&E and M&E at provincial level<sup>1</sup>, which now ongoing confirm the outcome indicators, review and suggest output indicators and verify activity indicators as well as monitoring framework and manual. And the others 2 international consultants on shorter mission Community based extension now on board start from 2 Dec 2011 and TNA) is coming by 3 Jan 2012. The others consultant such as CTA will also start next year 2012.

The project baseline – pre-implementation data – scheduled for October 2011 for 6 weeks, and designed to allow relevant analyses in 2015 on outcome and output levels (post-implementation data), emphasizing sustainability, impact and reliability of activities implemented from 2011 until the end of project. The baseline survey in Vientiane has already been completed and it is expected that the final report will be delivered to the project by mid of Jan 2012.

The baseline survey for Sayaboury Province is now in the final progress of submission.

## **5. MUTUAL ACCOUNTABILITY**

### **Both Government and Partners are accountable for development results**

The project follows the National Implementation Modalities (NIM) agreed upon between UNDP and GoL. Furthermore, roles and functions of project institutions and key staff are defined in the project document signed by both parties (MAF/NAFRI and UNDP).

The Letters of Agreement between NAFRI and Responsible Parties maintains the accountability of both sides for the project results.

The project's monitoring system, combining a results-based monitoring structure with daily technical monitoring in the field, systematically reports on quality and quantity of achievements. Half-yearly meetings of the Board, quarterly meetings of the PTF and bi-monthly meetings of the LIPs assures continuing formal monitoring by supervising government agencies and partners.

Achievements and results are regularly communicated through the project's website ( the project (the project website is now on the the design by local firm with support provided by PSU).

As part of HACT implementation the current PSU staff (PM, APM and 2 SFAO accountants and assistant plus Senior M&E) already trained by NIM rules and regulations in and 8 July 2011 at Luangprabang (by UNDP) and on 16 - 17 Nov 2011 at Nafri.

However, the Savanakheth coordinator was resigned and the new just taken place. And the FAO Sayaboury just recruited and started their work by Nov and Dec 2011. More over the Coordinator of Sayaboury also resigned and the process of recruitment is under way

## **3. Update on partnerships**

The stakes and the interests of a general audience and of global partners are continually being served through outcome 4 / component 4 “Adaptation Monitoring and Learning”.

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<sup>1</sup> As agreed with the meeting between IRAS and UNDP, the post of M&E was combined in to the senior M&E and instead of having provincial M&E officer, the project will have assistants based in Provinces instead.

Operational stakeholder engagement takes place at any time and any location within the operational terms and guidelines of the project's work plans and the general NIM rules.

The selection of short-term consultants will prefer candidates with regional experiences to enhance aspects of interregional knowledge and technology transfer.

<b>Partnerships</b>	<b>2010 Role in PPG</b>	<b>2011 actual Role in Implementation</b>
National Steering Committee on Climate Change	Still in concept phase	Overall Strategy and Policy Advice, part of AA2CC network
Climate Change Secretariat	Data, information, situational update, individual discussions	Overall Strategy and Policy Advice, Data, Information, part of AA2CC network
Line Agencies: MoNRE(WREA), NLMA, NDMO (MLSW), Meteorology and Hydrology, others	Data, information, situational update, participation in workshops/Meeting/dialogues	Board member (Ministry) Sub-contractor for selected activities
MAF: NAFRI, NAFES, Planning, Agriculture, Livestock and Fisheries, Forestry,	Data, information, situational update, participation in workshops	Board member (Ministry), Executing, Agency, Implementing Agency,
UNDP, FAO, UNEP, MRCS	Data, information, situational update, participation in workshops	UNDP: Board Member Strategic advice Cross-fertilization with own projects
WB, ADB, IFAD, EU, different bilateral donors	Situational update, participation in workshops	Information supply Strategic advice Source for co-finance
IUCN, WWF, local NGOs	Data, information, situational update, participation in workshops	Data, Information, Technical Advice, part of AA2CC network
<b>Main projects:</b>		
Co-financing partner projects (UNDP, ACIAR, SDC, World Bank)	Situational update, participation in workshops	Cross-fertilization, Data, Information, Technical Advice, part of AA2CC network
Northern Uplands Programme (AFD, EU, SDC, GTZ)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of AA2CC network
Sustainable Natural Resource Management and Agricultural Productivity Project (ADB, IFAD)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of AA2CC network
Entities associated to NAFRI (UAFRP, IWMI, Conservation Agriculture, etc.)	Data, information, situational update, individual discussions	Cross-fertilization, Data, Information, Technical Advice, part of AA2CC network
<b>Province:</b>		
GoL: Governor's Office, PAFO, PAFES, PAFRI, PDMC, MoNRE and other departments	Data, information, situational update, participation in workshops	Provincial guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting
GoL: District Administrator, DAFO, Kumban TSC	Data, information, situational update, participation in workshops	District guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting Participatory Monitoring, Awareness Creation
Communities, farmer organizations, women's and youth organizations, CBOs	Data, information, situational update, participation in workshops, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Small local NGO Projects	Information, situational update, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Individual farmers	Information, situational update, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation, Farmer to Farmer extension

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<p>Progress towards achieving outcome: Project is fully integrated into day-to-day management of NAFRI and PAFOs. NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staff are provided as required. The National Agriculture and Forestry Extension Service (NAFES), the National Disaster Management Office (NDMO), the National Land Management Authority (NLMA), technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment supply and services.</p> <p>A series of workshops has brought together different actors for joint coordination and implementation under the project umbrella. The first draft of Memoranda of Understanding (MoU) been discussed with the Responsible Parties, subsequently leading to Letters of Agreements (LoA) between NAFRI and the RPs. The planned activities with NLMA will develop capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure). The planned activities with the NDMO will include actual disaster response training on the ground, in the target villages, with communities and locally available partners. The planned activities with NAFES will encourage, enhance or install the local capacity of farmers to diversify farming systems under the aspect of increased resilience of crops, vegetables, fruits, small livestock to climatic variations; supported by improved water management.</p>				
<b>EXPECTED ANNUAL OUTPUTS Indicators</b> Baseline Annual Target MOV	<b>KEY ACTIVITIES completed during reporting period</b>	<b>Expenditures</b> 2	<b>Progress towards achieving outputs and targets achieved against indicators</b>	<b>Reasons if progress below target and response strategies</b>
<b>PROJECT OBJECTIVE</b> <b>Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced</b>				
Indicator 1: Availability of a framework for climate change resilient agriculture in Lao PDR				
Indicator 2: % of HH in target districts implementing adaptation measures				
Indicator 3: Proportion and value (yield) of agricultural assets with increased resilience				
<b>PROJECT OUTCOME 1: Knowledge Base strengthened</b>				
Indicator 1 Cover: number and type of stakeholders Baseline: survey 2011 Target: all stakeholders identified in survey				
Indicator 2 Impact: number of stakeholders using CC information in policies Baseline: survey 2011 Target: CCTAMs have reached 75% of target hh				
Indicator 3 Sustainability: resources available after end of project Baseline: survey 2011 Target: 50% of cost O+M in MAF/NAFRI budget				
<b>OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system</b>	<i>1.1.1 Roundtable meetings with relevant agencies</i>		3 series of meetings took place with 2 PAFO of provinces and 1 in NAFES, to discuss on the office offer by the PAFO and target villages as well as draft LoA on future activities. M&E senior also visit target province for M&E and target villages selection. The meetings were introducing the general project approach, the role of the Responsible Party and general framework of anticipated works and services. PM and APM visited the target PAFO and DAFO in districts. The further meetings with LNMA, MoNRE NDOM are planed for discussion with the next quarter plan, however the activities are yet implement. the only discussion just	In general the project is within targets but logistics of project build-up should be enhanced.

<sup>2</sup> The expenditure for all of the activities could not be available for this draft as the quarter 4 can not be closed. This information will be available after the settlement of quarter 4 (Oct-Nov-December 2011).

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: Agri CC info coordinated through NAFRI</b> <b>Baseline: 0 Target: Installed coordination by end of 2011</b> <b>MOV: Project Board</b>			with NAFES. Initiative agreement was NAFES is going to assigned the focal point to work with IRAS and the LoA is no need as NAFES is under MAF.	
	Indicator: # of meetings Baseline: 0 Target: 4			
	<i>1.1.2 Agreed information and reporting system: information flow, forms, formats, time frame, responsibilities</i>		A planning format was drafted for linking project activities with budget expenses and M+E	
	Indicator: 1 Work and data flow chart Baseline 0 Target 1			
	<i>1.1.3 Regular dissemination of information across relevant agencies and to provinces</i>		Several full sets of the signed project document were distributed to board members (English version). Other stakeholders will follow after funds for copying are available as well as the translation into Lao (Dep Planning MAF, Dep International Cooperation MPI, NAFES, PAFOs, Planning and Cooperation Division NAFRI, Research Management Division NAFRI, co-financing projects under NAFRI and UNDP). The project is currently hired a company for translation the project document. The Lao version of project document will be available by end of Dec 2011. Later the copy will be disseminated to all partners.	
	Indicator: # infos GoL agencies: Baseline 0 Target 0			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>		Initial discussions with the NAFRI IT section on project IT needs and links to NAFRI IT took place. Technical specifications for equipment to support the streaming of digital information procured and the detail planning were discussed. 2 meetings on conceptual matters were hold in August and October 2011. And however the IRAS office already installed with NAFRI network internet. Provincial sub office needs the similar system as well as the internet access. The project website is going to be schedule for the concept of how it will be look like what short of information need to be on. The details of these issues are preparing by IRAS staff and scheduled to details discussion and agreement with the IT firm. The TOR for this already discussed and agreed during the meeting in August 2011. And the next round will be at the beginning of 2012.	The project is on the way of targeting but need focal point of logistic and details discussion and agreement on the content and techniques
Indicator: updates of website Baseline 0 Target 0				
<b>OUTPUT 1.2: CC and agriculture scenarios assessed</b>	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		./ Not applicable for this year	
	Indicator: # and source of agri-related CC scenarios on record Baseline 0 Target 2			
	<i>1.2.2 CC scenarios assessed regarding relevance for agriculture and food security</i>		./ Not applicable for this year	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: # and source of CC scenarios on record and analyzed Baseline: 0 Target: 3 MOV: NAFRI database</b>	Indicator: # scenarios analyzed Baseline 0 Target 1			
	<i>1.2.3 Local and indigenous knowledge made available to inform scenario assessments</i>		./ Not applicable for this year	
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
<b>OUTPUT 1.3: Land use plans including CC risks</b>	<i>1.3.1 LoA with NLMA on local land use plans for target sites</i>		Despite the 2 meetings with NLMA took place for preparation of the LoA for the previous month but there is no any respond from the NLMA due to the restructure of the new ministry which the NLMA is going to merge to the new Ministry (MoNRE). So far, there is no progress.	IRAS will have to active as well as organize a meeting with NLMA to reach further details discussion once the clear structure of the new MoNRE
	Indicator: #LoA signed Baseline 0 Target 1			
	<i>1.3.2 Criteria and indicators for land use plans and CC adaptation</i>		./ Not applicable for this year	
	Indicator: Set of criteria Baseline 0 Target 1			
	<i>1.3.3 Development of local land use plans through NLMA / PLMA or contractors</i>		TOR for international Land Use Planning Specialist developed and agreed. The position was advertised through UNDP www and local newspaper. The Specialist is not yet interview.	This should be the priority by next year plan
	Indicator: # District Land use plan Baseline 0 Target 2			
	<i>1.3.4 Codification into guidelines for revising land use plans with climate risks</i>		./ Not applicable for this year	
	Indicator: # and content of guideline Baseline 0 Target 1			
<b>OUTPUT 1.4: Long-term information system on floods and drought through NAFRI</b>	<i>1.4.1 Agreement among relevant partners on structure and content of information system</i>		General principles for information management related to drought and flood were highlighted during the inception workshops	
	Indicator: # of agreements Baseline 0 Target 1		TOR for international Early Warning System Specialist was developed and position was advertised through UNDP www and local newspaper	
	<i>1.4.2 Establishment of database / system at NAFRI</i>		Procurement of first equipment set was initiated through UNDP, and all of the equipment were installed and some of them were also sent to provincial project offices	



Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: Information system functional at NAFRI Baseline: 0 Target: 1 MOV: Project Board</b>	Indicator: # database developed Baseline 0 Target 1			
	<i>1.4.3 Maintenance and update of database through NAFRI</i>		./ Not applicable for this year	
	Indicator: Monthly maintenance activities Baseline 0 Target 2			
<b>Subtotal C 1</b>				
PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened				
<b>Indicators</b>	1. Cover: number of targeted institutions with increased capacity 2. Impact: numbers of officers with advanced CC understanding			
<b>OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security</b>  <b>Indicator: 1. Number and type of professionals trained in CC issues 2. Number and type of policies reviewed Baseline 0 Target 0 MOV Project Board</b>	<i>2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels</i>		Recruitment process for hiring on International HRD Specialist is being finalized. The expert will be on duty by early January 2012.	
	Indicator: 1 TNA document Baseline 0 Target 1			
	<i>2.1.2 Training curricula developed</i>		Recruitment process for hiring on International HRD Specialist is being finalized. The expert will be on duty by early January 2012.	
	Indicator: # of curricula developed Baseline 0 Target 7			
	<i>2.1.3 Training implemented</i>		./ Not applicable for this year	
	Indicator: # Training implemented Baseline 0 Target 0			
	<i>2.1.4 Training monitored and assessed</i>		./ Not applicable for this year	
Indicator: Monitoring report for each training Baseline 0 Target 0				
<b>OUTPUT 2.2: CC land use planning in strategies, policies, plans</b>  <b>Indicator: # and type of strategies with reference to land use for CC Baseline 0 Target 0 MOV Project Board</b>	<i>2.2.1 Relevant strategies, policies, plans identified and reviewed</i>		./ Not applicable for this year	
	Indicator: # of policies reviewed Baseline 0 Target 2			
	<i>2.2.2 Dialogue with relevant agencies on CC modifications and amendments</i>		./ Not applicable for this year	
	Indicator: # meetings with GoL agencies Baseline 0 Target 6			
	<i>2.2.3 Relevant strategies, policies, plans updated</i>		./ Not applicable for this year	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	<i>Indicator: # of updated policies Baseline 0 Target 0</i>			
<b>OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions</b>	<i>2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels</i>		Completed recruitment process for hiring one international Community base Agriculture NRM Extension Specialist. Mr. Eduardo Queblatin is on board in early December 2011	
	<i>Indicator: 1 training methodology process Baseline 0 Target 1</i>			
	<i>2.3.2 CCTAM Crop/Agro-Forestry</i>		./ Not applicable for this year	
	<i>Indicator: 1 module crops in progress Baseline 0 Target 1</i>			
	<i>2.3.3 CCTAM Small Livestock</i>		./ Not applicable for this year	
	<i>Indicator: 1 module small livestock in progress Baseline 0 Target 1</i>			
	<i>2.3.4 CCTAM Fisheries/Aquaculture</i>		./ Not applicable for this year	
	<i>Indicator: 1 module aquaculture in progress Baseline 0 Target 1</i>			
	<i>2.3.5 CCTAM Fruit/Vegetables</i>		./ Not applicable for this year	
	<i>Indicator: 1 module fruit.vegetables in progress Baseline 0 Target 1</i>			
	<i>2.3.6 CCTAM Off-farm adaptation / income</i>		./ Not applicable for this year	
	<i>Indicator: 1 module income generation in progress Baseline 0 Target 1</i>			
	<i>2.3.7 CCTAM "Safeguarding Land" programme for schools, pagodas etc.</i>		./ Not applicable for this year	
	<i>Indicator: 1 module safeguarding land in progress Baseline 0 Target 1</i>			
<b>OUTPUT 2.4: DDMC climate risk reduction practice</b>	<i>2.4.1 TNA DDMCs</i>		./ Not applicable for this year	
	<i>Indicator: 1 TNA document Baseline 0 Target 1</i>			
	<i>2.4.2 Training curricula provided</i>		./ Not applicable for this year	
	<i>Indicator: 1 disaster management curricula Baseline 0 Target 1</i>			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: # of farmers and community members participating in ground practice Baseline 0 Target 0 MOV Survey and Report</b>	2.4.3 Training curricula implemented		./ Not applicable for this year	
	Indicator: # farmers trained in disaster management Baseline 0 Target 0			
	2.4.4 Annual ground practice with communities		./ Not applicable for this year	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
	2.4.5 Training and ground practice assessed		./ Not applicable for this year	
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
<b>Subtotal C 2</b>				
PROJECT OUTCOME 3: Community-based agricultural practice and off-farm opportunities				
<b>Indicators</b>	1. Cover: number and type of climate risk reducing farmer level practices 2. Cover: 10 % of targeted HH implementing adaptive practice Impact: improvement of yields due to adaptation measures			
<b>OUTPUT 3.1: Existing elements of agri-resilience strengthened</b>	3.1.1 Analyses of existing farming systems		TOR for international Farming Systems Specialist were drafted and position was advertised through UNDP www and local newspaper. Interview was conducted on 1 July 2011 but agreement was not reached because the potential consultant proposed too high consultancy cost. The recruitment process may repeat for another round.	Pending
	Indicator: 1 report on farming systems Baseline 0 Target 1			
	3.1.2 Identification of resilient elements		./ Not applicable for this year	
	Indicator: 1 report on existing resilient skills Baseline 0 Target 5			
	3.1.3 Integration of resilient elements into CCTAMs		./ Not applicable for this year	
	Indicator: 7 curricula / methodologies Baseline 0 Target 7			
<b>OUTPUT 3.2: Supply chains identified, assessed, improved</b>	3.2.1 Existing supply chain analyses with main agricultural traders in Lao PDR		TOR for international Supply Chain Management Specialist was drafted and position was advertised through UNDP www and local newspaper	Pending
	Indicator: 1 report Agri supply chain Baseline 0 Target 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>Indicator: 1 supply chain for agri inputs supporting CC adaptation Baseline 0 Target 1 MOV Survey and Project Board</b>	3.2.2 <i>Identification of suitable crops, inputs etc. available on regional / international supply chains</i>		./ Not applicable for this year	
	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	3.2.3 <i>Economic analyses macro level</i>		./ Not applicable for this year	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			
	3.2.4 <i>Economic impact farming household</i>		./ Not applicable for this year	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
<b>OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought area</b>  <b>Indicators: #, values and types of interventions Baseline 0 Target 0 MOV Project Reports</b>	3.3.1 <i>Implementation plan for CCTAMs on provincial, district, kumban and village levels</i>		./ Not applicable for this year	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			
	3.3.2 <i>Introduction CCTAM Crop/Agro-Forestry</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	3.3.3 <i>Introduction CCTAM Small Livestock</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
	3.3.4 <i>Introduction CCTAM Fisheries/Aquaculture</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	3.3.5 <i>Introduction CCTAM Fruit/Vegetables</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction fruits, veges Baseline 0 target 1			
	3.3.6 <i>Introduction CCTAM Off-farm adaptation / alternative income</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction alternative incomes Baseline 0 Target 1			
	3.3.7 <i>Introduction CCTAM "Safeguarding Lands" in schools</i>		./ Not applicable for this year	
	Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<b>OUTPUT 3.4: Diversified ALF production and off-farm activities demonstrated</b>  <b>Indicators: Quantity and economic value of products diversified Baseline and Target to be defined MOV market prices</b>	3.4.1 Extension process for CCTAMs		TOR for international Farmer Organizations Specialist were drafted and position was advertised through UNDP www and local newspaper.	pending
	Indicator: 1 agreement / methodology extension process Baseline 0 Target 1			
	3.4.2 Farming systems and farm budgets		./ Not applicable for this year	
	Indicator: # farm budgets Baseline 0 Target 0			
	3.4.3 Demonstration plots		./ Not applicable for this year	
	Indicator: # demo plots Baseline 0 Target 0			
	3.4.4 FFS, Field days and cross-visits by farmers in target districts		./ Not applicable for this year	
	Indicator: # FFS, field days Baseline 0 Target 0			
	3.4.5 Systematic follow up on-site		./ Not applicable for this year	
	Indicator: 1 Farming monitoring database set up Baseline 0 target 0			
	3.4.6 Farming system monitoring / database / IRAS M+E Framework		One short-term international M+E Specialist, Mr. Cabezon Virgilio recruited in August. M+E guidelines and report have been produced for feedback and approval. The consultant completed the assignment in November 2011.	
	Indicator: IRAS M+E Framework operational Baseline 0 Target 1			
<b>OUTPUT 3.5: Water management, small-scale protection measures</b>  <b>Indicators: Improved water balance for household and agriculture production Baseline and target to be</b>	3.5.1 Rainfall capture / rainwater harvesting facilities (jars, tanks, etc)		TOR for international Water Management / Water Harvesting Specialist were drafted and position was advertised through UNDP www and local newspaper	The progress is pending
	Indicator: # and type of water harvesting facilities Baseline 0 Target 0			
	3.5.2 Water storage facilities (ponds, reservoirs) rehabilitated constructed		./ Not applicable for this year	The progress is pending
	Indicator: # and type of storage facilities, ha area Baseline 0 Target 0			
	3.5.3 Small scale irrigation or drainage with O+M and water user groups		./ Not applicable for this year	The progress is pending
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
defined MOV Interviews with beneficiaries	3.5.4 Bank protection and erosion control options		./ Not applicable for this year	The progress is pending
	Indicator: # and type of protection measures Baseline 0 Target 0			
	3.5.5 Tree nurseries established		LOA for NAFES were drafted and focal point was nominated. the details meeting discussion will be hold within October 2011. So far NAFRI and UNDP held a meeting on the progress of agreement. As unofficial confirm by NAFES DG, there will have no need of LOA but together plan and implementation as a same organization.	The progress is on going and details planning need inputs from NAFES
	Indicator: # and type of tree nurseries Baseline 0 Target 0			
	3.5.6 Wells dug or drilled		./ Not applicable for this year	The progress is pending
	Indicator: # and type of wells Baseline 0 Target 0			
	3.5.7 Equipment, tools etc. provided for agri extension		TOR for international Community-based Extension Specialist were drafted and position was advertised through UNDP www and local newspaper. Now the Specialist is on board from Dec 2011 till April 2012	The progress is pending
	Indicator: # and type of equipment Baseline 0 Target to be defined			
<b>Subtotal C 3</b>				
<b>PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process</b>				
<b>Indicators</b>	1. Replicability: number of lessons learned codified through KM / ALM 2. Replicability: number and type of networks that enable replication			
<b>OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM</b>	4.1.1 Project Monitoring System established		M&E specialist is now on board. The current M& E framework was revised and some suggestion already made but now is pending for Board endorsement. This new framework already discussed among IRAS senior staff with UNDP assurance officer and in charge programme officer plus UNDP M&E advisor	
			Two national consultants for baseline survey recruited for Vientiane Capital and Sayaboury Province the field work for Baseline survey in Vientiane has been completed waiting for final report produced. Survey in Sayaboury province is underway.	
<b>Indicators: Monthly update of</b>	Indicator: 1 M+E system established Baseline 0 Target 1			

<b>Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management</b>				
<b>all information systems / network Baseline 0 Target 3 MoV Project Reports</b>	4.1.2 <i>Project website established</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	
	Indicator: 1 website set up Baseline 0 Target 1			
	4.1.3 <i>Quarterly contribution into ALM, regional networks</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	pending
	Indicator: # quarterly infos Baseline 0 Target 2			
<b>OUTPUT 4.2: Project knowledge shared: workshops and conferences</b>  <b>Indicators: # of conference participants, # of info disseminations</b>	4.2.1 <i>Annual CC Agriculture conference at NAFRI</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	pending
	Indicator: 3 annual conferences Baseline 0 Target 0			
	4.2.2 <i>Production of publications, materials</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	pending
	Indicator: # and type of info materials Baseline 0 Target 0			
<b>OUTPUT 4.3: Project knowledge: prevention and agri training</b> <b>Indicators: # of participants in tech workshops Baseline 0 Target 0</b>	4.3.1 <i>Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper	pending
	Indicator: 3 annual tech workshops Baseline 0 Target 0			
<b>Sub-total C 4</b>				
<b>PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)</b>				
<b>Indicators: 1. One procurement plan Baseline 0 Target 1; 2. Two quarterly reports Baseline 0 Target 2; 3. Three inception workshops Baseline 0 Target 3; 4. 2 Progress Reports Baseline 0 Target 2</b>	5.1 <i>Office set-up and operations NAFRI Vientiane and 2 PAFOs</i>		Office set-up in three project locations ongoing. NAFRI office equipped with internet.	
			Project Inception Workshop in Vientiane Capital was held on 8 July 84 participants from concerned ministries and agencies in Vientiane Capital and Xayaboury Province, UNDP, INGOs and local civil societies attending the workshop have discussed and agreed on the AWP and Q3WP and the budget. The participants agreed concentrating all resource to two provinces (Savannakhet and Xayaboury) to maximize potential impact of the pilot activities, and streamline logistical operations. Further details see project Inception Report. The inception workshops in 2 province organized in Sayaboury on 15 August 2011 with 39 participants and Savanakhet	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management			
			<p>province on 30 Sep 2011. All of the participants were from provincial departments concerned, mass organization and projects that related to cc and agriculture. There were also PAFO and DAFO plus Provincial PSU and VTE PSU and UNDP representative. The revised of the AWP already completed by end of October 2011. The planning and Management WS were organize for all of the stakeholders involve with the IRAS on 16-17 Nov 2011</p> <p>The other details of office set up is on the way e.g. filing system, Office and financial procedure.</p> <p>UNDP conducted a spot check as priority for this year. Some others sub office facilities were completed such as telephone fix line and FAX for Sayaboury and Savanakhet.</p>
	<p><i>5.2 Recruitment national consultants / international experts, national counterparts, staff</i></p>		<p>TOR for all long-term staff have been drafted. 3 national consultants were recruited. 3 NAFRI staff were appointed to the project. Details see in the attached list of project staff and associates.</p> <p>One International M&amp;E on Climate Change Specialist- (Virgilio Cabezon) were completed his assignment and Team leader for agri on cc specialist (Manfred Staab) was completed his assignment as well.</p> <p>The ToR for the International Senior Technical Advisor was developed and 4 others staff (Mr.Khatha for Sayaboury and Mr. Sakpasith, Mrs.Palisat FAO for Savanakhet and Mr Sythong FAO Sayaboury were recruited and on board.</p> <p>ToRs for 13 short-term international specialists were drafted. 1 International M+E Specialist , 1 Agriculture Extension Specialist and International TNA were recruited, 4 other International Specialist are shortlisted, 7 further International Specialists are on the long list. CTA were interviewed and selection decision is to be made. Details see in the attachment.</p> <p>The project manual on procedure need to be draft as the priority as well as some other routine work on the IT software.</p>
	<p><i>5.3 Procurement equipment, furniture, office small goods</i></p>		<p>Procurement of furniture, equipment; leasing of vehicles has been initiated. The vehicles were in Vientiane for handing over to the project (from UNDP) as agreed. However some others of the equipment and office supply as well as facilities need to be reviewed and put in the next year/quarter plan for e.g. Cameras, video, office equipment, communication facilities, motorbikes,</p>



Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management			
			Computers and printers for district DAFOs and. The Fax and telephone fixed line already installed both central and pro. Internet are yet install but during the consideration, the Air cards are applied for the temporary at the target provinces.
			Completed: 2 Quarterly Work Plan for 2011, 2 Quarterly Report covering May- Jun; and July- Aug-Sep 2011; Annual, 3 Inception Workshop Reports, 1 Report "M+E Platform July 2011", M&E presentations, 1 field visit report and 3 monthly meeting report and M&E system report were made. The draft of AWP and Q1/2012 are on going.

#### **4. Update on gender mainstreaming**

Women farmers' voice must also be promoted in affecting policy changes envisaged under this project. As this project will seek to show a link between climate change and food security women will be key stakeholders. As anywhere else in the world, there is no simple tool to integrate gender considerations across the country.

The project aims at a 50% quota among staff. All data collected and analysed will be gender-segregated. A gender mainstreaming programme will be developed by a local consultant, which will include two gender audits during the implementation period, plus gender check-lists for all technical activities undertaken on the ground. All TOR for contractors or MoU with GoL agencies will draw attention on gender equity during implementation of the project. The "economic visibility" of women in the farming household and the agricultural production cycle will be enhanced wherever there is an opportunity. Knowledge management under component 1 will allow gender-specific interpretation and analysis of data and information. The awareness and training modules developed under component 2 will target the different functions of men and women in agriculture and farming household, and women are strongly encouraged to participate in the training. Extension activities under component 3 will actively address these different functions. Communication and information activities under component 4 will highlight the aspects of gender specific experiences and gender equity, not only related to Climate Change but also in the general access to natural resources like water and land. While it is important to acknowledge the traditional roles and functions of men and women, they should not be necessarily limited to these roles because women's traditional roles at times might not fully allow them to participate in decision-making process or to be empowered.

A specific gender report will be prepared annually by the PSU for the Board, PTF and LIP meetings. Promotion, PR and awareness materials produced by the project will consider gender-specific aspects.

The project presented the Gender approach during the 3 inception workshops in 2011.

The project board is composed of male representatives. So far, project staff recruited is 5/3 male / female.

PM together with other two government officials working closely with IRAS project have been trained on Gender Mainstreaming dated 28-29 November 2011 in Vientiane.

In the coming years, the project will launch gender specific into the project activities plus encourage females to involve as much as possible together with the local PAFO and DAFO.

#### **5. Update on audit recommendations**

No audit was performed. The new NIM project staff were already trained by UNDP during middle of August 2011 plus the PSU organize a similar workshop (introduction WS on the NIM). The only spot check organized by 22 September 2011. There are many issues related were recommended on financial, reports, procurement, reimburse process, filling systems personal contract, and so on. The spot check report has been made and the project should follow the recommendation for the action within this year. See separate spot check report

#### **6. List main challenges and issues (if any) faced during reporting period**

**1. Timely mobilization of project resources:** office facilities, staff, experts, equipment, vehicles, funding, Management procedure and project manual.

Response strategy: daily communication and regular follow-up with responsible entities, focus on priorities

**2. Recruitment of qualified local staff**

Response strategy: re-advertisement of positions, adjustment of salary scale, stronger focus on training-on-the-job

**3. Fragile communication links with target provinces**

Response strategy: meeting with provincial representatives during the meeting/workshop, travelling to target provinces planned, improved utilization of email and telephone communication, installed internet

**4. Slow progress on Letters of Agreement with Responsible Parties**

Response strategy: increased number of meetings, regular follow up, planning priority for next quarters, eventually discussion with project board

**5. Introduction of NIM formats and procedures and utilization by project staff (especially related to timely allocation of funds to NAFRI for the 3 quarter 2011)**

Response strategy: advanced communication between project staff and UNDP officers, the instruction should be clear and proved of communication not only verbal. Any change of requirement/ need should be inform in advance. The Project procedure manual should available

**6. Administration and Financial procedure available for project offices.** There is no availability of details in Lao version to introduce the newly staff especially at the sub offices.

Response strategy : the orientation for newly and partners should organize by introduce the NIM procedure as well as draft project procedure is the priority for the project. The pro doc need to be translated into local language.

**7. The Work plan need further inputs from the local target province as well as the preparation need to be advance.** Since the process of planning need to be done before the 10 of each new quarter plan not only VTE office but sub office.

Response strategy : The quarter work plan workshop should be organized to facilitate the work plan and involve all of 2 sub offices key staff.

**8. Project Concept/approach/Activities : is not clear for project staff and PAFO/DAFO**

Response strategy: The PM/APM/ UNDP(PA/PO) need to provide more informations on the project concept to all stakeholders regularly.

## 7. Rating on progress towards results

**Output:** [From table 1. Contribution to Strategic Goals]

CPAP Outcome

Positive change

Negative change

Unchanged

Project Outcome 1

Positive change

	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Project Outcome 2	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Project Outcome 3	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Project Outcome 4	<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

Although not active in the field yet, the project has contributed to raise the profile of the Climate Change discussion in the country. It has been present in the media, was subject to discussions at NAFRI and has created interest among many partners and parties not only in VTE but at target provinces as well. The project keep interactive with others agencies/ Projects on the climate change issues so that any activities related are updated and bring in not only at the higher level but on the ground.

#### V. FUTURE WORK PLAN

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

- Management: Finalization of remaining recruitments, especially in provinces and for the remaining national and international.
- Management: Effective and efficient coordination of international short-term experts, especially for the Coming shorter consultant.
- Resource allocation and project logistics: further fine-tuning of cooperation, collaboration and pro-active engagement of all partners to accelerate delivery on the ground
- Cash flow: Improved understanding on procedures/budget plan, especially if Responsible Partners are involved in future

- Outputs: Letters of Agreement (LoA), work plans and associated budgets have to be treated as priorities
- Confidence building: identification of technical activities still to be done on the ground during 2011
- 

**Major adjustments in the strategies, targets or key outcomes and outputs planned.**

No strategic re-orientation needed at this point in time. Budget revision for 2011 has reduced the allocation from US\$1,300,000 to US\$301,240 to reflect the reality.

**Estimated total budget requirement for next year (2012):**

US\$ 1,527,960 estimate (the amount will depend on actual LoAs and related financial modalities)

**ANNEXES**

1. Annex 1: Draft Combined Delivery Report ( from UNDP)
2. Annex 2: Annual Work Plan for the following year 2012 (separate file)
3. Annex 3: Project Monitoring and Communication Plan for the following year (separate file)
4. Annex 4: Project Risk Log for the following year (separate file)
5. Annex 5: Project Lesson learn Log (separate file)

**PREPARED BY**

Vipaka HALSACDA, APM IRAS (draft version 1.1)

Date: 10 Jan 2012

**APPROVED BY**

**12 JAN 2012**

Date:



Khamphone MOUNLAMAI  
IRAS Project Manager / NAFRI

### ANNEX 3: INITIAL MONITORING AND COMMUNICATION PLAN

Project Title: IRAS/NAPAFU	Award ID: 00060492	Date: 6 Dec 2011
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Types of Monitoring and Communication Action	Types of Stakeholders	Method of Monitoring and Communication	Due/Timeline for Each Type of Monitoring and Communication	Date of Completed Action	Status of Action
Annual Work Plans	Project→UNDP	Report	Annually	Mid of October 2012	
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	End of December	
Quarterly work plans and progress reports	Project→UNDP	Report	March, June, Sep and Dec 2012	Before the 10 <sup>th</sup> of beginning of quarters	
Monthly Project Work plan, Financial and Progress Report	Project	Report/document	Monthly	First week of the following Month	
Monthly project meeting	Project—UNDP	Face-to-Face	Monthly (signed minutes to be submitted within 5 working days)	After 5 days since the meeting	
Project Board Meeting Report	Project Board→UNDP	Report	Quarterly	Last week Nov	
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly		
Audit	UNDP→Project	Visit, Report	Annually		
Audit Implementation Action Plan	Project→UNDP	Report	At least quarterly		
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP		Staff from UNDP visit
Annual review meeting and progress reports	Project→UNDP	Report	Annually	End of Dec 2012	Details and date to be discussed with UNDP
Quarterly Project Combine Delivery Report	UNDP→Project	Report	Quarterly	?	?

<b>Types of Monitoring and Communication Action</b>	<b>Types of Stakeholders</b>	<b>Method of Monitoring and Communication</b>	<b>Due/Timeline for Each Type of Monitoring and Communication</b>	<b>Date of Completed Action</b>	<b>Status of Action</b>
<b>FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record</b>	Project→UNDP	Report/documents	Quarterly	10 of the beginning of quarters 2012	
<b>UNDP Monthly Exchange Rate</b>	UNDP→Project	Document	Monthly	End of a month	
<b>Quarterly Project Direct Payment List</b>	Project→UNDP	Report/document	Quarterly	First week of the Month	Details to be discussed between UNDP and project

Prepared by APM, reviewed by IRAS consultant

## Annex 4: UNDP Risk Log for year 2012

LFM level	Description of the risk	Potential consequence	Countermeasures / management response	Type (risk category)	Probability Impact (high-medium-low)	Owner	Submitted updated by	Last Update	Status
PO	CC adaptation process is externally driven (donor driven)	Process will stop when donor funding stops	Donor TWGs to negotiate GoL budget contribution	Political Institutional	P=m I=h	GoL UN Donor	APM	6 Dec 2012	No change
PO	CC manifests itself as sudden natural disasters	Emergency situation will eliminate development efforts and targets	Dual strategy for disaster management and agricultural adaptation	Political Institutional Operational	P=h I=h O=h	GoL UN Donor	APM	6 Dec 2012	No change
PO	CC appears outside adaptive flexibility for agriculture	Farmer will give up farming and/or leave the area: poverty increase	Land use planning with identification of retention areas	Political Institutional Operational	P=m I=h O=h	GoL / MAF UN Donor	APM	6 Dec 2012	No change
PO	Tangible economic benefits from AA are miniscule for agricultural households	Farmer will give up farming and/or leave the area: poverty increase	Livelihood diversification strategies – small enterprise development – vocational training	Political Institutional Operational	P=h I=h O=h	GoL / MAF UN Donor Household	APM	6 Dec 2012	No change
PO	Competing economic interests erode base and options for AA to CC	Short-term gains and long-term damages	UN, GoL, international community to articulate political responses	Political Institutional	P=h I=h	GoL UN Donor	APM	6 Dec 2012	No change
PO	Reduced access to sufficient land and water	Farmer will give up farming and/or leave the area: poverty increase	Management will raise the issue on policy level	Political Institutional Operational	P=m I=h O=h	GoL UN Donor Household	APM	6 Dec 2012	No change
PO	Population growth	Constraints on availability of natural resources	Management will raise the issue on policy level	Political Institutional Operational	P=m I=h O=m	GoL Household	APM	6 Dec 2012	No change
O1	Many uncoordinated actors on CC matters	Unclear or overloaded mandates and competency	Support potential implementation guidelines for national CC strategy	Political Institutional Operational	P=h I=m O=h	GoL UN Project	APM	6 Dec 2012	No change
1.1	Complex technical and administrative needs of Knowledge Management	System depending on experts and unsustainable routines	Development process guided by local users only	Institutional Technical Operational	P=m I=h O=h	MAF NAFRI CC Office	APM	6 Dec 2012	No change



1.2	Insufficient local expertise on scenario composition and analyses	No relevance for Lao PDR	Quality selection and intensive training local staff, Cooperation with MRCS	Institutional Technical	I=m T=m	NAFRI Project	APM	6 Dec 2012	No change
1.3	Slow progress because of required institutional arrangements	Output not achieved before end of project	MoU with NLMA	Institutional Operational	I=m O=m	NLMA MAF/NAFRI Project	APM	6 Dec 2012	No change
1.4	Complex organizational arrangements between WFP, WREA, NDMO, NAFRI, others	Output not fully operational before end of project	Special attention by Board, MoUs with relevant parties, Operational Guide by project	Institutional Operational	I=h O=h	Board UN MAF/NAFRI Project	APM	6 Dec 2012	No change
O2	Insufficient transfer of training into action	Weak framework and guidance for field activities under Outcome 3	Training sessions to generate practical technical methodologies	Operational Technical	O=h T=h	MAF/NAFRI Project	APM	6 Dec 2012	No change
2.1	Large number of potential candidates for training	Priorities lost	Training needs assessment and technical prioritization	Operational Technical	O=m T=m	NAFRI Project	APM	6 Dec 2012	No change
2.2	No overview on relevant strategies, policies, plans	Priorities lost	Specific assessment mission by consultant in early phase of project implementation	Institutional Operational	I=h O=m	Board Project	APM	6 Dec 2012	No change
2.3	Lack of experience on practical adaptation options for small-scale agriculture	Project activities will not be effective	Several technical missions by international and local consultants	Operational Technical	O=h T=h	Board Project	APM	6 Dec 2012	No change
2.4	Training for desk-officers only	No or late real-time response in actual disaster situations	Practical exercises by communities on the ground	Institutional Operational Technical	I=h O=h T=h	NDMO DDMC Project	APM	6 Dec 2012	No change
O3	Lack of experience and knowledge in community organizing for agricultural extension	Communities reluctant to adopt technology	Recruitment of experienced local staff of high relevance. Technical missions by international and local consultants.	Institutional Operational Technical	I=h O=h T=h	NAFES NAFRI Board Project	APM	6 Dec 2012	No change
3.1	Insufficient knowledge on traditional and indigenous techniques and livelihood coping strategies	Valuable knowledge of the past may be lost	Specific assessment mission by consultant in early phase of project implementation	Operational Technical	O=h T=m	Board Project	APM	6 Dec 2012	No change

3.2	Agricultural supply chains concentrated in the hands of a few companies or dealers. Difficult cross-border transfer of new varieties / species.	Insufficient and untimely supply of new and high quality inputs.	Specific assessment mission by consultant in early phase of project implementation Policy guidance by GoL and MAF envisaged.	Political Institutional Operational	P=h I=h O=m	GoL MAF Board Project	APM	6 Dec 2012	No change
3.3	Weak delivery by extension staff, other implementers	Innovations do not reach target groups	Strict field monitoring	Operational Technical	O=m T=h	NAFES Project	APM	6 Dec 2012	No change
3.4	Farmers unwilling to adopt new technologies	Field activities under Outcome 3 are not effective	Recruitment of experienced local staff of high relevance. Technical missions by international and local consultants.	Institutional Operational Technical	I=m O=h T=h	MAF NAFES NAFRI Project	APM	6 Dec 2012	No change
3.5	High cost of physical adaptation measures	Limited number of physical interventions	Standardization, setting of per unit cost, strict field monitoring	Operational Technical	O=h T=h	MAF Implement ers Project	APM	6 Dec 2012	No change
04	Very diversified stakeholder groups with wide range of different interests and needs	Actual lessons learned might not become visible, no priorities	Detailed communication strategy in early phase of project	Instructional Operational Technical	I=h O=h T=m	UN NAFRI Project	APM	6 Dec 2012	No change
4.1	M+E system too complicated	Plenty of data, no analyses	Careful and cautious design of data management and work flow – link with O1	Operational Technical	O=m T=h	Board NAFRI Project	APM	6 Dec 2012	No change
4.2	Conferences have low CC AA relevance	Waste of resources	Careful and long-term planning with clear and tangible objective. Collaboration with other regional organizations.	Institutional Operational Technical	I=h O=m T=m	MAF UN Board Project	APM	6 Dec 2012	No change
4.3	Many uncoordinated actors on CC matters	Slow acceptance	Support potential implementation guidelines for national CC strategy	Institutional Operational Technical	I=m O=h T=h	GoL Board Project	APM	6 Dec 2012	No change

## LESSONS LEARNED LOG

(see [Deliverable Description](#) for the Lessons Learned Log regarding its purpose and use)

<b>Project Title: IRAS</b>	<b>Award ID: 60492</b>	<b>Date: 6 Dec 2011</b>
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#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
1	Project Management	6 Dec 2011	<p><b>Describe what has worked well.</b> <b>What factors supported this success?</b></p> <p><i>The project have been supportive by NAFRI and UNDP on the financial management, monitoring, staffing and administration. The NPD keep on eye to make sure the project better manage and on track</i></p> <p><i>The project achieved some of it targets, however not all of them are met. The project keep the networking and link with others CC project and provide support from Vientiane office to the Target provinces (PAFO and DAFO).the nominate of board were approved.</i></p> <p><i>Management team keep linkage and visited in order to establish a good relation amount the team who are involved to the project as well as between government staff and the National and international staff.</i></p> <p><i>The project step by step learning and doing to improve its own management and manage to better deliver and support the achievement of the objectives</i></p>	<p><i>Describe the challenges or areas for improvement and what was unanticipated</i></p> <p><i>The communication should be improved not only amount staff but between Project – UNDP; Project - target provinces.</i></p> <p><i>The procedure need to be flexible and fit with the project situation rather just base on the standard alone.</i></p> <p><i>Financial need to be more clarify as many cases happen still not better understand especially the provincial government staff and newly coming staff.</i></p> <p><i>Coordination and corporation still weak in term of provide direction .</i></p> <p><i>Almost of the issues related to the UNDP-NIM procedures and implementation, flexibility between the budget plan and the actual implementation plan.</i></p> <p><i>The official board meeting is plan but hardly to confirm whether this will be organised.</i></p> <p><i>DSA especially the case of Provincial to district and district to province is not fair</i></p>	<p><i>How were challenges overcome and how should things have been done differently/better?</i></p> <p><i>Keeping inform any most updated and close working as well as guideline provision</i></p> <p><i>There need s special WS for financial issues and or during the monthly meeting, FAO should provide additional guideline and or project management manual and or keep a WS twice per year this is including invited UNDP and a finance in charge person from UNDP</i></p> <p><i>Improve the communication and closely pay attention to the main issues arising</i></p> <p><i>The clear explanation and the relationship amount the project activities and budget by UNDP PA/PO and in charge person on the finance.</i></p> <p><i>The advance preparation needed</i></p> <p><i>The UNDP should revised the DSA again to suit the real situation.</i></p>	APM
2	Project Results	6 Dec 2011	<p><i>The project implement numbers of internal meeting and face to face meeting with UNDP and partners.</i></p>	<p><i>The project is still behind its mile stones compare to the initiative plan, as the project have the linkage amount components as</i></p>	<p><i>There need a clear direction of the explanations from the Project Manager and PA/PO UNDP as well as the CTA. The CTA is extremely need to be on board as</i></p>	APM

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			<i>In general, the results from the first six months are inception workshops which these bring all of the stakeholders acknowledgement of the IRAS both central and local target province. Some facilities have been installed in the project offices. At least the project achieved the initiative target. The project have gone for some key activities set in the year 2011. E.g project baselines, M&amp;E system, Community agriculture extension and target villages selected under the agreement standard criteria.</i>	the from one component to support other component. Nearly all of the stakeholders still not sure weather they understand of the project implementation approaches on who will do what and what is really done by the local staff and communities.	soon as possible to support the project for technical advice and management. As the project document provide, the early steps are started by the international and or National consultants so if the recruitments delay that mean the project results are delay and it is impact to the overall implementation as well as the objectives and quality of work. Many activities plan should be follow up and on track by interactive communication	
3	Human Factor	6 Dec 2011	The approval recruitment for the positions run smoothly and follow the rule and UNDP procedure Almost of the core staff were recruited as well as 4 international consultant were interviewed and recruited. All of staff are qualified and have a strong background, experiences as well as interpersonal which are advantage for the project.	The process take time, most of the staff recruited are not fit with the schedule  2 core staff resigned and the new re-advertisement. The process to consider were took longer time this might be the gap which some of the candidate reject the offer from the project.  All of project Staff are not yet recruit. This effect to the project recruitment plan and propose expenditure to be made. The ceiling for the staff salary are under the market demand.	The process of recruitment should be concentrate as much as possible case by case  The resignation might be a problem affect to the implementation. The project need to find if any miss leading as there is 2 core staff resigned  Continue to recruit the remaining position to support the project team as soon as possible. The procurement plan need to be develop and revising of the new salary increase ( The contract mention in USD but the payment is made in Kip). Currently there is no stable of the Exchange rate and the living cost	APM
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