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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

First Quarterly Project Report 2012

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: January – March 2012

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)
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

I. Project Information and Resources

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

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

Period covered by this report:	January – March 2012
Date of annual review: <i>[Indicate if planned or actual]</i>	December 2012

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

Resources	Donor	Amount US\$
	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 immedaite 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), Sayaboury (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 (Now Ministry of Natural Resources and Environment (MONRE)).
- The *National Adaptation 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 *7th 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.

Last year (2011) 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. Within this quarter (Q1), numbers of Workshops and meetings and communication / collaboration are continue which mainly focused on development of Community extension training curricula modules (7 modules) which start since mid of December 2011 as well as the Training need assessment were conducted within this period. One of the final report (TNA) just completed and submit to the projects and one is still in progress. The final draft of Baseline report (both GOL institution and Sayaboury small farmers) were submit to the project and still in the progress of consideration of improvement for acceptance. How ever there is no any activities under the components 3 and 4 are done except for Component 5 (Management).

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.

There is no progress on the agreement of the draft of Memoranda of Understanding (MoU) which have been discussed with the Responsible Parties. The planned activities with all of the RPs (NLMA, NDMO and including NAFES) will develop capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure) this will be done within the coming quarter (Q2 and may also be in the Q3) after the Agreement amount IRAS and RPs ' LOA review and update through refreshment of workshops. So far The planned activities with NAFES (which are ongoing) 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. The collaboration with others agencies such as MRC, ADB, INGOs, NGOs and similar climate change projects will also benefit on the capacity building and sharing knowledge management and deliver on ground

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	Dr.typhommasack@gmail.com	(856) 021 412359
2	Bouahom	Dr Bounthong	Director General NAFRI	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr Vongdeuane	Director General Department of Land Planning & Development	vongsiharathv@yahoo.com	(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	khampadith@gmail.com	(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	Bruno.cammaert@undp.org	(856)021 267710 020 55515876
2	Ounniyom	Singha	Climatechange Policy analysis	Singha.ouniyom@undp.org	(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	bounthong@nafri.org.la
Mounlamai	Mr. Khamphone	PM for IRAS/NAPAFU	kphonemou@yahoo.com
Vonghachack	Mr. Sisavang	Deputy Director of NAFRI	Sisavang.v@nafri.org.la
Kingkeo	Mr.Soulivanthong	Deputy Director of NAFRI	Soulivanthong.k@nafri.org.la

Phimmasone	Mr. Xaysongkhame	Deputy Director of NAFRI	Saysonkham.p@nafri.org.la	(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(former 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),
- 7th 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 level¹, 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) which finish in the end of Feb 2012. The consultant such as STA will be onboard in April 2012.

All of the baseline assigned (GOL Institution and small farmers (Sayaboury) are done under the M&E guideline. The present report are in IRAS Office in Vientiane to be finalyze. However it is need further discussion and agree with UNDP if the report is accepted. Thi is include the TNA report.

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 designed 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/introduce by NIM rules and regulations last year as well as refreshment workshop at DIC.

Though, the Since Sayaboury technical coordinator resigned in Dec 2011, the new staff was replace and start his job by Feb 2012; however the Sayaboury FAO resigned in the same Month and the new just in the process of recruitment.

UNDP organize a annual audit for 2011, and the preparation of for the audit prepared in January and Auditor visit the project (NAFRI). The Audit report have not yet issues.

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".

¹ 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.

Partnerships	2010 Role in PPG	2011 actual Role in Implementation
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
Main projects:		
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
Province:		
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

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<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>				
EXPECTED ANNUAL OUTPUTS Indicators Baseline Annual Target MOV	KEY ACTIVITIES completed during reporting period	Expenditures 2	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies
PROJECT OBJECTIVE Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced				
<p>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</p>				
PROJECT OUTCOME 1: Knowledge Base strengthened				
<p>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</p>				
OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system	<i>1.1.1 Roundtable meetings with relevant agencies</i>		None of activities done	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 Site office support operation (Savanakhet)</i>		Numbers of facilities was arranged and installed telephone, fax, small furniture as well as personal and office supplies and management.	
	Indicator: 1 Work and data flow chart Baseline 0 Target 1			
Indicator: Agri CC info				

² The expenditure for all of the activities could not be available for this draft as the quarter 1 can not be closed. This information will be available after the settlement of quarter 1 (Jan-Feb-Mar 2012).

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
coordinated through NAFRI Baseline: 0 Target: Installed coordination by end of 2011 MOV: Project Board				
	Indicator: # infos GoL agencies: Baseline 0 Target 0			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>		Not Available for this Q	
	Indicator: updates of website Baseline 0 Target 0			
OUTPUT 1.2: CC and agriculture scenarios assessed Indicator: # and source of CC scenarios on record and analyzed Baseline: 0 Target: 3 MOV: NAFRI database	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		Not applicable for this Q	
	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 Q	
	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 Q	
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
OUTPUT 1.3: Land use plans including CC risks Indicator: # of District land use plans with CC integration Baseline: 0 Target: 2 MOV: Plans on project record	<i>1.3.1 LoA with NLMA on local land use plans for target sites</i>		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 Q	
	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 Q

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	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 Q	
	Indicator: # and content of guideline Baseline 0 Target 1			
OUTPUT 1.4: Long-term information system on floods and drought through NAFRI	<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 need to be refresh through workshops This Q did not available	
	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. The draft IRAS website was establish. There need more discuss and agree for the data management through the key actor as CAFRI and IRAS and how this data will be store and access	Further discussion need to be agree and action plan
	Indicator: # database developed Baseline 0 Target 1			
	<i>1.4.3 Maintenance and update of database through NAFRI</i>		.Not applicable for this Q	
	Indicator: Monthly maintenance activities Baseline 0 Target 2			
Subtotal C 1				
PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened				
Indicators	1. Cover: number of targeted institutions with increased capacity 2. Impact: numbers of officers with advanced CC understanding			
OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security	<i>2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels</i>		Dr.Christien the Consultant for TNA end of her contract (Jan –Feb 2012)and main out put report were submit to the relevant core staff including IRAS and UNDP. IRAS is undertaking reviewing the report and well as preparation to feedback for the consultant to update and improve the report.	
	Indicator: 1 TNA document Baseline 0 Target 1			
	<i>2.1.2 Training implemented : Savanakhet PCM training</i>		The training was postpone due to the unavailability of training resources as well as not yet clear on the concept	This will resume in Q2

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
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	Indicator: # of curricula developed Baseline 0 Target 7			
	2.1.3 Training curricula developed		Recruitment process for hiring on International HRD Specialist is being finalized. The expert will be on duty by early Q4 2012.	
	Indicator: # Training implemented Baseline 0 Target 0			
	2.1.4 Training monitored and assessed		Not applicable for this Q	
	Indicator: Monitoring report for each training Baseline 0 Target 0			
OUTPUT 2.2: CC land use planning in strategies, policies, plans Indicator: # and type of strategies with reference to land use for CC Baseline 0 Target 0 MOV Project Board	2.2.1 Relevant strategies, policies, plans identified and reviewed		Not applicable for this Q	
	Indicator:# of policies reviewed Baseline 0 Target 2			
	2.2.2 Dialogue with relevant agencies on CC modifications and amendments		No progress on this activities directly but many meeting shave been conducted through the consultant assignment	
	Indicator; # meetings with GoL agencies Baseline 0 Target 6			
	2.2.3 IRAS Sayaboury office support operation		Numbers of facilities was arranged and installed telephone, fax, small furniture as well as personal and office supplies and management.	
	2.2.4 IRAS Savanaket dialogue with relevant agencies on CC adaption		No progress	There is no concept available for this
	2.2.5 Relevant strategies, policies, plans updated		Not applicable for this Q	
	Indicator: # of updated policies Baseline 0 Target 0			
OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions	2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels		International Community base Agriculture NRM Extension Specialist. Mr. Eduardo Queblatin is on board in early December 2011, the assignment was on track, Meetings , workshops as well as field visit to Savanaket. The Specialist is drafting his outputs to submit and expect the comments from concern agencies especially the implementing parties to involve be fore introduce to the local PAFO/DAFO.	
	Indicator: 1 training methodology process Baseline 0 Target 1			
	2.3.2 CCTAM Crop/Agro-Forestry		Not applicable for this Q	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: # of MAF officers trained in curricula development and extension for CC adaptation	Indicator: 1 module crops in progress Baseline 0 Target 1			
	2.3.3 CCTAM Small Livestock		Not applicable for this Q	
	Indicator: 1 module small livestock in progress Baseline 0 Target 1			
	2.3.4 CCTAM Fisheries/Aquaculture		Not applicable for this Q	
	Indicator: 1 module aquaculture in progress Baseline 0 Target 1			
	2.3.5 CCTAM Fruit/Vegetables		Not applicable for this Q	
	Indicator: 1 module fruit.vegetables in progress Baseline 0 Target 1			
	2.3.6 CCTAM Off-farm adaptation / income		Not applicable for this Q	
	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 Q	
Indicator: 1 module safeguarding land in progress Baseline 0 Target 1				
OUTPUT 2.4: DDMC climate risk reduction practice	2.4.1 TNA DDMCs		Not applicable for this Q	
	Indicator: 1 TNA document Baseline 0 Target 1			
	2.4.2 Training curricula provided		Not applicable for this Q	
	Indicator: 1 disaster management curricula Baseline 0 Target 1			
	2.4.3 Training curricula implemented		Not applicable for this Q	
	Indicator: # farmers trained in disaster management Baseline 0 Target 0			
	2.4.4 Annual ground practice with communities		Not applicable for this Q	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
2.4.5 Training and ground practice assessed		Not applicable for this Q		
Indicator: # of farmers and community members participating in ground practice Baseline 0 Target 0 MOV Survey and Report				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
Subtotal C 2				
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: 10 % of targeted HH implementing adaptive practice Impact: improvement of yields due to adaptation measures		
OUTPUT 3.1: Existing elements of agri-resilience strengthened	<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. 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			
	<i>3.1.2 Identification of resilient elements</i>		Not applicable for this Q	
	Indicator: 1 report on existing resilient skills Baseline 0 Target 5			
	<i>3.1.3 Integration of resilient elements into CCTAMs</i>		Not applicable for this Q	
	Indicator: 7 curricula / methodologies Baseline 0 Target 7			
OUTPUT 3.2: Supply chains identified, assessed, improved	<i>3.2.1 Existing supply chain analyses with main agricultural traders in Lao PDR</i>		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			
	<i>3.2.2 Identification of suitable crops, inputs etc. available on regional / international supply chains</i>		Not applicable for this Q	
	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	<i>3.2.3 Economic analyses macro level</i>		Not applicable for this Q	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Board	3.2.4 Economic impact farming household		Not applicable for this Q	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought area	3.3.1 Implementation plan for CCTAMs on provincial, district, kumban and village levels		Activities proposal was prepare but due to the unavailable of baseline and key information at the local plus unclear of approach and implementing agencies the activities was postpone to Q2	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			
	3.3.2 Introduction CCTAM Crop/Agro-Forestry		Not applicable for this Q	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	3.3.3 Introduction CCTAM Small Livestock		Not applicable for this Q	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
	3.3.4 Introduction CCTAM Fisheries/Aquaculture		Not applicable for this Q	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	3.3.5 Introduction CCTAM Fruit/Vegetables		Not applicable for this Q	
	Indicator: 1 plan introduction fruits, veges Baseline 0 target 1			
	3.3.6 Introduction CCTAM Off-farm adaptation / alternative income		Not applicable for this Q	
	Indicator: 1 plan introduction alternative incomes Baseline 0 Target 1			
	3.3.7 Introduction CCTAM "Safeguarding Lands" in schools		Not applicable for this Q	
Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1				
OUTPUT 3.4: Diversified ALF production and off-farm activities demonstrated	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		No progress	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicators: Quantity and economic value of products diversified Baseline and Target to be defined MOV market prices	3.4.2 Farming systems and farm budgets: Sayaboury farmers group trained on concerning demonstration issues		No progress: the activities postpone	
	Indicator: # farm budgets Baseline 0 Target 0			
	3.4.3 Demonstration plots: for Sayaboury		No progress: the activities postpone	
	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 Q	
	Indicator: # FFS, field days Baseline 0 Target 0			
	3.4.5 Systematic follow up on-site		Not applicable for this Q	
	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.	Activity completed
Indicator: IRAS M+E Framework operational Baseline 0 Target 1				
OUTPUT 3.5: Water management, small-scale protection measures	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 Q	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 Q	The progress is pending
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			
	3.5.4 Bank protection and erosion control options		Not applicable for this Q	The progress is pending
	Indicator: # and type of protection measures Baseline 0 Target 0			
3.5.5 Tree nurseries established		Not applicable for this Q	The progress is on going and	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
				details planning need inputs from NAFES
	Indicator: # and type of tree nurseries Baseline 0 Target 0			
	<i>3.5.6 Wells dug or drilled</i>		Not applicable for this Q, the activities postpone to Q2	The progress is pending
	Indicator: # and type of wells Baseline 0 Target 0			
	<i>3.5.7 Equipment, tools etc. provided for agri extension</i>		The international Community-based Extension Specialist was on his drafted output and so far there is no suggestion yet	The progress is pending
	Indicator: # and type of equipment Baseline 0 Target to be defined			
Subtotal C 3				
PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process				
	Indicators	1. Replicability: number of lessons learned codified through KM / ALM 2. Replicability: number and type of networks that enable replication		
OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM Indicators: Monthly update of all information systems / network Baseline 0 Target 3 MoV Project Reports	<i>4.1.1 Project Monitoring System established</i>		Two national consultants for baseline survey submit their report as draft final. The report is accessing for further improvement and feedback by key IRAS staff.	On going
	Indicator: 1 M+E system established Baseline 0 Target 1			
	<i>4.1.2 Project website established</i>		TOR for international Media Products Specialist were drafted and position was advertised through UNDP www and local newspaper, The recruitment of the Media staff is on going; The initiative concept of website already discuss and agree and process of design was sent to consulting firm to draft.	Pending
	Indicator: 1 website set up Baseline 0 Target 1			
	<i>4.1.3 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			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
OUTPUT 4.2: Project knowledge shared: workshops and conferences Indicators: # of conference participants, # of info disseminations	4.2.1 Annual CC Agriculture conference at NAFRI		Not applicable for this Q	pending
	Indicator: 3 annual conferences Baseline 0 Target 0			
	4.2.2 Production of publications, materials		Not applicable for this Q	pending
	Indicator: # and type of info materials Baseline 0 Target 0			
OUTPUT 4.3: Project knowledge: prevention and agri training Indicators: # of participants in tech workshops Baseline 0 Target 0	4.3.1 Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI		Not applicable for this Q	pending
	Monitoring on site visit		Activities postpone	
	Indicator: 3 annual tech workshops Baseline 0 Target 0			
Sub-total C 4				
PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)				
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	5.1 Office set-up and operations NAFRI Vientiane and 2 PAFOs		Office set-up in three project locations ongoing. NAFRI office equipped with access to the internet.	
			The other details of office set up is on the way e.g. filing system, furniture, re arrange Office and office supplies and maintenance. 3 vehilce available at NAFRI ; the process for Number plates and registration is under way. 2 of pickups will be sent to site offices Savanakhet and Sayaboury. UNDP conducted a 2011 audit.	Report from Auditor is yet submit to IRAS
	5.2 Recruitment national consultants / international experts, national counterparts, staff		TOR for all long-term staff have been drafted. 3 national consultants were recruited. 2 IRAS staff resigned and 2 new staff were recruit and appoint. (Interpreter and Sayaboury technical coordinator;. The Project advertize 3 new drivers base in VTE, Savanakhet and Sayaboury office. Details see in the attached list of project staff and associates. Process of having STA almost complete. UNDP is support the process of recruitment the remaining of shorter consultant.	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			The 3 project manual on procedure; operation and M&E guideline need to be draft as the priority as well as some other routine work on the IT instoration.	
	5.3 Procurement equipment, furniture, office small goods		2012 Procurement plan and reiest for support were sent to UNDP and the plan was sign and agreed. See details in the Annex. Most of them mainly continue from the last year e.g motorbikes for target districts, and some other equipments as facilities for the site offices. Some small goods were done by PSU.	
	5.4		AWP 2012 is going to be revise by Q2 and QWP1/2012 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. The report by The TNA also emphasizes on the gender issues.

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

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

The auditor visited the project in February 2012. This is the first time the project was audited. However since the audit was performed, no feedback was made. The NIM was just refreshed for project staff in March 2012. There are many issues related to financial, reports, procurement, reimbursement process, filling systems, personal contracts, and so on.

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 and offer some other benefit if applicable such as health check up

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 ADSL and alternative e.g Aircard. Consideration of provide support personal mobile is an advantage

4. Slow progress on Letters of Agreement with Responsible Parties

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

5. Organise the IRAS of NIM formats and procedures and utilization by project staff (especially related to ongoing financial issues and settlement/FACE/ICE)

Response strategy: Invite UNDP officers for special session on the NIM workshop to the instruction should be clear and proved of communication not only verbal. Any change of requirement/ need should be informed in advance. The Project procedure manual should be available in the local language. All of IRAS implementation partners need to be introduce to the NIM as well.

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 printed after the PM check. The IRAS will be drafting the Project brochure for Introduction as briefing of the project

7. The Quarter Work plan need provide concept of approach and direction for 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. However, as it is not clear of approach, the need of support from STA to clear of implementation approach.

Response strategy : Organize a workshop and site visit to facilitate the introduction of how to draft the work plan and involve all of 2 sub offices key staff as well as implementation partners .

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

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

7. Rating on progress towards results

Output: <i>[From table 1. Contribution to Strategic Goals]</i>		
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. 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 e.g FAO in Sayaboury province, 3 drivers in VTE,

especially for the Coming shorter consultant. The preparation of orientation need to be in advance preparation.

- 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 2012. It is include understanding of the project concept and direction how to implement the project will have to be clear for all staff and implementation partners

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

No strategic re-orientation needed at this point in time.

Estimated total budget requirement for next quarter (Q2 2012):

US\$ 1,527,960 estimate (the amount will depend on actual LoAs and related financial modalities) for the whole year. From the last expenditure of Q1 , it is show that all of the payment mainly for staff and office supply, there is no any activities implemented on the ground. So the IRAS continue to use the remaining budget from Q1 to Q2 (see separate details work plan for Q2)

ANNEXES

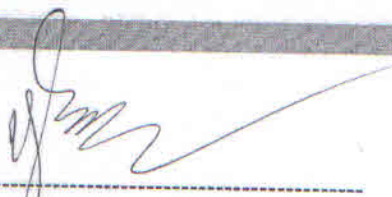
1. Annex 1: Draft Combined Delivery Report (from UNDP)
2. Annex 2: Annual Work Plan for the following Q2 2012 (separate file)
3. Annex 3: Project Monitoring and Communication Plan for the following year (separate file)
4. Annex 4: Project Risk Log for the following year (separate file)
5. Annex 5: Project Lesson learn Log (separate file)

PREPARED BY



Vipaka HALSACDA,
APM IRAS
Date: 9 April 2012

APPROVED BY



Khamphone MOUNLAMAI
IRAS Project Manager / NAFRI
Date: 09 APR 2012

ANNEX 3: INITIAL MONITORING AND COMMUNICATION PLAN

Project Title: IRAS/NAPAFU	Award ID: 00060492	Date: 9 April 2012
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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, Jun., Sep and Dec 2012	Before the 10 th 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	6 monthly y	Last week Jun and Nov	
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly	?	
Audit	UNDP→Project	Visit, Report	Annually	Mar	
Audit Implementation Action Plan	Project→UNDP	Report	At least quarterly	?	
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	Sep	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	?	?

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
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	10 of the beginning of quarters 2012	
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	End of a month	Provide by UNDP
Quarterly Project Direct Payment List	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 Q1 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 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	9 Apr 2012	No change

LESSONS LEARNED LOG

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

Project Title: IRAS	Award ID: 60492	Date: 6 April 2012
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#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
1	Project Management	6 Apr 2012	<p><i>Describe what has worked well. What factors supported this success?</i></p> <p>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 as well as implementation deliver to the ground. The project keep the networking and link with others CC projects and provide support from Vientiane office to the site offices Target provinces (PAFO and DAFO).the nominate of board were approved, however there might have some change in term of the members which the IRAS have to find out. 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. The project step by step learning and doing as a process to improve its own management and manage to better deliver and support the achievement of the objectives, outcomes and out puts.</p>	<p><i>Describe the challenges or areas for improvement and what was unanticipated</i></p> <p>The communication should be improved not only amount staff but between Project – UNDP; Project - target provinces. it is necessary to refresh the information regularly and clear line reporting.</p> <p>The procedure need to be flexible and fit with the project situation rather just base on the standard alone.</p> <p>Financial need to be more clarify as many cases happen still not better understand especially the provincial government staff and newly coming staff.</p> <p>Coordination and corporation still weak in term of provide direction and approach and understanding.</p> <p>Almost of the issues related to the UNDP-NIM procedures and implementation, how flexibility between the budget plan and the actual implementation plan.</p> <p>The official board meeting is plan but hardly to confirm whether this will be organised.</p>	<p><i>How were challenges overcome and how should things have been done differently/better?</i></p> <p>Keeping inform any most updated and close working as well as guideline provision</p> <p>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 PA/PO and a finance in charge person from UNDP</p> <p>Improve the communication and closely pay attention to the main issues arising</p> <p>The clear explanation and the relationship amount the project activities and budget by UNDP PA/PO and in charge person on the finance.</p> <p>The advance preparation and inform are mainly need guidance from key staff support</p>	APM/SFAO
2	Project Results	6 Apr 2012	<p><i>The project implement numbers of</i></p>	<p>The project is still behind its mile stones</p>	<p>There need a clear direction of the explanations from</p>	APM

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
			<i>internal meeting and face to face meeting with UNDP and partners. In general, the results from the Q1 are technical workshops which these bring all of the stakeholders acknowledgement of the IRAS both central and local target province. As well as the site visit for the international consultant.. At least the project achieved the initiative target TNA And Extension process for small farmers. The project have gone for some key activities set in the Q1 2012. However many activities are postpone both in VTE and local target province</i>	compare to the initiative plan, as the project have the linkage amount components as 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. The PAFO and DAFO are still unclear of the project approach and it direction, role and responsibilities.	the PM/APM/STA and PA/PO UNDP is extremely provide support the project for technical advice and management. It is strongly organise the workshop for all PAFO, DAFO and Implementation parties to in traduce the project approach and its concept. Many activities plan should be follow up and on track by interactive communication and guide by STA	
3	Human Factor	6 Apr 2012	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. However, the local staff have to be closely monitor if it is qualify, PM need to pay attention. Selection of staff need to meet the basic requirement	The process take time, most of the staff recruited are not fit with the schedule especially the international position FAO Sayaboury staff resigned and the new re-advertisement is on process. 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. Some of the decision made to combine position is still not effect to the project. 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 However, almost are the international staff which related to the UNDP process. The resignation might be a problem affect to the implementation. The project need to find if any miss leading. 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/SFAO



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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

Second Quarterly Project Report 2012

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: April-June 2012

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)
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

I. Project Information and Resources

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

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
May 2011	10 th of May 2011	April 2015	December 2015

Period covered by this report:	April - May - June 2012
Date of annual review: <i>[Indicate if planned or actual]</i>	End of 2012

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

Expenditure	Donor	Resources (USD)	Expenditure May-Dec 2011(USD)	Expenditure Jan-Jun 2012(USD)	Total (USD)
	GEF (LCDF)	4,445,450	285,427	222,200	502,645¹
	GoL (in-kind CoF)	378,320	54,053	40,534	94,580²
	GoL (parallel CoF)	4,764,969	-	1,708,155	1,708,155
	UNDP (parallel CoF)	2,575,259	-	308,051	308,051³

Funds received: the first disbursement by end of December 2011 was 285,426 USD(IPOA 87,640 USD) and the second disbursement was in the second quarter 2012 (June)with 217,219 USD(IPOA estimated 111,985 USD). This total amount includes UNDP disbursements.

¹ This amount includes UNDP distribution

² This amount is calculated as monthly contribution in kind from G.O.L

³ This expenditure is only for PEI project

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 adaptive 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 organized 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 Vientiane office and sub 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 *7th 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 (IRAS Office) and the Provincial Agriculture and Forestry Offices (PAFOs) with the two provinces of Savanakheth and Xayaboury.

NAFRI has composed a Project Management Team consisting of senior NAFRI staff, NPD and PM. 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) under MLSW now under MONRE, the National Land Management Authority (NLMA) now under MONRE, 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 and meetings has brought together different actors for joint coordination and implementation under the project umbrella for e.g. inception workshops within the two provinces and in Vientiane as well as the initiatives site visits to target districts and villages were done, this were include some of the surveys conducted by National and international consultants. More over the financial and project management are well maintaining and done within the quarters from last year (2011) till now June 2012.

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 and now which mainly National staff are on board as well as the Senior Technical Adviser (STA).

Before signing of MOU, the draft of Memoranda of Understanding (MoU) have been discussed with the Responsible Parties, subsequently leading to draft Letters of Agreements (LoA) between NAFRI and the RPs at the early period and recently the new update of the agreement (still to be finalized). The following up of this process still have finalize yet. The planned activities with NLMA are now under develop which focus on the capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure). This already discussed within the inception workshops and currently the quarter planning workshop in Vientiane(all of the PAFO/DAFO from two provinces, NDMO, NAFRI Research centers, NAFES, NLM are participate. 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. All are focusing to be implemented within the Quarter 3 2012, probably extending into the fourth quarter. The PSU will improve effectiveness and efficiency;

the same is valid for the field offices to provide support for all of the activities. The Q 3 2012 activities are in the conceptual preparation to form the work plan for the Q3 2012 (July to Sep). The budget is being revised(both AWP and QWP) to correct earlier assumptions and adapting to the reality of the situation, but still remains a planning document with targets becoming more specific over the future only.

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	Dr.typhommasack@gmail.com	(856) 021 412359
2	Bouahom	Dr. Bounthong	Director General NAFRI	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr Vongdeuane	Director General Department of Land Planning & Development	vongsiharathv@yahoo.com	(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	khampadith@gmail.com	(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	Mr. Bruno	Head of environmental Unit	Bruno.cammaert@undp.org	(856)021 267710 020 55515876
2	Ounniyom	Mr. Singha	Climate change Policy analysis	Singha.ouniyom@undp.org	(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	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
Mounlamai	Mr. Khamphone	PM for IRAS/NAPAFU	kphonemou@yahoo.com	(856)021 770047 (856)020 55800775
Vonghachack	Mr. Sisavang	Deputy Director of NAFRI	Sisavang.v@nafri.org.la	(856)021 770094 (856)020 22211287

Kingkeo	Mr. Soulivanthong	Deputy Director of NAFRI	Soulivanthong.k@nafri.org.la	(856)021 770094 (856)020 22475891
Phimmasone	Mr.Xaysongkhame	Deputy Director of NAFRI	Saysonkham.p@nafri.org.la	(856)021 770094 (856)020 55502166

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). The provincial setup is similar to 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 regulation and procedures

The project is guided by these GoL policies:

- National Communication on Climate Change, through the CC office within MONRE (former 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),
- 7th 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'.

A new agriculture law is presently in preparation by GoL, and may provide additional guidance to IRAS in future.

The GoL agencies of NAFES, NDMO, NLMA, and MONRE 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 by the Project Board, operational coordination through the Project Task Force (in Vientiane) and the Local Integration Platforms (LIPs) in Xayaboury 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. Refer to the short-term mission (of an international M+E Specialist, in collaboration with 3 national consultants (Senior M&E Officer and M&E Reporting Assistants) at provincial level⁴, which now confirm the outcome indicators, review and suggest output indicators and verify activity indicators as well as monitoring framework and the manual/guideline. Further two international consultants assisted on short-time missions for “Community-based extension for Climate Change Adaptation” (CCTAM) Jan-June 2012 (60 working days), and a “Training Needs Assessment” in Jan - Feb 2012 have now deliver of the mission product which the IRAS will be use as ressources and or further develop. More ever, the project have now on board of the long-term consultant Senior Technical Advisor since April 2012.

The project baseline – pre-implementation data – for Xayaboury and Savanakhet was completed in Nov 2011 after 6 weeks; and for Savannakhet in June 2012 (the report is being drafted). The baseline survey for GoL agencies in Vientiane was also completed in Nov 2011 last year. All of the reports, solidified with additional information gathered continuously, will 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 2015.

Recently, the quarterly work planning workshop was organised in Thalath Vientiane province with participation of all implementation agencies in Vientiane and from the two provinces to consolidate the overall work plan with focus on tangible activities on ground. Since then the variety of concept note from IP and IR are consider for approve as direction of activities on ground.

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 draft 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 (which are now in formulation and updating), systematically reports on quality and quantity of achievements. Half-yearly meetings of the Board(plan), quarterly meetings of the PTF and 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 website is now being update and ready for official launching as well as the training plan for webpage management(agreed between IRAS and the local firm ICT NAFRI) with support provided by PSU.

⁴ As agreed between IRAS and UNDP in 2011, the posts for M&E were combined in to the senior M&E and instead of having provincial M&E officer at that time . however In June 2012 the project decide recruited the M&E reporting assistants based in the provinces.

As part of HACT implementation the current PSU staff (APM and 2 SFAO accountants and assistant plus other IRAS Officer) were introduced /refresh in the NIM rules and regulations at MPI (by DIC-UNDP). The all of the new staff recruited (FAO officers, Scenario officer, Agro-economic, Agro-ecologist, Media and public communication officer as well as staff at the provincial sub offices) were trained by SFAO in VTE for 1- 3 weeks(depend on the responsibility and task). Other staff has been introduced to project operations within a few days. However, further support, applied practice and guidance is required and continue.

Staff update

Since project start, **there are 14 staff (hire by project up to end of June)** the new recruitment has just taken place for the remaining.. FAO in Savanakheth Province is on her mother leave and the short term 3 months FAO was recruited up to October 2012. The policy development officer is being to be recruited.

The water management specialist and farmer organization specialist were accepted and will be on board from now on. The co-support scenario specialist from UNDP also reach agreement on the tasks and expect outputs. The project also has agreement with the Media organization on the baseline filming for the project it is expect to have them for Q3.

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.

Partnerships	2010 Role in PPG	2011-2012 actual Role in Implementation
National Steering Committee on Climate Change	Still in concept phase	Overall Strategy and Policy Advice, part of evolving IRAS network. Further links by project to be developed
Climate Change Secretariat / Office	Data, information, situational update, individual discussions	Overall Strategy and Policy Advice, Data, Information, part of evolving IRAS 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 evolving IRAS network
Main projects:		
Co-financing partner projects (UNDP, ACIAR, SDC, World Bank)	Situational update, participation in workshops	Cross-fertilization, Data, Information, Technical Advice, part of evolving IRAS network
Northern Uplands Programme (AFD, EU,	Data, information, situational	Data, Information, Technical Advice, part

Partnerships	2010 Role in PPG	2011-2012 actual Role in Implementation
SDC, GTZ)	update, individual discussions	of evolving IRAS network
Sustainable Natural Resource Management and Agricultural Productivity Project (ADB, IFAD)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of evolving IRAS network
Entities associated to NAFRI (UAFRP, IWMI, Conservation Agriculture, etc.)	Data, information, situational update, individual discussions	Cross-fertilization, Data, Information, Technical Advice, part of evolving IRAS network
Province:		
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

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<p>Progress towards achieving outcome: Project is fully integrated into day-to-day management of NAFRI and PAFOs/DAFOs. 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) under MLSW, the National Land Management Authority (NLMA) under MONRE, 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 and meetings has brought together different actors for joint coordination and implementation under the project umbrella. The update 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, and small livestock to climatic variations; supported by improved water management.</p>				
EXPECTED ANNUAL OUTPUTS Indicators Baseline Annual Target MOV	KEY ACTIVITIES completed during reporting period	Expenditures 5	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies
PROJECT OBJECTIVE Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced				
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			All Baseline completed 6/2012	
PROJECT OUTCOME 1: Knowledge Base strengthened				
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				
OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system	<i>1.1.1 Roundtable meetings with relevant agencies</i>		During this quarter report 15 series of meetings took place with: 3 PAFO and 6 DAFOs of provinces and 2 in NAFES, 2 in CCEO (Dept Environment), 2 in NLMA, 2 in NDMO to discuss the os series of issues related LOA, Concepts note, progress offer by the PAFO/DAFO and activities in target villages, as well as draft update report on future activities. Senior managers from NAFRI and PAFO/DAFO visited target provinces for support and monitor, and the additional data requirements from the target village. The meetings introduced/refresh the general project	In general the project is within targets but logistics of project build-up should be enhanced.

⁵ 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 2 (Mar-Jun 2012).

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: Agri CC info coordinated through NAFRI Baseline: 0 Target: Installed coordination by end of 2011 MOV: Project Board			<p>approach, the role of the Responsible Party and general framework of anticipated works and services as well as provide support. . Further meetings required with LNMA, MoNRE NDMO were plan and are for discussion with the next quarter, activities are yet to be implemented. NAFES assigned the focal point to work with IRAS. During waiting, as suggest during the planning workshop all of the RPs have to submit the concept note as per required on each individual activities implementation on basis.</p>	
	Indicator: # of meetings Baseline: 0 Target: 4			
	<i>1.1.2 Agreed information and reporting system: information flow, forms, formats, time frame, responsibilities</i>		<p>A planning format was drafted for linking project activities with budget expenses and M+E.</p> <p>Parts of applicable formats are introduced and agreed among IRAS team link to relevant agencies. The format may be need update and agree with the RPs. This is including field report, minutes, progress and complete report.</p>	
	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>		<p>Several full sets of the signed project document were distributed to board members (English version) and the translated in Lao version. Other stakeholders will follow after the copies are available, as well as the translation (Dep Planning MAF, Dep International Cooperation MPI, NAFES, PAFOs/DAFOs, Planning and Cooperation Division NAFRI, Research Management Division NAFRI, co-financing projects under NAFRI and UNDP). Later the copies will be disseminated to all partners. Some agree information for the website was discussed and agreed upon. The project aims that all of information related to the project will be accessible from central level down to the PAFO/DAFO and on ground, including e.g leaflet, posters website, emails... information flow from central to local level and vice versa.. so far these information are not available.</p>	
	Indicator: # infosGoL agencies: Baseline 0 Target 0			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>		<p>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. 4 official and un official meetings on conceptual matters and website management were hold in April to June 2012, Jan. IRAS office connection installed with NAFRI network internet plus further improved of IRAS website structure. Provincial sub office also install and maintain with internet ADSL as well as the local DAFO were</p>	<p>The project is on the way of targeting but need focal points for logistics and content</p>

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			provide USB 3G to access internet and link to IRAS Vientiane. The project website is still going to be scheduled for an update of how it will be look like what short of information need to be on especially the event link to project activities and information technology related to CCA. The expect training on the Web management will be in week three of July 2012 and the website is now unofficial within the sub-domain under NAFRI. A second IRAS website was developed under UNDP ALM, and both sites have to be linked.	
	Indicator: updates of website Baseline 0 Target 0			
OUTPUT 1.2: CC and agriculture scenarios assessed	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		It is expected within this quarter, the CC scenarios can start to be discussed. IRAS just plan to recruited the local staff in June and expect on board in July 2012. The international expert was interviewed and the process of full support will be start in QTR 3.	Start depends on the available of expert and procurement process
	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 report period	
	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 report period	
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
OUTPUT 1.3: Land use plans including CC risks	<i>1.3.1 LoA with NLMA on local land use plans for target sites</i>		2 meetings with all RPs: NLMA, took place for preparation and agree upon of the LoA/MOU as well as the recently update one, to reach the agreement on tasks and responsibility from the NLMA according to the new role after the restructuring of the new ministry. IRAS met with the senior person to inform and update on IRAS project as well as to request a focal point to make a connection as a starting point .A representative from NLMA participated in the quarterly planning WS in June 2012.	Organize a meeting with NLMA soon to agree on further details for the next step
	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 report period	
	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	This should be the done by next
Indicator: # of District land use plans with CC integration Baseline: 0 Target: 2 MOV: Plans on project record				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			local newspaper. The Specialist is not interviewed yet.	Q4
	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 report period	
	Indicator: # and content of guideline Baseline 0 Target 1			
OUTPUT 1.4: Long-term information system on floods and drought through NAFRI	<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 and where applicable at the meetings.	
	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. The interview still pending.	
	<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 was installed and some of them were also sent to provincial project offices and target districts. That 's mean some of the PCs are not enough for the office. The design of the database/system was discussed and planned. This still in the concept phase and need further details of how can IRAS will be doing. There is a need for some advice from an external IT specialist probably..	Computer sets were installed in 3 offices plus at DAFO. The Server install within NAFRI ICT
	Indicator: # database developed Baseline 0 Target 1			
	<i>1.4.3 Maintenance and update of database through NAFRI</i>		./ Not applicable for this report period	
	Indicator: Monthly maintenance activities Baseline 0 Target 2			
	Indicator: Information system functional at NAFRI Baseline: 0 Target: 1 MOV: Project Board			
Subtotal C 1				
PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened				
Indicators	1. Cover: number of targeted institutions with increased capacity 2. Impact: numbers of officers with advanced CC understanding			
OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security	<i>2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels</i>		International HRD Specialist completed conducting the TNA in March2012. The final report is available in English version.	Documents available and execution of recommendation through work

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
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				plans and being translate into the detail workplan
	Indicator: 1 TNA document Baseline 0 Target 1			
	<i>2.1.2 Training curricula developed</i>		After the TNA available, then there need a lecturer to develop the Training curricular according to the result of the TNA. The issues were discussed of how this will be done. So far there is no progress on this.	
	Indicator: # of curricula developed Baseline 0 Target 7			
	<i>2.1.3 Training implemented</i>		./ Not applicable for this report period	
	Indicator: # Training implemented Baseline 0 Target 0			
	<i>2.1.4 Training monitored and assessed</i>		./ Not applicable for this report period	
	Indicator: Monitoring report for each training Baseline 0 Target 0			
OUTPUT 2.2: CC land use planning in strategies, policies, plans Indicator: # and type of strategies with reference to land use for CC Baseline 0 Target 0 MOV Project Board	<i>2.2.1 Relevant strategies, policies, plans identified and reviewed</i>		./ Not applicable for this report period	
	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 report period	
	Indicator; # meetings with GoL agencies Baseline 0 Target 6			
	<i>2.2.3 Relevant strategies, policies, plans updated</i>		./ Not applicable for this report period	
	Indicator: # of updated policies Baseline 0 Target 0			
OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions	<i>2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels</i>		The international community-based Agriculture and NRM Extension Specialist conducted the CCTAMs process since Dec 2011 till June 2012. All of the agreed documents as inputs into the CCTAMs are available as the final draft and being comments. However there are some few changes in term of the CCTAMS define in the project Document. The upland and the lowland were raised by UNDP to provide this 2 documents.	Final comments on the draft will be done after all documents are received and finish off for next step process

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: # of MAF officers trained in curricula development and extension for CC adaptation	<i>Indicator: 1 training methodology process Baseline 0 Target 1</i>			
	<i>2.3.2 CCTAM Crop/Agro-Forestry</i>		The draft document on Crop/Agro-forestry was as the final draft available in June 2012 and pending for comments	
	<i>Indicator: 1 module crops in progress Baseline 0 Target 1</i>			
	<i>2.3.3 CCTAM Small Livestock</i>		The draft document on Small livestock was as the final draft available in June 2012 and pending for comment	
	<i>Indicator: 1 module small livestock in progress Baseline 0 Target 1</i>			
	<i>2.3.4 CCTAM Fisheries/Aquaculture</i>		The draft document Fisheries/Aquaculture was as the final draft available in June 2012 and pending for comment	
	<i>Indicator: 1 module aquaculture in progress Baseline 0 Target 1</i>			
	<i>2.3.5 CCTAM Fruit/Vegetables</i>		The draft document Fruit and Vegetables was as the final draft available and pending for comment	
	<i>Indicator: 1 module fruit/vegetables in progress Baseline 0 Target 1</i>			
	<i>2.3.6 CCTAM Off-farm adaptation / income</i>		There is no draft document yet, as agreed with the IC	Need to further develop
	<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>		There is no draft document as agreed with the IC.	Need to further discuss and develop
	<i>Indicator: 1 module safeguarding land in progress Baseline 0 Target 1</i>			
OUTPUT 2.4: DDMC climate risk reduction practice	<i>2.4.1 TNA DDMCs</i>		./ Not applicable for this report period	
	<i>Indicator: 1 TNA document Baseline 0 Target 1</i>			
	<i>2.4.2 Training curricula provided</i>		./ Not applicable for this report period	
	<i>Indicator: 1 disaster management curricula Baseline 0 Target 1</i>			
	<i>2.4.3 Training curricula implemented</i>		./ Not applicable for this report period	
	<i>Indicator: # farmers trained in disaster management Baseline 0 Target 0</i>			
Indicator: # of farmers and				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
community members participating in ground practice Baseline 0 Target 0 MOV Survey and Report	2.4.4 Annual ground practice with communities		./ Not applicable for this report period	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
	2.4.5 Training and ground practice assessed		./ Not applicable for this report period	
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
Subtotal C 2				
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: 10 % of targeted HH implementing adaptive practice Impact: improvement of yields due to adaptation measures			
OUTPUT 3.1: Existing elements of agri-resilience strengthened	3.1.1 Analyses of existing farming systems		Recruitment for Farming Systems Specialist was completed with Interview was conducted on 1 July 2011 but agreement was not reached because the potential consultant proposed too high consultancy cost.	Mission eventually modified in line with further CCTAM development
	Indicator: 1 report on farming systems Baseline 0 Target 1			
	3.1.2 Identification of resilient elements		./ Not applicable for this report period	
	Indicator: 1 report on existing resilient skills Baselin 0 Target 5			
	3.1.3 Integration of resilient elements into CCTAMs		./ Not applicable for this report period	
Indicator: 7 curricula / methodologies Baseline 0 Target 7				
OUTPUT 3.2: Supply chains identified, assessed, improved	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. No interview yet. The only local staff is recruited and is now on board (June 2012).	
	Indicator: 1 report Agri supply chain Baseline 0 Target 1			
	3.2.2 Identification of suitable crops, inputs etc. available on regional / international supply chains		./ Not applicable for this report period	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: 1 supply chain for agri inputs supporting CC adaptation Baseline 0 Target 1 MOV Survey and Project Board	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	3.2.3 <i>Economic analyses macro level</i>		./ Not applicable for this report period	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			
	3.2.4 <i>Economic impact farming household</i>		./ Not applicable for this report period	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought area Indicators: #, values and types of interventions Baseline 0 Target 0 MOV Project Reports	3.3.1 <i>Implementation plan for CCTAMs on provincial, district, kumban and village levels</i>		./ Not applicable for this report period	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			
	3.3.2 <i>Introduction CCTAM Crop/Agro-Forestry</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	3.3.3 <i>Introduction CCTAM Small Livestock</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
	3.3.4 <i>Introduction CCTAM Fisheries/Aquaculture</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	3.3.5 <i>Introduction CCTAM Fruit/Vegetables</i>		./ Not applicable for this report period	
	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 report period	
	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 report period	
	Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1			
OUTPUT 3.4: Diversified ALF production and off-farm	3.4.1 <i>Extension process for CCTAMs</i>		TOR for international Farmer Organizations Specialist were drafted and position was advertised through UNDP www and local newspaper. The interview finish and evaluation report was	Will arrive during 3 QTR

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
activities demonstrated			made. UNDP is in the process of issuing the contract	2012
	Indicator: 1 agreement / methodology extension process Baseline 0 Target 1			
	3.4.2 Farming systems and farm budgets		./ Not applicable for this report period	
	Indicator: # farm budgets Baseline 0 Target 0			
	3.4.3 Demonstration plots		Activities have started on ground: testing of rice varieties within target district starts in mid of June 2012 which involve 12 villages with 27 HH involved for rice varieties demonstration; in 4 target districts	
	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 report period	
	Indicator: # FFS, field days Baseline 0 Target 0			
	3.4.5 Systematic follow up on-site		./ Not applicable for this report period	
	Indicator: 1 Farming monitoring database set up Baseline 0 target 0			
3.4.6 Farming system monitoring / database / IRAS M+E Framework		M+E guidelines and report were produced.	Further operationalization of manual and adaptation to local environment is required	
Indicator: IRAS M+E Framework operational Baseline 0 Target 1				
OUTPUT 3.5: Water management, small-scale protection measures	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 interview was done, and the UNDP is in process of schedule. PAFO and DAFO are preparing the concept noted and proposal. Some advance from the PAFO/DAFO regarding to rain water capture. Some of the Rain water capture (tanks, jars were) mentioned in Q2 but no activities done completely during this report period.	The progress is on going
	Indicator: # and type of water harvesting facilities Baseline 0 Target 0			
	3.5.2 Water storage facilities (ponds, reservoirs) rehabilitated constructed		Similar as above mentioned, PAFOs and DAFOs are preparing the concept notes and proposal. There is no policy yet whether the ponds/reservoirs are for individuals or groups of people. The	Further discussions

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

Indicators: Improved water balance for household and agriculture production Baseline and target to be defined MOV Interviews with beneficiaries			activity could consider a revolving fund or grant. The catchment areas, contribution from villagers, and who will be responsible for O+M has to be included as well as water user groups.	required
	Indicator: # and type of storage facilities, ha area Baseline 0 Target 0			
	<i>3.5.3 Small scale irrigation or drainage with O+M and water user groups</i>		PAFOs and DAFOs are preparing the concept notes and proposal. Some advance from the PAFOs/DAFOs regarding to the rain water capture and the small scale irrigation especially in Phieng district Xayaboury province, such as 5 small weir at village level to store the water. There needs to be some improvement to assure O&M and water user group as part of this process. There is no clear of bidding process for the construction yet.	The progress is on the way for approval of the concept notes. Clear guideline for the bidding have to be confirm by UNDP procurement
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			
	<i>3.5.4 Bank protection and erosion control options</i>		./ Not applicable for this report period	The progress is pending
	Indicator: # and type of protection measures Baseline 0 Target 0			
	<i>3.5.5 Tree nurseries established</i>		./ Not applicable for this report period	Pending
	Indicator: # and type of tree nurseries Baseline 0 Target 0			
	<i>3.5.6 Wells dug or drilled</i>		./ Not applicable for this report period	The progress is pending
	Indicator: # and type of wells Baseline 0 Target 0			
	<i>3.5.7 Equipment, tools etc. provided for agri extension</i>		./ Not applicable for this report period	The progress is pending
Indicator: # and type of equipment Baseline 0 Target to be defined				

Subtotal C 3

PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process

- Indicators**
1. Replicability: number of lessons learned codified through KM / ALM
 2. Replicability: number and type of networks that enable replication

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM	<i>4.1.1 Project Monitoring System established</i>		IC M&E specialist completed his mission. The current M& E framework was adopting some of the indicator recommendations.. The M&E tools need to be developed further, as well as the templates for recording, as appropriate and needed for action at the local level.	Moving up to the local M&E is preparing as well as database is consideration for recording and store
			Two national consultants for baseline survey were recruited for institutional and small farmers' surveys in Xayaboury and Savannakhet . 2 Reports are completed. The final report for baseline Savannakhet is expected to be available by end of July. 2 M&E reporting assistant were recruited	
	Indicator: 1 M+E system established Baseline 0 Target 1			
	<i>4.1.2 Project website established</i>		TOR for international Media Products Contractor were drafted and position was promoted through UNDP channels	Contract to be finalized, further improvement for finalyse
			Local M&E officers on board. The website and its content discussed and agreed with the local supplier. 3 meeting was organized with ICT and local firm and the unofficial website was loaded under the NAFRI domain. The Website management training was drafted and planned for the 3rd week of July.	
	Indicator: 1 website set up Baseline 0 Target 1			
<i>4.1.3 Quarterly contribution into ALM, regional networks</i>		Not applicable for this report period	pending	
Indicator: # quarterly infos Baseline 0 Target 2				
OUTPUT 4.2: Project knowledge shared: workshops and conferences	<i>4.2.1 Annual CC Agriculture conference at NAFRI</i>		Not applicable for this report period	pending
	Indicator: 3 annual conferences Baseline 0 Target 0			
	<i>4.2.2 Production of publications, materials</i>		Not applicable for this report period. Local staff has been recruited by June 2012. The brochure is initiative discussed	ongoing
Indicators: # of conference participants, # of info disseminations	Indicator: # and type of info materials Baseline 0 Target 0			
OUTPUT 4.3: Project knowledge: prevention and agri training	<i>4.3.1 Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI</i>		Not applicable for this report period	pending

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicators: # of participants in tech workshops Baseline 0 Target 0	Indicator: 3 annual tech workshops Baseline 0 Target 0			
Sub-total C 4				
PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)				
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	<i>5.1 Office set-up and operations NAFRI Vientiane and 2 PAFOs</i>		Maintain Office set-up in NAFRI Vientiane and 2 sub offices in 2 PAFO. All three offices are equipped with internet access. Computers and printers are provided (including DAFO level). As more staff are going to be on board, the facilities might not enough, so the plan for renting is discussed and agree.	
			<p>The planning and management WS were organized in this quarter for all stakeholders involved with the IRAS (twice in this quarter April (for Q2 and June for Q3 2012)</p> <p>Other details related to office set up are on the way; e.g. filing system, office management and financial procedures , sign, Namecard, structure, communication system and logistic and orientation for new staff.</p> <p>Local list of people associated to the project with their contact details and function is update and planned to include the central level down to the Kumban level.</p> <p>Above mentioned are include within the Sub-office. 2 pick up truck are available in the sub offices with drivers recruited and on board.</p> <p>There are series of weekly staff meeting within 3 offices and monthly IRAS-UNDP meetings.</p> <p>The offices are also plan for maintenance its facility for the coming Q3.</p> <p>Filing and financing update weekly basis. All of soft and hard copies of key document are available but limited of numbers.</p>	
	<i>5.2 Recruitment national consultants / international experts, national counterparts, staff</i>		TOR for all long-term staff have been drafted and advertise as mention above.. 14 IRAS staff are now on board. Details see in the attached list of project staff and	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			<p>associates. FAO SVNK on her mother leave, shorterm 3 months FAO SVNK on recruitment</p> <p>International Senior Technical Advisor now on board.</p> <p>Some other local staff, Agri-economic, Policy development officer and Agro ecologist is con recruitment</p> <p>A supplementary project manual on procedures, operations could be drafted.</p>	
	5.3 Procurement equipment, furniture, office small goods		<p>Three Motorbikes are in each offices, 1 Ford Ranger was transferred to Xayaboury province. 1Ford ranger is transferred to Savannakhet and one Ford Everest will stay in Vientiane.</p> <p>The others procurement are ongoing with the propose activities concepts.</p> <p>Planning to rent facilities such as computers and printers for additional coming staff require</p>	
			<p>So far available of reports in this report period 1 Annual report 2011 for board meeting, , Quarterly report Jan-Mar 2012, 2 planning workshop, 20 technical reports with data, information, recommendations from consultants, M&E presentations, 5 field visit reports and 3 monthly meeting reports(IRAS-UNDP) and M&E system report were made. The draft of (now under revision) AWP 2012 and Q2/2012 completed and Q3 on-going. Further reports related will be discussed and made available.</p>	

4. Update on gender mainstreaming

Women farmers' voice must 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 (currently 6 female). All data collected and analyzed 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.

Starting with the 2nd Board Meeting, 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 planning workshops in April and June 2012 and through all quarterly work plan activities.

In the upcoming quarters, the project will address gender specifics in the project activities, plus encourage women to involve as much as possible in the local committees on District and the Kumban level.

5. Update on audit recommendations

Since the project start, One spot-check and 1 audit was performed. The new project staff were introduced on NIM rules during at least one week after on board, the similar update on NIM also provided at any events.

Recommendations from auditor and the spot-check were made on financial matters, reports, procurement process, reimbursement process, filing system for personnel contract. The recommendations will be implemented within the next 12 months.

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, weekly update 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 as well as the possibility of additional professional training.

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

Response strategy: Regular meeting with provincial /district representatives during the meeting/workshop, travelling to target provinces/districts planned, improved utilization of email and telephone communication made available, improve access the 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 and support

5. **Introduction of NIM formats and procedures and utilization by project staff (especially related to timely allocation of funds to NAFRI for the 3 and 4 quarters 2012)**

Response strategy: advanced communication between project staff and UNDP officers, the instruction should be clear and proven evidence that communication is not only verbal. Any changes of requirements/needs should be informed in advance. A project procedure manual in Lao version should be translated and made available.

6. **Administration and Financial procedure available for project offices.** There is no availability of details in Lao language made available to introduce the new staff, especially important for the sub offices.

Response strategy : orientation of new staff and partners, introducing the NIM procedure, as well as draft project procedure is a priority for the project.

7. **The Work plan needs further inputs from the local target province and implementation agencies, as well as the preparation has to be earlier.** Since the process of planning has to be done before the 10th of each new quarter, planning should include not only VTE office but also the sub-offices. There need to inform all IP and RP on the request for transfer or get funding quicker

Response strategy : The quarterly work planning workshop will be organized to facilitate the work plan and to involve the 2 sub-offices and implementing agencies. The work plan will be prepared in advance by those mentioned above . **There is a clear requirement for advancing payments for activities planned to make sure that operations on the ground**

are initiated as envisaged. The request should be reach the SFAO as the final at least 2 days for checking and preparing as NIM procedure request

8. Project Concept/approach/activities : are not sufficiently clear for project staff, PAFO/DAFO, others RPs (including district, kumban and village levels)

Response strategy: The PM/APM/STA/ UNDP(PA/PO) has to provide more information on the project approach to all stakeholders regularly. The concept note and other documents introduced requires further explanation and improvements. Flexibility is use of forms and formats is required.

7. Rating on progress towards results

Output:[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 there are not many activities 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 maintains being interactive with others agencies/ projects on climate change issues.

Project staff is recruited, the involvement of stakeholders is more frequent, and the project now ready for further activities.

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 according to actual requirements.
- Management: Effective and efficient coordination of international short-term experts.
- 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 through the meeting workshop, field visit.
- Usage of cash-advance to stimulate and enhance implementation on the ground.
- Outputs: Signing of Letters of Agreement (LoA), work plans and associated budgets have to be treated as priorities.
- Confidence building measures: identification of selected technical activities (small “quick impact projects”) to be done on the ground during the coming quarters 2012 and early 2013 accompanied by gradually enhancing conceptual CCA visibility

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

No strategic re-orientation needed at this point in time. First budget revision for 2012 was done in December 2011, followed by a second revision in June 2012, forwarded to the 1st Board meeting for endorsement.

Estimated total budget requirement for next quarters within year 2012:

US\$ 341 ,000 estimate, or above (the amount will depend on actual LoAs and related financial procedures, as well as efficiency in complying financial, technical and monitoring modalities)

ANNEXES (separate files)

1. Annex 1 Draft Combine Delivery report
2. Annex 2 Quarterly work plan for the following quarter (QWP3)
3. Annex 3 Project Monitoring and Communication plan for the following quarter (QWP3)
4. Annex 4 Project Risk Log for the following quarter (QWP3)
5. Annex 5 Project lesson learn log

Prepare by : Vipaka HALSACDA, APM IRAS
Date : 28 August 2012



Edite by : Manfred Staab, STA IRAS

Date: August 2012

APPROVED BY

.....
Date:



Khamphone MOUNLAMAI
IRAS Project Manager / NAFRI

Note : additional Annex is separate

ANNEX 3: INITIAL MONITORING AND COMMUNICATION PLAN

Project Title: IRAS/NAPAFU	Award ID: 00060492	Date: 31 August 2012
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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 2013	Project→UNDP	Report	Annually	Mid of October 2012	planned
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	End of December	planned
Quarterly work plans and progress reports	Project→UNDP	Report	March, Jun., Sep and Dec 2012	Before the 10 th of beginning of quarters	QWP3 and AWP revision draft
Monthly Project Work plan, Financial and Progress Report	Project	Report/document	Monthly	First week of the following Month	On going
Monthly project meeting	Project—UNDP	Face-to-Face	Monthly (signed minutes to be submitted within 5 working days)	After 5 days since the meeting	On going
Project Board Meeting Report	Project Board→UNDP	Report	6 monthly y	Last week Jun and Nov	1 st report available
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly	Last week of the quarter month	On going
Audit	UNDP→Project	Visit, Report	Annually	Mar	1 st Audit done
Audit Implementation Action Plan	Project→UNDP	Report	At least quarterly	With 12 months	On going
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	Sep	1 st spotcheck done by Staff from UNDP visit
Annual review meeting and progress reports	Project→UNDP	Report	Annually	End of Dec 2012	1 st meeting done last year, Details and date to be discussed with UNDP

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
Quarterly Project Combine Delivery Report	UNDP→Project	Report	Quarterly	As require by IP and officially sign CDR before the 10 of the coming new quarter	Done for 1 st quarter and second quarters provide by UNDP
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	10 of the beginning of quarters 2012	On going
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	End of a month	Provide by UNDP
Quarterly Project Direct Payment List	Project→UNDP	Report/document	Quarterly	First week of the Month	Details to be discussed between UNDP and project

Prepared by APM, date 31 August 2012

Reviewed by IRAS consultant date

Annex 4: UNDP Risk Log for Q2 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 2012	No change
1.4	Complex organizational arrangements between WFP, MONRE, 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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 Implementers Project	APM	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 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	31 Aug 2012	No change

LESSONS LEARNED LOG

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

Project Title: IRAS	Award ID: 60492	Date: 31 August 2012
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#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
1	Project Management	31 August 2012	<p><i>Describe what has worked well. What factors supported this success?</i></p> <p>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 as well as implementation deliver to the ground. The project keep the networking and link with others CC projects and provide support from Vientiane office to the site offices Target provinces (PAFO and DAFO).the nominate of board were approved, however there might have some change in term of the members which the IRAS have to find out. 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. The project step by step learning and doing as a process to improve its own management and manage to better deliver and support the achievement of the objectives, outcomes and out puts.</p>	<p><u>Describe the challenges or areas for improvement and what was unanticipated</u></p> <p>The communication should be improved not only amount staff but between Project – UNDP; Project - target provinces. it is necessary to refresh the information regularly and clear line reporting.</p> <p>The procedure need to be flexible and fit with the project situation rather just base on the standard alone.</p> <p>Financial need to be more clarify as many cases happen still not better understand especially the provincial government staff and newly coming staff.</p> <p>Coordination and corporation still weak in term of provide direction and approach and understanding.</p> <p>Almost of the issues related to the UNDP-NIM procedures and implementation, how flexibility between the budget plan and the actual implementation plan.</p> <p>The official board meeting is plan but hardly to confirm whether this will be organised.</p>	<p><u>How were challenges overcome and how should things have been done differently/better?</u></p> <p>Keeping inform any most updated and close working as well as guideline provision</p> <p>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 PA/PO and a finance in charge person from UNDP</p> <p>Improve the communication and closely pay attention to the main issues arising</p> <p>The clear explanation and the relationship amount the project activities and budget by UNDP PA/PO and in charge person on the finance.</p> <p>The advance preparation and inform are mainly need guidance from key staff support</p> <p>Some details need to be provide in person.</p> <p>Keep contacting and propose the suitable date in advance and plan.</p>	APM/SFAO
2	Project Results	31 Aug	<i>The project implement numbers of</i>	The project is still behind its mile stones	There need a clear direction of the explanations from	APM

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
		2012	<i>internal meeting and face to face meeting with UNDP and partners. In general, the results from the 2 are technical workshops which the these bring all of the stakeholders acknowledgement of the IRAS both central and local target province. As well as the site visit for the international consultant.. At least the project achieved the initiative target TNA And Extension process for small farmer CCTAMS. The project have gone for some key activities set in the Q2 2012. Mainly immediate activities are done both in VTE and local target province but also delay.</i>	compare to the initiative plan, as the project have the linkage amount components as 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. The PAFO and DAFO are still unclear of the project approach and it direction, role and responsibilities. There are some activities done by other RPs. The work seem unclear among IP and RP. The activities start in this quarter to initiate the project confident and later will have to be fine tuning and more better implemented	the PM/APM/STA and PA/PO UNDP is extremely provide support the project for technical advice and management. It is strongly organise the workshop for all PAFO, DAFO and Implementation parties to in traduce the project approach and its concept. Many activities plan should be follow up and fine tuning and keep on track by interactive communication and guide by STA	
3	Human Factor	31 Aug 2012	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. However, the local staff have to be closely monitor if it is qualify, PM need to pay attention. Selection of staff need to meet the basic requirement. Preparation for the staff review performance to make sure all of the on borad staff have meet their TOR, and report	The process take time, most of the staff recruited are not fit with the schedule especially the international position as well as budget ceiling New FAO Sayaboury staff, drivers, Communication and media officers, scenarios officer are on board. 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. Some of the decision made to combine position is still not effect to the project. The ceiling for the staff salary are under the market demand. Some of National staff on Agri-economic, policy development officers, Agri ecologist, translator is on recruitment process	The process of recruitment should be concentrate as much as possible case by case However, almost are the international staff which related to the UNDP process need to accelerate and keep inform the project The resignation might be a problem affect to the implementation. The project needs to find if any miss leading. 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 plus the currency value change Project management team have to prepare the staff performance at the 1 st probation 3 month and one year after pass the probation period and consider to benefit to encourage staff performance	APM/SFAO
	4. Facilitiues		Nearly all of the facilities for project are available, but looking at the need of	More staff are coming on board as well as the require for facilities support e.g vehicle,	Where is suitable that the project should provide such support and how. Are there additional	

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
			the local district and RP; there are some available within their own and project provide with some limited	supplies, equipments, materials, PC, Laptop...for RPs	sources for such requirements? There need a ways to provide support through the procurement	



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Lao People's Democratic Republic



ອົງການສະໜັບສະໜູນພັດທະນາ
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 2012

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: July-September 2012

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)
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

I. Project Information and Resources

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

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
May 2011	10 th of May 2011	April 2015	December 2015

Period covered by this report:	July - August - September 2012
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Date of annual review: <i>[Indicate if planned or actual]</i>	End of 2012
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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

Expenditure	Donor	Resources USD)	Expenditure May-Dec 2011(USD)	Expenditure Jan-Jun 2012(USD)	Total (USD)
	GEF (LCDF)	4,445,450	285,427	222,200	502,645¹
	GoL (in-kind CoF)	378,320	54,053	40,534	94,580²
	GoL (parallel CoF)	4,764,969	-	1,708,155	1,708,155
	UNDP (parallel CoF)	2,575,259	-	308,051	308,051³

Funds received: the first disbursement by end of December 2011 was 285,426 USD(IPOA 87,640 USD) and the second disbursement was in the second quarter Q2 /2012 (June)with 217,219 USD(IPOA estimated 111,985 USD) and in Q3 by end of Sep disbursement around (IPOA :~ 257,092 USD, POA~ 183,160 USD and total: 423,750 USD). This total amount includes UNDP disbursements POA.

¹ This amount includes UNDP distribution

² This amount is calculated as monthly contribution in kind from G.O.L

³ This expenditure is only for PEI project

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 adaptive 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 Vientiane office and sub 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 7th 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 (IRAS Office) and the Provincial Agriculture and Forestry Offices (PAFOs) with the two provinces of Savanakheth and Xayaboury.

NAFRI has composed a Project Management Team consisting of senior NAFRI staff, NPD and PM. 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 Department Agriculture Extension and Corporate Center DAEC (former NAFES), the National Disaster Management Office (NDMO) under MLSW now under MONRE, the National Land Management Authority (NLMA) now under MONRE, 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 and meetings has brought together different actors for joint coordination and implementation under the project umbrella for e.g. orientation/ inception workshops within the two provinces and in Vientiane as well as the initiatives site visits to target districts and villages were done, this were include some of the survey conducted by National/ government agencies and international consultants. More over the financial and project management are well maintaining and done within the quarters from last year (2011) till now October 2012.

Among the project support staff the ratio of international and national resources (consultants, in person-months) is approximately 1:14, 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 and now which mainly National staff are on board as well as the Senior Technical Adviser (STA).

Before signing of MOU, the draft of Memoranda of Understanding (MoU) have been discussed with the Responsible Parties many times, subsequently leading to draft Letters of Agreements (LoA) between NAFRI and the RPs at the early period and recently the new update of the agreement (already finalized from the UNDP format provided). The following up of this process still have finalize yet as many statement and agree in details. However, ingeneral this format are accepted but need further input from the RPs and agreed on the opening bank account. The planned activities with Department of Land allocation and development (former NLMA) are now under develop with concept note which focus on the capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, and destruction of infrastructure). This already discussed within the inception workshops and

currently the quarter planning workshop in Savanakheth provinces (all of the PAFO/DAFO from two provinces, NDMO, NAFRI Research centers, DAEC, DLM are participate. 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 DAEC 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. All are focusing to be implemented within the Quarter 4- 2012, probably extending into the first quarter 2013. The PSU will improve effectiveness and efficiency; the same is valid for the field offices to provide support for all of the activities. The Q 4 2012 activities are in the conceptual preparation to form the work plan for the Q4 2012 (Sep to Dec). The budget for year 2013 is being revised with the preparation of Q1-2013 (both AWP and QWP 1-2013) to correct earlier assumptions and adapting to the reality of the situation, but still remains a planning document with targets becoming more specific over the future only.

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	Dr.typhommasack@gmail.com	(856) 021 412359
2	Bouahom	Dr. Bounthong	Director General NAFRI	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr Vongdeuane	Director General Department of Land Planning & Development	vongsiharathv@yahoo.com	(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	khampadith@gmail.com	(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	Mr. Bruno	Head of environmental Unit	Bruno.cammaert@undp.org	(856)021 267710 020 55515876
2	Ounniyom	Mr. Singha	Climate change Policy analysis	Singha.ouniyom@undp.org	(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	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
Mounlamai	Mr. Khamphone	PM for IRAS/NAPAFU	kphonemou@yahoo.com	(856)021 770047 (856)020 55800775
Vonghachack	Mr. Sisavang	Deputy Director of NAFRI	Sisavang.v@nafri.org.la	(856)021 770094 (856)020 22211287

Kingkeo	Mr. Soulivanthong	Deputy Director of NAFRI	Soulivanthong.k@nafri.org.la	(856)021 770094 (856)020 22475891
Phimmason	Mr.Xaysongkhame	Deputy Director of NAFRI	Saysonkham.p@nafri.org.la	(856)021 770094 (856)020 55502166

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). The provincial setup is similar to 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 regulation and procedures

The project is guided by these GoL policies:

- National Communication on Climate Change, through the CC office within MONRE (former 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),
- 7th 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'.

A new agriculture law is presently in preparation by GoL, and may provide additional guidance to IRAS in future.

The GoL agencies of DEAC, under MAF, NDMO under MLSW, DLMD, and DDMCC under MONRE 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 by the Project Board, operational coordination through the Project Task Force (in Vientiane) and the Local Integration Platforms (LIPs) in Xayaboury 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. Refer to the short-term mission (of an international M+E Specialist, in collaboration with 3 national consultants (Senior M&E Officer and M&E Reporting Assistants) at provincial level⁴, which now confirm the outcome indicators, review and suggest output indicators and verify activity indicators as well as monitoring framework and the manual/guideline. Further two international consultants assisted on short-time missions for “Community-based extension for Climate Change Adaptation” (CCTAM) Jan-June 2012 (60 working days), and a “Training Needs Assessment” in Jan - Feb 2012 have now deliver of the mission products which the IRAS will be use as resources and or further develop. More ever, the project have now on board of the long-term consultant Senior Technical Advisor since April 2012. The process of preparation for the other shorterterm international consultant on farm organisation is ongoing and complete his first mission visit during to 17 Sep to 5 October 2012, his draft final report as 1st out put already deliver for IRAS. The coming quarter short term consultants is Water management plus the video filming team are coming.

The project baseline – pre-implementation data – for Xayaboury and Savanakheth was completed in Nov 2011 after 6 weeks; and for Savannakhet in June 2012 (the final draft report is submit and IRAS is accept with some improvement). The baseline survey for GoL agencies in Vientiane was also completed in Nov 2011 last year. All of the reports, solidified with additional information gathered continuously, will allow relevant analyses in 2015 on outcomes and output levels (post-implementation data), emphasizing sustainability, impact and reliability of activities implemented from 2011 until the end of project 2015.

Recently, the quarterly work planning workshop was plan to organise by end of September but posepone to beginning of October 2012. This will be update in Q4/Annual progress report report. The aim of this workshop is to consolidate the overall work plan with focus on tangible activities on ground regarding to CCA. Since then the variety of concept notes from IP and IR are consider for approve as direction of activities on ground.

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 draft 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 (which are now in formulation and updating), systematically reports on quality and quantity of achievements. Half-yearly meetings of the Board was organised), quarterly meetings of the PTF and monthly meetings of the LIPs assures continuing formal monitoring by supervising government agencies and partners. (so far only Xayabouly can officially set up the LIP. And during the xxx/sep/2012 the orientation for LIP Xayabouly was

⁴ As agreed between IRAS and UNDP in 2011, the posts for M&E were combined in to the senior M&E and instead of having provincial M&E officer at that time . however In June 2012 the project decide recruited the M&E reporting assistants based in the provinces., SMEO contract expire and IRAS is conducting a recruitment for this position for the coming quarter.

organize. Mainly members appointed were participated.

Achievements and results are regularly communicated through the project's website (the project website is now being update and ready for official launching as well as the mainlining plan for webpage management(agreed between IRAS and the local firm ICT NAFRI) with support provided by PSU.

The all of the new staff recruited (FAO officers, Scenario officer, Agro-economic, Agro-ecologist, Media and public communication officer as well as staff at the provincial sub offices) were trained by SFAO in VTE for 1- 3 weeks(depend on the responsibility and task). Other staff has been introduced to project operations within a few days. However, further support, applied practice and guidance is required and continue together with the up coming NIM introduction which will be organize by UNDP.

Staff update

Since project start, there are 15 staff (hire by project up to end of Sep 2012) however, within this quarter, SMEO was just finished his contract and the new recruitment has just taken place for now for other 2 position of interpreter and SMEO which the remaining.. FAO in Savanakheth Province is on her mother leave and the short term 3 months FAO was recruit up to October 2012.

The water management specialist and farmer organization specialist were accepted and farmer organization specialist was just finish his mission on the first leg and water management will be on board by Dec2012. The co-support scenario specialist from UNDP also reach agreement on the tasks and expect outputs. The project also has agreement with the Media organization on the baseline filming for the project it is expect to have them for Q4.

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.

Partnerships	2010 Role in PPG	2011-2012 actual Role in Implementation
National Steering Committee on Climate Change	Still in concept phase	Overall Strategy and Policy Advice, part of evolving IRAS network. Further links by project to be developed
Climate Change Secretariat / Office	Data, information, situational update, individual discussions	Overall Strategy and Policy Advice, Data, Information, part of evolving IRAS network
Line Agencies: MoNRE(WREA),DLMD, 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, DAEC, 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	Situational update, participation in	Information supply Strategic advice

Partnerships	2010 Role in PPG	2011-2012 actual Role in Implementation
donors	workshops	Source for co-finance
IUCN, WWF, local NGOs	Data, information, situational update, participation in workshops	Data, Information, Technical Advice, part of evolving IRAS network
Main projects:		
Co-financing partner projects (UNDP, ACIAR, SDC, World Bank)	Situational update, participation in workshops	Cross-fertilization, Data, Information, Technical Advice, part of evolving IRAS network
Northern Uplands Programme (AFD, EU, SDC, GTZ)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of evolving IRAS network
Sustainable Natural Resource Management and Agricultural Productivity Project (ADB, IFAD)	Data, information, situational update, individual discussions	Data, Information, Technical Advice, part of evolving IRAS network
Entities associated to NAFRI (UAFRP, IWMI, Conservation Agriculture, etc.)	Data, information, situational update, individual discussions	Cross-fertilization, Data, Information, Technical Advice, part of evolving IRAS network
Province:		
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

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<p>Progress towards achieving outcome: Project is fully integrated into day-to-day management of NAFRI and PAFOs/DAFOs. NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staff are provided as required. The National Agriculture Extension and Corporative (DAEC), the National Disaster Management Office (NDMO) under MLSW, the Department of Land Management and Development (DLMD) under MONRE, 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 and meetings has brought together different actors for joint coordination and implementation under the project umbrella. The final draft of Letter of agreement (LoA) been discussed and organized meeting with the Responsible Parties, subsequently leading to Letters of Agreements (LoA) between NAFRI and the RPs. The planned activities with DLMD 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 DAEC 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 through the CCTAMS developed by IRAS and DEAC.</p>				
EXPECTED ANNUAL OUTPUTS Indicators Baseline Annual Target MOV	KEY ACTIVITIES completed during reporting period	Expenditures 5	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies
PROJECT OBJECTIVE Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced				
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			All Baseline completed 6/2012	
PROJECT OUTCOME 1: Knowledge Base strengthened				
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				
OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system	<i>1.1.1 Roundtable meetings with relevant agencies</i>		During this quarter report 15 series of meetings took place with: 4 PAFO and 8 DAFOs of provinces and Vientiane (include the weekly meeting and monthly meeting IRAS-UN in UNDP: 1 at UNDP, 2 in NAFRI, the series of issues related LOA, Concepts note, progress offer by the PAFO/DAFO and activities in target villages, as well as draft update report on future activities. Senior managers from NAFRI and PAFO/DAFO visited target provinces for support and monitor, and the additional data requirements from the target village. The meetings introduced/refresh the general	In general the project is within targets but logistics of project build-up should be enhanced. For LOA as many reason required

⁵ 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 2 (Mar-Jun 2012).

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: Agri CC info coordinated through NAFRI Baseline: 0 Target: Installed coordination by end of 2011 MOV: Project Board			<p>project approach, the role of the Responsible Party and general framework of anticipated works and services as well as provide support. This is also for the LIP orientation at Xayaboury provinces. Further meetings required with RPs was plan and are for discussion with the next quarter as well as focusing on the signing of the LOA, activities are yet to be implemented under the concept develop by Rps. Officially assign of focal point still yet set up except for DAEC. During waiting, as suggest during the planning workshop all of the RPs have to submit the final LOA with 2 Annex 1, and 2 required on each individual activities implementation on basis.</p>	<p>e.g The meaning of MOU would more understand different under the rule or the Ministerial procedures as well as need the similar format which UNDP Agreed to provided.</p> <p>Secondly, there are some unclear whether the bank account can be open by the RP or not.</p>
	Indicator: # of meetings Baseline: 0 Target: 4			
	<i>1.1.2 Agreed information and reporting system: information flow, forms, formats, time frame, responsibilities</i>		<p>A planning format was drafted for linking project activities with budget expenses and M+E.</p> <p>Parts of applicable formats are introduced and agreed among IRAS team link to relevant agencies. The format may be need update and agree with the RPs. This is including field report, minutes, progress and complete report. IRAS prepare the brief procedure to be the guide for the RPs. The details of financial management and report are yet discuss.</p> <p>The Rps agree to the provide the quarter and annual plan as a reference to attach with the LOA</p>	
	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>		<p>Several full sets of the signed project document were distributed to the LIP members (Lao version). Other stakeholders (Dep Planning MAF, Dep International Cooperation MPI, NAFES, PAFOs/DAFOs, Planning and Cooperation Division NAFRI, Research Management Division NAFRI, co-financing projects under NAFRI and UNDP) also provided. Some agree information for the website was discussed and agreed upon. The project aims that all of information related to the project will be accessible from central level down to the PAFO/DAFO and on ground, including e.g leaflet, posters website, emails... information flow from central to local level and vice versa.. so far these information are on going uploading to the website and some already available.</p>	
	Indicator: # infosGoL agencies: Baseline 0 Target 0			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>		<p>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</p>	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			procured and the detail planning were discussed. IRAS office connection installed with NAFRI network internet plus further improved of IRAS website structure. Provincial sub office also install and maintain with internet ADSL as well as the local DAFO were provide USB 3G to access internet and link to IRAS Vientiane. The project website is still going to be scheduled for an update of how it will be look like what short of information need to be on especially the event link to project activities and information technology related to CCA. The expect training on the IT training will be in the Q4 and the website is now official within the sub-domain under NAFRI. A second IRAS website was developed under UNDP ALM, and both sites have to be linked.	need focal points for logistics and content
	Indicator: updates of website Baseline 0 Target 0			
OUTPUT 1.2: CC and agriculture scenarios assessed	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		It is expected within this next quarter , the CC scenarios can start to be discussed. IRAS now have the recruited the local staff in last quarter in June 2012 and on board now. The international expert was plan to arrive in Laos by the end of October 2012. Further data and preparation for the short visit have been in the process of full support will be start in QTR 4. Many information and data are collect and ongoing identify and made available for screening and action. The draft schedule of the IC was draft. Key contact person and appointment was initiative consulted	Start depends on the available of expert and preparation process
	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 report period	pending
	Indicator: # scenarios analyzed Baseline 0 Target 1			
Indicator: # and source of CC scenarios on record and analyzed Baseline: 0 Target: 3 MOV: NAFRI database	<i>1.2.3 Local and indigenous knowledge made available to inform scenario assessments</i>		Most of the information were identified and on going collected. Many report and document related to the scenario mission were collect both hard and digital. Some of the data may need to disburse as the agencies set their own rule. Further data might be need after the first mission of the expert is on board.	Some information are available for the scenario consultant can start with. But this is up to the expert view to evaluate and assess

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
OUTPUT 1.3: Land use plans including CC risks Indicator: # of District land use plans with CC integration Baseline: 0 Target: 2 MOV: Plans on project record	<i>1.3.1 LoA with NLMA on local land use plans for target sites</i>		<p>The plan for the meeting on the LOA for RPs is identify but have to postpone due to another workshop. Was set. IRAS-UNDP have discuss and agree of what the formats should be during the 1st and second meeting (IRAS and UNDP) at UNDP and NAFRI. IRAS contact with the senior person to inform and update on IRAS project as well as to request a focal point to make a connection as a starting point . the Sinior and technical staff met with APM to discuss on details of issues related to the LOA and concept.</p> <p>The plan for meeting among IRAS-RPs and UNDP was agree by the first week of October 2012</p>	Organize a meeting with RPs especially DLMD soon to agree on further details for the next step
	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 report period	
	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 interviewed yet.	This should be the done by next Q4 as the priority
	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 report period	
	Indicator: # and content of guideline Baseline 0 Target 1			
OUTPUT 1.4: Long-term information system on floods and drought through NAFRI	<i>1.4.1 Agreement among relevant partners on structure and content of information system</i>		<p>General principles for information management related to drought and flood were highlighted during the previous meeting/inception workshops/training and where applicable at the meetings.</p> <p>TOR for international Early Warning System Specialist was developed and position was advertised through UNDP www and local newspaper. The interview still pending.</p>	This should be the done by next Q4 as the priority
	Indicator: # of agreements Baseline 0 Target 1			
	<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 was installed and some of them were also sent to provincial project offices and target districts. That 's mean some of the PCs are not enough for the office. The design of the	Computer sets were installed in 3 offices plus at DAFO. The

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: Information system functional at NAFRI Baseline: 0 Target: 1 MOV: Project Board			database/system was discussed and planned. This still in the concept phase and need further details of how can IRAS will be doing. There is a need for some advice from an external IT specialist probably..	Server install within NAFRI ICT , IRAS also have a contract for IT rent to support the facilitate of ongoing work in the 3 offices
	Indicator: # database developed Baseline 0 Target 1			
	<i>1.4.3 Maintenance and update of database through NAFRI</i>		The numbers of trail on the existing tool for record and maintain database have been done, however there are some more update on the on going. The issues was agree to immediate started. IRAS assign 2 technical staff to work on this and support by the local MERA, APM and STA	The database on the access were oriented on how the data would be available through the current tools (access)
	Indicator: Monthly maintenance activities Baseline 0 Target 2			
Subtotal C 1				
PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened				
Indicators	1. Cover: number of targeted institutions with increased capacity 2. Impact: numbers of officers with advanced CC understanding			
OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security	<i>2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels</i>		International HRD Specialist completed conducting the TNA in March2012. The final report is available in English version. Base on the current outputs from the specialist, IRAS extract key propose activities and possibility for the coming quarter 4 to identify on the numbers of the interest DAFO/PAFO as well as the senior staff to plan for the HRD as part of the project within this component. The format were draft and plan to distribute at the Planning WS in Savanakhet.	Documents available and execution of recommendation through work plans and being translate into the detail work plan
	Indicator: 1 TNA document Baseline 0 Target 1			
	<i>2.1.2 Training curricula developed</i>		Base on the TNA outputs plus consultation through the prep identified the number of people interest and then IRAS will have to develop a training plan and the Training curricular will be develop according to the result of the TNA. The issues were discussed of how this will be done. So far there is no progress on	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
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			key topics and number of government staff.	
	Indicator: # of curricula developed Baseline 0 Target 7			
	<i>2.1.3 Training implemented</i>		./ Not applicable for this report period	
	Indicator: # Training implemented Baseline 0 Target 0			
	<i>2.1.4 Training monitored and assessed</i>		./ Not applicable for this report period	
	Indicator: Monitoring report for each training Baseline 0 Target 0			
OUTPUT 2.2: CC land use planning in strategies, policies, plans Indicator: # and type of strategies with reference to land use for CC Baseline 0 Target 0 MOV Project Board	<i>2.2.1 Relevant strategies, policies, plans identified and reviewed</i>		So far, IRAS recruited Policy and development staff since June 2012. As current, the Laws and policies related, especially on the agriculture were review and this will contribute to the new agriculture and land law. IRAS plan to have a Workshop to reflect the current draft of the agriculture laws and land use policy. Numbers of government agencies and academic as well as NGOs are contact for participation and contribution	Draft concept were made and draft agenda has been prepared
	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 report period	
	Indicator: # meetings with GoL agencies Baseline 0 Target 6			
	<i>2.2.3 Relevant strategies, policies, plans updated</i>		./ Not applicable for this report period	
	<i>Indicator: # of updated policies Baseline 0 Target 0</i>			
OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions	<i>2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels</i>		<p>The international community-based Agriculture and NRM Extension Specialist conducted the CCTAMs process since Dec 2011 till June 2012. The final draft outputs already submit to IRAS. However there are some few changes in term of the CCTAMs define in the project Document. The upland and the lowland were raised by UNDP to provide this 2 documents.</p> <p>Final LoA with DAEC was agree and agree on further develop of curricular on the CCTAMs. Pending on signature and action.</p> <p>The next process as agree, DAEC will be assign to continue to</p>	Final comments on the draft will be done after all documents are received and finish off for next step process

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: # of MAF officers trained in curricula development and extension for CC adaptation			develop the CCTAMS as reviewing document and develop curricular base on their experiences. Organize training programme for PAFO and DAFO as well as Khumban level. Modify and publish the document made available both digital and hard copies	
	<i>Indicator: 1 training methodology process Baseline 0 Target 1</i>			
	2.3.2 CCTAM Crop/Agro-Forestry		The draft document on Crop/Agro-forestry was as the final draft available in June 2012 and pending for comments and further develop or action	
	Indicator: 1 module crops in progress Baseline 0 Target 1			
	2.3.3 CCTAM Small Livestock		The draft document on Small livestock was as the final draft available in June 2012 and pending for comment and further develop or action	
	Indicator: 1 module small livestock in progress Baseline 0 Target 1			
	2.3.4 CCTAM Fisheries/Aquaculture		The draft document Fisheries/Aquaculture was as the final draft available in June 2012 and pending for comment and further develop or action	
	Indicator: 1 module aquaculture in progress Baseline 0 Target 1			
	2.3.5 CCTAM Fruit/Vegetables		The draft document Fruit and Vegetables was as the final draft available and pending for comment and further develop or action	
	Indicator: 1 module fruit/vegetables in progress Baseline 0 Target 1			
	2.3.6 CCTAM Off-farm adaptation / income		There is no draft document yet, as agreed with the IC	Need to further develop
	Indicator: 1 module income generation in progress Baseline 0 Target 1			
	2.3.7 CCTAM "Safeguarding Land" programme for schools, pagodas etc.		There is no draft document as agreed with the IC.	Need to further discuss and develop
	Indicator: 1 module safeguarding land in progress Baseline 0 Target 1			
OUTPUT 2.4: DDMC climate risk reduction practice	2.4.1 TNA DDMCs		Draft LOA with NDMO were agreed and pending for signature and action	
	Indicator: 1 TNA document Baseline 0 Target 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: # of farmers and community members participating in ground practice Baseline 0 Target 0 MOV Survey and Report	2.4.2 Training curricula provided		Draft LOA with NDMO were agreed and pending for signature and action	
	Indicator: 1 disaster management curricula Baseline 0 Target 1			
	2.4.3 Training curricula implemented		Draft LOA with NDMO were agreed and pending for signature and action	
	Indicator: # farmers trained in disaster management Baseline 0 Target 0			
	2.4.4 Annual ground practice with communities		./ Not applicable for this report period	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
	2.4.5 Training and ground practice assessed		./ Not applicable for this report period	
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
Subtotal C 2				
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: 10 % of targeted HH implementing adaptive practice Impact: improvement of yields due to adaptation measures			
OUTPUT 3.1: Existing elements of agri-resilience strengthened	3.1.1 Analyses of existing farming systems		Farming Systems Specialist was completed the first mission during 17/9 to 5/10/ 2012. This mission including the field visit to Svanakhet. The second mission plan in the end of November 2012. The initiative recommendation were made and the report is available as the final draft. Further action will be discuss and action.	1 st Mission eventually modified in line with further CCTAM development, the report already submit to IRAS as a final outputs
	Indicator: 1 report on farming systems Baseline 0 Target 1			
	3.1.2 Identification of resilient elements		./ Not applicable for this report period	
	Indicator: 1 report on existing resilient skills Baselin 0 Target 5			
	3.1.3 Integration of resilient elements into CCTAMs		./ Not applicable for this report period	
Indicator: 1 Report on existing resilient practice verified by MAF Baseline 0 Target 1 MOV Project Board				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	Indicator: 7 curricula / methodologies Baseline 0 Target 7			
OUTPUT 3.2: Supply chains identified, assessed, improved	<i>3.2.1 Existing supply chain analyses with main agricultural traders in Lao PDR</i>		TOR for international Supply Chain Management Specialist was drafted and position was advertised through UNDP www and local newspaper. No interview yet. The only local staff is recruited and is now on board (June 2012).	
	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 report period	
	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	<i>3.2.3 Economic analyses macro level</i>		./ Not applicable for this report period	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			
	<i>3.2.4 Economic impact farming household</i>		./ Not applicable for this report period	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought area	<i>3.3.1 Implementation plan for CCTAMs on provincial, district, kumban and village levels</i>		./ Not applicable for this report period	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			
	<i>3.3.2 Introduction CCTAM Crop/Agro-Forestry</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	<i>3.3.3 Introduction CCTAM Small Livestock</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
	<i>3.3.4 Introduction CCTAM Fisheries/Aquaculture</i>		./ Not applicable for this report period	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	<i>3.3.5 Introduction CCTAM Fruit/Vegetables</i>		./ Not applicable for this report period	
Indicator: 1 plan introduction fruits, veges Baseline 0 target 1				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	3.3.6 Introduction CCTAM Off-farm adaptation / alternative income		./ Not applicable for this report period	
	Indicator: 1 plan introduction alternative incomes Baseline 0 Target 1			
	3.3.7 Introduction CCTAM "Safeguarding Lands" in schools		./ Not applicable for this report period	
	Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1			
OUTPUT 3.4: Diversified ALF production and off-farm activities demonstrated Indicators: Quantity and economic value of products diversified Baseline and Target to be defined MOV market prices	3.4.1 Extension process for CCTAMs		Farming Systems Specialist was completed the first mission during 17/9 to 5/10/ 2012. This mission including the field visit to Svanakhet. The second mission plan in the end of November 2012. The initiative recommendation were made and the report is available as the final draft. Further action will be discuss and action.	The second mission will be report on this.
	Indicator: 1 agreement / methodology extension process Baseline 0 Target 1			
	3.4.2 Farming systems and farm budgets		./ Not applicable for this report period	
	Indicator: # farm budgets Baseline 0 Target 0			
	3.4.3 Demonstration plots		Activities have started on ground: testing of rice varieties , animal raising : fish, frog, Chickend and duck and vegetable testing as a plot demonstration within target district starts in mid of June 2012 which involve 12 villages with 27 HH involved	
	Indicator: # demo plots Baseline 0 Target 0			
	3.4.4 FFS, Field days and cross-visits by farmers in target districts		The only field day visit by farmers organize only in Phieng district Xayabouly province as part of the harvest of the rice variety to attract farmers on the yield of the testing rice resistant to flood and drought condition.	
	Indicator: # FFS, field days Baseline 0 Target 0			
3.4.5 Systematic follow up on-site		The Monitoring staff have been regular on site together with the farmers and district staff to record, tracking the results. The formats of each individual activities were distribute and update to suit the local condition. Regular weekly report on site were maintain and store. IRAS also assign staff to keep maintain the data base of activities going on the ground to make sure all data are available and accessible.		

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management			
	Indicator: 1 Farming monitoring database set up Baseline 0 target 0		
	3.4.6 Farming system monitoring / database / IRAS M+E Framework		M+E guidelines and report were produced. SMEO end of his contract, the new person is coming. The manual for M&E is yet to develop by former SMEO. Priority for this is the operationalization of manual and adaptation to local use based on the guideline.
	Indicator: IRAS M+E Framework operational Baseline 0 Target 1		Further operationalization of manual and adaptation to local environment is required
OUTPUT 3.5: Water management, small-scale protection measures	3.5.1 Rainfall capture / rainwater harvesting facilities (jars, tanks, etc)		TOR for international Water Management / Water Harvesting Specialist were drafted and expert was recruited. The expert plan to Laos by December 2012. PAFO and DAFO are preparing the concept notes and proposal. Some advance from the PAFO/DAFO regarding rain water capture. Some of the Rain water capture (tanks, jars) were mentioned in Q2 and Q3 but no activities done completely during this report period. During the special required meeting in VTE IRAS office, the water management and harvesting is the priority. The senior staff in Vientiane encourage the TC to set date as priority. E.g capture rain fall, irrigation survey for rehabilitation. So far only seven tanks provided in 2 districts Savanakheth province.
	Indicator: # and type of water harvesting facilities Baseline 0 Target 0		
	3.5.2 Water storage facilities (ponds, reservoirs) rehabilitated constructed		Similar as above mentioned, PAFOs and DAFOs are preparing the concept notes and proposal. There is no policy yet whether the ponds/reservoirs are for individuals or groups of people. The activity could consider a revolving fund or grant. The catchment areas, contribution from villagers, and who will be responsible for O+M has to be included as well as water user groups as guideline for the procurement..
	Indicator: # and type of storage facilities, ha area Baseline 0 Target 0		
	Indicators: Improved water balance for household and agriculture production Baseline and target to be defined MOV Interviews with beneficiaries	3.5.3 Small scale irrigation or drainage with O+M and water user groups	
			The progress is on going
			Further discussions required
			The progress is on the way for approval of the concept notes. Clear guideline for the bidding have to be confirmed by UNDP procurement

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
			to Laos by December 2012.	
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			
	<i>3.5.4 Bank protection and erosion control options</i>		./ Not applicable for this report period	The progress is pending
	Indicator: # and type of protection measures Baseline 0 Target 0			
	<i>3.5.5 Tree nurseries established</i>		./ Not applicable for this report period	Pending
	Indicator: # and type of tree nurseries Baseline 0 Target 0			
	<i>3.5.6 Wells dug or drilled</i>		./ Not applicable for this report period	The progress is pending
	Indicator: # and type of wells Baseline 0 Target 0			
	<i>3.5.7 Equipment, tools etc. provided for agri extension</i>		./ Not applicable for this report period	The progress is pending
	Indicator: # and type of equipment Baseline 0 Target to be defined			
Subtotal C 3				
PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process				
	Indicators	1. Replicability: number of lessons learned codified through KM / ALM 2. Replicability: number and type of networks that enable replication		
OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM	<i>4.1.1 Project Monitoring System established</i>		IC M&E specialist completed his mission. The current M& E framework was adopting some of the indicator recommendations.. The M&E tools need to be developed further by SMEO, as well as the templates for recording, as appropriate and needed for action at the local level.	Moving up to the local M&E is preparing as well as database is consideration for recording and store
			SMEO end of his contract, the new recruitment process is ongoing. The new person would be on board by next quarter 4 Two national consultants for baseline survey were recruited for institutional and small farmers' surveys in Xayaboury and Savannakhet . 2 Reports are completed. The final report for baseline Savannakhet is expected to be available by end of July. 2 M&E reporting assistant were recruited and onboard since June	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicators: Monthly update of all information systems / network Baseline 0 Target 3 MoV Project Reports			2012. Concept note /proposal for M&E on the ground were submit and ongoing routine work.	
	Indicator: 1 M+E system established Baseline 0 Target 1			
	<i>4.1.2 Project website established</i>		TOR for international Media Products Contractor were drafted and position was promoted through UNDP channels IRAS website was loaded under the NAFRI domain. The Website keep maintaining and upload information related. There is need further improvement of the website. Training on IT also plan for the local office in 2 target provinces.	Contract to be finalized, further improvement for finalyse
	Indicator: 1 website set up Baseline 0 Target 1			
	<i>4.1.3 Quarterly contribution into ALM, regional networks</i>		Not applicable for this report period	pending
	Indicator: # quarterly infos Baseline 0 Target 2			
OUTPUT 4.2: Project knowledge shared: workshops and conferences Indicators: # of conference participants, # of info diseminations	<i>4.2.1 Annual CC Agriculture conference at NAFRI</i>		Not applicable for this report period	pending
	Indicator: 3 annual conferences Baseline 0 Target 0			
	<i>4.2.2 Production of publications, materials</i>		There is no further IEC, tools for CC and CCA . IRAS is drafting the project brochure in Lao and English. Plan for printing and distribute is in the process. Further link to the newtwork or publication are still in the concept phase.	ongoing
	Indicator: # and type of info materials Baseline 0 Target 0			
OUTPUT 4.3: Project knowledge: prevention and agri training Indicators: # of participants in tech workshops Baseline 0 Target 0	<i>4.3.1 Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI</i>		Not applicable for this report period	pending
	Indicator: 3 annual tech workshops Baseline 0 Target 0			
Sub-total C 4				
PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)				
Indicators: 1. One procurement plan Baseline 0 Target 1; 2. Two quarterly	<i>5.1 Office set-up and operations NAFRI Vientiane and 2 PAFOs</i>		Maintain Office set-up in NAFRI Vientiane and 2 sub offices in 2 PAFO. All three offices are well maintaining with internet access. Computers and printers are provided (including DAFO level). As more staff are going to be on board, the facilities might not	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management			
reports Baseline 0 Target 2; 3. Three inception workshops Baseline 0 Target 3; 4. 2 Progress Reports Baseline 0 Target 2			<p>enough, so the plan for renting is discussed and agreed and implement.</p>
			<p>Other details related to office supplies and system; e.g. filing system, office management and financial procedures , sign, Namecard, structure, communication system and logistic and orientation for new staff.</p> <p>Local list of people associated to the project with their contact details and function is keep update to include the central level down to the Kumban level.</p> <p>Above mentioned are include within the Sub-office. 2 pick up truck are available and well maintaining in the sub offices with drivers recruited and on board.</p> <p>There are series of weekly staff meeting within 3 offices and monthly IRAS-UNDP meetings.</p> <p>The offices are also plan for maintenance its facility for the coming Q4.</p> <p>Filing and financing update weekly basis. All of soft and hard copies of key document are available but limited of numbers.</p> <p>The financial report system and format agreed and improved</p>
	<p><i>5.2 Recruitment national consultants / international experts, national counterparts, staff</i></p>		
	<p><i>5.3 Procurement equipment, furniture, office small goods</i></p>		<p>The others procurement are ongoing with the propose activities concepts.</p>

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management			
			Planning to rent facilities such as computers and printers for additional coming staff require
			So far available of reports in this report period 1 Annual report 2011 for board meeting, , Quarterly report Jan-Mar 2012, 3 planning workshop, 21 technical reports with data, information, recommendations from consultants, M&E presentations, series of field visit reports and 5 monthly meeting reports(IRAS-UNDP) and M&E system report were made. The draft AWP 2012 and Q2, Q3, Q4/2012 completed and on-going for approval. Further reports related will be discussed and made available.

4. Update on gender mainstreaming

Women farmers' voice must 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 (currently 6 female). All data collected and analyzed 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.

Starting with the 2nd Board Meeting, 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 planning workshops in April and June 2012 and through all quarterly work plan activities. More activities were raised and involved by the Lao Women union within the provincial level.

In the upcoming quarters, the project will address gender specifics in the project activities, plus encourage women to involve as much as possible in the local committees on District and the Kumban level.

5. Update on audit recommendations

Since the project start, One spot-check and 1 audit was performed. The new project staff were introduced on NIM rules during at least one week after on board, the similar update on NIM also provided at any events.

Recommendations from auditor and the spot-check were made on financial matters, reports, procurement process, reimbursement process, filing system for personnel contract. The recommendations will be implemented within the next 3 months.

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, weekly update 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 as well as the possibility of additional professional training.

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

Response strategy: Regular meeting with provincial /district representatives during the meeting/workshop, travelling to target provinces/districts planned, improved utilization of email and telephone communication made available, improve access the internet, quarterly meeting with the PC and TC

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

Response strategy: UNDP host meeting, regular follow up, planning priority for next quarters, eventually discussion with project board and support, daily contacting focalpoint from RPs

5. **Introduction of NIM formats and procedures and utilization by project staff (especially related to timely allocation of funds to NAFRI for the 4 quarters 2012)**

Response strategy: advanced communication between project staff and UNDP officers, the instruction should be clear and proven evidence that communication is not only verbal. Any changes of requirements/needs should be informed in advance. A project procedure manual in Lao version should be translated and made available.

6. **Administration and Financial procedure available for project offices.** There is no availability of details in Lao language made available to introduce the new staff, especially important for the sub offices.

Response strategy :orientation of new staff and partners, introducing the NIM procedure, as well as draft project procedure is a priority for the project. Manual in Lao have to be available

7. **The Work plan needs further inputs from the local target province and implementation agencies, as well as the preparation has to be earlier.** Since the process of planning has to be done before the 10th of each new quarter, planning should include not only VTE office but also the sub-offices and the RPs at the earlier stage. There need to inform all IP and RP on the request for transfer or get funding quicker

Response strategy : The quarterly work planning workshop will be organized to facilitate the

work plan and to involve the 2 sub-offices and responsible agencies. The work plan will be prepared in advance by those mentioned above. **There is a clear requirement for advancing payments for activities planned to make sure that operations on the ground are initiated as envisaged. The request should be reach the SFAO as the final at least 2 days for checking and preparing as NIM procedure request**

8. Project Concept/approach/activities : are not sufficiently clear for project staff, PAFO/DAFO, others RPs (including district, kumban and village levels)

Response strategy: The PM/APM/STA/ UNDP(PA/PO) has to provide more information on the project approach to all stakeholders regularly. The concept note and other documents introduced requires further explanation and improvements. Flexibility is use of forms and formats is required. The key message on the CC and the CCA need to be provide more often what ever any event.

7. Rating on progress towards results

Output:[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 there are not many activities 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 maintains being interactive with others agencies/ projects on climate change issues.

Project staff is recruited, the involvement of stakeholders is more frequent, and the project now ready for further activities and cooperate.

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 according to actual requirements.
- Management: Effective and efficient coordination of international short-term experts.
- Resource allocation and project logistics: further fine-tuning of cooperation, collaboration and pro-active engagement of all partners to accelerate delivery on the ground. Especially the RPs
- Cash flow: Improved understanding on procedures/budget plan, especially if Responsible Partners are involved in future through the meeting workshop, field visit. provide officially warning during the weekly meeting or monthly, provide the status report monthly by SFAO.
- Usage of cash-advance to stimulate and enhance implementation on the ground.
- Outputs: Signing of Letters of Agreement (LoA), work plans and associated budgets have to be treated as priorities.
- Confidence building measures: identification of selected technical activities (small “quick impact projects”) to be done on the ground during the coming quarters 2012 and early 2013 accompanied by gradually enhancing conceptual CCA visibility

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

No strategic re-orientation needed at this point in time. First budget revision for 2012 was done in December 2011, followed by a second revision in June 2012, forwarded to the 1st Board meeting for endorsement.

Estimated total budget requirement for next quarter Q4) within year 2012:

US\$ 405,990 estimate (IPAO and UNDP direct), or above (the amount will depend on actual LoAs and related financial procedures, as well as efficiency in complying financial, technical and monitoring modalities). This amount is the remaining budget allocate as the final revision of 2012 AWP in June 2012.

ANNEXES (separate files)

1. Annex 1 Draft Combine Delivery report (UNDP provide)
2. Annex 2 Quarterly work plan for the following quarter (QWP4 IRAS provide)
3. Annex 3 Project Monitoring and Communication plan for the following quarter (QWP4 IRAS provide)
4. Annex 4 Project Risk Log for the following quarter (QWP4 IRAS provide)
5. Annex 5 Project lesson learn log (IRAS provide)

Prepare by : Vipaka HALSACDA, APM IRAS
Date : 17 October 2012

Edite by : Manfred Staab, STA IRAS

Date: October 2012

APPROVED BY

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Date:



Khamphone MOUNLAMAI
IRAS Project Manager / NAFRI

Note : additional Annex is separate

ANNEX 3: INITIAL MONITORING AND COMMUNICATION PLAN

Project Title: IRAS/NAPAFU	Award ID: 00060492	Date: 18 October 2012
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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 2013	Project→UNDP	Report	Annually	End of October 2012	planned
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	End of December	planned
Quarterly work plans and progress reports	Project→UNDP	Report	March, Jun., Sep and Dec 2012	Before the 10 th of beginning of quarters	QWP3 and AWP revision submit
Monthly Project Work plan, Financial and Progress Report	Project	Report/document	Monthly	First week of the following Month	On going
Monthly project meeting	Project—UNDP	Face-to-Face	Monthly (signed minutes to be submitted within 5 working days)	After 5 days since the meeting	On going, series of monthly report available
Project Board Meeting Report	Project Board→UNDP	Report	6 monthly y	Last week Jun and in mid of Nov	1 st report available
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly	Last week of the quarter month	On going
Audit	UNDP→Project	Visit, Report	Annually	Mar	1 st Audit done, second is plan
Audit Implementation Action Plan	Project→UNDP	Report	At least quarterly	With 12 months	On going
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	Sep	1 st spot check done by Staff from UNDP visit, the second spot check not yet done
Annual review meeting and progress reports	Project→UNDP	Report	Annually	End of Dec 2012	1 st meeting done last year, Details and date to

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
					be discussed with UNDP
Quarterly Project Combine Delivery Report	UNDP→Project	Report	Quarterly	As require by IP and officially sign CDR before the 10 of the coming new quarter	Done for 1 st , 2 nd , and 3 rd quarter and provide by UNDP
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	10 of the beginning of quarters 2012	On going
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	End of a month	Provide by UNDP, done and ongoing
Quarterly Project Direct Payment List	Project→UNDP	Report/document	Quarterly	First week of the Month	Details to be discussed between UNDP and project, not yet process

Prepared by APM, date 18 oct 2012

Reviewed by IRAS STA, date

Annex 4: UNDP Risk Log for Q3 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 2012	No change
1.4	Complex organizational arrangements between WFP, MONRE, 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 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	18 Oct 2012	No change

LESSONS LEARNED LOG

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

Project Title: IRAS	Award ID: 60492	Date: 18 October 2012
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#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
1	Project Management	18 October 2012	<p><i>Describe what has worked well. What factors supported this success?</i></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 as well as implementation deliver to the ground. The project keep the networking and link with others CC projects and provide support from Vientiane office to the site offices Target provinces (PAFO and DAFO).the nominate of board were approved, however there might have some change in term of the members which the IRAS have to find out. 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. The project step by step learning and doing as a process to improve its own management and manage to better deliver and support the achievement of the objectives, outcomes and out puts.</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. it is necessary to refresh the information regularly and clear line reporting as well as the content to be report.</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 and approach and understanding. More information on the management at the provincial and district level need to be update monthly.</i></p> <p><i>Almost of the issues related to the UNDP-NIM procedures and implementation, how 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>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 PA/PO 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 and inform are mainly need guidance from key staff support</i></p> <p><i>Some details need to be provide in person.</i></p> <p><i>Keep contacting and propose the suitable date in advance and plan.</i></p> <p><i>Even though, one of the meeting was organised but need plan ahead to get confirmation from the board</i></p>	APM/SFAO

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
				<i>The other LIP and or project Taskforce need to organise similar to the LIP at local level</i>	<i>members in advance</i> <i>Lsit of possible Taskforce members from within NAFRI center and include RPs technical staff at the starting point, later can open for others</i>	
2	Project Results	18 October 2012	<i>The project implement numbers of internal meeting and face to face meeting with UNDP and partners. In general, the results from the 2 are technical workshops which the these bring all of the stakeholders acknowledgement of the IRAS both central and local target province. As well as the site visit for the international consultant.. At least the project achieved the initiative target TNA And Extension process for small farmer CCTAMS and the baseline survey for both target districts. The project have gone for some key activities set in the Q3 2012. Mainly immediate activities are done both in VTE and local target province but also delay. There are also some activities done directly by the NAFRI centers (NCAC and fruit tree) IRAS and RPs is on process of signing LOA. The final agreement have done on the face to face meeting among UNDP-IRAS and RP. Some details and issues need to be consult within their RPs themselves.</i>	The project is still behind its mile stones compare to the initiative plan, as the project have the linkage amount components as the from one component to support other component. Nearly all of the stakeholders still not sure whether they understand of the project implementation approaches on who will do what and what is really done by the local staff and communities. The PAFO and DAFO are still unclear of the project approach and it direction, role and responsibilities. There are some activities need to bedone by other RPs. The work seem unclear among IP and RPs. The activities start in this quarter to initiate the project confident and later will have to be fine tuning and more better implemented	There need a clear direction of the explanations from the PM/APM/STA and PA/PO UNDP is extremely provide support the project for technical advice and management. It is strongly organise the workshop for all PAFO, DAFO and Implementation parties to in traduce the project approach and its concept. Many activities plan should be follow up and fine tuning and keep on track by interactive communication and guide by STA. The details discussion and support one to one RPs is more useful and help RPs in details of move forward to the signing LOA and start implementation by their own. The NIM procedure need to be introduce for all RPs in advance. Further support are meaningful for them aswell.	APM
3	Human Factor	18 Oct 2012	The approval recruitment for the positions run smoothly and follow the rule and UNDP procedure Almost of the core staff were recruited and replaces the unqualify staff, as well as 3 international consultants and one company firm were interviewed and recruited. All of staff are qualified	The process take time, most of the staff recruited are not fit with the schedule especially the international position as well as budget ceiling SMEO end of contract, the new process is on going to replace. The process to consider were took longer time this might	The process of recruitment should be concentrate as much as possible case by case However, almost are the international staff which related to the UNDP process need to accelerate and keep inform the project . There need interactive for this process. The upcoming international short term need to be process in advance to make sure they	APM/SFAO

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
			and have a strong background, experiences as well as interpersonal which are advantage for the project. However, the local staff have to be closely monitor if it is qualify, PM need to pay attention. Selection of staff need to meet the basic requirement. Preparation for the staff review performance to make sure all of the on board staff have meet their TOR, and reports.	<p>be the gap which some of the candidate reject the offer from the project.</p> <p>All of project Staff are not yet recruit. Some of the decision made to combine position is still not effect to the project. The ceiling for the staff salary are under the market demand even though UNDP have increase the amount top up.</p> <p>The remaining National staff on SMEO and translator is on recruitment process</p>	<p>come on time.</p> <p>Continue to recruit the remaining position to support the project team as soon as possible(SMEO and translator). 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). The rate for salary already fix but there is a monitor of any changing on this which might be effect the living cost plus the currency value change.</p> <p>Project management team have to prepare the staff performance at the 1st probation 3 month and one year after pass the probation period and consider to benefit to encourage staff performance</p>	
	4. Facilities		Nearly all of the facilities for project are available, but looking at the need of the local district and RP; there are some available within their own and project provide with some limited	More staff are coming on board as well as the require for facilities support e.g vehicle, supplies, equipment, materials, PC, Laptop...for RPs	<p>Where is suitable that the project should provide such support and how. Are there additional sources for such requirements? There need a ways to provide support through the procurement. IRAS may discuss within themselves and suggest to UNDP and board for consideration.</p> <p>Look at the possible of budget available and NIM procedure where applicable.</p>	



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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 2012 and Fourth Quarterly Report 2012

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: January – December 2012

Acronym

AA2CC	Agriculture Adaptation to Climate Change
ADB	Asian Development Bank
AKP	Adaptation Knowledge Platform
APM	Assistant Project Manager
APR	Annual Project Review
ANR	Agriculture and Natural Resources
ASEAN	Association of Southeast Asian Nations
AWP	Annual Work Plan
BCCI	Biological Corridors Conservation Initiative
CC	Climate Change
CCA	Climate Change Adaptation
CCSE	Climate Change Scenario Expediter
CCTAM	Climate Change Training and Adaptation Modules
CPAP	Country Strategy and Action Plan
CP/CPD	Country Programme Document
CTA	Chief Technical Adviser
DAEC	Department of Agriculture Extension and Cooperatives (former NAFES)
DAFO	District Agriculture and Forestry Office (MAF)
DG	Director General
DLF	Department of Livestock and Fisheries (MAF)
DLMD	Department of Land Management and Development (MONRE)
DNDMCC	Department of National Disaster Management and Climate Change (MONRE)
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
GEF	Global Environment Facility
GiZ	German International Cooperation
GoL	Government of Lao PDR
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 (MONRE)
LoA	Letter of Agreement
M&E	Monitoring and Evaluation
MAF	Ministry of Agriculture and Forestry
MDG	Millennium Development Goals
MEA	Multilateral Environmental Agreements
MONRE	Ministry of Natural Resources and Environment
MPA	Media and Publications Officer
MPI	Ministry of Planning and Investment
MRC	Mekong River Commission
MSLW	Ministry of Labour and Social Welfare
NABP	National Agricultural Biodiversity Programme
NAE	National Agriculture Economist

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
NDMO	National Disaster Management Office (MSLW)
NECO	National Agro-Ecologist
NGO	Non-Government Organization
NGPES	National Growth and Poverty Eradication Strategy
NIM	National Implementation Modality
NLMA	National Land Management Authority
NPD	National Project Director
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)
PDF	Policy Development Facilitator
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
QWP	Quarterly Work Plan
REDD	Reduced Emissions from Deforestation and Degradation
RP	Responsible Party
SDC	Swiss Agency for Development and Cooperation
SEDP	Socio-economic Development Plan
SMEO	Senior Monitoring and Evaluation Officer
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

I. Project Information and Resources

Project number and title:	# 76176 “Improving the Resilience of the Agriculture Sector in Lao PDR to Climate Change Impacts” (IRAS Project)
Implementing Partner:	Ministry of Agriculture and Forestry, MAF, Vientiane, Lao PDR, through the National Agriculture and Forestry Research Institute, (NAFRI)
Responsible Parties (if applicable):	1. National Agriculture and Forestry Research Institute (MAF/NAFRI) 2. Department of Agriculture, Extension and Corporative (DAEC), MAF

	3. Department of National Disaster Management and Climate Change (DNDMCC), MONRE. 4. Department of Land Management and Development (DLMD), MONRE 5. National Disaster Management Office (NDMO), MLSW 6. Private Sector, NGOs, Mass Organizations, other GoL/MAF parties
Donors:	GEF, UNDP

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
May 2011	10 th of May 2011	April 2015	December 2015

Period covered by this report:	January– December 2012 (including Quarterly Report 4/2012)
Date of annual review: <i>[Indicate if planned or actual]</i>	14 Jan 2013 (actual)

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	12,163,998 (including Co-Finance)	12,443,998

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
	UNDP (TRAC)	280,000

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 outcomes

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 and sub-offices are located in the Ministry of Agriculture (MAF): Vientiane (NAFRI), Xayaboury (PAFO) and Savannakhet (PAFO) provinces. The project is implemented through the NIM rules and policies (National Implementation Modalities of UNDP).

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 finalization through the DNDMCC office within MONRE.
- 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 securing future economic growth and to achieve poverty eradication in a holistic and comprehensive manner. The Strategy is an operational guide towards 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 *7th National Strategic Development Plan (NSDEP) 2011-2015* seeks for appropriate methods for mitigating climate change impacts.
- The GoL's '*Strategic Vision for the Agriculture and Forestry Sector*' (1999) guided the development in these sectors during the past decade and includes key themes for the sector.
- 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.
- A number of GoL and MAF strategies are presently reviewed and revised. The process started in 2012 and will continue throughout 2013. The process is supposed to be supported through Sector Working Groups.

Ownership and Capacity Building through IRAS – Project Contribution

The project is fully integrated into day-to-day management of NAFRI (the IRAS main office, PSU) and the Provincial Agriculture and Forestry Offices (PAFOs) in the two provinces of Savannakhet and Xayaboury.

NAFRI has composed a Project Management Team consisting of senior NAFRI staff, NPD and PM. Further technical and administrative staff is provided as required.

The Department of Agriculture Extension and Corporative (DAEC) under MAF, the National Disaster Management Office (NDMO) under MLSW, the Department of Land Management and Development (DLMD) under MONRE, the Department of National Disaster Management and Climate Change (DNDMCC) under MONRE, technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment, services and supply.

Throughout the reporting year, a series of workshops and meetings has brought together different actors for joint coordination and implementation under the project umbrella; e.g. the Local Integration Platform (LIP) meetings, planning and technical workshops within the two and Project Task Force (PTF) meetings in Vientiane. Site visits to target districts and villages were conducted which included surveys and assessments conducted by national and international consultants. Support from UNDP was provided during all quarters within the year (2012).

The project circulated the draft letter of Agreements (LOA, sample provided by UNDP), these were repeatedly discussed with the Responsible Parties and UNDP, subsequently leading to finalization of all agreements in the meantime.

The planned activities with DLMD are now ready to be implemented with focus on the capacity to prepare district land use plans anticipating climate change matters (droughts, floods, erosion, land utilization, soil quality, and possible destruction of infrastructure).

The activities with DAEC will encourage, enhance or install the local capacity of farmers to diversify farming systems under the aspect of increasing resilience of crops, vegetables, fruits, and small livestock to climatic variations; this will be supported by improved water management through the CCTAMS activities.

The plan under the DNDMCC LoA will enhance or install the local responses to CC adaptation and risks through awareness raising of provincial staff, and local communities, including schools.

The plan under the NDMO LoA will mainly focus on risk management and local responses. It covers local capacity for disaster risk management and planning for disaster risk reduction.

There were contributions from national technical working groups on issues related to IRAS, e.g. the new draft land and development policy, and the draft agriculture law review. The first Workshop was conducted with successful results in Nov 2012.

The AWP 2013 and QWP1/2013 were submitted to UNDP for endorsement. The Annual Project Review 2012 was undertaken to reflect a realistic situation and will see some of the activities to be converted from AWP to AWP 2013.

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, Ministry of Natural Resources and Environment (MONRE), DLMD, NDMO (MSLW), DNDMCC and UNDP as Senior Supplier:

1. Project Board members

	Surname	Given Name	Position	<u>Email Address</u>	Telephone
1	Phommasack	Dr.Ty	Vice Minister	Dr.typhommasack@gmail.com	(856) 021 412359
2	Bouahom	Dr Bounthong	Director General NAFRI	bounthong@nafri.org.la bounthong@live.co.au	(856)021 770094 (856)020 55516540
3	Vongsiharath	Mr Vongdeuane	Director General Department of Land Planning & Development	vongsiharathv@yahoo.com	(856)021 213267 (856)020 22209215
4	Phommathat	Mr Pasitdhat	Director General Department of Social Welfare	Retired – we are waiting for a replacement to be appointed	n/a
5	Vixay	Mr Xayaveth	Director General Department of National Disaster Management and Climate Change	xayavetv@gmail.com	M: 22024706

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

	Surname	Given Name	Position	<u>Email Address</u>	Telephone
1	Yvette (Ms)	Lizée	Environment Unit Manager	yvette.lizee@undp.org	Office: +856 21 267 710 Mobile: +856 20 555 <u>15875</u>
2	Ounniyom (Mr)	Singha	Climate Change Policy Specialist	singha.ouniyom@undp.org	(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	bounthong@nafri.org.la	(856)021 770094 (856)020 55516540
Mounlamai	Mr. Khamphone	PM for IRAS/NAPAFU	kphonemou@yahoo.com	(856)021 770047 (856)020 55800775
Douangsavanh	Dr. Linkham	Deputy Director of NAFRI	linkham_d@hotmail.com	(856)021 770094 (856)020 55639041

Kingkeo	Mr.Soulivanthong	Deputy Director of NAFRI	Soulivanthong.k@nafri.org.la	(856)021 770094 (856)020 22475891
Phimmasone	Mr. Xaysongkhame	Deputy Director of NAFRI	Saysonkham.p@nafri.org.la	(856)021 770094 (856)020 55502166

Other relevant GoL agencies are members in the IRAS Project Task Force (Technical Working Group on national level) or in the Local Integration Platforms Xayaboury/Savannakhet (Technical Working Groups on provincial level).

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 regulation and procedures

The project is guided by these GoL policies:

- National Communication on Climate Change, through the CC office within MONRE,
- 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),
- 7th 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',
- New and/or presently revised draft policies and strategies under MAF, MONRE, GoL.

The GoL agencies of DAEC, DNDMCC, NDMO, and DLMD are 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 four agencies, and will be gradually developed further and enhanced – towards Climate Change Adaptation matters - 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 demands effective harmonization and standardization across the whole project structure, involving a large number of potential stakeholders on national, provincial, district and communal levels.

IRAS satisfies this requirement 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 Xayaboury 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 guide for PM and PSU is the “Results-based Framework” (chapter 3) in the IRAS Project Document.

5 international short-term missions for “training needs assessment”, “community based agriculture extension”, “strengthening of farmers organizations”, “climate change scenario development” and “effective water management” were implemented during the reporting period.

Further development of the CCTAMs will be done through DAEC; existing documents will be reviewed, pre-tested on ground before officially conducting the Training of Trainer (TOT) training for local officers and introduction to the farmers. The farmer organization specialist provided IRAS a guideline for Farmer Organizations (FO) or cooperatives, Climate Change Adaptation action plan, and cooperative support measures for CCA. These are important and useful for IRAS to take into account of considerations of farmer organizations on the ground. The water management specialist provided useful information for water management in both areas of flood and drought.

A video team completed their footage for shooting a climate change video in Xayaboury province.

The project baseline for Savannakhet province was completed in June 2012. The report is designed to allow relevant analyses in 2015 on outcomes and outputs levels (post-implementation data), emphasizing sustainability, impact and reliability of activities implemented from 2012 until the end of project.

IRAS was involved with the sub-working groups and task forces on different levels and subjects: climate change, gender, agriculture, policy development... this helps IRAS to share and access information.

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. 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 (LoA) between NAFRI and Responsible Parties (RP) 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, reports on quality and quantity of achievements. Half-yearly meetings of the Board, quarterly meetings of the PTF and monthly meetings of the LIPs assures continuing formal monitoring by supervising government agencies and partners.

Achievements and results are communicated through the project’s website (the project website has been launched, supported by a training plan for webpage management through IRAS staff). Basic IT-computer training skills were provided in Vientiane and for provincial and district staff.

Staff and new recruitments, technical officers in the provinces and the sub-offices, were trained by Senior Finance and Administration Officer in Vientiane. All of them need further practice and guidance through PSU and UNDP support. 12 of the 18 present national staff were recruited in 2012. Staff in 4 positions were replaced (SMEO, Translator, MPA, and Finance and Administration Officer Xayaboury) during the year. An extension of the contract for the Finance and Administration Officer Savannakhet was approved for 4 months from 12/2012 to 3/2013.

3. Update on partnerships

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

Operational stakeholder engagement takes place at any time and in 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 prefers candidates with regional experiences to enhance aspects of interregional knowledge and technology transfer to national staff and consultants.

Partnerships	2012 actual Role in Implementation
National Steering Committee on Climate Change	n/a
Line Agencies: DNDMCC, DLMD (MONRE), NDMO (MLSW) , DAEC (MAF), Meteorology and Hydrology, others	Board members (Ministry) Partners for selected activities
MAF: NAFRI, DEAC, Planning, Agriculture, Livestock and Fisheries, Forestry,	Board members (Ministry), Executing, Agency, Implementing Agency,
UNDP, FAO, UNEP, MRCS	UNDP: Board members Strategic and operational advice Linkage with other UNDP projects
WB, ADB, IFAD, EU, different bilateral donors	Information Source for co-finance
IUCN, WWF, local NGOs	Data, Information, part of CC networking
Main projects:	
Co-financing partner projects (UNDP, ACIAR, SDC, World Bank)	Data, Information, Technical Advice, part of CC networking
Northern Uplands Programme (AFD, EU, SDC, GIZ)	Data, Information, Technical Advice, part of CC networking
Sustainable Natural Resource Management and Agricultural Productivity Project (ADB, IFAD)	Data, Information, Technical Advice, part of CC networking
Entities associated to NAFRI (UAFRP, IWMI, Conservation Agriculture, etc.)	Data, Information, Technical Advice, part of CC networking
Province:	
GoL: Governor’s Office, PAFO, PAEC, PAFRI, PDMC, MoNRE and other departments	Provincial guidance, Organizational Support, Local Project Promotion, Local Problem Solving
GoL: District Administrator, DAFO, Kumban TSC	District guidance, Organizational Support, Local Project Promotion, Local Problem Solving, Participatory Monitoring, Awareness Creation
Communities, farmer organizations, women’s and youth organizations, CBOs	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Small local NGO Projects	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Individual farmers	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation, Farmer to Farmer extension

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<p>Progress towards achieving outcome: Project is fully integrated into day-to-day management of NAFRI and PAFOs/DAFOs. NAFRI has composed a Project Management Team consisting of senior NAFRI staff. Further technical and administrative staffs are provided as required. The Department Agriculture Extension and Corporative (DAEC), the National Disaster Management Office (NDMO) under MLSW, the Department of Land management and Development (DLMD) under MONRE, technical departments of MAF are serving as Responsible Parties under NAFRI coordination, the private sector is engaged for procurement of equipment, supplies and services.</p> <p>A series of workshops has brought together different actors for joint coordination and implementation under the project umbrella. Letters of Agreement (LOA) have been finalized with the Responsible Parties. The planned activities with DLMD 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 DAEC 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.</p>				
EXPECTED ANNUAL OUTPUTS Indicators Baseline Annual Target MOV	KEY ACTIVITIES completed during reporting period	Expenditures 1	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies
PROJECT OBJECTIVE Food Security resulting from climate change in Lao PDR minimized and vulnerability of farmers to extreme flooding and drought events reduced				
<p>Indicator 1: Availability of a framework for climate change resilient agriculture in Lao PDR</p> <p>Indicator 2: Around 3.1% of HH in target districts implementing adaptation measures</p> <p>Indicator 3: Since IRAS Project had promoted and supported in 2011, yield of rice production is increased from 1.7 to 3.6 ton/ha (in Savannakhet province only) and around 186 HHs in both target province were benefit with some activities in this project.</p>				
PROJECT OUTCOME 1: Knowledge Base strengthened				
<p>Indicator 1 Cover: number and type of stakeholders Baseline: survey 2011 Target: all stakeholders identified in survey</p> <p>Indicator 2 Impact: number of stakeholders using CC information in policies Baseline: survey 2011 Target: CCTAMs have reached 75% of target hh</p> <p>Indicator 3 Sustainability: resources available after end of project Baseline: survey 2011 Target: 50% of cost O+M in MAF/NAFRI budget</p>				
OUTPUT 1.1: Vulnerability information integrated in agriculture and climate risk system	<i>1.1.1 Roundtable meetings with relevant agencies</i>		<p>Output 1.1: Vulnerability information has been collected from different agencies in the capital and the provinces. Different approaches to establish a unified system were discussed within NAFRI and with external partners. Final conclusion cannot be made at this point in time due to the recent institutional changes in key institutions and still unclear functions and mandates (e.g. between NDMO and DNDMCC) but also within MAF/NAFRI (e.g. the GIS Unit moved from NAFRI to a new MAF Land Department).</p> <ul style="list-style-type: none"> • Project widened the discussion on agricultural vulnerability 	<p>In general the project is within targets but focus has to be enhanced and to become more distinct. The re-structuring of GoL agencies requires slower pace of</p>

¹ The expenditure for all of the activities could not be available for this draft annual review report as the quarter 4 cannot be closed. This information will be available after the settlement of quarter 4 (Oct-Nov-December 2012).

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
<p>Indicator: Agri CC info coordinated through NAFRI Baseline: 11 series of meeting were organized, 1 planning format was drafted, 200 copies of IRAS brochure were printed and disseminated, 1 website is established and updated. Target: 4 for no. of meeting, 1 for format. MOV: Project Board</p>			beyond the scope of regular flood and drought. 11 series of meetings took place with 2 PAFO and 4 DAFOs of provinces, 2 in UNDP and 3 in NAFRI. The meetings were introducing the general project approach, the role of the Responsible Parties and the general framework of anticipated works and services. NPD, PM, SFAO, STA, SMEO and APM visited the target PAFO and DAFO in districts.	implementation.
	Indicator: # of meetings			
	<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: 1 Target: 1			
	<i>1.1.3 Regular dissemination of information across relevant agencies and to provinces</i>			IRAS has made available information which can be downloaded: project documents, brochure, reports activities, and photos. The project is currently updating its website to have the Lao version as well. IRAS brochures were printed and disseminated.
	Indicator: # infos GoL agencies:			
	<i>1.1.4 Streamlining of digital information and maps, accessible through www</i>			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 and agreed. The project website is updating with useful information as well as planning to have a short video placed there.
Indicator: updates of website Baseline:				
OUTPUT 1.2: CC and agriculture scenarios assessed	<i>1.2.1 CC scenarios from international and regional sources available at NAFRI</i>		<p>Output 1.2: The present status of scenario development in Lao PDR was comprehensively assessed by an international UNDP Expert, together with the Climate Change Scenario Expediter (CCSE), an IRAS project staff. Connections to international organizations (University of South Africa, University of Singapore) were established to access facilities and models that are not available within Lao PDR. Recently, there are more organizations intending to work on this issue (MRC, FAO, Dept of Meteorology, other projects). Harmonization would need to be discussed in one of the Sector Working Groups.</p> <ul style="list-style-type: none"> Project operations have contributed to increasing awareness on the importance of forecasting and the need for harmonization of approaches in Lao PDR. <p>The planning of CC scenarios from regional and international sources was suggested by the international Consultant, and the preparation for downscaled regional scenarios is ongoing.</p>	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: # and source of CC scenarios on record and analyzed Baseline: 0 Target: 8 MOV: NAFRI database	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>		The related information and data on meteorology has been collected and assessed. Also the information in the target districts in two provinces was collected.	
	Indicator: # scenarios analyzed Baseline 0 Target 1			
	<i>1.2.3 Local and indigenous knowledge made available to inform scenario assessments</i>		The activities will be implemented in the year 2013	
	Indicator: # and type of traditional adaptation skill Baseline 0 Target 5			
OUTPUT 1.3: Land use plans including CC risks Indicator: # of District land use plans with CC integration Baseline: 1 agreement was signed with DLMD. Target: 1 for LoA, 1 for set of criteria, 2 for land use plan and 1 for content of guideline. MOV: Plans on project record	<i>1.3.1 LoA with DLPD on local land use plans for target sites</i>		Output 1.3: The LoA on production of land use plans with DLPD (MONRE) has been signed. Implementation is very slow due to the fact that this department (DLPD) is new and the required institutional strength is still developing. Additionally, all land issues are increasingly becoming politically sensitive, and do require a well-adapted and supported approach by IRAS. <ul style="list-style-type: none"> The project has introduced Climate Change Adaptation as a relevant factor for land use planning into the policy discussion process. 	
	Indicator: #LoA signed Baseline: 1 Target 1			
	<i>1.3.2 Criteria and indicators for land use plans and CC adaptation</i>		Not applicable for 2012.	
	Indicator: Set of criteria Baseline: 0 Target 1			
	<i>1.3.3 Development of local land use plans through DLMD / PLMA or contractors</i>		The LoA with DLMD has been signed and gradual progress during 2013 can be expected.	Institutional re-organization in GoL
	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 2012	
Indicator: # and content of guideline Baseline: 0 Target 1				
OUTPUT 1.4: Long-term information system on floods and drought through NAFRI	<i>1.4.1 Agreement among relevant partners on structure and content of information system</i>		Output 1.4: Information on flood and drought in Lao PDR (and the Mekong basin as a whole) is collected and kept as project data, partially accessible through the IRAS website. Other projects within NAFRI are working on climate change related matters, and a joint platform for all these works within NAFRI would be helpful. Regular meetings between those projects have been proposed to NAFRI management.	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: Information system functional at NAFRI Baseline: 0. Target: 1 for agreement, 1 for database developed, 2 for maintenance and update of database. MOV: Project Board			<ul style="list-style-type: none"> The project has contributed to regard NAFRI as a national and international resource for climate change adaptation issues related to agriculture 	
	Indicator: # of agreements Baseline: 0 Target 1		General principles for information management related to drought and flood were highlighted during 4 planning workshops.	
	<i>1.4.2 Establishment of database / system at NAFRI</i>		Several meetings were organized to discuss the database system to be available and to be set up. Equipment was installed at NAFRI and also sent to provincial project offices.	
	Indicator: # database developed Baseline 0 Target 1			
	<i>1.4.3 Maintenance and update of database through NAFRI</i>		Only information related to the activities are being recorded. This still needs a better focus and improved planning.	
	Indicator: Monthly maintenance activities Baseline 0 Target 2			
Subtotal C 1				
PROJECT OUTCOME 2: CC adaptation capacities of planners and agricultural producers strengthened				
Indicators	1. Cover: Training course for computer and website were organized for target institutions. 2. Impact: Some technical service officers had attended conference and workshop on CCA in agriculture, land use plan and agriculture law			
OUTPUT 2.1: Stakeholders understand CC risks for agricultural production and review policies for food security	<i>2.1.1 TNA in relevant GoL agencies, and on provincial, district, kumban and village levels</i>		Output 2.1: A large number of meetings and workshops, and a few formal training opportunities have basically reached all potential institutional stakeholders of IRAS in Lao PDR (in capital and target provinces). Certainly, a better understanding on possible risks for agriculture is unfolding, but options for practical responses are not sufficiently conceptualized in the wider context of climate change adaptation but rather in conformity with economic growth models that do not sufficiently internalize cost of environmental damages and for use of natural resources.	
			<ul style="list-style-type: none"> The project has encouraged the different research centres in NAFRI to consider climate change adaptation in future research and actively propose practical measures for adapted agricultural productivity and food security. 	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management					
<p>Indicator: 1. Number and type of professionals trained in CC issues 2. Number and type of policies reviewed Baseline: 1 report for TNA is available, 2 training for computer and website were organize for target institutions. Target: 7 for No. of curricula developed. MOV: Project Board</p>			TNA completed and results are translated into a training programme for 2013.		
	Indicator: 1 TNA document Baseline: 1 report for TNA is available at IRAS project. Target 1				
	<i>2.1.2 Training curricula developed</i>			Contents and material for curricula were collected	
	Indicator: # of curricula developed Baseline 0 Target 7				
	<i>2.1.3 Training implemented</i>			Organization of training is subject to services to be procured early 2013.	This will be priority under the work plan 2013
	Indicator: # Training implemented Baseline: 2 training for computer and website Target 0				
	<i>2.1.4 Training monitored and assessed</i>			Undertaken for the training in 2012.	
Indicator: Monitoring report for each training Baseline 0 Target 0					
<p>OUTPUT 2.2: CC land use planning in strategies, policies, plans</p> <p>Indicator: # and type of strategies with reference to land use for CC. Baseline: 1 workshop on the agriculture law and land use plan was organized, 1 workshop on strategic for CCA in</p>	<i>2.2.1 Relevant strategies, policies, plans identified and reviewed</i>		Output 2.2: Land use policies in Lao PDR became a main subject for discussion over the year 2012. IRAS project staff (Policy Development Facilitator) participated in relevant meetings. A Lao version of the new draft Land Policy was reviewed by the project in the light of climate change adaptation relevance. <ul style="list-style-type: none"> Given the persistence of land matters in overall social and economic development, it can be anticipated that the discussion will evolve further in the years to come, and throughout the lifetime of IRAS. <p>A workshop organized in Nov 2012 focused on the draft agriculture law and draft land use policy</p>		
	Indicator:# of policies reviewed Baseline:1 Target 2				
	<i>2.2.2 Dialogue with relevant agencies on CC modifications and amendments</i>			IRAS have been involved with groups and organizations on issues relevant to CCA to improve access and distribution of information	
	Indicator: # meetings with GoL agencies Baseline: 1 Target 6				
	<i>2.2.3 Relevant strategies, policies, plans updated</i>			Not applicable for 2012	
Indicator: # of updated policies Baseline 0 Target 0					

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
agriculture and the national land policy was organized. Target: 2 for No. of policies reviewed, 6 for number meetings with GoL agencies. MOV: Project Board				
OUTPUT 2.3: Agri officers trained in community based adaptation options and impact on agriculture and socio-economic conditions Indicator: # of MAF officers trained in curricula development and extension for CC adaptation. Baseline: 0. Target: 1 for training methodology, 1 for module crops, 1 for module small livestock, 1 for module aquaculture, 1 for module fruit, vegetables, 1 for module income generation.	<i>2.3.1 Methodology for CC Training and Adaptation Modules (CCTAM) developed with relevant organizations on provincial, district, kumban and village levels</i>		Output 2.3: Materials and inputs for the development of CCTAMs do exist in a large variety within the project (generated by 2 international consultants), or are already available in NAFES / DAEC. A formal outline and concept for the content of the CCTAMs was presented and discussed during two planning workshops. The actual development of these extension packages is part of the LoA with DAEC, also materializing on previous LEAP (SDC project) experience. NAFES/DAEC is affected by the institutional reorganization process within GoL, and responsible staff is engaged in the decentralization priorities (Sam Sang) of GoL. <ul style="list-style-type: none"> The project is promoting an integrated approach towards adaptive farming systems, based upon existing extension practice in Lao. 	
	<i>Indicator: 1 training methodology process Baseline 0 Target 1</i>			
	<i>2.3.2 CCTAM Crop/Agro-Forestry</i>		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC	
	Indicator: 1 module crops in progress Baseline 0 Target 1			
	<i>2.3.3 CCTAM Small Livestock</i>		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC	
	Indicator: 1 module small livestock in progress Baseline 0 Target 1			
	<i>2.3.4 CCTAM Fisheries/Aquaculture</i>		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC	
	Indicator: 1 module aquaculture in progress Baseline 0 Target 1			
	<i>2.3.5 CCTAM Fruit/Vegetables</i>		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC	
Indicator: 1 module fruit.vegetables in progress Baseline 0 Target 1				
<i>2.3.6 CCTAM Off-farm adaptation / income</i>		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC		

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	Indicator: 1 module income generation in progress Baseline 0 Target 1			
	2.3.7 CCTAM "Safeguarding Land" programme for schools, pagodas etc.		Materials and inputs collected. CCTAM outlines provided. Further development of full package under LoA with DAEC	
	Indicator: 1 module safeguarding land in progress Baseline 0 Target 1			
OUTPUT 2.4: DDMC climate risk reduction practice Indicator: # of farmers and community members participating in ground practice. Baseline: 0 Target: 1 for TNA document, 1 for disaster management curricula, 1 for No. of monitoring report. MOV: Survey and Report	2.4.1 TNA DDMCs		Output 2.4: The role of the District Disaster Management Committee is affected by the institutional changes made within MONRE (DNDMCC) and MLSW (NDMO). The LoA with NDMO envisages capacity building for disaster risk reduction and disaster management on local level as the first step, followed by practical on-ground exercises. <ul style="list-style-type: none"> The project included disaster risk reduction as preventive measure into the agriculture sector and the rural economy. The LOA was signed with the NDMO, this is included in their work plan in QWP 1/2013	
	Indicator: 1 TNA document Baseline 0 Target 1			
	2.4.2 Training curricula provided		Not applicable for 2012	
	Indicator: 1 disaster management curricula Baseline 0 Target 1			
	2.4.3 Training curricula implemented		Not applicable for 2012	
	Indicator: # farmers trained in disaster management Baseline 0 Target 0			
	2.4.4 Annual ground practice with communities		Not applicable for 2012	
	Indicator: # and locations of ground practices Baseline 0 Target 0			
	2.4.5 Training and ground practice assessed		Not applicable for 2012	
	Indicator: # of monitoring reports on ground practice Baseline 0 Target 1			
Subtotal C 2				
PROJECT OUTCOME 3: Community-based agricultural practice and off-farm opportunities				
Indicators	1. Cover: 7 tanks, 5 small weirs, 1 pond were supported, 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
	each for rice variety demonstration in two target province, fish and frog and as well as livestock raising had been trained for farmers in two target provinces. 2. Cover:10 % of targeted HH implementing adaptive practice 3. Promotion and supporting some inputs (seeds and fertilizer) for farmers cause increase of crops yield.			
OUTPUT 3.1: Existing elements of agro-resilience strengthened Indicator: 1 Report on existing resilient practice verified by MAF. Baseline: 0 Target: 1 report for farming system, 5 reports for existing resilient skill, 7 for curricula/methodologies. MOV: Project Board	3.1.1 Analyses of existing farming systems		Output 3.1: A training course for provincial and district staff on agro-ecological zoning was initiated for 2013, and a more detailed survey on village level aims to identify existing agriculture practice adapted to changes in water availability (flood, drought). In general, the subject tends to collide with agricultural strategies that aim on commercialization and industrialization of agriculture with a strong focus on export. <ul style="list-style-type: none"> The project maintains a perspective for agro-ecological diversity and diversification of farming systems for small-holders, contrary to large-scale plantation farming under monopolistic market conditions. Ongoing works by National Agro-Ecologist (NECO) and National Agriculture Economist (NAE)	
	Indicator: 1 report on farming systems Baseline 0 Target 1			
	3.1.2 Identification of resilient elements		Not applicable for 2012	
	Indicator: 1 report on existing resilient skills Baseline 0 Target 5			
	3.1.3 Integration of resilient elements into CCTAMs		Not applicable for 2012	
Indicator: 7 curricula / methodologies Baseline 0 Target 7				
OUTPUT 3.2: Supply chains identified, assessed, improved	3.2.1 Existing supply chain analyses with main agricultural traders in Lao PDR		Output 3.2: Preparatory assessments were done through the international consultancy on strengthening of farmer organizations, together with the National Agro-Economist (NAE). Recommendations will be implemented during 2013. Further analyses are initiated for 2013, too. <ul style="list-style-type: none"> The project helps to realize the importance of product value chains and robust farmer organizations for a strong adaptive capacity in the rural areas. Ongoing works by NAE	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicator: 1 supply chain for agri inputs supporting CC adaptation. Baseline: 0 Target: 1 report for agri supply chain, 6 for No. and types of suitable crop species, 1 report for macroeconomic analysis. MOV: Survey and Project Board	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>		Ongoing works by NEA, TC, PC	
	Indicator: # and types of suitable species identified Baseline 0 Target 6			
	<i>3.2.3 Economic analyses macro level</i>		Not applicable for 2012	
	Indicator: 1 report macroeconomic analysis Baseline 0 Target 1			
	<i>3.2.4 Economic impact farming household</i>		The NAE is being assessed the economic impact farming household through IRAS activities. Some reports were made to evaluate the cost effective of activities delivered	
	Indicator: Micro-economic analyses ongoing Baseline 0 Target 1			
OUTPUT 3.3: Climate resilient ALF practice introduced in flood / drought area	<i>3.3.1 Implementation plan for CCTAMs on provincial, district, kumban and village levels</i>		Output 3.3: Materials and inputs for the development of CCTAMs do exist in a large variety within the project (generated by 2 international consultants), or are already available in NAFES / DAEC. A formal outline and concept for the content of the CCTAMs was presented and discussed during two planning workshops. The actual development of these extension packages is part of the LoA with DAEC, also materializing on previous LEAP (SDC project) experience. NAFES/DAEC is affected by the institutional reorganization process within GoL, and responsible staff is engaged in the decentralization priorities (Sam Sang) of GoL. <ul style="list-style-type: none"> The project is introducing an integrated approach towards adaptive farming systems, based upon existing extension practice in Lao. LOA agreed and work plan develop by DEAC	
	Indicator: 1 overall implementation plan Baseline 0 Target 1			
	<i>3.3.2 Introduction CCTAM Crop/Agro-Forestry</i>		LOA agreed and work plan develop by DAEC	
	Indicator: 1 plan introduction crop Baseline 0 Target 1			
	<i>3.3.3 Introduction CCTAM Small Livestock</i>		LOA agreed and work plan develop by DAEC	
	Indicator: 1 plan introduction livestock Baseline 0 Target 1			
Indicators: #, values and types of interventions. Baseline: 0				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Target: 1 for overall implementation plan, 1 for crop introduction plan, 1 for livestock introduction plan, 1 for fisheries introduction plan, 1 for fruit, vegetables introduction plan, 1 for alternative income introduction plan, 1 for safeguarding land introduction plan. MOV: Project Reports	3.3.4 Introduction CCTAM Fisheries/Aquaculture		LOA agreed and work plan develop by DAEC	
	Indicator: 1 plan introduction fisheries Baseline 0 Target 1			
	3.3.5 Introduction CCTAM Fruit/Vegetables		LOA agreed and work plan develop by DAEC	
	Indicator: 1 plan introduction fruits, veges Baseline 0 target 1			
	3.3.6 Introduction CCTAM Off-farm adaptation / alternative income		LOA agreed and work plan develop by DAEC	
	Indicator: 1 plan introduction alternative incomes Baseline 0 Target 1			
	3.3.7 Introduction CCTAM "Safeguarding Lands" in schools		LOA agreed and work plan develop by DAEC	
Indicator: 1 plan introduction safeguarding land Baseline 0 Target 1				
OUTPUT 3.4: Diversified ALF production and off-farm activities demonstrated	3.4.1 Extension process for CCTAMs		Output 3.4: A number of field interventions were piloted during 2013 but at present lack solid conceptual integration as part of a climate change adaptation process. Analyses have to be improved. <ul style="list-style-type: none"> The project is introducing an integrated approach towards adaptive farming systems, based upon existing extension practice in Lao. LOA agreed and work plan develop by DAEC	
	Indicator: 1 agreement / methodology extension process Baseline: 1report on farmer organization is available. Target: 1			
	3.4.2 Farming systems and farm budgets		Not applicable for 2012	
	Indicator: # farm budgets Baseline: 0 Target: 0			
	3.4.3 Demonstration plots		Demonstration plots on small livestock, vegetable, compost making, rice variety testing, fish raising, duck raising, frog raising, onion cultivation,	
	Indicator: # demo plots Baseline : 1 rice variety demonstration for each Savannakhet and Xayabury, 1 fish grow training for each Savannakhet and Xayabury, 1 frog grow training, 1 onion growing with bio-compost training, 1 duck and 1 chicken raising trainings, Target : ?			
3.4.4 FFS, Field days and cross-visits by farmers in target districts		Farmers' field days were organised in the target district in Xayabouly for the rice varieties.		
Indicators: Quantity and economic value of products diversified. Baseline: 1report on farmer organization, 1 rice variety demonstration for each				

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Savannakhet and Xayabury, 1 fish grow training for each Savannakhet and Xayabury, 1 frog grow training, 1 onion growing with bio-compost training, 1 duck and 1 chicken raising trainings. Target: 1 for agreement extension process, 1 for M & E framework operational. MOV: market prices	Indicator: # FFS, field days Baseline: 1 for farmers visit day has organized. Target 0			
	3.4.5 Systematic follow up on-site		Undertaken for demonstration plots	
	Indicator: 1 Farming monitoring database set up Baseline 0 target 0			
	3.4.6 Farming system monitoring / database / IRAS M+E Framework		General M&E guideline developed.	Position of SMEO vacant for a long time
	Indicator: IRAS M+E Framework operational Baseline 0 Target 1			
OUTPUT 3.5: Water management, small-scale protection measures Indicators: Improved water balance for household and agriculture production. Baseline: 5 of small weirs and 1 pond at Phieng and Paklay respectively were built, 7 tanks were support to two target districts in Savannakhet province. Target: ?	3.5.1 Rainfall capture / rainwater harvesting facilities (jars, tanks, etc)		Output 3.5: A small number of field interventions were piloted during 2013 but at present lack solid conceptual integration as part of a climate change adaptation process, or integrated water resources management. Analyses have to be improved. <ul style="list-style-type: none"> The project is introducing an integrated approach (IWRM) towards adaptive farming systems, considering existing extension practice in Lao. International water management specialist made recommendations for implementation.	
	Indicator: # and type of water harvesting facilities Baseline: 7 tanks were support to two districts in Savannakhet province. Target: ?			
	3.5.2 Water storage facilities (ponds, reservoirs) rehabilitated constructed		1 pond, 5 small weirs were constructed in Phieng district and one pond was dug in Paklai district	
	Indicator: # and type of storage facilities, ha area Baseline: 5 small weirs and 1 pond were built in Phieng and Paklay. Target:?			
	3.5.3 Small scale irrigation or drainage with O+M and water user groups		Concept note in preparation for SVK	
	Indicator: # of systems with O+M mechanism Baseline 0 Target 0			
	3.5.4 Bank protection and erosion control options		Concept note in preparation for SVK	The progress is on going
	Indicator: # and type of protection measures Baseline 0 Target 0			
	3.5.5 Tree nurseries established		Concept note in preparation for SVK	The progress is on going

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
MOV: Interviews with beneficiaries	Indicator: # and type of tree nurseries Baseline 0 Target 0			
	3.5.6 Wells dug or drilled		Concept note in preparation for SVK	The progress is on going
	Indicator: # and type of wells Baseline 0 Target 0			
	3.5.7 Equipment, tools etc. provided for agro extension		Under CCTAM package by DAEC	
	Indicator: # and type of equipment Baseline 0 Target to be defined			
Subtotal C 3				
PROJECT OUTCOME 4: Adaptation Monitoring and Learning as a long-term process				
<p>Indicators</p> <p>1. Replicability: An annual conference had been done to evaluate and disseminate some lesson learns in the project.</p> <p>2. Replicability: IRAS's website is available for update and mainstream information.</p>				
OUTPUT 4.1: Monitoring, lessons learned, dissemination ALM	4.1.1 Project Monitoring System established		Output 4.1: The elements of the monitoring system are in place but not sufficiently connected yet. This is partly due to the gap created by the departing former SMEO and the MPA; but also the result of lack of understanding for the links in the M+E process among key staff, starting from financial management to technical implementation, from documentation to reporting, storing and sharing of information, and public dissemination of experiences.	Position of SMEO vacant
			<ul style="list-style-type: none"> Operations in 2012 have shown the complexity of monitoring Climate Change Adaptation, the difficulty to separate the essential from the non-essential, and the need for working as a team in a process. 	
			First manual prepared in Dec 2011. Further guidance for M+E staff and Responsible Parties is required.	
			Base line survey was undertaken in the target provinces.	
Indicators: Monthly update of all information systems / network Baseline: 1 website established for IRAS, Baseline survey for farmer and government	Indicator: 1 M+E system established Baseline: Baseline surveys for farmer and government agencies were done at the early of project implementation. Target: 1			
	4.1.2 Project website established		The website is available for update and mainstream information on IRAS, CC and CCA . The Lao version is in preparation.	
	Indicator: 1 website set up Baseline: 1website established for IRAS. Target: 1			

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
agencies were done in target areas, Target: 4; 1 for M&E establish, 1 for website set up and 2 for quarterly information. MOV: Project Reports	<i>4.1.3 Quarterly contribution into ALM, regional networks</i>		Participation in national technical and policy meetings and international workshop in Bangkok; usually project contributions were very much appreciated, as documented in reports	New recruitment of MPA to replace resigned staff
	Indicator: # quarterly infos Baseline 4 quarterly reports Target 2		The website is available for update and mainstream information on IRAS, CC and CCA. The Lao version is in preparation. 4 Quarterly Reports prepared.	
OUTPUT 4.2: Project knowledge shared: workshops and conferences Indicators: # of conference participants, # of info disseminations. Baseline: 1 annual conference, 1 each of farmer baseline for two target province, 1 project baseline survey for concern government agencies in central, province and district level, 2 monitoring and evaluation reports. Target:?	<i>4.2.1 Annual CC Agriculture conference at NAFRI</i>		Output 4.2: Given the comparatively recent completion of the staff set-up, the relative juniority of technical IRAS staff, and the global absence of easily applicable solutions, the project has used 2012 to better understand its internal limitations and capacity. <ul style="list-style-type: none"> It is assumed that 2013 will show pro-active and further public appearance of the project. A possible highlight could be the planned climate change conference at NAFRI towards the end of 2013. 	
	Indicator: 3 annual conferences Baseline : 1 Target 0			
	<i>4.2.2 Production of publications, materials</i>		One brochure on IRAS was prepared, available through the project website, and numerous presentations are available from project files (in Lao and English)	
	Indicator: # and type of info materials Baseline: 1 each of Farmer Baseline for two target province, 1 project baseline survey for concern government agencies in central, province and district level, 2 monitoring and evaluation reports for both Savannakhet and Xayabury. Target 0			
OUTPUT 4.3: Project knowledge: prevention and agri training	<i>4.3.1 Annual workshop on CC Agriculture mainstreaming with relevant institutions and organizations at NAFRI</i>		Output 4.3: Given the comparatively recent completion of the staff set-up, the relative juniority of technical IRAS staff, and the global absence of easily applicable solutions, the project has used 2012 to better understand its internal limitations and capacity. <ul style="list-style-type: none"> It is assumed that 2013 will show pro-active and further workshops of the project components in the areas of agro-ecology and diversification, scenario development, policy development for climate change adaptation. 5 Coordination meetings / workshops (learning by doing) were organized with participants from 15-20 different GoL institutions becoming practically aware of climate change adaptation matters.	

Country Programme Outcome: Enhanced ownership and capacity for pro-poor planning, implementation and harmonized aid coordination, and disaster management				
Indicators: # of participants in tech workshops. Baseline: 0 Target: 0	Indicator: 3 annual tech workshops Baseline 0 Target 0			
Sub-total C 4				
PROJECT OUTCOME 5: Project efficiently and effectively managed through the PSU (added by project management)				
Indicators: 1. One procurement plan Baseline: 0 Target 1; 2. Two quarterly reports Baseline: 2 Target 2 3. Three inception workshops Baseline:4 Target 3	5.1 Office set-up and operations NAFRI Vientiane and 2 PAFOs		Office set-up and maintenance in three project locations	
			1 procurement plan drafted, 4 quarterly reports produced, 3 inception workshops completed	
	5.2 Recruitment national consultants / international experts, national counterparts, staff		5 short-term international consultancies were undertaken on a) training needs assessment; b) community based agriculture extension; c) strengthening of farmers organizations; d) climate change scenario development; and e) effective water management. All international consultants worked with national counterparts. 12 of the present 18 national staff were recruited in 2012. A Senior Technical Advisor from UNDP is working for the IRAS Project Office based in NAFRI.	
	5.3 Procurement equipment, furniture, office small goods		Completed	
			Completed: 4 Quarterly Work Plans for 2012, 4 Quarterly Reports; 1 Annual Report, 5 Consulting reports: CCTAMs, TNA, farmer organizations, scenario development, 1 report to Board meeting, 1 report on the land policy and the draft agriculture law.	

4. Update on gender mainstreaming

Currently the project has a 50% quota among staff. All data collected and analyzed 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. This will be undertaken within project activities and monitored by the M&E staff. All TOR for contractors or LOA with GoL agencies address the gender issues and 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 has been enhanced with some extension activities in the field. Knowledge management under component 1 will allow gender-specific interpretation and analysis of data and information in future.

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.

A specific gender report will be prepared by the PSU for the next board meeting. Promotional and awareness materials produced by the project will consider gender-specific aspects.

The project presented the gender approach during the 3 planning workshops in 2012 to ensure that all stake holders are aware of it.

In 2013 the project will launch gender specific activities plus encouraging females to get involved as much as possible with the local PAFO and DAFO.

5. Update on audit recommendations

One audit was performed with minor recommendations only.

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

1. Institutional re-organization in NAFRI, MAF and all GoL Partners working with IRAS

Response strategy: daily communication and flexible follow-up with responsible entities, focus on priorities, envisaging slower pace of field implementation

2. Fragile communication links with target provinces/district

Response strategy: meetings with provincial representatives during the meeting/workshop, travelling to target province, improved utilization of email and telephone communication.

Training on use of email and internet for PAFO and DAFO staff.

3. Introduction of NIM formats and procedures

Response strategy: advanced communication between project staff and UNDP officers, several training opportunities offered by UNDP CO.

4. Weak understanding for complexity of CCA matters among partners

Response strategy: more training and learning-by-doing opportunities provided

5. Limited gains for “adaptation transfer” from international short-term consulting missions

Response strategy: replacement of short-term missions through local staff and consultants

7. Rating on progress towards results

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

CPAP Outcome	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
Project Outcome 1	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
Project Outcome 2	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input 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

- Through a wide range of political activities and conferences throughout 2012, GoL has sharpened the international profile of Lao PDR which benefited also the global climate change debate.

- The present economic boom in the urban centres and in neighbouring countries has to be further analyzed regarding its impact on agriculture development, social and environmental effects, and potential climate change impacts.

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?

A. Technical Components:

- CCTAM development: Agro-ecological assessment and pilot projects (NECO)
- Scenario development: District maps and plans with scenarios 2025 and 2050 (CCSE)
- Policy development: Review of GoL strategies under revision (PDF)
- Economic verification: Value chain, supply chain analyses in target districts (NAE)
- Training Programme 2013 (PDF and others)
- Database functional, collaboration with partners operational, reports and plans on time (APM)
- Overall field implementation: 2 projects under each CCTAM per district (=56 projects), 36.000 beneficiaries per province (TC, PC)

B. Management Aspects:

- Overall focus on quality of implementation
- Overall focus on Climate Change Adaptation value and relevance for replication
- Improved M+E, documentation, reporting
- Finalization of remaining recruitments, focus on provinces and strengthening of the districts
- Responsible Parties: further fine-tuning of cooperation, collaboration and pro-active engagement of all partners to accelerate delivery on the ground
- Follow up with all activities planned by RPs in their QWPs
- Cash flow: Improved procedures/budget planning, especially with the Responsible Partners

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 2012 had reduced the initial allocation to better reflect the reality. Project may in future look more into recruitment of national consultants, replacing some of the planned international short-term consultancies. Eventually, Lao Non-Profit Associations (NPA) may support the LoA Partners in actual implementation.

Estimated total budget requirement for next year (2013):

US\$ 1,200,000 estimate (the amount will depend on quantity and quality of implementation of LoAs by the Responsible Parties)

ANNEXES

1. Annex 1: Draft Combined Delivery Report (from UNDP)
2. Annex 2: Annual Work Plan for the following year 2013 (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 Issue Log (separate file)
6. Annex 6: Project Lessons Learned Log (separate file)

PREPARED BY

Vipaka HALSACDA, APM IRAS, supported by Somphone INKHAMSENG

Date: January 2013

APPROVED BY

.....
Date:



Khamphone MOUNLAMAI
IRAS Project Manager / NAFRI

ANNEX 3: MONITORING AND COMMUNICATION PLAN 2013

Project Title: IRAS, Project ID 76176	ATLAS Award ID: 00060492	Date: January 2013
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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 Dec 2012	Completed
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	End of December	Final document submitted to UNDP
Quarterly work plans and progress reports	Project→UNDP	Report	March, Jun, Sep and Dec 2013	Before the 10 th of beginning of quarters	Ongoing for Q1
Monthly Project Work plan, Financial and Progress Report	Project	Report/document	Monthly	First week of the following Month	Individual staff submitted to PM
Monthly project meetings	Project—UNDP Project—RPs (PTF) Project—Local Partners (LIP)	Face-to-Face	Monthly Bi-Monthly Monthly	Minutes available 5 days after the meeting	Done regularly, some combined for two months PTF established only recently LIPs not regular
Project Board Meeting Report	Project Board→UNDP	Report	6 monthly	Last week Jun and Nov	Meeting for Nov 12 was replaced by APR in Jan 13
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly	Every quarter	Will be done quarterly
Audit	UNDP→Project	Visit, Report	Annually	March 2013	Audit 2012 with minor recommendations. Preparations for 2013 on the way.
Audit Implementation Action Plan	Project→UNDP	Report	At least quarterly	Within 3 months after audit	Pending on result of audit 2013

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
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	Sep	no spot check in 2012
Annual review meeting and progress reports	Project→UNDP	Report	Annually	End of Dec 2013	Will be done on the end of 2013
Quarterly Project Combine Delivery Report	UNDP→Project	Report	Quarterly	Every quarter	Will be done in Mar, Jun, Sept and Dec.
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	10 of the beginning of quarters 2013	Will be done in Mar, Jun, Sept and Dec.
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	End of a month	Done, Provided by UNDP
Quarterly Project Direct Payment List	Project→UNDP	Report/document	Quarterly	First week of the Month	None
Monthly Financial Status Report with project specific requirements (as discussed with UNDP DRR Operations)	SFAO → PM and SMEO	Report	Monthly	First week of the following month	incomplete – follow up with SFAO
Monthly Technical Status Report with project specific requirements	SMEO → SFAO and PM	Report	Monthly	First week of following month	Format to be fine-tuned after arrival of new SMEO
Activity Completion Reports	Technical staff → PM, APM and SMEO	Report	Ongoing	After completion of activity / sub-project	Not regular – follow-up with new SMEO
Field Monitoring Report	MERA → TC and SMEO	Report	Ongoing	According to monitoring plan	Format not standardized – follow-up with new SMEO
Back-to-Office Report	Staff → Supervisor	Report	Ongoing	After attending specific meetings / events	Ongoing
Tech Progress Reports	Staff → Audience	PPT presentation	Ongoing	For planning and staff meetings	Ongoing

Prepared by APM, reviewed by SMEO

Annex 4: UNDP Risk Log for Annual Report 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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	No change
1.3	Slow progress because of required institutional arrangements	Output not achieved before end of project	MoU with RPs	Institutional Operational	I=m O=m	RPs /MONRE/ MAF/NAFRI Project	APM	04 Jan 2013	No change
1.4	Complex organizational arrangements between WFP, MONRE, 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	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	No change
2.2	No overview on relevant strategies, policies, plans	Priorities lost	Close collaboration in sector working groups	Institutional Operational	I=h O=m	Board Project	APM	04 Jan 2013	No change
2.3	Lack of experience on practical adaptation options for small-scale agriculture	Project activities will not be effective	Technical missions by local consultants	Operational Technical	O=h T=h	Board Project	APM	04 Jan 2013	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 DNDMCC Project	APM	04 Jan 2013	No change
O3	Lack of experience and knowledge in community organizing for agricultural extension	Communities reluctant to adopt technology	Technical missions by local consultants.	Institutional Operational Technical	I=h O=h T=h	DAEC NAFRI Board Project	APM	04 Jan 2013	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 in early phase of project implementation	Operational Technical	O=h T=m	Board Project	APM	04 Jan 2013	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 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	04 Jan 2013	No change
3.3	Weak delivery by extension staff, other implementers	Innovations do not reach target groups	Strict field monitoring Support/encouragement by Senior officers	Operational Technical	O=m T=h	DAEC Project	APM	04 Jan 2013	No change
3.4	Farmers unwilling to adopt new technologies	Field activities under Outcome 3 are not effective	Technical missions by local consultants.	Institutional Operational Technical	I=m O=h T=h	MAF DAEC NAFRI Project	APM	04 Jan 2013	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 Implementers Project	APM	04 Jan 2013	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 stage before starting of project activities	Instructional Operational Technical	I=h O=h T=m	UN NAFRI Project	APM	04 Jan 2013	No change
4.1	M+E system too complicated	Plenty of data, no analyses	Careful and cautious design of data management and work flow	Operational Technical	O=m T=h	Board NAFRI Project	APM	04 Jan 2013	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	04 Jan 2013	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	04 Jan 2013	No change

Annex 5 OFFLINE ISSUES LOG

Project Title: IRAS / NAPA Follow-Up Project ID: 00076176	Atlas Award ID: 60492	Date: January 2013
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#	Description	Date Identified	Type	Impact & Priority	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the issue	When was the issue first identified	Request for Change Problem Other	Describe the potential effect on the project Enter priority on a scale from 1 (low) to 5 (high) Priority =	What actions have been taken/will be taken to address this issue	Who has been appointed to address this issue	Who submitted the issue	When was the status of the issue last checked	e.g. pending, solved
1	Analytical Reporting matching CCA specs	Mid 2012	Capacity	I 4 / P 4	Training-on-the-job, staff meetings, individual discussions	APM, SMEO, SFAO		Ongoing	Ongoing
2	Coordination with LoA Partners	Mid 2012	Institutional restructuring	I 4 / P 4	Intensified communication, meetings	PM, APM		Ongoing	Ongoing

Prepared by APM, reviewed by SMEO

LESSONS LEARNED LOG

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

Project Title: IRAS, Project ID 76176	Award ID: 60492	Date: 04 Jan 2013
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#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
1	Project Management	04/01/2013	<p><i>Describe what has worked well. What factors supported this success?</i></p> <p><i>The project has been supported by NAFRI and UNDP on the financial management, monitoring, staffing and administration.</i></p> <p><i>The NPD, PM keep an eye on making sure the project is better managed and on track as well as implementation delivered to the ground.</i></p> <p><i>The project keeps the networking and links with others CC projects and provides support from Vientiane office to the site offices in the target provinces (PAFO and DAFO).</i></p> <p><i>LIP members are nominated in Xayaboury province, Board meeting was organised however there might have been some change in term of the members due to the reform of new ministry (MONRE).</i></p> <p><i>Management team keeps linkage and visits in order to establish a good relation amount the team who are involved to the project as well as between government staff and the</i></p>	<p><i><u>Describe the challenges or areas for improvement and what was unanticipated</u></i></p> <p><i>The communication should be improved not only amount staff but between Project – UNDP; Project - target provinces.</i></p> <p><i>It is necessary to refresh the information regularly and to have a clear line reporting.</i></p> <p><i>The procedures need to be flexible and fit with the project situation rather just being based on the standard alone. All staff should be updated on the new NIM.</i></p> <p><i>Financial management needs to be clearer as in many cases still no better understanding, especially among the provincial government staff and newly coming staff.</i></p> <p><i>The financial guideline /project procedure should be available to help staff in practice.</i></p> <p><i>Coordination and corporation skills need to be considering in term of provide direction and approach and understanding.</i></p> <p><i>The official board meeting is planned but hard to confirm whether this will be organised soon.</i></p>	<p><i><u>How were challenges overcome and how should things have been done differently/better?</u></i></p> <p><i>Keeping informed anyone, most updated and close working as well as guideline provision</i></p> <p><i>Improve the communication and closely pay attention to the main issues arising case by case</i></p> <p><i>The advanced preparation and information are needed for guidance from key staff</i></p> <p><i>PM/APM/STA/SMEO/SFAO quarterly visit sub office and joint meeting with RPs</i></p>	APM/SFAO

#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
			<p><i>national and international staff.</i></p> <p><i>The project does step by step learning and doing as a process to improve its own management and planning to better deliver and support the achievement of the objectives, outcomes and out puts.</i></p> <p><i>IRAS conducts regular monthly and weekly meetings within project and with UNDP and RPs, this help the project to track each individual's responsibility.</i></p>			
2	Project Results	04/01/ 2013	<p><i>Many activities are done with successful results, however some are postpone both in VTE and local target province.</i></p> <p><i>The monitoring and evaluation has done some progress and regular informs on what is happening.</i></p> <p><i>Many reports are related to the activities are available for access but quality checking is needed.</i></p>	<p>The project has to link between components as one component supports the others.</p> <p>Many stakeholders are still not sure whether they fully understand their roles in the project implementation.</p>	<p>There need a clear direction of the explanations from the PM/APM/STA/SMEO and PA/PO UNDP is extremely provide support the project for technical advice and management. It is strongly organise the workshop for all PAFO, DAFO regularly on the direction and concept.</p> <p>Each Province have to take action and responsibility on the propose plan in the AWP/QWP. Many activities should be tracking by senior staff by interactive communication and guide by STA</p>	APM
3	Human Factor	04/01/2013	<p>The approval recruitment for the positions run smoothly and follow the rule and UNDP procedure</p> <p>Almost all of the core national staff were recruited as well as 5 international consultants, plus STA, were recruited.</p> <p>All staff are qualified and have a strong background, experiences as well as interpersonal skill which are advantage for the project.</p> <p>However, the local staff have to be closely monitor quality of performance,</p>	<p>FAO Xayabouly and MPA staff resigned and the new re-advertisement is on process. The process took longer time, this might open a gap in which some of the candidates may reject the offer from the project.</p>	<p>The process of recruitment should be concentrate as much as possible case by case</p> <p>However, almost are the international staff which related to the UNDP process should be early addressing.</p> <p>Continue to recruit the remaining position to support the project team as soon as possible.</p>	APM/SFAO

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			<p>PM and senior staff need to pay attention.</p> <p>Selection of staff meets the basic requirement and involves project key staff.</p> <p>UNDP have permitted a staff salary increase as well as the government tax also decreases</p>			