



Final version, July 23, 2012

United Nations Development Programme

Country: LAO PDR

Revised Programme Framework

Project Title	Poverty-Environment Initiative Lao PDR Phase II
UNDAF/CP Outcome(s):	<ul style="list-style-type: none"> 1. By 2015, more equitable and sustainable growth promoted for poor people in Lao PDR 8. By 2015, the government and communities better adapt to and mitigate climate change and reduce natural disaster vulnerabilities in priority sectors
Expected Output(s):	<ul style="list-style-type: none"> 1.3 Ministry of Planning and Investment, sectors and provinces are better able to develop, implement, monitor and evaluate plans and policies based on up-to-date data and analysis 1.4 Central and local governments have capacity to better screen, plan and monitor Foreign Direct Investments to ensure sustainable economic development 8.3 Government at national and sub-national level has developed and piloted programmes for climate change adaptation and mitigation
Implementing Partners:	<p>Ministry of Planning and Investment: Investment Promotion Department (IPD), National Economic Research Institute (NERI)</p> <p>Ministry of Natural Resources and Environment: Department of Environmental and Social Impact Assessment (DESIA)</p>

Brief Description

The Poverty-Environment Initiative (PEI) Phase I in Lao PDR was implemented over 2009-2011 with a focus on addressing the impacts of foreign direct investments on poverty and environment. The overall goal of PEI Phase I was to support the effective integration of the environmental concerns of poor and vulnerable groups into policy, planning and implementation processes for poverty reduction, pro-poor growth and achievement of the MDGs. The PEI Phase II programme builds on this body of work and lessons from the initial Phase I, with the objective **to strengthen capacity of targeted central and provincial authorities to integrate poverty-environment concerns in development planning for sustainable and inclusive growth**. This goal is embedded in the overall UN Development Assistance Framework (UNDAF) for 2012-2015. Specifically, the PEI Phase II programme is critically designed to deliver Output 1.4 of UNDAF and contributes towards Outputs 1.3 and 8.3.

As in Phase I, PEI Phase II is not a stand-alone project. It is a multi-output programme that is also designed to provide targeted support to ongoing UNDP programmes. **Although the overall PEI programme covers five outputs, this framework document outlines the Results and Resources Framework and detailed annual workplans for three outputs: Output 2 to be implemented by the Investment Promotion Department of MPI, Output 3 by Department of Environmental and Social Impact Assessment of MONRE, and Output 5 by the National Economic Research Institute of MPI.** Outputs 1 and 4 are implemented through the existing UNDP Support to the MPI and SELNA programmes.

The timeframe for PEI Phase II Framework Lao PDR is 39 months, from October 2012 to December 2015. PEI will continue to work in the original four pilot provinces (Phongsaly, Oudomxay, Savannakhet, Saravan), and extend to two additional provinces, Vientiane and Houaphan.

Programme Period: 2012-2015
 Key Result Area (Strategic Plan) _____
 Atlas Award IDs: IPD Phase 2 (Award ID 00068327, Project ID 00083583), ESIA Phase 2 (Award ID 00068328, Project ID 00083584), NERI Phase 2 (Award ID 0068329, Project ID 00083585), MPI-NSEDP (Award ID 00061662, Project ID 00078225), SELNA (Award ID 00056757, Project ID 00069660)
 Start date: October 2012
 End Date: December 2015
 LPAC Meeting Date: February 15, 2012

Total resources required: 4,167,000
 Total allocated resources: 4,167,000
 • UNDP/TRAC: 487,000
 • Other:
 o PEF 1: 70,000
 o PEF 2: 690,000
 o SDC: 2,920,000
 • Government In-kind Contribution: time of senior and technical government officials in project management and implementation, office space, utilities

Output	Budget					Implemented by:
	2012 (Phase II)	2013	2014	2015	Total	
Output 1: Planning	100,000	100,000	80,000	80,000	360,000	Poverty Reduction Unit, MPI Programme
Output 2: Investment mgt	197,950	580,000	537,050	472,000	1,787,000	
Output 3: ESIA	85,426	420,574	369,000	242,000	1,117,000	
Output 4: National Assembly		40,000	40,000	40,000	120,000	Governance Unit, SELNA Programme
Output 5: Research	122,852	250,000	220,000	190,148	783,000	
Total	506,228	1,390,574	1,246,050	1,024,148	4,167,000	

Agreed by (Ministry of Planning and Investment):



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Agreed by (Ministry of Natural Resources and Environment):



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SINBANDHIT Noullinh

I. SITUATION ANALYSIS

Lao PDR has achieved impressive economic growth and poverty reduction, almost halving poverty during the past two decades. The country also made steady progress in raising overall human development and is on track to achieve half of its Millennium Development Goals (MDGs). The economy grew more than 7% annually between 2001 and 2010, increasingly driven by high inflows of foreign direct investment (FDI) into the natural resource sectors of mining, hydropower, industrial crop plantations and timber.

This high GDP growth, however, has become increasingly capital intensive, limiting creation of livelihoods and jobs for Lao workers and leading to a significant rise in income inequalities in recent years. The natural resource-based economic growth is also putting new pressures on traditional livelihoods and valuable environmental assets. While poverty has been reduced to 27.6% of the population, poverty and near-poverty remain widespread in rural areas where the vast majority of Lao people still live and work at a mainly subsistence level.

This natural resource-based growth is also putting new pressures on traditional livelihoods and the valuable environmental assets. Deforestation is widespread, and non-sustainable land and water use are rising. Concerns about land security for Lao families and communities in rural areas are also increasing, with potentially serious implications for poverty, equity and community management of ecological assets. Reducing the country's vulnerability to effects of global climate change and recurrent natural disasters (such as floods, droughts and tropical storms) will require increased resources and strengthened national capacities. As such, effective measures and more transparent decision making affecting natural resources are urgently to ensure that the economy is resilient to climate change and other external changes.

The 7th National Socio-Economic Development Plan (NSEDP) 2011-15 aims for continued high GDP growth of at least 8% annually, achievement of the MDGs by 2015, and substantial progress toward graduation from Least Developed Country (LDC) status by 2020. These represent valuable but ambitious goals. While Government budget revenues have increased, they remain relatively low, at only 16% of GDP. Financing the 7th NSEDP thus remains highly dependent on Official Development Assistance (ODA) and especially foreign direct investments (FDI). The 7th NSEDP targets some \$8 billion of FDI for 2011-15, and given this large volume, it is critical that systems for stronger planning and management of investments are in place to ensure that FDI will contribute to sustainable and inclusive development.

II. STRATEGY

It is in this context that the joint UNDP and UNEP Poverty Environment Initiative (PEI) Phase I programme in Lao PDR was designed in 2009 with the Ministry of Planning and Investment, Ministry of Natural Resource and Environment (MONRE, formerly the Water Resources and Environment Administration) as well as other government agencies and provincial authorities from the four pilot provinces of PEI (Oudomxay, Phongsaly, Saravane and Savannakhet).

PEI Phase I, implemented over 2009-2011¹, focused on addressing the impacts of foreign direct investments on poverty and environment and support to the national planning process. The overall goal of PEI Phase I was *to support the effective integration of the environmental concerns of poor and vulnerable groups into policy, planning and implementation processes for poverty reduction, pro-poor growth and achievement of the MDGs*. A country evaluation² of the PEI Lao PDR programme carried out in 2011 found the programme to be “conceptually highly relevant and well designed... (with) a clear and strong focus on strengthening the institutions and mechanisms required to ensure quality investment across the country.” A key recommendation of the evaluation was that the Phase II programme focuses on “consolidating the capacity building and development

¹ The Phase I programme is currently extended till June 2012.

² Bann, Camille (2011), The Poverty-Environment Initiative Lao PDR Evaluation of Phase I (2009-2011) & Recommendations for a Possible Next Phase (2012-2015), Final Report

of necessary processes and tools outputs of Phase I and move more towards implementation keeping in mind the objective of achieving tangible outcomes in terms of improved livelihoods and sustainable environmental management.”

The PEI Phase II programme builds on the body of work and lessons from the initial Phase I, with the objective to **strengthen capacity of targeted central and provincial authorities to integrate poverty-environment concerns in development planning for sustainable and inclusive growth**. This goal is embedded in the overall United Nations Development Assistance Framework (UNDAF) in Lao PDR for 2012-2015. Specifically, the PEI Phase II programme is critically designed to deliver Output 1.4 of UNDAF and contributes towards Outputs 1.3 and 8.3. The proposed timeframe for PEI Phase II Framework is from October 2012 to end December 2015.

As in Phase I, PEI Phase II is not a stand-alone project. It is a multi-output programme that is also designed to provide targeted support to ongoing UNDP programmes:

- Output 1: Outcomes promoting equitable, sustainable and climate-resilient development are included in the implementation and monitoring of the NSEDP (*implemented through the Support to MPI programme by UNDP Poverty Reduction Unit*)
- Output 2: National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality and sustainable growth in Lao PDR
- Output 3: Improved effectiveness of ESIA system, particularly for agriculture and forestry plantation sector, as a safeguard for sustainable and climate resilient development
- Output 4: National Assembly decisions support quality and equitable growth that sustains the natural resource base (*implemented through the Support to an Effective Lao National Assembly programme by UNDP Governance Unit*)
- Output 5: Investment decisions are better informed by targeted economic and environmental research and policy analyses.

Although the overall PEI programme covers the five outputs above, this framework document outlines the Results and Resources Framework and detailed annual workplans for only three outputs (Outputs 2, 3 and 5), as Outputs 1 and 4 are implemented through the existing UNDP Support to MPI and SELNA programmes. The overall PEI framework is illustrated in Annex 1.

This programme framework document outlines PEI support to: i) the Investment Promotion Department (IPD) of the Ministry of Planning and Investment (MPI) to promote, screen, evaluate and monitor investments to maximize social benefits and minimize environmental impacts (Output 2); ii) the Department of Environmental and Social Impact Assessment (DESIA) of Ministry of Natural Resources and Environment (MONRE) to strengthen the Environmental and Social Impact Assessment (ESIA) review and monitoring processes (Output 3); and iii) the National Economic Research Institute (NERI) of MPI to build capacity in environmental economic analysis and to carry out policy relevant research to support informed decision-making for sustainable development (Output 5). **PEI Outputs 2, 3 and 5 will continue to work at the central level, in the original four pilot provinces (Phongsaly, Oudomxay, Savannakhet, Saravan), and extend to two additional provinces, Vientiane and Houaphan.** Vientiane province was selected based on the rapid inflows of investments, particularly in the agriculture sector and small-medium industries; and Houaphan province for its distinct poverty-environment issues and opportunities for strengthened collaboration on the ground between PEI outputs and with new partners.

Table 1 below illustrates the coverage and levels of engagement for some key PEI activities to highlight how the more intensive activities are being pilot tested and refined at the district or provincial level for potential scaling up to additional provinces. The table also highlights areas where PEI has managed to effectively coordinate with development partners, most notably the Deutsche Gesellschaft fuer Internationale Zusammenarbeit (GIZ), Luxembourg Development (Lux-Dev) and the Environmental Management Support Programme (EMSP), thereby ensuring that our work will have impact beyond immediate target areas.

	Activities at the scale of	
	Pilot districts/ provinces	Nationwide/ Central
Output 1		
<ul style="list-style-type: none"> Maintaining a database and monitoring all public investment projects implemented at district level 		X (supported by GIZ)
<ul style="list-style-type: none"> Testing the green growth planning criteria in pilot districts in Houphan and Saravan 	X	
<ul style="list-style-type: none"> Carrying out a baseline assessment (2012) and evaluating impacts of green growth planning (2014) in pilot districts in Houphan and Saravan 	X	
Output 2		
<ul style="list-style-type: none"> Capacity development and use of the investment database 	X	X
<ul style="list-style-type: none"> Support to field-testing and refinement of the investment monitoring framework 	X (expansion to additional provinces through GIZ and Lux-Dev)	
<ul style="list-style-type: none"> Implementation of Investment Calling List guidelines for identifying sustainable investments 	X	X
<ul style="list-style-type: none"> Development of model agriculture concession contracts with sustainable development objectives 		X
Output 3		
<ul style="list-style-type: none"> Development of technical guidelines and capacity in reviewing ESIA's and monitoring the resulting management plans 		X (co-financing and technical collaboration with EMSP)
<ul style="list-style-type: none"> Support to field-testing and refinement of ESIA monitoring guidelines 	X	X
Output 5		
<ul style="list-style-type: none"> Development of technical capacity in environmental economic valuation 		X
<ul style="list-style-type: none"> In-depth field research 	X	
<ul style="list-style-type: none"> Translating research results to inform decisions 	X	X

Lessons learnt and recommendations from the PEI Phase I have been incorporated into the design of the Phase II programme including:

- i) Fostering stronger collaboration between the different programme components through a common PEI Programme Board (co-chaired by MPI and MONRE). Specific cross-Output activities are also programmed including among others, the joint monitoring of investments by IPD and DESIA (Outputs 2 and 3), development of model agriculture concession contract with environmental and social obligations (Outputs 2 and 3), and development of guidelines for quality public-private investment partnerships (Outputs 1 and 2). Output 5 has been restructured with NERI providing demand-driven research to the other PEI Outputs. Joint PEI quarterly reporting (with summary in Lao language) will also be produced to enable better communications between Outputs. A coordinator post for PEI-wide communications has also been created to support better communication and joint reporting needs;
- ii) Developing a rigorous portfolio of evidence and research with NERI (Output 5) providing demand-driven research support to the other PEI Outputs to support informed decision-making. Initial demand driven research has been identified for 2012, and includes baseline and impact monitoring assessments district-level green growth planning (with Output 1), and a comparative assessment of contract farming systems on rural poverty and

environmental objectives (with Output 2). Particular attention will also be given to understanding of the multi-dimensional poverty implications of growth;

- iii) Increasing focus on field testing, implementation and refinement of the tools, capacity and mechanisms developed;
- iv) Developing a cohesive communications strategy to consolidate and translate the various output results to inform policy; and
- v) Increasing South-South learning between components, provinces and across the region, and fostering active collaboration with relevant line ministries and other development partner projects in-country.

III. RESULTS AND RESOURCES FRAMEWORK (OUTPUTS 2, 3, AND 5)³

Intended Outcomes as stated in the UNDAF Results and Resource Framework:

Outcome 1: By 2015, more equitable and sustainable growth promoted for poor people in Lao PDR

Output 1.3: Ministry of Planning and Investment, sectors and provinces are better able to develop, implement, monitor and evaluate plans and policies based on up-to-date data and analysis

Output 1.4: Central and local governments have capacity to better screen, plan and monitor Foreign Direct Investments to ensure sustainable economic development

Outcome 8: By 2015, the government and communities better adapt to and mitigate climate change and reduce natural disaster vulnerabilities in priority sectors

Output 8.3: Government at national and sub-national level has developed and piloted programmes for climate change adaptation and mitigation

Outcome indicators as stated in the UNDAF Results and Resources Framework, including baseline and targets:

- NSEDP M&E indicators monitored through LaoInfo (2010: no, 2015: yes, MoV: LaoInfo)
- % of investments classified as “quality investments” (2010: no classification exists, 2015: defined after criteria, MoV: criteria included in official investment screening procedures)
- % of investors over a certain value selected through competitive bidding or tender process (2010: No, 2015: Yes, MoV: Published calls for investment bids and tenders)
- % of investments with ESIA developed and corresponding EMP and SMP (Environment and Social Management Plans) properly resourced for monitoring (2010: partial, 2015: 60%, MoV: ESIA database)
- % of National Investment Strategy Action Plan implemented Action plan (2010: 0%, 2015: 50%, MoV: IPD work plan)
- Investment monitoring expanded to central-level and at least 7 provinces with enforcement mechanism in place, with growing government resource allocation (2010: 2, 2015: 7, MoV: IPD investment monitoring database).
- Extent to which climate- resilient development is integrated into national development plans (2010: 7th NSEDP includes general references to CC; 2015: 8th NSEDP integrates low emission climate resilient development outcomes with clear budgets in 3 priority sectors, MoV: 8th NSEDP and sectoral plans)

Applicable Key Result Area (from 2012-15 Strategic Plan):

Partnership Strategy

³ The Results and Resources Framework table here only **outlines the outputs and indicative activities (with baseline and targets) for Outputs 2, 3 and 5 of the PEI programme** in Lao PDR. Outputs 1 and 4 are implemented through existing programmes implemented by the UNDP Poverty Reduction and Governance Units, respectively. Annex 1 presents information on the overall PEI programme structure and objectives, and a RRF for Outputs 1 and 4.

Programme title and Project IDs (ATLAS Award IDs): Poverty-Environment Initiative Programme in Lao PDR Phase II

Output 2:

Output 3:

Output 5:

INTENDED OUTPUTS	OUTPUT TARGETS BY YEAR	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 2: National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality and sustainable growth in Lao PDR</p> <p>Baseline: Strategies and tools for strengthening investment management at national and provincial- (in the 4 PEI provinces) level are being developed, reviewed and refined, but are not yet fully implemented</p> <p>Indicators: By 2012, inter-departmental monitoring of investments at provincial level are carried out in at least 7 provinces</p> <p>By 2012, joint IPD-DESIA monitoring are carried out on selected case study investments</p> <p>By 2012, at least 1 policy brief or policy paper produced</p>	<p>Targets (year 1)</p> <ul style="list-style-type: none"> - Approval of the National Investment Strategy and at least 2 Provincial Investment Strategies - At least 3 new investment tools (e.g. tracking procedure, model agriculture contract, screening checklist) for investment management are being produced - Reports on analysis of 2010-2011 monitoring baseline data from the 4 PEI provinces produced - Investment monitoring indicators are refined based on experience, and second round of provincial monitoring carried out - A first joint monitoring exercise between IPD and DESIA/MONRE carried out for selected case study investments - All provinces in Lao PDR are fully trained and using the investment database, with proper links to the central level - Annual "Summary/Trends of 	<ol style="list-style-type: none"> 1. <u>Finalise, approval and implementation of National Investment Strategy and Provincial Investment Strategies</u> <ul style="list-style-type: none"> ▪ Obtain official approval and endorsement of the National Investment Strategy and Provincial Investment Strategies ▪ Support and institutionalize regular discussion forums between IPD, MONRE, NERI and other sectors to implement National and Provincial Investment Strategies ▪ Engagement with private sector on CSR issues to support the implementation of the National Investment Strategy ▪ Mechanism for identifying responsible investments (from IPD and ESIA monitoring activities) and annual awards for good corporate behaviour implemented ▪ Collaborate with government and development partners to extend PEI approach and activities to additional provinces ▪ Support demand for analytical or policy research on issues relating to macroeconomic growth, investment trends and sustainable development 2. <u>Investment promotion</u> <ul style="list-style-type: none"> ▪ Produce communication/information materials and a marketing strategy to promote and attract quality investments (brochures, video) 	<p>Investment Promotion Department, MPI</p> <p>In collaboration with line ministries at central level: MONRE/ DESIA MAF MOIC MEM Ministry of Finance MPI/ DoP</p> <p>Departments of Planning and Investment at provincial-level</p> <p>In collaboration with line departments at provincial level: PAFO, DONRE, LMO, DOIC, Labor and Social Welfare, Lao Women's Union and others</p>	<p>International Senior Technical Advisor (70% of time to Output 2, 30% to overall PEI assessments and coordination)</p> <p>National Consultant</p> <p>Project Accountant</p> <p>PEI programme-wide management support: Financial Manager and Communications Coordinator</p> <p>Driver</p> <p>Short-term technical consultancies and collaborations with partners as required (e.g. IIED on model contract)</p>

<p>By 2012, the investment database is used by all provinces nationwide</p> <p>By 2013, at least 30% of IPD-specific activities in the National Investment Strategy are being implemented</p> <p>By 2013, an IPD marketing strategy to promote and attract quality investments developed and applied</p> <p>By 2013, Provincial Investment Strategies of the PEI provinces are completed, and at least 30% of activities being implemented</p> <p>By 2013, a portfolio of at least 2 case studies assessing linkages between investments, poverty (disaggregating between poor women, men and vulnerable groups) and environment (including climate and disaster risks), and policy briefs produced</p> <p>By 2013, at least 2 policy briefs or policy papers produced</p> <p>By 2014, joint IPD-DESIA monitoring activities are institutionalized within the two departments</p> <p>By 2014, model contract for services sector is developed</p> <p>By 2014, at least 2 policy briefs or</p>	<p>Investment Report” (2011-2012) produced covering quality, sustainable investment</p> <ul style="list-style-type: none"> - Investment promotion materials (brochures, video) produced covering quality, sustainable investment - PE criteria included into the formal guidelines for ICL - Draft sustainable financing analysis for investment monitoring produced <p>Targets (year 2)</p> <ul style="list-style-type: none"> - Approval of at least 2 additional Provincial Investment Strategies - Investment tools are tested and implemented (tracking system fully functional; 25% of new agriculture concessions approved using model contract template; 25% of new projects are screened using PE checklist at central-level and in the PEI provinces); - Annual report (2012-13) on state of investment data produced covering quality, sustainable investment - Sustainable financing analysis for investment monitoring submitted to MPI Minister <p>Targets (year 3 and 4)</p> <ul style="list-style-type: none"> - Revision of the National Investment Strategy as appropriate 	<ul style="list-style-type: none"> ▪ Support development of, and capacity in, a tracking system for investment procedure to increase transparency of the One Stop Service to promote quality, sustainable investment ▪ Carry out a detailed review of the fiscal framework (taxation and incentives) for investments to promote quality investments ▪ Refine procedures for prioritizing and assessing investments for the national Investment Calling List (ICL) to promote quality, sustainable investment <p>3. <u>Screening and Appraisal</u></p> <ul style="list-style-type: none"> ▪ Build capacity in, and support use of checklists for screening investment proposals based on legal requirements, sustainability criteria and contribution to climate resilience ▪ Develop model contract templates for agricultural concessions and the service sector and pilot through learning by doing before national implementation ▪ Develop capacity in contract negotiation skills through learning by doing and mentoring ▪ Develop guidelines and assess legal framework for quality private public partnerships <p>4. <u>Monitoring</u></p> <ul style="list-style-type: none"> ▪ Improve monitoring evidence (quality of data, geo-referenced, etc.), data analysis, and carry out second round of provincial-level monitoring in PEI provinces ▪ Strengthen capacity in investment database management and linkages between central and provincial levels, and provide training ▪ Build capacity in monitoring and data analysis to support compliance ▪ Facilitate development of an institutional system to follow up with monitoring results for 		<p>development; IUCN and NERI on investment assessments)</p> <p>USD 1,787,000</p>
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<p>policy papers produced</p> <p>By 2015, annual Summary/Trends of investment” reports covering quality, sustainable investment and assessments of monitoring data are produced on regular basis</p> <p>By 2015, a portfolio of at least 4 additional case studies assessing linkages between investments, poverty (disaggregating between poor women, men and vulnerable groups) and environment (including climate and disaster risks), and policy briefs produced</p>	<ul style="list-style-type: none"> - Provincial Investment Strategies by at least 4 provinces - By year 3, PE issues are mainstreamed within the investment screening and monitoring process - By Year 3, 50% of new agriculture concessions approved using model contract template; 50% of new projects are screened using PE checklist at central-level and in the PEI provinces); - By year 4, 100% of new agriculture concessions approved using model contract template; 100% of new projects are screened using PE checklist at central-level and in the PEI provinces); - By year 4, specific fiscal and non-fiscal incentives are provided to attract quality investors into Lao PDR and to promote domestic investments - By year 4, model contract for services sector developed - By year 4, increased allocation of government (national and provincial) budget to investment monitoring 	<p>improved compliance</p> <ul style="list-style-type: none"> ▪ Carry out a sustainable financing assessment of IPD investment monitoring activities nation-wide, including both central- and provincial-level, and examine linkages with DESIA ▪ Support demand for assessments of investments, with focus on social (disaggregating between poor women, men and vulnerable groups), economic and environmental impacts of investment projects and their contribution to climate resilience, develop capacity and increase the evidence base on links between investments, poverty, environment and climate issues. ▪ Support the development of, and implement a PEI-wide communications strategy ▪ Support, develop and disseminate relevant PEI-wide communication materials (press releases, factsheets, brochures, posters, quarterly newsletters, policy briefs, etc.) 		
<p>Output 3 Improved effectiveness of ESIA system, particularly for agriculture and forestry</p>	<p>Targets (year 1)</p> <ul style="list-style-type: none"> - IEE guidelines produced - Draft of technical ESIA guidelines for agriculture and 	<p>1 <u>Support development of technical guidelines for reviewing and monitoring ESIA</u>s</p> <ul style="list-style-type: none"> ▪ Carry out at least 2 case studies on social and environmental impacts of existing 	<p>Department of Environmental and Social Impact Assessments, MoNRE</p>	<p>International Technical Advisor (24 months; 70% of time to Output 3, 30% to overall</p>

<p>plantation sector, as a safeguard for sustainable and climate-resilient development</p> <p>Baseline: Technical review guidelines for ESIA are being produced and legal framework is in place, but not yet fully implemented due to lack of resources and technical capacity</p> <p>Indicators: By 2012, at least 2 case studies on social and environmental impacts of existing agriculture and forestry plantations carried out</p> <p>By 2012, draft technical ESIA guidelines for the agriculture and plantation forestry sector produced</p> <p>By 2012, IEE guidelines produced</p> <p>By 2012, Model of E & S obligations under CA for agriculture and forestry sector produced and incorporated into model agricultural concession template (under Output 2)</p> <p>By 2012, joint IPD-DESIA monitoring are carried out on selected case study investments</p> <p>By 2012, at least 1 policy brief produced</p>	<p>forestry plantation sectors produced</p> <ul style="list-style-type: none"> - Draft of ESIA monitoring procedures and checklists for provincial and local level produced - Field test of monitoring and review guidelines carried out - Draft sustainable financing study produced <p>Targets (year 2)</p> <ul style="list-style-type: none"> - Technical ESIA and monitoring guidelines for agriculture sector finalized and field tested - Study to assess sustainable financing for monitoring finalized, options evaluated and recommendations submitted to MoNRE Minister <p>Targets (years 3 and 4)</p> <ul style="list-style-type: none"> - Capacity for ESIA review and monitoring for all investment projects are in place at both central and provincial levels - Technical ESIA and monitoring guidelines for the infrastructure sector finalized and under implementation - Cumulative impact assessments for at least 2 case 	<p>plantations as input to development of guidelines for the agriculture and plantation forestry sectors</p> <ul style="list-style-type: none"> ▪ Develop ESIA technical review guidelines for agriculture and forestry sector and infrastructure development, and facilitate piloting and implementation ▪ Incorporate climate adaption and disaster risk into new and existing ESIA guidelines ▪ Develop IEE guidelines ▪ Carry out field testing and on-the-job training for implementing/ refining the ESIA review guidelines ▪ Build capacity for reviewing ESIA at both central and provincial-levels (and particularly in PEI provinces) ▪ Develop Model of Environmental and Social (E&S) obligations under Concession Agreement (CA) for agriculture and forestry sector (<i>supporting activity of Output 2</i>) ▪ Hold series of intensive courses on environmental science for junior staff ▪ Hold regular discussion forums with IPD, MoNRE, MAF and other sectors to mainstream ESIA within investment projects ▪ Support capacity development of mass organisations (Lao Women’s Union, Lao Youth Union, Lao National Front) and civil society groups to facilitate participation of district and village men, women and vulnerable groups in the ESIA public consultation process, based on pilot field applications ▪ Implement a flexible facility to support increased governance and technical oversight of the overall ESIA process <p>2. <u>Develop capacity in, and assess options for sustainable financing of, ESIA monitoring</u></p>	<p>Provincial DoNREs</p> <p>In collaboration with: MPI/ IPD MAF/Department of Agriculture, Department of Forestry Land Management Authority, MoNRE Ministry of Finance MEM Lao Women’s Union Lao National Front</p>	<p>PEI assessments and management)</p> <p>National Consultant</p> <p>Project Accountant</p> <p>Driver</p> <p>Collaborative assessments to be carried out with partners such as EMSP, M-Power, World Bank, ADB, NERI, RightsLink and others</p> <p>USD 1,117,000</p>
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<p>By 2013, monitoring procedure guidelines are applied at provincial and local levels</p> <p>By 2013, technical ESIA guidelines (review and monitoring) applied to all new agricultural investment projects</p> <p>By 2013, sustainable financing study for ESIA monitoring completed and options discussed</p> <p>By 2013, at least 1 policy brief produced</p> <p>By 2014, technical ESIA guidelines for the infrastructure sector are developed</p> <p>By 2014, joint IPD-DESIA monitoring activities are institutionalized within the two departments</p> <p>By 2014, mass organisations (Lao Women's Union, Lao Youth Union and Lao National Front) and civil society groups have capacity to facilitate local participation in the ESIA public consultation process</p> <p>By 2015, capacities for ESIA review and monitoring are fully developed across central-level and in at least 10 selected provinces</p> <p>By 2015, at least 2 case study cumulative impact assessments and</p>	<p>studies have been carried out</p>	<ul style="list-style-type: none"> ▪ Carry out a financing assessment of ESIA monitoring at national-level, and examine linkages with IPD ▪ Hold consultations to assess sustainable financing options and feasibility, pilot recommendations and implement ▪ Support development of general and sector-specific monitoring guidelines in forestry/agriculture and infrastructure, and refine through testing ▪ Support development of monitoring procedures for provincial and district-level ▪ Build capacity in environmental monitoring and data assessments through on-the-job training ▪ Joint monitoring with IPD carried out <p>3. <u>Assess cumulative impacts from investments</u></p> <ul style="list-style-type: none"> ▪ Facilitate at least two case study cumulative impact assessments in selected geographic area or sector, with particular emphasis on climate risks, to be carried out by partners with relevant expertise (as responsible parties) ▪ Review and refine methodology for cumulative impact assessments based on case studies, and build capacity within DESIA and relevant line ministries 		
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<p>policy briefs developed, with specific focus on poverty (including disaggregated impacts on poor women, men and vulnerable groups) and natural resources (including ecosystem services, climate and disaster risks).</p>				
<p>Output 5 Investment decisions are better informed by targeted economic and environmental research and policy analyses</p> <p>Baseline There is emerging capacity and strong interest in environmental economic research to inform investment and development decisions</p> <p>Indicators: By 2012, decision-makers from MPI and NA are part of the process in identifying topics for environmental economic studies</p> <p>By 2012, financial analysis of 1 plantation agriculture investment produced</p> <p>By 2012, at least 1 synthesis study or meta analysis on a current policy issue completed</p>	<p>Targets (year 1)</p> <ul style="list-style-type: none"> - Process and strategy for how environmental economic analyses can support investment decisions identified - Identify and carry out at least 1 meta-analysis research on topic of current interest - At least 2 environmental economic studies are designed with data collecting activities started - Newly structured National Experts Group to support research formulated - At least 2 PEI communications materials produced or awareness events held <p>Targets (year 2)</p> <ul style="list-style-type: none"> - Results of the 2 environmental economic studies are presented to technical groups and policymakers - At least 2 policy briefs produced - Draft of 1st training module produced, applied and refined - At least 2 PEI communications materials produced or 	<p>1. <u>Strategic environmental-economic research on critical investment or development projects</u></p> <ul style="list-style-type: none"> ▪ Consult and collaborate with other PEI implementing partners to identify critical upcoming private or public investment projects and produce strategy for how environmental economic information can be integrated into decisions ▪ Carry out environmental-economic studies to assess/ compare financial and environmental implications of investment projects, particularly impacts on poverty environmental sustainability and climate change resilience, differentiating between mega projects and small-medium projects (<i>in collaboration with Output 2</i>) ▪ Carry out analysis of plantation agriculture and contract farming arrangements to support the agriculture model contract work (<i>in collaboration with Output 2-IPD and MAF</i>) ▪ Collaborate with DoP/MPI to assess the baseline and effectiveness of annual district workplans in Saravan and Huaphan against select social (including impacts on poor women and men and vulnerable groups), economic and environmental (including climate resilience) criteria in the selected districts (<i>in collaboration with Output 1</i>) ▪ Collaborate with National Experts Group, MONRE, NUoL, MAF and partners to develop a 	<p>National Economic Research Institute (NERI), MPI</p> <p>In collaboration with: MPI/ Economic and Planning Training Center MPI/ IPD MPI/ DoP MPI/ Evaluation Department MONRE/ Land and Natural Resource Research Center MAF/ NAFRI MAF/ Departments of Agriculture and Forestry National University of Laos</p>	<p>National Research Assistant</p> <p>Project Accountant</p> <p>Short-term consultancy or long-term partnership (e.g. with EEPSEA or Thai University) to support capacity building</p> <p>USD 783,000</p>

<p>By 2012, a updated and cohesive communications strategy for PEI Phase 2 is developed and being implemented</p> <p>By 2012, a newly structured National Experts Group is formulated and engaged in environmental economic research</p> <p>By 2013, environmental economic analysis of at least 1 investment or development project completed</p> <p>By 2013, environmental economic training modules are incorporated into the core curriculum of the MPI Economics and Planning Training Center</p> <p>By 2014, environmental economic analysis of at least 2 additional investment or development projects completed</p>	<p>awareness events held</p> <p>Targets (year 3 and 4)</p> <ul style="list-style-type: none"> - Drafts of 2nd and 3rd training module produced, applied and refined - Identify and carry out at least 1 for meta-analysis research on topic of current interest - At least 2 new targeted environmental economic studies are identified, completed and presented to policy makers 	<p>system for collecting baseline data of environmental change</p> <ol style="list-style-type: none"> 2. <u>Increase national capacity in environmental economic valuation and related studies to make better informed decisions</u> <ul style="list-style-type: none"> ▪ Identify best structure and composition of a National Experts Group based on lessons learned from Phase 1, and implement ▪ Support development of a series of formal capacity building modules in environmental economic valuation using and ecosystem services approach ▪ Institutionalize capacity building within government training centers to educate both technical officers and policy-makers, also to province and district-levels 3. <u>Improve communication and dissemination of research with NA, MPI, MONRE and other policymakers</u> <ul style="list-style-type: none"> ▪ Hold regular awareness workshops to disseminate research to policymakers and NA members ▪ Develop syntheses or meta-analyses of environmental economic studies from across the region on topics of current interest and pull out useful lessons for current policy issues ▪ Produce policy briefs of research 		
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IV. ANNUAL WORK PLAN (OUTPUTS 2, 3, AND 5)

Year: 2012

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Q4	PLANNED BUDGET				
			Funding Source	Budget Description	Amount		
<p>Output 2: National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality growth in Lao PDR</p> <p>Baseline: Strategies for strengthening investment management at national and provincial- (in the 4 PEI provinces) level are being developed and reviewed, but are not yet being implemented</p> <p>Indicators:</p> <ul style="list-style-type: none"> • By 2012, inter-departmental monitoring of investments at provincial level are carried out in at least 6 provinces • By 2012, joint IPD-DESIA monitoring are carried out on selected case study investments • By 2012, at least 1 policy brief produced • By 2012, the investment database is used by all provinces nationwide <p>Targets</p> <ul style="list-style-type: none"> • Approval of the National Investment Strategy and at least 2 Provincial Investment Strategies • At least 3 new investment tools (e.g. tracking procedure, model agriculture contract, screening checklist) for investment management are being produced • Report on analysis of 2010-2011 monitoring baseline data from the 4 PEI provinces produced • Investment monitoring indicators are refined based on experience, and second round of provincial 						<u>197,950</u>	
	1. Finalise, approval and implementation of National Investment Strategy and Provincial Investment Strategies						<u>20,500</u>
	- Revise and finalise draft national investment strategy	X					
	- Stakeholder consultations on final national investment strategy	X		71600	Travel and DSA		16,000
				72400	Communication & Audio Visual Equipment		500
				73100	Rental and Maintenance-Meeting room renting		4,000
	- Stakeholder consultation on draft provincial investment strategies						
	- Provide technical support to non-PEI pilot provinces who are interested in the development of provincial investment strategy						
	2. Investment promotion						<u>5,200</u>
	- Produce communication/information materials and marketing recommendations to promote and attract quality investments						
	- Raise awareness on Investment Promotion Law and Implementing Decree						
	- Support development of, and capacity in, Investment Calling List (ICL)	X		72500	Supplies		1,200
				73100	Rental and Maintenance-Meeting room renting		2,000
			74500	Miscellaneous Expenses		2,000	
3. Screening and Appraisal						<u>49,500</u>	
- Support development of, and capacity in, a tracking system for investment procedure to	X		71200	Consultancy		15,000	

<ul style="list-style-type: none"> monitoring carried out A first joint monitoring exercise between IPD and DESIA/MONRE carried out for selected case study investments All provinces in Lao PDR are fully trained and using the investment database, with proper links to the central level Annual "Summary/Trends of Investment Report" (2011-2012) produced covering quality, sustainable investment Investment promotion materials (brochures, video) produced covering quality, sustainable investment PE criteria included into the formal guidelines for ICL Draft sustainable financing analysis for investment monitoring produced 	increase transparency of the One Stop Service					
	- Support development of, and capacity in, sectoral investment information manuals for One Stop Service staff	X		71300	National Consultant	2,000
	- Develop, build capacity in, and support use of checklists for screening investment proposals based on legal requirements and quality criteria at provincial level [1 workshop in either North or South in Q4]	X		71600	Travel and DSA	4,000
				73100	Rental and Maintenance-Meeting room renting	2,000
	- Finalise the model agriculture concession contract with appropriate social and environmental obligations, and field-test appropriate methodologies for local consultation in the process	X		72100	Contractual Services-Individual	20,000
				73100	Rental and Maintenance-Meeting room renting	4,000
	- Enhance capacity on contract negotiation skills [Propose for to engage with IIED as consultancy to carry this out in Q1 and 2 in 2013]					
	- Conduct exercise in financial assessments on agriculture concession projects to support better negotiation with investors [Move to 2013]					
	- IPD-DESIA roundtable meeting	X		73100	Rental and Maintenance-Meeting room renting	2000
	- Regular technical discussion forums between IPD and others	X		74500	Miscellaneous Expenses	500
	4. Monitoring					<u>37,700</u>
	- IPD-DESIA & other concerned sectors carry out joint monitoring in one pilot province	X		71300	National Consultant	2,000
	- Support to a systematic provincial monitoring framework for an inter-ministerial team to carry out investment monitoring activities in the field [Move to 2013 after capacity building and revision of database]					
	- Review and refine investment database management and linkages between central and provincial levels (in collaboration with GIZ)	X		71200	Consultancy	5,000
	- Build capacity in monitoring and data analysis to support compliance and improve monitoring evidence (in collaboration with GIZ)	X		71600	Travel and DSA	13,000
			72500	Supplies	2,000	
- Study exchange on investment management (potential topics are monitoring & data management, rubber plantations and agricultural contacts)	X		76100	Travel and DSA	15,000	
			73400	Rental and Maint of other Equipment	700	

	- Carry out a sustainable financing assessment of IPD investment monitoring activities nation-wide, including both central- and provincial-level [Move to 2013]					
	- Lesson-learning workshop for PEI provinces and other provinces interested in adopting PEI tools [Move to 2013]					
	5. Project Administrative Cost	X				85,050
				61300	International STA cost	45,000
				71300	National Consultant	7,400
				71400	Project support staffs	3,900
				71600	Travel and DSA	500
				71300	PEI Financial Manager	4,500
				71300	PEI Communications Coordinator	4,800
				72200	Equipment and Furniture	500
				72500	Supplies	500
				73500	7% GMS cost	12,950
				74500	Miscellaneous Expenses	1000
	- Communication activities to support coordination and exchange overall PEI components	X		74200	Audio Visual & Printing Prod Costs	2,000
				74500	Miscellaneous Expenses	2,000
						85,426
Output 3: Improved effectiveness of ESIA system, particularly for agriculture and forestry plantation sector, as a safeguard for sustainable and climate-resilient development						35,500
	1. Support development of, and capacity in, technical guidelines for reviewing and monitoring ESIA					
	- Finalize the Lao version of the EIA reporting writing guidelines					
Baseline: General review guidelines and legal framework for ESIA produced, but not yet fully implemented due to lack of resources and technical capacity	- Develop monitoring procedure guideline for district & provincial levels	X		72400	Communication & Audio Visual Equipment	2,000
	- Update and finalize general EIA review guidelines			71600	Travel and DSA	8,000
	- Develop general technical guidelines for reviewing and monitoring IEE	X		73100	Rental and Maintenance-Meeting room renting	5,000
	- Conduct field studies (two case studies on impacts of agricultural/forestry projects)	X		73400	Rental and Maint of other Equipment	4,000
Indicators: • By 2012, IEE guidelines produced • By 2012, Standard Environmental & Social Obligation (SESO) for agriculture sector produced and incorporated into model agricultural concession	- Develop reviewing and monitoring guidelines for EIA in the agriculture and forestry sector	X		74200	Audio Visual & Printing Prod Costs	2,000

<p>template (under Output 2)</p> <ul style="list-style-type: none"> By 2012, joint IPD-DESIA monitoring are carried out on selected case study investments By 2012, at least 1 policy brief produced <p>Targets:</p> <ul style="list-style-type: none"> IEE guidelines produced Draft of ESIA monitoring procedures and checklists for provincial and local level produced Field test of monitoring and review guidelines carried out Draft sustainable financing study produced 	- Develop Standard Environmental & Social Obligation (SESO) as part of model Concession Agreements for Agriculture and Forestry Sector	X		74500	Miscellaneous Expenses	1,500
	- Conduct training on the updated IEE/EIA reviewing and EIA Report Writing guidelines (final Lao version) for selected provinces from PEI's pilot provinces	X				
	- Intensive training course on basic knowledge on environmental sciences for junior DESIA staff					
	- Study exchange of DESIA staff to MONRE Thailand to learn and exchange experience on EIA process					
	- Development of policy brief	X				
	- Round table meeting between DESIA and IPD	X				
	- Carry out joint monitoring activities between DESIA and IPD for selected case study investments	X		71600	Travel and DSA	3,000
	- Examine feasibility of a flexible facility such as establishment of an experts review network to support increased governance and technical oversight of the overall ESIA process	X		71600	Consultancy and consultations to assess feasibility of ESIA facility	10,000
	2. Develop capacity in, and assess options for sustainable financing of, ESIA monitoring					<u>2,500</u>
	- Finance and Accounting Training (including training on the use of financial management software) LAO CPA.					
	- Training on the application of DESIA financial and accounting management manual for Environmental Management Unit (EMU) staff					
	- Finalise sustainable financing assessment study	X		73100	Rental and Maintenance-Meeting room renting	1,500
	- Workshop on initial result of sustainable financing assessment study	X		74500	Miscellaneous Expenses	1,000
	3. Project Administrative Cost					<u>47,426</u>
		X		61300	International TA cost (including recruitment cost)	30,500
				71300	National Consultant	7,400
			71400	Project support staffs	3,900	
			71600	Travel and DSA	500	
			73500	7% GMS charge	3,626	
			74500	Miscellaneous Expenses	1,500	

<p>Output 5: Investment decisions are better informed by targeted economic and environmental research and policy analyses</p> <p>Baseline There is emerging capacity and strong interest in environmental economic research to inform investment and development decisions</p> <p>Indicators:</p> <ul style="list-style-type: none"> • By 2012, decision-makers from MPI and NA are part of the process in identifying topics for environmental economic studies • By 2012, financial analysis of 1 plantation agriculture investment produced • By 2012, at least 1 synthesis study or meta analysis on a current policy issue completed • By 2012, a updated and cohesive communications strategy for PEI Phase 2 is developed and being implemented • By 2012, a newly structured National Experts Group is formulated and engaged in environmental economic research <p>Targets</p> <ul style="list-style-type: none"> • Process and strategy for how environmental economic analyses can support investment decisions identified • Identify and carry out at least 1 meta-analysis research on topic of current interest • At least 2 environmental economic studies are designed with data collecting activities started • Newly structured National Experts Group to support research formulated • At least 2 PEI communications materials produced or awareness events held <p><i>Related CP outcome:</i></p>						<u>122,852</u>	
	1. Strategic environmental-economic research on critical investment or development projects						<u>32,000</u>
	Hold a consultation workshop with key stakeholders to identify potential research topics to address pressing policy demands						
	Carry out assessment of the financial and environmental economics of agricultural investment with Contract Farming Models	X		71600	Travel and DSA	12,000	
		X		72400	Communication & Audio Visual Equipment	2,000	
		X		72500	Supplies	3,000	
		X		73100	Rental and Maintenance-Meeting room renting	4,000	
		X		73400	Rental and Maint of other Equipment	6,000	
		X		74200	Audio Visual & Printing Prod Costs	2,000	
		X		74500	Miscellaneous Expenses	3,000	
	2. Increase national capacity in environmental economic valuation and related studies to make better informed decisions						<u>10,000</u>
	Support the development of a series of formal capacity building modules in environmental economic valuation using and ecosystem service approach	X		71600	Travel and DSA	6,000	
				72400	Communication & Audio Visual Equipment	4,000	
	Institutionalize capacity building within government training centers to educate both technical officers and policy makers (Organize a training on the basic method for economic valuation on the ecosystem service)						
Organize International study exchange on Contract Farming							
Joint P&E workshop with other PEI component in Lao PDR							
3. Improve policy communications and dissemination of research with NA, MPI, MONRE and other policymakers						<u>6,000</u>	
Organize at least 3 provincial policy workshops for disseminate the final result of the study on the							

	economic valuation for the ecosystem services on the land use change in 3 potential provinces [Done in Q3]					
	Produce policy brief with results from the assessment of contact farming models [Move to 2012]					
	Communication and outreach events to support research uptake	X		73100	Rental and Maintenance- Meeting room renting	4,000
		X		74500	Miscellaneous Expenses	2,000
	4. Project Administrative Cost					<u>74,852</u>
				71300	National Consultant- National Researcher	5,000
				71400	Project support staffs	3,250
				71300	International technical support	60,000
				71600	Travel and DSA	500
				72400	Communication & Audio Visual Equipment	500
				72500	Supplies	500
				73500	7% GMS cost	4,112
			74500	Miscellaneous Expenses	1000	
	GRAND TOTAL FOR 2012					<u>406,228</u>

V. MANAGEMENT ARRANGEMENTS

National project implementation and implementing partners: The following implementing partners will be responsible for the PEI outputs⁴:

- Output 2 (National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality and sustainable growth in Lao PDR): MPI Investment Promotion Department, Provincial Department of Planning and Investment and provincial line departments of PEI pilot provinces
- Output 3 (Improved effectiveness of ESIA system, particularly for agriculture and forestry plantation sector, as a safeguard for sustainable and climate resilient development): MONRE Department of Environmental and Impact Assessment and Provincial Department of Natural Resources and Environment of PEI pilot provinces
- Output 5 (Investment decisions are better informed by targeted economic and environmental research and policy analyses): MPI National Economic Research Institute and the inter-ministerial and inter-disciplinary National Experts Group

The **Annual Work Plans** for Outputs 2, 3 and 5 of PEI⁵ will be developed through extensive consultations with the respective implementing partners. An annual PEI programme-wide review meeting with all implementing partners will be held to review and assess annual work plans to ensure that activities are mutually reinforcing and coordinated between outputs, and to identify opportunities for joint collaborative activities.

The **PEI Programme Board** will meet at least once per annum and will provide oversight and guidance to the development of activities by the PEI Outputs 2, 3 and 5 in Lao PDR. The Programme Board will constitute a coordination forum for the PEI. The Programme Board will be responsible for:

- Monitoring the realization of expected outcomes of PEI by ensuring linkages and managing coordination in the annual work plans of Output 2, Output 3 and Output 5. The Board will also manage coordination with Output 1 (*Outcomes promoting equitable, sustainable and climate-resilient development are included in the implementation and monitoring of the NSEDP*) and Output 4 (*National Assembly decisions support quality and equitable growth that sustains the natural resource base*) that are implemented by the UNDP Poverty Reduction Unit and Governance Unit, respectively. All five outputs will be managed to jointly contribute to the realization of the overall PEI goals in Lao PDR and achievement of the UNDAF outcomes;
- Providing advice and decisions regarding the relevance, coordination and effectiveness portfolio of projects within the PEI; and
- Programme level assurance.

The PEI Output 2 (IPD) will be the lead implementing partner with responsibility to compile and develop summary reports (on quarterly and annual basis based on reports produced by all Outputs) to the PEI Programme Board in Lao and English. Lead, coordinate and manage the Annual Review Meetings.

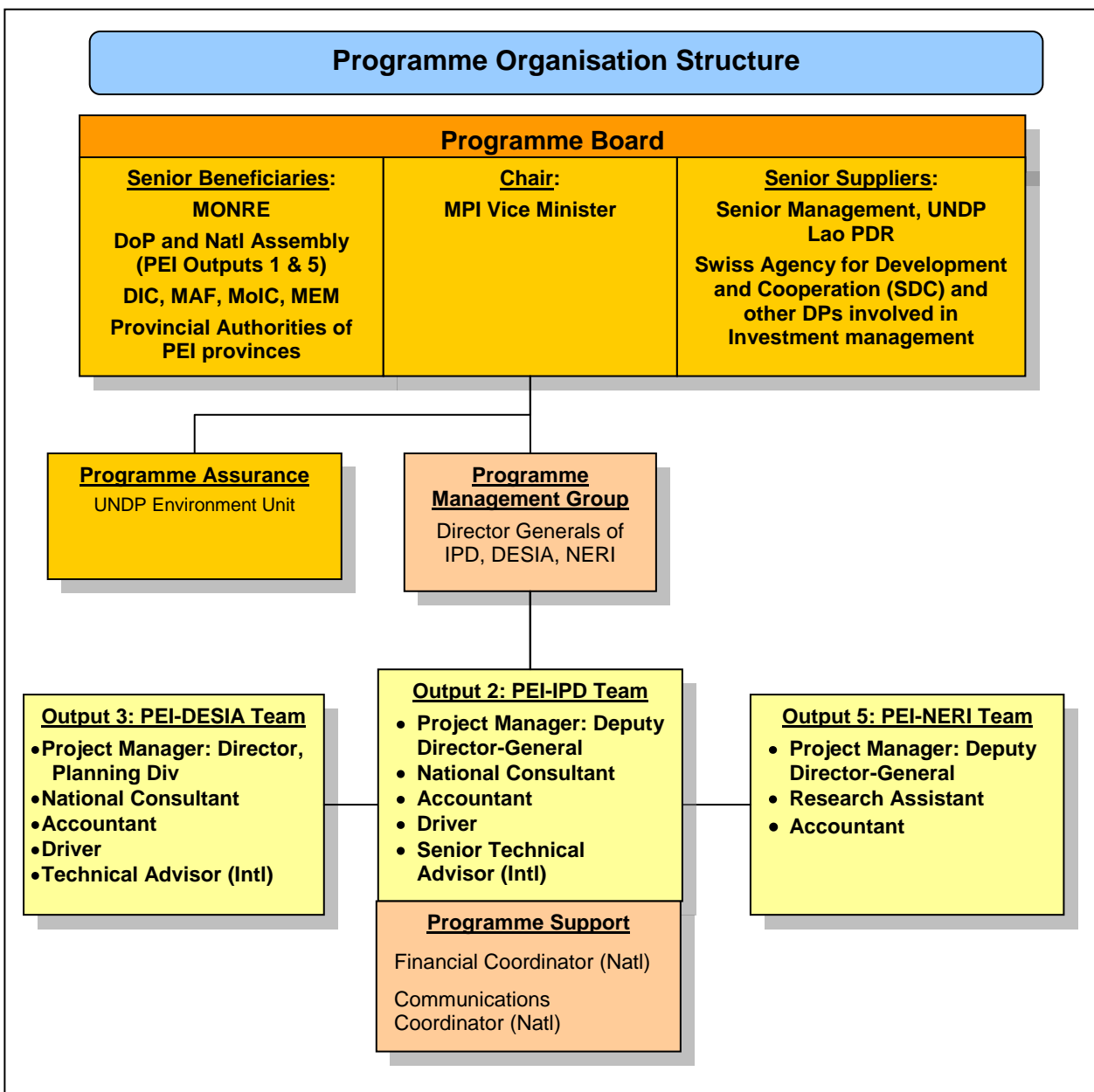
⁴ Output 1 is implemented by the MPI Department of Planning through the Poverty Reduction Unit; and Output 4 is implemented by the National Assembly through the Governance Unit.

⁵ For Outputs 1 and 4, PEI supported activities will be integrated into the annual workplans of the existing MPI Support Programme and Support to an Effective Lao National Assembly (SELNA) programme, respectively, based on extensive consultations and value-added contributions to the existing programme activities.

Members of the Programme Board will be selected in consultation with the Department of International Cooperation, and will include:

- Representative of Ministry of Planning and Investment (Chair of the Board)
- Representative of DoP and NA as implementing partners of PEI Outputs 1 and 4, respectively (Beneficiaries)
- Representative of Ministry of Natural Resources and Environment (Beneficiaries)
- Representative of DIC (Beneficiaries)
- Key line ministries such as MAF, MoIC and MEM (Beneficiaries)
- Representatives from provincial authorities of PEI provinces (Beneficiaries)
- Representative of UNDP (Supplier)
- Donors and development partners (Suppliers)
- Environment Unit of UNDP (Programme assurance)

Figure 1: PEI Programme Organisation Structure



PEI Staffing: The following full-time staff will be contracted specifically to lead implementation of PEI activities in Lao PDR (see ToRs in Annex 4).

- Sr. International Technical Advisor on Environment and Investment (to provide leadership and coordination to all outputs of PEI, but focused on support to the implementation of Output 2)
- International Technical Advisor on Environment and Social Assessment (to provide management support to all outputs of PEI, and responsibility for delivery of Output 3), subject to available funds
- National PEI Financial Manager (to ensure coherent and quality financial management and reporting across all outputs, based with Output 2, the lead IP)
- National Coordinator for Policy Communications (to provide communications support to all PEI, and support the compilation and development of joint summary reports for reporting to the PEI Board, based with Output 2, the lead IP)
- National Consultants for Environment and Investment, and Environment and Social Impact Assessment (Outputs 2 and 3)
- National Research Assistant for Environmental Economic research (Output 5)

The project may also recruit short-term national and international experts as judged necessary for successful implementation of each output.

Financial Flow: All the donor funds will route through the implementing agency of the specific output of PEI Lao PDR. Principles of Harmonized Approach to Cash Transfer (HACT) to Implementing Partners will apply. Workplans and associated financial plans will be prepared in consultation by the Implementing Partners and approved by the Programme Board.

VI. MONITORING FRAMEWORK AND EVALUATION

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

Quarterly

- On a quarterly basis, a quality progress report shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table. The Quality Management table will be developed after extensive consultation with each of the PEI output teams.
- An Issue Log shall be activated in Atlas and updated by the Programme Quality Assurance Officer to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see Annex 2), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, Project Progress Reports (PPR) shall be submitted by the Project Managers of each PEI output to the Programme Board through Project Assurance, using the standard report format available in the Executive Snapshot. A consolidated summary narrative of progress for all Outputs will be produced (in Lao and English), with focus on assessments of cross-cutting activities/issues.
- a project Lesson-learned log shall be activated and regularly updated by the Programme Quality Assurance Officer to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan shall be activated in Atlas by the Programme Quality Assurance Officer and updated to track key management actions/events

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the lead IP, Output 2 by compiling reports of each PEI component and shared with the Programme Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the Quarterly project report (QPR) covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level. A consolidated summary narrative of progress for all Outputs will be produced by the lead IP, Output 2 in Lao and English, with focus on assessments of cross-cutting activities/issues.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes. Output 2, the lead IP, will coordinate and manage the review process.

A mid-term programme review is proposed for end 2013 to assess the progress and operational effectiveness of the programme. This mid-term review will serve as a monitoring tool focusing on how the programme is operating and if any major changes are required for the remaining two years of the programme timeframe. Specific objectives for the review may include:

- i) assessing the current value added of the PEI programme and whether changes in the broader investment, development and environment policy arena have implications for how PEI operates to 2015 (relevance);
- ii) assessing progress to date and implementation against the Results and Resources Framework of the Phase II programme, identifying its strengths and weaknesses, and achievements relative to actual inputs, outputs and outcomes (effectiveness and efficiency);
- iii) providing findings and recommendations to improve implementation, delivery and sustainability in terms of implementation, coordination and financing of the programme.

VII. LEGAL CONTEXT

This document together with the UNDAF Action Plan signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA [or other appropriate governing agreement] and all UNDAF Action Plan provisions apply to this document.

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

The implementing partner shall:

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

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

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP

hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document”.

ANNEXES

1) Brief overview of overall PEI framework programme with RFF for Outputs 1 and 4

2) Risk Analysis

3) Agreements: Cost sharing agreement with SDC.

4) Terms of Reference:

- International Technical Advisor on Environment and Investment
- International Specialist on Environmental and Social Assessment
- National PEI Financial Manager
- National Coordinator for PEI Communications
- National Consultant for Environment and Investment (Output 2)
- National Consultant for Environment and Social Impact Assessment (Output 3)
- National Research Assistant for Environmental Economic research (Output 5)

5) Capacity Assessment: Results of capacity assessments of Implementing Partner (including HACT Micro Assessment)

6) Results Chain Analysis of PEI outputs and outcomes: An illustration of the linkages between PEI outputs and outcomes with UNDAF, and theory of chain analysis explaining expected impacts on the ground

Annex 1: Description of the Poverty Environment Initiative framework in Lao PDR

The Poverty-Environment Initiative (PEI) in Lao PDR aims to strengthen capacity of targeted central and provincial authorities to integrate poverty-environment concerns in development planning for sustainable and inclusive growth.

The PEI Phase II programme builds on the body of work and lessons from the initial Phase I over 2009-2011. As in Phase I, PEI is not one stand-alone project and is designed to provide targeted support to ongoing UNDP programmes:

- Output 1: Outcomes promoting equitable, sustainable and climate-resilient development are included in the implementation and monitoring of the NSEDP (*implemented through the UNDP Poverty Reduction Unit*)
- Output 2: National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality growth in Lao PDR
- Output 3: Improved effectiveness of ESIA system, particularly for agriculture and forestry plantation sector, as a safeguard for sustainable development
- Output 4: National Assembly decisions support quality and equitable growth that sustains the natural resource base (*implemented through the UNDP Governance Unit*)
- Output 5: Investment decisions are better informed by targeted economic and environmental research and policy analyses

All the outputs of the PEI framework are presented in the Figure 1.1 below, demonstrating the linkages and synergies between the different components, which together are designed to help achieve the overall goal of PEI and UNDAF Outputs 1.3 and 1.4.

Table 1.1 on following page outlines the RRF for Outputs 1 and 4. The PEI-supported activities of Outputs 1 and 4 and integrated into the annual workplans of the MPI Support Programme (implemented through the UNDP Poverty Reduction Unit) and the Support to an Effective Lao National Assembly (SELNA) programme (implemented through the UNDP Governance Unit), respectively.

Figure 1.1: Structure and Linkages of PEI Phase II Framework to Achieve the Programme Objective

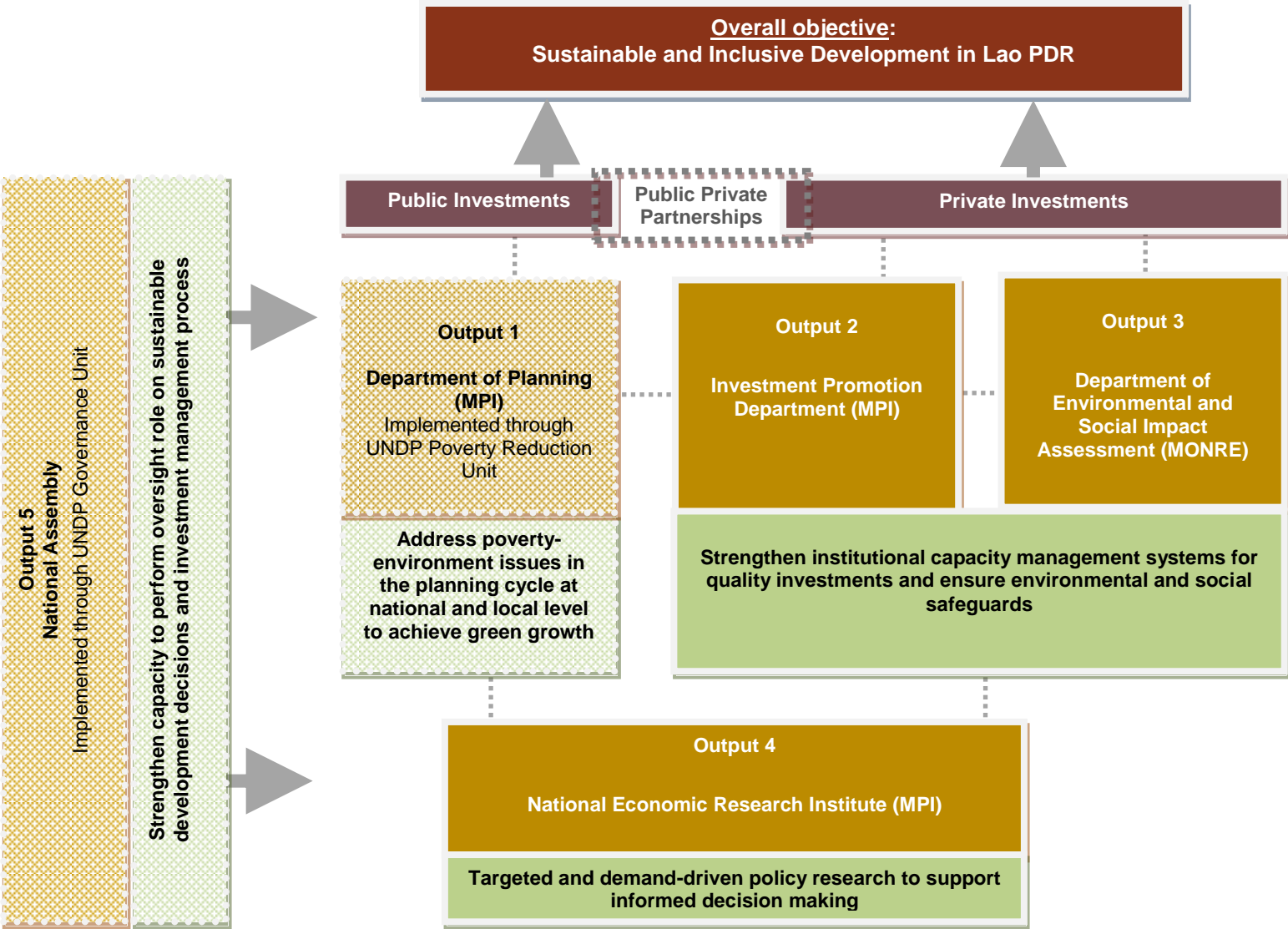


Table 1.1: Results and Resources Framework for PEI Outputs 1 and 4

Intended Outcome as stated in the UNDAF Results and Resource Framework:				
Outcome 1: By 2015, more equitable and sustainable growth promoted for poor people in Lao PDR				
Output 1.3: Ministry of Planning and Investment, sectors and provinces are better able to develop, implement, monitor and evaluate plans and policies based on up-to-date data and analysis				
Output 1.4: Central and local governments have capacity to better screen, plan and monitor Foreign Direct Investments to ensure sustainable economic development				
Outcome indicators as stated in the UNDAF Results and Resources Framework, including baseline and targets:				
<ul style="list-style-type: none"> NSEDP M&E indicators monitored through LaoInfo (2010: no, 2015: yes, MoV: LaoInfo) % of investments classified as “quality investments” (2010: no classification exists, 2015: defined after criteria, MoV: criteria included in official investment screening procedures) % of investors over a certain value selected through competitive bidding or tender process (2010: No, 2015: Yes, MoV: Published calls for investment bids and tenders) % of investments with ESIA developed and corresponding EMP and SMP (Environment and Social Management Plans) properly resourced for monitoring (2010: partial, 2015: 60%, MoV: ESIA database) % of National Investment Strategy Action Plan implemented Action plan (2010: 0%, 2015: 50%, MoV: IPD work plan) Investment monitoring expanded to central-level and at least 7 provinces with enforcement mechanism in place, with growing government resource allocation (2010: 2, 2015: 7, MoV: IPD investment monitoring database). 				
Applicable Key Result Area (from 2012-15 Strategic Plan):				
Partnership Strategy				
Project title and ID (ATLAS Award ID): Poverty-Environment Initiative Programme in Lao PDR				
INTENDED OUTPUTS	OUTPUT TARGETS BY YEAR	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1: Outcomes promoting equitable, sustainable and climate-resilient development are included in the implementation and monitoring of the NSEDP</p> <p><i>Implemented through the UNDP MPI Support Programme</i></p>	<p>Targets (year 1)</p> <ul style="list-style-type: none"> Guidelines for incorporating PE issues into annual work plans are developed for provincial and district-level and sectoral planning, in consultation with key stakeholders PE indicators are part of the NSEDP M&E framework Local-level participatory planning guidelines tested, and applied in 	<p>1 <u>Develop and implement guidelines and strengthen capacity for incorporating PE issues into provincial, district and sectoral annual work plans</u></p> <ul style="list-style-type: none"> Carry out consultation workshops to assess identify how PE and MDG issues can be incorporated within the annual work planning process Test, implement and improve annual guidelines in the two case study districts in Saravan and Houaphan to support green and sustainable growth 	<p>Department of Planning, MPI</p> <p>Provincial Department of Planning and Investment in two case study districts in Huaphan and Saravan</p> <p>In collaboration with:</p>	<p>National Consultant (25%), cost-share with UNDP/NSEDP Project</p> <p>Collaborative assessments to be carried out with partners such as NERI and other organisations</p>

<p>Baseline: Poverty-environment (PE) and MDG issues are integrated within the 7th NSEDP but are not been incorporated into mechanisms for operationalizing the Plan</p> <p>Indicators: By 2012, guidelines for incorporating poverty-environment issues and MDGs into annual work plans are developed for provincial and district-level, and sectoral planning developed and applied in select provinces.</p> <p>By 2013, at least 2 policy briefs produced</p> <p>By 2013, poverty-environment issues are addressed in the implementation of existing kumban/village-level participatory planning guidelines in 2 select districts</p> <p>By 2013, select poverty-environment indicators are in the NSEDP monitoring and evaluation (M&E) framework, and reporting requirements.</p> <p>By 2014, assessment of the implementation of annual workplans in selected provinces against select social (including impacts on poor women and men and vulnerable groups), economic and environmental (including climate resiliency) criteria are carried out, and report produced</p> <p>By 2015, Poverty-environment criteria for assessing/reviewing large-scale public-funded projects are applied as standard practice</p> <p>By 2015, substantive progress on MDG 7</p>	<p>selected kumbans/villages</p> <p>Targets (year 2)</p> <ul style="list-style-type: none"> - PE guidelines for annual work plans are tested and applied in select provinces - Capacity is built for the construction and analysis of PE indicators - PE criteria for evaluating public projects developed - Local-level participatory planning guidelines refined based on implementation practice in selected kumbans/villages <p>Targets (year 3 and 4)</p> <ul style="list-style-type: none"> - PE issues are well-integrated within annual PSEDP work plans - Assessment of PSEDP annual workplan implementation and impacts on social (poor women, men and vulnerable groups), economic and environmental (including climate resiliency) criteria carried out - Sustainable and equitable development projects are part of the portfolio from local-level planning - PE criteria and checklist are part of standard public project evaluation process 	<p>(see Output 5 on baseline and assessment)</p> <ul style="list-style-type: none"> ▪ Support development of local-level participatory planning guidelines to include a focus on sustainable and climate-resilient projects, and participation of vulnerable groups ▪ Build capacity in the use of annual guidelines and planning manual <p>2 <u>Develop capacity for management and analysis of PE indicators in NSEDP monitoring and evaluation (M&E)</u></p> <ul style="list-style-type: none"> ▪ Support activities/processes leading to the finalization of the NSEDP M&E framework ▪ Support capacity building on the construction and analysis of PE indicators ▪ Analysis and communication of PE indicators contributing to sustainable development targets ▪ Assess the implementation of the model annual district workplans against select social (including impacts on poor women and men and vulnerable groups), economic and environmental (including climate resiliency) criteria <p>3 <u>Integrate PE concerns into NSEDP mega projects (linked to Outputs 2 and 5)</u></p> <ul style="list-style-type: none"> ▪ Develop PE criteria checklist and generate environmental economic evidence in the review of public projects for poverty, environment, climate, and disaster risks ▪ Build capacity in the use of checklist and environmental economic information ▪ Collaborate with MPI/IPD on guidelines for quality public-private partnerships 	<p>MPI/ IPD MPI/ NERI MPI/ Evaluation Department National Committee for Rural Development and Poverty Alleviation Provincial DPI in pilot provinces UNDP Poverty Reduction Unit</p>	<p>USD 360,000</p>
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(Environment) is achieved				
<p>Output 4 National Assembly decisions support quality and equitable growth that sustains the natural resource base</p> <p><i>Implemented through the UN Support to an Effective Lao National Assembly (SELNA) Programme</i></p> <p>Baseline: The SELNA project supports capacity building for National Assembly members, but does not specifically address linkages relating to investments, poverty, environment and climate change</p> <p>Indicators: By 2012, an awareness event on poverty-environment issues for National Assembly members held</p> <p>By 2012, a working group of National Assembly members and technical staff interested in PE issues identified</p> <p>By 2013-2015, at least 2 training sessions or awareness events for NA working group held per year</p>	<p>Targets (year 1 to 4)</p> <ul style="list-style-type: none"> - At least 1 training event per year for PEI NA working group - At least 1 general awareness event on PEI issues for all NA members every two years - Mechanism in place to integrate PE issues within NA decisions on key investment- and natural resource-related policies 	<ul style="list-style-type: none"> ▪ Facilitate strategic role of National Assembly in Vientiane and through district offices to incorporating district and village men, women and vulnerable groups, in investment assessment / monitoring together with IPD and DESIA ▪ Build awareness specifically on poverty-environment-climate issues through existing mechanisms ▪ Identify and work closely with a small working group of interested National Assembly members and technical staff to address issues of interest ▪ Hold specific training events for small working group as required to help address current topics of concern ▪ Engage NA members on important PE issues related to investments and to consider environmental economic information in decision-making through specific events, conferences and missions ▪ Support strengthened role for NA to oversee Government's role in public and private investment management by relevant ministries. ▪ Provide technical resources to newly established NA Legislative Learning and Resources Center 	<p>UNDP Governance Unit</p> <p>UN Support to an Effective National Assembly (SELNA) programme</p>	<p>USD 120,000</p>

Annex 2: Risk Analysis

OFFLINE RISK LOG

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

Project Title: Poverty-Environmental Initiative Lao PDR Phase II					Award ID:		Date: 31 January 2012		
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the risk <i>(In Atlas, use the Description field. Note: This field cannot be modified after first data entry)</i>	When was the risk first identified <i>(In Atlas, select date. Note: date cannot be modified after initial entry)</i>	Environmental Financial Operational Organizational Political Regulatory Strategic Other <i>(In Atlas, select from list)</i>	Describe the potential effect on the project if this risk were to occur Enter probability (P=) on a scale from 1 (low) to 5 (high) Enter impact (I=) on a scale from 1 (low) to 5 (high) <i>(in Atlas, use the Management Response box. Check "critical" if the impact and probability are high)</i>	What actions have been taken/will be taken to counter this risk <i>(in Atlas, use the Management Response box. This field can be modified at any time. Create separate boxes as necessary using "+", for instance to record updates at different times)</i>	Who has been appointed to keep an eye on this risk <i>(in Atlas, use the Management Response box)</i>	Who submitted the risk <i>(In Atlas, automatically recorded)</i>	When was the status of the risk last checked <i>(In Atlas, automatically recorded)</i>	e.g. dead, reducing, increasing, no change <i>(in Atlas, use the Management Response box)</i>
1	Consultation, refinement and agreement of the National Investment Strategy within IPD and with line sectors	Jan 31, 2012	Organizational	This will affect the project outputs and activities P= 2 I=5		PM Output 2			
2	The capacity of the government staff at the PEI provinces to develop the Provincial Investment Strategies & to implement monitoring	Jan 31, 2012	Organizational	This will affect the project outputs and activities P=2 I=5	-	PM Output 2			
3	Sustainability in	Jan 31, 2012	Organizational	This will affect the project	-	PM Output 2			

	management of investment database, monitoring data quality and systematic data analysis			outputs and activities P=4 I=5					
4	Willingness and capacity of government for self financing of investment monitoring (sustainability of the monitoring activities)	Jan 31, 2012	Financial	This will affect the project outputs P=4 I=5	-	PM Output 2			
5	Capacity and willingness to carry out investment assessments as part of monitoring and compliance management	Jan 31, 2012	Political	This will affect the project outputs and activities P=4 I=4	-	PM Output 2			
6	Coordination and collaboration between IPD and DESIA on joint monitoring activities	Jan 31, 2012	Strategic	This will affect the project outputs and activities P=3 I=5	-	PMs Outputs 2 and 3			
7.	Timing in the hiring and competency of short-term consultant and long-term technical advisor	Jan 31, 2012	Operational	This will affect the project outputs P=3 I=5		PM Output 3			
7.	Capacity of DESIA and provincial staff in applying the ESIA review and monitoring guidelines effectively	Jan 31, 2012	Organizational	This will affect the project outputs P=3 I=5	-	PM Output 3			
8.	Collaboration with other line ministries to ensure effective ESIA review	Jan 31, 2012	Organizational	This will affect the project outputs P=3 I=3	-	PM Output 3			
9	Coordination and capacity of mass and	Jan 31, 2012	Organizational	This will affect the project outputs	-	PM Output 3			

	civil society orgs to carry out public oversight of investments and ESIA's			P=5 I=3					
10	Composition, capacity and coordination of national experts group to support research	Jan 31, 2012	Organizational	This will affect the project outputs P=3 I=5	-	PM Output 5			
11	Collaboration with other PEI outputs in identifying and carrying out targeted research	Jan 31, 2012	Organizational	This will affect the project outputs P=2 I=5	-	PM Output 5			
12	Effectiveness in communicating research results to inform policy	Jan 31, 2012	Strategic	This will affect the project outputs P=3 I=4	-	PM Output 5			
13	Development and delivery of environmental economics training modules	Jan 31, 2012	Organizational	This will affect the project outputs P=3 I=4	-	PM Output 5			
14	Support PEI communications and sharing of information/ data/ resources between outputs	Jan 31, 2012	Organizational	This will affect programme coordination and support P=2 I=3	-	PMs all Outputs			
15	Timing and hiring of STA and TA to support delivery of Outputs 2 and 3 coordination across all outputs	Jan 31, 2012	Organizational	This will affect programme coordination and support P=3 I=3	-	UNDP			

Annex 3: Agreements

To be completed at later date.

Annex 4: Terms of Reference

I. ENVIRONMENT AND/OR DEVELOPMENT ECONOMIST (INTERNATIONAL TECHNICAL ADVISOR)

Location :	Vientiane, Lao PDR
Additional Category	Environment and Energy
Type of Contract :	P4 (FTA)
Languages Required :	English
Expected Duration of Assignment :	One year (with possibility for extension)

Background

Lao PDR is situated at the heart of the Greater Mekong Sub-region (GMS) bordering all the other five GMS countries (Cambodia, People's Republic of China, Myanmar, Thailand and Viet Nam). Although currently classified as a 'Landlocked and Least Developed Country' (LLDC), Lao PDR is one of the fastest growing economies in Southeast Asia with an estimated per-capita income of US\$1010 (2010) and a population of around 6.5 million.

Lao PDR has significant natural resources in minerals, hydropower potential and forestry. At the national scale, the natural resource sectors contribute to three quarters of the per capita GDP, over 80 percent of employment, almost 60 percent of exports and foreign exchange earnings, and account for just under a third of government revenues. The recent rapid influx of Foreign Direct Investment has been an important source of government revenues and a force for accelerating economic growth. The value of approved private domestic and foreign direct investments totalled over 12.5 billion USD over 2006-2010 alone, of which almost 70% are in the mining, hydropower and agriculture sectors. Ambitious goals for continuing high rates of GDP growth and increasing demand from other countries for the country's abundant land and natural resources is further accelerating the pace of the exploitation of these resources and increasing pressure on the environment and the natural resource base upon which many rural people rely for their livelihoods.

Lao PDR is currently faced with key environmental challenges including deforestation, biodiversity loss, depleting fish stocks, inadequate access to clean water and sanitation to rural populations, inappropriate use of chemicals and climate change and natural disasters. The Millennium Development Goals 2008 Mid-Term Report for Lao PDR indicates that MDG7 is unlikely to be met by 2015 without significant and substantial efforts on behalf of the Government of Lao PDR and donors. Given the close linkages between environmental health and poverty, levels of malnutrition, health, income and others, sustainable growth and natural resource management will be critical for the Lao PDR to achieve the MDGs.

In order to support the efforts of the Government of Lao PDR in addressing these poverty-environmental challenges, the joint UNDP-UNEP Poverty Environment Initiative (PEI) will focus on strengthening capacity of targeted central and provincial authorities to integrate poverty-environment concerns and opportunities in key development planning processes. The Initiative is not one stand-alone project but has been designed primarily to provide targeted support to ongoing programmes. The PEI Framework outlines five outputs to achieve the expected outcome of PEI Lao PDR:

- Output 1: PEI will work with the Department of Planning (DoP) of the Ministry of Planning and Investment (MPI) to strengthen poverty-environment linkages in the implementation of 7th National Socio Economic Development Plan (NSED) and in the overall planning cycle at national and local levels, providing policy relevant information in a manner that places environmental sustainability at the core of the government's development planning practices.
- Output 2: support is provided to the Investment Promotion Department (IPD) of MPI and provincial authorities to manage investments in a manner that seeks to minimize social and environmental impacts.
- Output 3: a programme of support to the Ministry of Natural Resources and Environment (MONRE) seeks to strengthen Environmental and Social Impact Assessment (ESIA) processes.

- Output 4: PEI targets the National Assembly to enhance their awareness of poverty-environment issues and to actively integrate poverty-environment considerations when reviewing policies and legislation.
- Output 5: PEI supports the National Economic Research Institute (NERI) to carry out environmental economic research to support informed decision-making for sustainability.

The timeframe for PEI Phase II Lao PDR is 44 months: April 2012 to end December 2015.

Under the overall guidance of Director General of the Investment Promotion Department of MPI, the Senior Technical Advisor will provide technical and managerial input and advice to the effective implementation of the Output 2. The Senior Technical Advisor will be situated within the Investment Promotion Department (IPD) of MPI to support the day-to-day management of the Output 2 (70% of time).

The Senior Technical Advisor will also be responsible for the effective coordination and delivery of the overall PEI programme, providing leadership and expert inputs to DoP and the ongoing NSEDP project as outlined in Output 1, the Joint UN programme on Support to an Effective Lao PDR National Assembly (SELNA) as defined in Output 4, and NERI on environmental economic research as defined in Output 5 (30% of time).

The day-to-day work of the Senior Technical Advisor will be guided by Director General of IPD to ensure effective implementation of the Output 2 project work plans and enhance national ownership and results. The Senior Technical Advisor will work closely with the UNDP Environment Unit to ensure cohesiveness of the overall PEI programme. The management of the Senior Technical Advisor performance assessment will be the responsibility of the UNDP Deputy Resident Representative - Programmes, working in consultation with the project stakeholders.

Duties and Responsibilities

Summary of key functions:

- Strategic guidance, rigorous analysis and advice to the Government of Lao PDR to effectively consider and develop poverty-environment linkages in national and local planning processes towards green and sustainable growth
- Provision of technical advice, capacity building and institutional support to the Government to ensure effective and timely delivery of the Poverty-Environment Initiative Framework in Lao PDR, with a particular focus on the Output 2
- Provide leadership on poverty-environment and green growth issues within the UN and strengthen partnerships/coordination with key stakeholders for better coordinated support for pro-poor natural resource management

Detailed description of responsibilities:

1. Strategic guidance and advice to the Government of Lao PDR to develop effectively consider poverty-environment in national and local planning processes:
 - Provide policy advice, knowledge-sharing and institutional strengthening support to the Government on poverty-environment linkages and the importance of their consideration within national and local planning processes for green and sustainable growth.
 - Draft necessary strategic and technical documents on poverty-environment and green growth issues, such as policy papers or other analytical products (in collaboration with Technical Advisor of Environment and Social Assessments in Output 3).
 - Ensure the development of cross-project linkages with other relevant UN and development partner projects for mutually reinforcing impact.
 - Facilitate information sharing and dialogue within the donor community and prepare briefs and policy papers on poverty-environment linkages and green growth.
2. Provision of management leadership and coordination support to the Government to implement the Poverty-Environment Initiative (PEI) in Lao PDR, across all outputs (with support from the Technical Advisor in Output 3):
 - Ensure the participation and involvement of relevant stakeholders in project activities.
 - Ensure delivery of resources and results according to planned targets.
 - Ensure the development of linkages across the PEI outputs (in collaboration with Technical Advisor of Environment and Social Assessments in Output 3 and UNDP Environment Unit) and PEI communications.

- Identify and develop synthesis of best practices and lessons learned for organizational sharing and learning (in collaboration with Technical Advisor of Environment and Social Assessments in Output 3).
- Key activities to be undertaken by the Senior Technical Advisor under Output 2 of the PEI Framework include, but are not restricted to:
 - Provide capacity development for key government staff at the national and provincial levels to support better informed investment management through analysis and research on social and environmental costs and benefits of investment choices;
 - Support implementation of the investment strategies at central and provincial level (in selected PEI provinces);
 - Identify and support implementation of incentives and options to attract quality investments into Lao PDR;
 - Strengthen institutional capacity to screen and negotiate investments and to monitor and enforce investment compliance.
- Other key activities to be undertaken under the other outputs of the PEI Framework include:
 - Strengthen capacities to integrate key poverty-environmental issues into national and sub-national planning guidelines and support the implementation of planning guidelines in the pilot districts Houphan and Saravan (Output 1);
 - Support the inclusion of poverty-environment indicators in the 7th NSEDP monitoring & evaluation system and the assessment of the indicators (Output 1);
 - Undertake awareness raising activities to improve National Assembly members' awareness and understanding of key poverty-environment linkages in planning, budgeting and legislative processes, and strengthen oversight and monitoring role (Output 4)
 - Support the identification and implementation of policy-relevant research with NERI on, e.g. economic valuation of ecosystem services, cost-benefit analyses, economic appraisal of investment options; and support the transfer of research findings into policy decisions (Output 5);
 - Guide capacity building in environmental economics and ecosystem service valuation (Output 5);
 - Coordinate PEI's support to the ESIA Department of MONRE, in collaboration with Technical Advisor of Environment and Social Assessments (Output 3)

3. Advocacy and Partnerships

- Strengthen partnerships/coordination with key stakeholders, particularly the donors, private sector, and the government to identify opportunities, formulate joint initiatives with maximum impacts and efficiency, minimize duplication of efforts and reduce transaction costs.
- Provide leadership on poverty-environment issues within the UN in collaboration with other key UN partners.
- Promote information sharing and facilitate dialogue within the donor community and prepare briefs and policy papers on poverty-environment linkages and green growth.
- Perform other duties related to PEI, as assigned by UNDP Senior Management.

Competencies

Corporate Responsibility & Direction:

- Serves and promotes the vision, mission, values, and strategic goals of UNDP and UNEP

People Skills:

- Recognizes and responds appropriately to the ideas, interests, and concerns of others; gives credit to the contributions of others

Managing for Results:

- Plans and prioritizes work activities to meet organizational goals

Partnering & Networking:

- Builds and sustains relationships with key constituents (internal/external/ bilateral/ multilateral/public/private; civil society)

Innovation & Judgment:

- Conceptualizes and analyzes problems to identify key issues, underlying problems, and how they relate
- Generates creative, practical approaches to overcome challenging situations
- Devises new systems and processes, and modifies existing ones, to support innovative behaviors

Communication:

- Demonstrates excellent and effective written and oral communication skills
- Demonstrates effective communication skills in a multidisciplinary working environment

- ❑ Demonstrate respect to knowledge and culture and religion in a multidisciplinary working environment

Job Knowledge & Expertise:

- ❑ Applies the required depth and breadth of knowledge and expertise to meet job demands
- ❑ Uses Information Technology effectively as a tool and resource

Qualifications and experience

Education:

- ❑ Master degree or advanced degrees in environmental economics, development economics, environmental management/policy or other related fields. PhD is preferred.

Experience:

- ❑ A minimum of 8 years of relevant professional experience working on environment/resources management related to economics
- ❑ Experience in conducting policy and economic analyses and providing policy advice on sustainable development or natural resource management at senior level
- ❑ Expertise in development and environment issues, particularly in developing countries
- ❑ Knowledge and professional experience in national investment management to maximize social benefits and minimize environmental impacts
- ❑ In-depth understanding of environmental sustainability issues, and their practical implications for sustainable development processes
- ❑ Proven record in the writing of research papers, policy analysis and recommendations, reports and publications
- ❑ Previous work experience in South East Asia or developing countries is desirable
- ❑ Excellent computer skills, including full working knowledge of standard word processing, spreadsheet and presentation software packages
- ❑ Excellent oral and written communication skills in English; knowledge of Lao language is an asset

II. SPECIALIST IN ENVIRONMENT AND SOCIAL ASSESSMENT (WITH EXPERTISE IN AGRICULTURE & FORESTRY)

Location :	Vientiane, Lao PDR
Additional Category	Environment and Energy
Type of Contract :	P3 (FTA)
Languages Required :	English
Expected Duration of Assignment :	One year (with possibility for extension)

Background

Lao PDR is situated at the heart of the Greater Mekong Sub-region (GMS) bordering all the other five GMS countries (Cambodia, People's Republic of China, Myanmar, Thailand and Viet Nam). Although currently classified as a 'Landlocked and Least Developed Country' (LLDC), Lao PDR is one of the fastest growing economies in Southeast Asia with an estimated per-capita income of US\$1010 (2010) and a population of around 6.5 million.

Lao PDR has significant natural resources in minerals, hydropower potential and forestry. At the national scale, the natural resource sectors contribute to three quarters of the per capita GDP, over 80 percent of employment, almost 60 percent of exports and foreign exchange earnings, and account for just under a third of government revenues. The recent rapid influx of Foreign Direct Investment has been an important source of government revenues and a force for accelerating economic growth. The value of approved private domestic and foreign direct investments totalled over 12.5 billion USD over 2006-2010 alone, of which almost 70% are in the mining, hydropower and agriculture sectors. Ambitious goals for continuing high rates of GDP growth and increasing demand from other countries for the country's abundant land and natural resources is further accelerating the pace of the exploitation of these resources and increasing pressure on the environment and the natural resource base upon which many rural people rely for their livelihoods.

Lao PDR is currently faced with key environmental challenges including deforestation, biodiversity loss, depleting fish stocks, inadequate access to clean water and sanitation to rural populations, inappropriate use of chemicals and climate change and natural disasters. The Millennium Development Goals 2008 Mid-Term Report for Lao PDR indicates that MDG7 is unlikely to be met by 2015 without significant and substantial efforts on behalf of the Government of Lao PDR and donors. Given the close linkages between environmental health and poverty, levels of malnutrition, health, income and others, sustainable growth and natural resource management will be critical for the Lao PDR to achieve the MDGs.

In order to support the efforts of the Government of Lao PDR in addressing these poverty-environmental challenges, the joint UNDP-UNEP Poverty Environment Initiative (PEI) will focus on strengthening capacity of targeted central and provincial authorities to integrate poverty-environment concerns and opportunities in key development planning processes. The Initiative is not one stand-alone project but has been designed primarily to provide targeted support to ongoing programmes. The PEI Framework outlines five outputs to achieve the expected outcome of PEI Lao PDR:

- Output 1: PEI will work with the Department of Planning (DoP) of the Ministry of Planning and Investment (MPI) to strengthen poverty-environment linkages in the implementation of 7th National Socio Economic Development Plan (NSED) and in the overall planning cycle at national and local levels, providing policy relevant information in a manner that places environmental sustainability at the core of the government's development planning practices.
- Output 2: support is provided to the Investment Promotion Department (IPD) of MPI and provincial authorities to manage investments in a manner that seeks to minimize social and environmental impacts.
- Output 3: a programme of support to the Ministry of Natural Resources and Environment (MONRE) seeks to strengthen Environmental and Social Impact Assessment (ESIA) processes.
- Output 4: PEI targets the National Assembly to enhance their awareness of poverty-environment issues and to actively integrate poverty-environment considerations when reviewing policies and legislation.
- Output 5: PEI supports the National Economic Research Institute (NERI) to carry out environmental economic research to support informed decision-making for sustainability.

The timeframe for PEI Phase II Lao PDR is 44 months: April 2012 to end December 2015.

Under the overall guidance of Department of Environment and Social Impact Assessment (DESIA) of MONRE, the Technical Advisor will provide technical and managerial input and advice to the effective implementation of the Output 3, particularly in development of ESIA technical review and monitoring guidelines for the agriculture and forest plantation sector to address the rapid expansion of commercial plantations in the country. The Technical Advisor will be situated within DESIA of MONRE to support the day-to-day management of the Output 3 (70% of time).

The Technical Advisor will also support the PEI Senior Technical Advisor based in Output 2 on effective coordination and delivery of the overall PEI programme, providing inputs to DoP and the existing NSEDP project as outlined in Output 1, the Joint UN programme on support to effective Lao PDR National Assembly (SELNA) as defined in Output 4, and NERI on environmental economic research as defined in Output 5 (30% of time).

The day-to-day work of the Technical Advisor will be guided by Director General of DESIA to ensure effective implementation of the project work plans and enhance national ownership and results. The management of the Technical Advisor performance assessment will be the responsibility of the PEI Senior Technical Advisor (based in Output 2), in consultation with the project stakeholders.

Duties and Responsibilities

Summary of key functions:

- Strategic guidance, rigorous analysis and advice to the Government of Lao PDR to effectively consider poverty-environment and sustainable land and resource use issues in national and local planning processes
- Provision of technical, capacity building and institutional support to the Government to ensure effective and timely delivery of the Poverty-Environment Initiative Framework in Lao PDR, with a particular focus on the Output 3
- Provide expert inputs on sustainable land and resource use, and environmental issues within the UN and strengthen partnerships/coordination with key stakeholders for better coordinated support for pro-poor natural resource management

Detailed description of responsibilities:

1. Strategic guidance and advice to the Government of Lao PDR to develop effectively consider poverty, land and resource use and environment in national and local planning processes:
 - Provide technical, capacity building and institutional support to the Government on poverty, land and resource use and environment linkages.
 - Draft necessary strategic and technical documents on poverty-environment issues, such as policy papers or other analytical products (in collaboration with Senior Technical Advisor in Output 2).
 - Provide policy advice, strategic guidance and knowledge-sharing related to poverty, land use and environment linkages to the Government.
 - Ensure the development of cross-project linkages with other relevant projects and programmes for mutually reinforcing impact.
 - Facilitate information sharing and dialogue within the donor community.
2. Provision of management and coordination support to the Government to implement the Poverty-Environment Initiative (PEI) in Lao PDR, across all outputs (supporting the leadership of Senior Technical Advisor in Output 2):
 - Ensure the participation and involvement of relevant stakeholders in project activities.
 - Ensure the timeliness and quality of the outputs as well as timely preparation of reports on achievements and challenges faced within the project.
 - Ensure the development of linkages across the PEI outputs and PEI communications.
 - Identify and develop synthesis of best practices and lessons learned for organizational sharing and learning (in collaboration with Technical Advisor of Environment and Social Assessments in Output 3).
 - Key activities to be undertaken by the Technical Advisor under Output 3 of the PEI Framework include, but are not restricted to:
 - Review available data and carry out case study assessments of existing agricultural plantations and their impacts on soil, water, air and biodiversity as input to the technical guidelines.

- Review best practices with respect to technical guidelines for ESIA of agricultural and forestry investments, including examples within the region;
- Develop technical guidelines for the review of environmental and social impact assessments related to agricultural and forestry projects;
- Develop guidelines for monitoring associated environmental and social management plans;
- Support capacity development in MONRE and MAF through training in the use of the review and monitoring guidelines at national and provincial levels and produce supporting tools, such as review and monitoring criteria and checklists, user-friendly training material, etc.;
- Develop social and environmental obligations for the agriculture and forestry sector as part of a contract concession template (in coordination with MAF as part of ongoing work undertaken in Output 2);
- Produce policy briefs, analytical reports and other documents, as required.
- Other key activities to be undertaken under the other outputs of the PEI Framework include:
 - Undertake awareness raising activities to improve National Assembly members' awareness and understanding of key poverty-environment linkages in planning, budgeting and legislative processes, and strengthen oversight and monitoring role (Output 4)
 - Support the identification and implementation of policy-relevant research with NERI on, e.g. economic valuation of ecosystem services, cost-benefit analysis, environmental fiscal reforms, community-based natural resource management and support the transfer of research findings into policy decisions (Output 5);
 - Coordinate PEI's support to the Investment Promotion Department of MPI, in collaboration with Senior Technical Advisor (Output 2)

3. Advocacy and Partnerships

- Strengthen partnerships/coordination with key stakeholders and line ministries, particularly the donors, private sector, and the government to identify opportunities, formulate joint initiatives with maximum impacts and efficiency, minimize duplication of efforts and reduce transaction costs.
- Provide technical input on sustainable land and resource use and environment issues within the UN in collaboration with other key UN partners.
- Promote information sharing and facilitate dialogue within the donor community and prepare briefs and policy papers on poverty, land use and environment linkages.
- Perform other duties related to PEI, as assigned by Management.

Competencies

Corporate Responsibility & Direction:

- Serves and promotes the vision, mission, values, and strategic goals of UNDP and UNEP

People Skills:

- Recognizes and responds appropriately to the ideas, interests, and concerns of others; gives credit to the contributions of others

Managing for Results:

- Plans and prioritizes work activities to meet organizational goals

Partnering & Networking:

- Builds and sustains relationships with key constituents (internal/external/ bilateral/ multilateral/public/private; civil society)

Innovation & Judgment:

- Conceptualizes and analyzes problems to identify key issues, underlying problems, and how they relate
- Generates creative, practical approaches to overcome challenging situations
- Devises new systems and processes, and modifies existing ones, to support innovative behaviors

Communication:

- Demonstrates excellent and effective written and oral communication skills
- Demonstrates effective communication skills in a multidisciplinary working environment
- Demonstrate respect to knowledge and culture and religion in a multidisciplinary working environment

Job Knowledge & Expertise:

- Applies the required depth and breadth of knowledge and expertise to meet job demands
- Uses Information Technology effectively as a tool and resource

Qualifications and experience

Education:

- Master degree or advanced degrees in agriculture, forestry, environmental science or other related fields

Experience:

- A minimum of 5 years of relevant professional experience in agriculture and forestry management
- Experience in producing and/or reviewing environment and social impact assessments (ESIAs), development of legal and policy frameworks for ESIAs, and providing policy advice at senior level
- Knowledge and professional experience working in agricultural and forestry investments. Private sector experience is an advantage
- In-depth understanding of environmental sustainability issues, and their practical implications for sustainable development processes
- Proven experience in conducting training for Government officials
- Proven record in the writing of research papers, policy analysis and recommendations, reports and publications
- Previous work experience in South East Asia or developing countries is desirable
- Excellent computer skills, including full working knowledge of standard word processing, spreadsheet and presentation software packages

Language Requirements:

- Excellent oral and written communication skills in English; knowledge of Lao language is an asset

III. NATIONAL PEI FINANCIAL MANAGER

Location :	Vientiane, Lao PDR
Type of Contract :	Service Contract Grade 11
Languages Required :	English
Expected Duration of Assignment :	1 year (with possibility to renew)

Background

Lao PDR is situated at the heart of the Greater Mekong Sub-region (GMS) bordering all the other five GMS countries (Cambodia, People's Republic of China, Myanmar, Thailand and Viet Nam). Lao PDR is currently classified as a 'Landlocked and Least Developed Country' (LLDC) and is considered by the international community to be one of the poorest countries in the world. With an estimated per-capita income of US\$880 (2009), a population of around 6 million, and a land area of 236,800 km², Lao PDR has significant natural resources, including forestry and minerals, as well as hydropower potential. In spite of a declining share, agriculture is still the largest sector in the Lao economy, contributing 35 percent to the country's Gross Domestic Product (GDP) in 2008 and employing nearly 80 percent of the labour force. At the national scale, natural resources contribute to three quarters of the per capita GDP, more than 90% of the employment, almost 60% of exports and foreign exchange earning, just under a third of government revenues and nearly half of foreign direct investment inflows.

Lao PDR is currently faced with key environmental challenges including deforestation, biodiversity loss, depleting fish stocks, inadequate access to clean water and sanitation to rural populations, inappropriate use of chemicals and climate change and natural disasters. The Millennium Development Goals 2008 Mid-Term Report for Lao PDR indicates that MDG7 is unlikely to be met by 2015 without significant and substantial efforts on behalf of the Government of Lao PDR and donors. Given the close linkages between environmental health and poverty, levels of malnutrition, health, income and others, sustainable natural resource management is critical for the Lao PDR to achieve the MDGs.

The recent rapid influx of Foreign Direct Investment has been an important source of government revenues and force for accelerating economic growth. In 2008, USD 2,807 million of FDI has been implemented with a further USD 659 million approved over a combined 146 projects. The agriculture sector is one of the keys to this growth, FDI value in the sector jumped from 18.6 million US dollars in 2001 to 665 million US dollars in 2007, resulting in concessions covering 2 million ha land, representing up to 13% of Lao PDR's total land area. Correspondingly, use of chemical pesticides and fertilizers in the agricultural sector has increased dramatically over the past decade with the expansion of industrial plantations causing increased toxicity levels in soils, water and health risks to society.

The continuing increasing demand from other countries for Lao PDR's abundant land and natural resources is further accelerating the pace of the exploitation of these resources frequently, with many associated challenges. This rapid development of investment activities is putting increasing pressure on the environment and the natural resource base upon which many rural people rely for their livelihoods.

In order to support the efforts of the Government of Lao PDR in addressing these poverty-environmental challenges, the joint UNDP-UNEP Poverty Environment Initiative (PEI) will focus on strengthening capacity of targeted central and provincial authorities to integrate poverty-environment concerns and opportunities in key development planning processes. The Initiative is not one stand-alone project but has been designed primarily to provide targeted support to ongoing programmes. The PEI Framework outlines five outputs to achieve the expected outcome of PEI Lao PDR. The PEI Framework outlines five outputs to achieve the expected outcome of PEI Lao PDR:

- Output 1: PEI will work with the Department of Planning (DoP) of the Ministry of Planning and Investment (MPI) to strengthen poverty-environment linkages in the implementation of 7th NSEDP and in the overall planning cycle at national and local levels, providing policy relevant information in a manner that places environmental sustainability at the core of the government's development planning practices.
- Output 2: support is provided to the Investment Promotion Department (IPD) of MPI and provincial authorities to manage investments in a manner that seeks to minimize social and environmental impacts.
- Output 3: a programme of support to the Ministry of Natural Resources and Environment (MONRE) seeks to strengthen Environmental and Social Impact Assessment (ESIA) processes.
- Output 4: PEI targets the National Assembly to enhance their awareness of poverty-environment issues and to actively integrate poverty-environment considerations when reviewing policies and legislation.

- Output 5: PEI supports the National Economic Research Institute (NERI) to carry out environmental economic research to support informed decision-making for sustainability.

The timeframe for PEI Phase II Lao PDR is 44 months: April 2012 to end December 2015.

This TOR reflects the current demands of the PEI programme for this post over the period of the extended PEI phase 2 planning and implementation over 2012 to 2015 which includes the extension under the present PEI framework and further extension under the revised PEI framework. This position will cover overall financial management for all components of the PEI programme, and to UNDP Environment Unit.

Summary of Key Functions:

- Overall financial management and reporting for the Poverty-Environment Initiative (PEI) programme, based on requirements of specific donors and UNDP
- Support PEI technical advisor(s) and Environment Unit with PEI project management tasks and provide day to day project accountancy oversight and support to PEI-IPD, PEI-ESIA and PEI-NERI
- Provide training and mentoring on financial management and ATLAS to the Environment Unit Programme Associates and to other PEI accountants, as required.

Detailed Responsibilities:

1. Overall financial management for the PEI programme:

The Financial manager will provide support to overall financial management and oversight across the PEI programme under the guidance of the UNDP Environment Unit, including timely reporting to UNDP Finance/PMSU, the PEI regional office in Bangkok and other donors contributing to PEI, as well as ensuring timely reporting between project components and UNDP CO.

S/he will be responsible for advising on and oversight of the financial management of the PEI outputs and the maintenance of accurate accounting and financial records and reports, in accordance with the project document and UNDP Guidelines for Nationally Implemented Projects.

S/he will also support design of financial management structure in the formulation of the new PEI Phase 2 programme, which will begin by Quarter 2 of 2012. The major tasks here will include, but not necessarily be limited to, the following:

- Support to the design of programmatic and financial structure of project in formulation of PEI Phase 2. and with project management tasks.
- Carry out budgetary scenarios for PEI Phase 2 to support programme planning.
- Develop a financial tracking schedule for reporting deadlines, as per UNDP and donor requirements.
- Support budgetary analysis to PEI fundraising activities, as required.
- Carry out overall quarterly financial reporting, across multiple donors and PEI components.
- Carry out assessments of sustainable financing for key PEI activities (such as investment and environmental monitoring), with technical guidance from Senior Technical Advisor.

2. Support PEI project management tasks and provide project accountancy oversight:

The Financial manager will work in close collaboration with the relevant UNDP Country Office Units, and especially with the Environment Unit Programme Analysts and Programme Associate for supporting the programme delivery and performing financial ATLAS management for PEI. The major tasks here will include, but not necessarily be limited to, the following:

- Support specific project management tasks relating to short-term consultancies, procurement and HR matters.
- Keep updated on and advise project accountants of any new financial reporting requirements or procedures as implemented by UNDP.
- Monitor overall PEI expenditures by component.
- Support and advise project accountants in preparing financial reports, and quarterly budget planning.
- Act as key liaison between project accountants with UNDP Programme Management Support and Finance Units.
- Ensure that proper financial records and files are maintained by project accountants in accordance with prevailing procedures.
- Ensure that UNDP financial guidelines are followed and best practices maintained during the implementation of all project activities.
- Support to PEI project staff with organizing PEI events and assist with logistical support.

3. Provide training and mentoring on financial management and ATLAS:

- The Financial manager will provide training and mentoring to the Environment Unit Programme Associates and PEI accountants with performing financial analysis and in use of ATLAS, as required.
- S/he will assist Environment Unit during the transition to IPSAS.

Competencies

Corporate Competencies:

- Demonstrates commitment to UNDP's mission, vision and values.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

Knowledge Management and Learning:

- Shares knowledge and experience
- Actively works towards continuing personal learning, acts on learning plan and applies newly acquired skills

Development and Operational Effectiveness

- Ability to perform a variety of standard tasks related to Results Management, including screening and collecting of programme/ projects documentation, projects data entering, preparation of revisions, filing, provision of information
- Ability to provide input to business processes re-engineering, implementation of new system, including new IT based systems

Leadership and Self-Management

- Focuses on result for the client and responds positively to feedback
- Consistently approaches work with energy and a positive, constructive attitude
- Remains calm, in control and good humored even under pressure

Qualifications and experience

Education:

- Bachelor degree, preferably with specialization in accounting, finance, economics or business administration. Master's degree would be an advantage, but not required

Experience:

- Minimum of six years accounting experience and progressively responsible administrative or programme/project experience is required at the national or international level.
- Minimum of four years experience working with development projects or international organizations.
- Familiarity in managing projects with funding from multiple donors and reporting requirements is an advantage.
- Recognized accounting qualification required.
- Knowledge of modern accounting and office procedures.
- Experience in using ATLAS (UNDP financial management software) is preferred.
- Familiarity in the usage of MS Office software (Word, Excel, etc). Experience in handling web based management systems would be desirable.

Language Requirements:

- Fluency in English and Lao required

IV. NATIONAL COORDINATOR FOR PEI COMMUNICATIONS

Location : Vientiane

Languages Required : Lao, English

Duration of Contract : 6 months (Full time), renewable

1. Background

The joint United Nations Environment Program (UNEP)-United Nations Development Program (UNDP) Poverty Environment Initiative (PEI) in Lao PDR aims to contribute to poverty reduction and improved well-being of poor and vulnerable groups through mainstreaming the environment into national development processes. PEI will provide targeted support to the Government of Lao PDR's on-going efforts to achieve poverty reduction through sustainable natural resource management.

PEI is implemented by the Ministry of Planning and Investment (MPI) – Department of Planning, Investment Promotion Department, and the National Economic Research Institute; Ministry of Natural Resources and Environment (MoNRE) – Department of Environmental and Social Impact Assessment; and provincial authorities in 4 targeted provinces with support from the UNDP CO Lao PDR.

Its expected outputs include the integration and implementation of poverty-environment concerns in the 7th National Socio Economic Development Plan (NSEDPlan) and its monitoring and evaluation framework; strengthened capacities of national and provincial authorities to plan and manage investments towards poverty reduction and sound environmental management goals; strengthened capacity in the review and monitoring of environmental and social impact assessments (ESIAs) and environmental and social mitigation management plans; awareness raising of the National Assembly in the areas of natural resource management and sustainable economic growth; strengthened capacity in research and analysis of the economic values of ecosystem services and to translate research towards informed development decisions.

PEI programme will be extended from January to June 2012 under the current Phase 1 framework (original framework has a timeline of May 2009 – December 2011), with a further extension to a Phase 2 under a revised programme framework from July 2012 to 2015.

The diverse outputs of the PEI program and the cross-cutting nature of poverty reduction and environmental goals will require a strong communications program to ensure that the program objectives are well understood across the different project components and by key in-country stakeholders. It is critical to have a cohesive and well-managed communications strategy to ensure that the PEI messages are consistent and reach the targeted audience to achieve the program's goal to mainstream poverty and environment concerns in the national planning and development process.

The PEI program is looking to recruit a full-time consultant to manage and implement the PEI communications strategy and support a targeted program to support transfer of research results to inform policy decisions in Lao PDR.

2. Duties and Responsibilities

The Coordinator is responsible to revise, manage and implement the PEI-wide communications strategy which has the following objectives (60% of time):

1. Raise awareness about Poverty-Environment linkages among key decision makers to direct policy making towards sustainable investment management;
2. Enhance engagement between PEI and government counterparts across all outputs to ensure continued consideration of Poverty-Environment issues within the respective government departments, and to increase collaboration/coordination between the outputs;

3. Increase information exchange on key themes and activities of PEI Lao with other stakeholders in-country and globally, UNDP Lao, potential donors, and other International organisations or NGO's working in Laos; and reporting to UNDP-UNEP PEI global.

The Communications Coordinator is also responsible for effective transfer of information from research conducted across PEI outputs, particularly from the PEI-NERI (National Economic Research Institute) component, to inform targeted policy decisions (40%). The Coordinator will be based in NERI, and will provide general programmatic support to the PEI-NERI project team, as needed.

The exact tasks include, but are not restricted to the following:

- Consult PEI project team for revision of the existing PEI communications and outreach strategy for implementation in PEI Phase II across 2012-2015, and develop annual workplans;
- Identify key messages of PEI program in consultation with key stakeholders, and develop appropriate communication materials in Lao and English;
- Design a cohesive PEI-wide design for communication materials (brochures, factsheets, posters);
- Participate in key PEI events and workshops across all outputs;
- Prepare and support press releases across all outputs, in Lao and English;
- Prepare a dissemination strategy to distribute PEI reports and research results targeting decision-makers and other stakeholders;
- Promote the use of media for reaching out to general public (newspaper, TV, website and others);
- Provide targeted programmatic support to PEI-NERI component, including development of short papers/ briefs/ reports;
- Any other tasks as assigned

3. Qualifications

Education

Post graduate qualification preferred but not essential. The Coordinator should have a university degree in Environmental Education, Communications, journalism, or similar subject. At least 2 years relevant work experience required, preferably with international organizations. Sound knowledge of poverty and environmental issues in Lao PDR is required.

Other Skills/ Competencies

- Strong communication skills with ability to express ideas clearly, both orally and in writing;
- Demonstrated experience in developing communication products (e.g. brochures, factsheets, policy briefs, posters, videos, etc.);
- Strong interpersonal skills with ability to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Excellent coordination skills, with ability to work under pressure and handle multiple activities and projects concurrently,
- Ability to work independently and to participate effectively in a team based information sharing environment;
- Knowledge of UNEP, UNDP and the UN system, including the UN common country programming process an advantage;
- Fluency in spoken and written English is essential;
- Full computer literacy;
- Ability to travel on demand;
- Ability to translate from English to Lao and vice versa is an asset;
- Lao National only.

4. Reporting, Supervision and Performance Evaluation

- The Communications Coordinator will report to the UNDP Environment Unit Head and UNDP-PEI Programme Analyst, and PEI-NERI Project Manager.
- He/ She will work closely with the PEI Technical Advisors, PEI National Project Managers and project team in Lao PDR, and the regional UNDP-UNEP PEI team in Bangkok.
- Performance will be evaluated by the UNDP-PEI Programme Analyst and PEI-NERI Project Manager.

V. NATIONAL COORDINATOR FOR ENVIRONMENT & INVESTMENT (Output 2)

Location: Vientiane

Languages Required: Lao, English

Duration of Contract: 12 months (Full time), renewable

1. Background

The joint United Nations Environment Program (UNEP)-United Nations Development Program (UNDP) Poverty Environment Initiative (PEI) in Lao PDR aims to contribute to poverty reduction and improved well-being of poor and vulnerable groups through mainstreaming the environment into national development processes. PEI will provide targeted support to the Government of Lao PDR's on-going efforts to achieve poverty reduction through sustainable natural resource management.

PEI is implemented by the Ministry of Planning and Investment (MPI) – Department of Planning, Investment Promotion Department, and the National Economic Research Institute; Ministry of Natural Resources and Environment (MoNRE) – Department of Environmental and Social Impact Assessment; and provincial authorities in 4 targeted provinces with support from the UNDP CO Lao PDR.

Its expected outputs include the integration and implementation of poverty-environment concerns in the 7th National Socio Economic Development Plan (NSED) and its monitoring and evaluation framework; strengthened capacities of national and provincial authorities to plan and manage investments towards poverty reduction and sound environmental management goals; strengthened capacity in the review and monitoring of environmental and social impact assessments (ESIAs) and environmental and social mitigation management plans; awareness raising of the National Assembly in the areas of natural resource management and sustainable economic growth; strengthened capacity in research and analysis of the economic values of ecosystem services and to translate research towards informed development decisions.

The timeframe for PEI Phase II Lao PDR is 44 months: April 2012 to end December 2015.

This position is to support Output 2 of PEI to strengthen the Government of Lao PDR's capacity to plan and manage private investments for quality growth.

2. Duties and Responsibilities

Summary of Key Functions and Responsibilities:

Support the implementation of the Lao PDR Poverty Environment Initiative, with focus on activities that build government capacity to plan and manage investment.

The Consultant will be a member of the PEI team that assists IPD and provincial authorities with the implementation of training and policy activities related to planning and managing investment as well as developing related research. The consultant will be located within IPD in the Ministry of Planning and Investment for the duration of his/her contract with frequent travel to selected provinces. Within the context of the PEI country programme, he/she will have the following duties:

1. Coordinate PEI's support to the Investment Promotion Department in MPI and the provincial authorities on the Investment component of PEI under the guidance of the Project Manager and the international senior technical advisor based at MPI:
 - Assist consultations with national and provincial stakeholders and delivery of training sessions at national and sub-national levels over a range of topics including: drafting and implementing investment strategies, promoting and attracting investments that minimizes environmental and social impacts, facilitating the use of tools such as the agriculture concession contracts, investment database and quality investment screening criteria
 - Facilitate the development of capacity in and sustainable financing for investment monitoring, and manage/coordinate and participate in joint DESIA-IPD monitoring activities
 - Assist the organization of workshops and logistics
 - Coordinate IPD activities with other PEI outputs, working closely with the broader PEI project team
 - Support the development of regular reports (e.g. annual report, quarterly reports)

2. Support the day-to-day operation of the PEI's component of the investment support project in the Investment Promotion Department and the Provincial authorities
3. Support MPI to carry out assessments of investments, and apply existing research on the environmental and social costs and benefits of investment choices to develop a strategic approach to investment decision-making at the national level
 - Provide research inputs to the development of technical papers and investment assessments, to support international technical advisor based within MPI
 - Support MPI to apply existing analysis and research on the environmental and social costs and benefits of investment choices to develop a strategic approach to investment at the national level
 - Organize, manage and participate in assessments of investments, with focus on social (disaggregating between poor women, men and vulnerable groups), economic and environmental impacts of investment projects and their contribution to climate resilience
 - Facilitate demand for and organize analytical and policy research on fiscal incentives for quality investment and issues relating to macroeconomic growth, investment trends and sustainable development
4. Promote increased awareness in the Lao PDR on the importance of poverty-environment linkages and produce communications materials such as short articles, policy briefs or review papers.
5. Provide comprehensive support including technical services (analysis and presentation of background information and drafting of PEI documents), logistical assistance, and basic translation to implementation of the PEI in Lao PDR.

Expected outputs:

- Effective achievement of the activities and goals for PEI Output 2 of the PEI Lao PDR framework (National and Provincial Investment Strategies are implemented to strengthen investment management systems for quality growth in Lao PDR)
- Effective liaison and coordination between the PEI-IPD, other PEI outputs, UNDP and government partners
- Regular and effective communication pieces (such as short articles and policy papers) to raise awareness on investment management and poverty-environment issues, and to influence decision-making

3. Qualifications

- Post graduate qualification required, with specialization in business, economics, development related field and/or planning with sound knowledge of socio-economic aspects of sustainable development and investments in Lao PDR.
- At least seven years of project experience is required at the national level or with private sector, with experience in investment management, corporate social responsibility (CSR), rural development, poverty reduction and / or environmental management is preferred.

Other Skills/ Competencies

- Strong interpersonal skills with ability to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Excellent coordination skills, with ability to work under pressure and handle multiple activities and projects concurrently,
- Ability to work independently and to participate effectively in a team based information sharing environment;
- Knowledge of UNEP, UNDP and the UN country programming process an advantage;
- Strong communication skills with ability to express ideas clearly, both orally and in writing;
- Fluency in spoken and written Lao and English is essential;
- Full computer literacy.

4. Reporting, Supervision and Performance Evaluation

- The National Coordinator for Environment and Investment will report to the PEI-IPD National Project Manager, with oversight by the UNDP-PEI Programme Analyst.
- He/ She will work closely with the PEI Technical Advisors, PEI UNDP and the PEI project team in Lao PDR.
- Performance will be evaluated by the PEI-NERI Project Manager and UNDP-PEI Programme Analyst.

VI. NATIONAL COORDINATOR FOR ENVIRONMENT AND SOCIAL IMPACT ASSESSMENT (Output 3)

Background

The joint United Nations Environment Program (UNEP)-United Nations Development Program (UNDP) Poverty Environment Initiative (PEI) in Lao PDR aims to contribute to poverty reduction and improved well-being of poor and vulnerable groups through mainstreaming the environment into national development processes. PEI will provide targeted support to the Government of Lao PDR's on-going efforts to achieve poverty reduction through sustainable natural resource management.

PEI is implemented by the Ministry of Planning and Investment (MPI) – Department of Planning, Investment Promotion Department, and the National Economic Research Institute; Ministry of Natural Resources and Environment (MoNRE) – Department of Environmental and Social Impact Assessment; and provincial authorities in 4 targeted provinces with support from the UNDP CO Lao PDR.

Its expected outputs include the integration and implementation of poverty-environment concerns in the 7th National Socio Economic Development Plan (NSEDP) and its monitoring and evaluation framework; strengthened capacities of national and provincial authorities to plan and manage investments towards poverty reduction and sound environmental management goals; strengthened capacity in the review and monitoring of environmental and social impact assessments (ESIAs) and environmental and social mitigation management plans; awareness raising of the National Assembly in the areas of natural resource management and sustainable economic growth; strengthened capacity in research and analysis of the economic values of ecosystem services and to translate research towards informed development decisions.

The timeframe for PEI Phase II Lao PDR is 44 months: April 2012 to end December 2015.

This position is to support Output 3 of PEI to strengthen the Government of Lao PDR's mandate on Environmental and Social Impact Assessment as a safeguard for reducing negative social and environmental impacts of investments in Lao PDR.

Duties and Responsibilities

The Consultant will be a member of the PEI team who assists DESIA and provincial authorities with the development of technical guidelines for reviewing and monitoring ESIAs for agriculture and forestry plantation sector and monitoring procedures guideline for provincial and district levels, the development of capacity in and assess options for sustainable financing of ESIA monitoring and the assessment of cumulative impacts from investment. The consultant will be located within DESIA for the duration of his/her contract with frequent travel to selected provinces. Within the context of the PEI country programme, he/she will have the following duties:

- Coordinate PEI's support to the DESIA under the guidance of an international technical advisor.
- Provide technical support for the development of technical guidelines for reviewing and monitoring ESIAs for agriculture and forestry plantation sector and technical trainings. Organize, manage and participate in the review of case study agriculture and forestry investments as part of the guideline development.
- Support the incorporation of climate change and disaster risk into new and existing ESIA guidelines; and carry out a review of how new ESIA studies have addressed these aspects.
- Facilitate the development of capacity in ESIA monitoring, and manage/coordinate and participate in joint DESIA-IPD monitoring activities.
- Support development of general and sector specific (forestry/agriculture and infrastructure) monitoring guidelines.
- Facilitate engagement and capacity building of mass organizations and civil society groups to strengthen the ESIA public consultation process.
- Facilitate in organizing consultation workshops, meetings, and training.
- Promote increased awareness of poverty-environment linkages and the importance of environmental and social impact assessments through short articles, policy briefs or review papers in order to reduce negative impacts of investments in Lao PDR.
- Provide comprehensive support including technical services, logistical assistance, and basic translation to implementation of PEI in Lao PDR.

- Ensure that there is adequate and effective communication and coordination between PEI-ESIA, UNDP and other PEI outputs to enable strategic linkages.
- Prepare quarterly and annually progress reports.
- Other activities as assigned.

Expected outcomes / results

- Effective achievement of the activities and goals for PEI output 3 of the PEI Lao PDR framework (Improved effectiveness of ESIA system, particularly for agriculture and forestry plantation sector, as a safeguard for sustainable development)
- Effective liaison and coordination between the PEI-ESIA, other PEI outputs, UNDP and government partners
- Regular and effective communication pieces (such as short articles and policy papers) to raise awareness on ESIA and poverty-environment issues, and to influence decision-making

Qualifications and experience

- Post graduate qualification in environmental study required.
- Proven and extensive experience in environmental and social impact assessment, and environmental management required
- Knowledge of, and experience working with ESIA's and with investment management
- Proven experience in conducting training of Government officials
- At least seven years of programme/project experience (project management) is required, preferably working with ESIA
- Experience working with international organizations are required
- Strong interpersonal skills with ability to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Excellent coordination skills, with ability to work under pressure and handle multiple activities;
- Knowledge of UNEP, UNDP and the UN system, including the UN common country programming process is an advantage;
- Fluency in spoken and written English is essential;
- Full computer literacy.

VII. NATIONAL RESEARCH ASSISTANT FOR ENVIRONMENTAL ECONOMIC RESEARCH (Output 5)

Location : Vientiane

Languages Required : Lao, English

Duration of Contract : 12 months (Full time), renewable

1. Background

Environmental management is central to the health, livelihoods and vulnerability of poor people in Asia and the Pacific. Mainstreaming seeks to improve environment outcomes that contribute to achieving the MDGs. Governments and other stakeholders improve environment outcomes that matter to poor people by mainstreaming poverty environment issues into key processes and their implementation – including national plans, sectoral strategies, environmental policies, economic decision making and subnational planning. The UN and other development partners can encourage mainstreaming by expanding knowledge and strengthening capacity, incentives and institutional processes to give a higher priority to environment issues that matter to poor people.

The Joint UNEP and UNDP Poverty-Environment Initiative (PEI) was formulated in Lao PDR to integrate pro-poor environmental concerns and opportunities in the national development planning, implementation and budgeting processes. PEI will provide targeted support to the Government of Lao PDR's on-going efforts to achieve poverty reduction through sustainable natural resource management. PEI programme will be implemented until 2015 by the Ministry of Planning and Investment (MPI) and provincial authorities in targeted provinces with support from the UNDP Lao PDR. Its expected outputs include the integration of poverty-environment linkages in the 7th National Socio Economic Development Plan (NSEDPlan), awareness raising of the National Assembly in the areas of natural resource management and strengthened capacity for investment management for poverty reduction and environmental sustainability.

The Poverty-Environment Initiative (PEI) program of support to the National Economic Research Institute (NERI) focuses on research on the economics of ecosystem services and land use. NERI's research is designed to directly contribute to ongoing work in the other PEI outputs. Potential research topics for 2012 will include an analysis of the economic and environmental impacts of contract farming systems and development projects.

The PEI-NERI program is looking to recruit a full-time research assistant to provide support to the development of all research matters related to the project and provide general administrative and programmatic support to the PEI-NERI project team with frequent travel to selected provinces. The position will provide excellent opportunities for developing/enhancing research skills and increasing knowledge to innovative methodologies and approaches for assessing environmental and economic issues.

2. Duties and Responsibilities

Under supervision of the Director of National Economic Research Institute (NERI) and International technical advisor working within MPI, the research assistant provides support to the development of all research matters related to the project and provides general administrative and programmatic support to the PEI-NERI project team with frequent travel to selected provinces, as needed.

The responsibilities include, but are not restricted to the following:

1. Program administration activities (30% of time):
 - Assist the organization of workshops and logistics associated with the investment component of PEI
 - Support the development of regular reports (e.g. annual report, quarterly reports)
 - Participate in project monthly meetings
 - Take minutes for meetings.
 - Drafting of PEI-NERI related documents, as required and requested.
 - Provide comprehensive support including technical services and basic translation to implementation of the PEI-NERI project.
 - Logistical and translation support for workshops, training activities and field work. as necessary.
 - Any other tasks as assigned.

2. Research activities (70% of time):

- Assist the PEI-NERI team in all tasks related to its research initiatives, particularly in the form of literature searches, processing/compiling data, data analysis, technical writing and report editing.
- Develop presentation materials and reports as requested.
- Provide research and technical inputs to the development of technical papers
- Collection, analysis and presentation of background information for the implementation of PEI Programme.
- Review literature and legislation relevant to the program
- Manage and compile research data
- Coordinate and interact closely and regularly with expert group for research work
- Other duties as required.

3. Qualifications

Education

Post graduate qualification preferred but not essential. The assistant should have a university degree in the fields of Economics, Social sciences, Natural Resources or similar. At least 2 years relevant work experience in research required, preferably with international organizations. Sound knowledge of poverty and environmental issues in Lao PDR is required.

Other Skills/ Competencies

- Demonstrable experience conducting and analyzing field research;
- Ability to write short research papers or summary of literatures reviews;
- Strong interpersonal skills with ability to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Excellent coordination skills, with ability to work under pressure and handle multiple activities and projects concurrently,
- Ability to work independently and to participate effectively in a team based information sharing environment;
- Knowledge of UNEP, UNDP and the UN system, including the UN common country programming process an advantage;
- Fluency in spoken and written English is essential;
- Full computer literacy;
- Ability to travel on demand;
- Ability to translate from English to Lao and vice versa is an asset;
- Lao National only.

4. Reporting, Supervision and Performance Evaluation

- The research assistant will report to the PEI-NERI Project Manager.
- He/ She will work closely with the NERI research team and PEI/UNDP project team.
- Performance will be evaluated by the PEI-NERI Project Manager.

Annex 5: Assessments

Capacity assessments (including HACT Micro Assessment) of the PEI Phase II National Implementing Partners have not been carried out.

However, the three PEI National Implementing Partners, namely the Investment Promotion Department (IPD) and the National Economic Research Institute (NERI) of the Ministry of Planning and Investment, and the Department of Environmental and Social Impact Assessment (DESIA) of the Ministry of Natural Resources and Environment; are not new partners for UNDP. They have been fully implementing the PEI Phase I programme in Lao PDR over 2009-2011.

During this time, the project teams of the three National Implementing Partners, including the National Project Managers, have participated in all the training sessions on sound project and financial management organized by the NIM project of the Department of International Cooperation of MPI and UNDP. The project teams have also always been able to fully address all issues raised by the UNDP/NIM spot checks and audits in a timely manner.

Annex 6: Results Chain Analysis of PEI Outputs and Outcomes

The diagram below illustrates the how PEI and UNDAF outputs and outcomes are linked, and the programme's expected impacts on the ground, given relevant risks and enabling conditions. The PEI Outputs are also aligned with the country's NSEDP priorities with several common poverty-environment indicators.

