



## Note for the File

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|---------------|---|-------------|--|
| Event:        | <b>PAC meeting for Initiation Plan (HCMC project)</b>   | Date :      | 13:00 - 14:00<br>Thursday 15 June 2017   |
| Participants: | Ms. Akiko Fujii, DCD<br>Mr. Nguyen Tien Phong, ACD<br>Ms. Nguyen Thi Ngoc Han, PO<br>Mr. Dao Khanh Tung, PO |             | Ms. Tran My Hanh, Planning, M&E Analyst<br>Ms. Nguyen Viet Lan, Communication Specialist<br>Mr. Kim Jung Hyun, Private Sector Partnership Development Specialist |
| Copies:       | UNDP internal   | Drafted by: | Nguyen Thi Ngoc Han  |
|               |   | Cleared by: | Akiko Fujii  |

**Purpose of the Meeting:** Office-wide Appraisal meeting for the Initiation Plan of the project “Liveable Ho Chi Minh city”.

The meeting starts with an **introduction of the project initiation plan**, which was developed for (i) preparatory activities for the future project and (ii) establishing core analytical and informational resources for the future project’s two primary outputs: (a) improved integrated urban development, including mainstreaming HCMC’s Liveable Vision objectives, the SDGs and urban resilience in City planning and management and (b) enhanced productivity and competitiveness within the city. The project document was presented in an UNDP pre-PAC meeting before and is currently under appraisal process of the Government.

### Issues raised, discussed and agreed

1. Duration of the Initiation Plan is 12 months, and will immediate end when the full-scale project starts.
2. Clarification of management role: Head of IGU (ACD) is the Project Manager. The project staff (contracted and based in HCMC) is not taking any management role.
3. Progress reports should be prepared every 6 months and submit to the Project Board (chaired by Deputy Country Director).
4. Resource mobilization and different modalities for fund transfer/management should be paid adequate attention in designing activities of the full-scale project.

### Conclusion by Ms. Akiko Fujii, Deputy Country Director

Endorse the Project Initiation Plan, noting all the comments/issues above.