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Lao People's Democratic Republic



*Empowered lives.  
Resilient nations.*

**Government of Lao People's Democratic Republic  
National Regulatory Authority for the UXO/Mine Action Sector  
in the Lao PDR**

**United Nations Development Programme**

**PROJECT ID: 00080296  
PROJECT TITLE: "Support to the National Regulatory  
Authority for the UXO/Mine Action Sector in Lao PDR  
2012 - 2015"**

**QUARTERLY PROJECT REPORT  
(QPR)**

**Reporting period: 01 April 2013 – 30 June 2013**

Version 10/07/2013

## I. PROJECT INFORMATION AND RESOURCES

<b>Project Number:</b>	00080296
<b>Project Title:</b>	Support to the National Regulatory Authority for the UXO/Mine Action Sector in Lao PDR 2012 - 2015
<b>Implementing Partner:</b>	National Regulatory Authority for the UXO/Mine Action Sector in the Lao PDR (NRA)
<b>Responsible Parties (if applicable):</b>	
<b>Donors:</b>	<ul style="list-style-type: none"> <li>• Via UNDP: Australia (AusAID), Ireland, Switzerland (SDC), UNDP TRAC, European Union and United Kingdom</li> <li>• Other: UNICEF, United States (via Sterling International)</li> </ul>

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
January 2013	January 2013	TBC	TBC

<b>Period covered by this report:</b>	01 April 2013 - 30 June 2013
<b>Date of annual review:</b> <i>[Indicate if planned or actual]</i>	12 February 2013

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
USD 1,918,000	USD 1,918,000	USD 1,918,000
Resources	Donor	Amount (US\$)
	UNDP (Trac)	61,500
	<b>UNDP UXO Trust Fund</b>	
	AusAID	48,600
	Ireland	402,419
	SDC	352,900
	<b>UNDP CPR Thematic Trust Fund</b>	
	DFID	87,000
	<b>UNDP Close Trust Fund</b>	
	EU	252,788
	Unfunded budget	712,793
	<b>In kind contributions</b>	
	2 Technical Advisors (in-kind)	USA
	2 Australian Volunteers (in-kind)	Australia
	<b>Total budget</b>	<b>US\$ 1,918,000</b>

Summary of expenditure for period covered by this report	Amount (US\$)	
	Budget Quarter 2, 2013	\$ 426,000.49
Total expenditures (estimates by Programme)	\$176,986.02 POA \$ 233,721.08 Direct Payment	
Delivery Rate %	%_96 est.	

## II. PURPOSE OF THE PROJECT

The objective of this Project is to assist the Government of the Lao PDR to continue strengthening the National Regulatory Authority (NRA) for the Unexploded Ordnance (UXO) Sector. The NRA is an inter-ministerial body established by a Prime Ministers Decree with key roles of coordination, regulation and monitoring to maximise the performance of the UXO sector. Its secretariat, the NRA Office supported by UNDP, provides a UXO focal point in Government administration and has instituted a framework within which implementing organizations work.

The NRA is mandated to coordinate, regulate and oversee all operations in the UXO sector. It has a role to ensure that UXO sector activities take place in accordance with the National Strategic Plan for the UXO Sector, the 2010-2020 *Safe Path Forward II (SPF II)*.

UNDP's support to the NRA and the sector is in line with the UNDAF Outcome "**By 2015, national and local governments and communities have reduced the impact of unexploded ordnance on people in the Lao PDR**". UNDP provides on-going support in building institutional capacity of the National Regulatory Authority (NRA) project, through the provision of policy advice, aid coordination and provision of technical advisory support and the mobilization of financial resources.

The key objective is to enhance national ownership and results in order to fulfil the legal obligations contained in the Convention on Cluster Munitions (CCM) and other relevant treaties, to achieve Lao PDR national objectives for the UXO sector as set out in *Safe Path Forward II (SPF II)*, and to accelerate efforts to attain the MDGs.

The NRA is a key actor to ensure the implementation of the Millennium Development Goal Nr 9 (MDG 9): "Reduce the Impact of UXO" in Lao PDR in accordance with the National Strategic Plan for the UXO sector *The Safe Path Forward IP* approved in June 2012. This MDG should "further function as a multiplier to MDGs 1-7 by providing increased access to assets and services for improved livelihoods."<sup>1</sup>

The Project comes under the UNDAF Outcome 9 of the Country Action Programme Plan 2012-2015 (**By 2015, national and local governments and communities have reduced the impact of unexploded ordnance on people in Lao PDR**)

**Activity results of the Project as described in the 2013 Annual Work Plan included the following:**

**Activity Result 1:** Risk Education methodologies improved, reinforced and better disseminated.

**Activity Result 2:** Practices of information management and surveillance of UXO survivors improved; a strategy for victim assistance formulated (AusAID sub-project 6/ SDC output 2.3).

**Activity Result 3:** More efficient and effectively planned release of land coordinated and regulated in accordance with development goals as prioritized in the NSEDP and other relevant national planning and policy frameworks

<sup>1</sup> "The MDG Compact for Lao PDR: Fully committed to attaining the MDGs by 2015 and the Lao PDR specific MDG 9 on the reduction of UXO impacts by 2020 on the occasion of the Vientiane High Level Round Table Meeting," 20 October 2010.

**Activity Result 4:** Effective coordination and regulation of the UXO sector

**Activity Result 5:** Improved institutional development of the NRA and integration into the regular set-up of the Government (SDC outcome 1&2).

**Activity Result 6:** International treaty obligations met (SDC outcome 3).

### III. PROJECT PERFORMANCE AND RESULTS

#### 1. Contribution to the Strategic Goals

##### **UNDAF Outcome 9**

**By 2015, national and local governments and communities have reduced the impact of unexploded ordnance on people in Lao PDR**

##### **UNDP Country Programme Outcome**

By 2015, the impact of UXO on people in Lao PDR reduced with collective actions of national and local governments and communities.

##### **Progress towards achieving the Outcome**

In Quarter 2 of 2013, the NRA is on track in relation to its quarterly work plan. It has continued to perform its important role in the UXO sector, coordinating, regulating and monitoring the work of UXO sector operators<sup>2</sup>, and has contributed to maximizing the performance of the Sector as a whole. The NRA continues to assist the Government in achieving the UNDAF outcome, in a manner consistent with the Safe Path Forward II (SPF II) and that advances progress toward MDG 9.

The first NRA activity result is to improve risk education methodologies, to reinforce these methodologies and to better disseminate risk education messages among the operators. In Q2 2012, NRA convened a risk education Technical Working Group (TWG) meeting with operators to coordinate and review their achievements and challenges, as well as to discuss the work plan for next quarter. The most notable sector outcome result achieved in 2012 was a significant reduction in the number of UXO casualties, from approximately 300 per year as recently as 2008 to fewer than 100 in 2011 and 56 in 2012. During Q2 of 2013, the number of victims remained low. There were 2 UXO accidents, with a total of 4 victims, including 1 boy killed, and 3 people injured, (1 adult and 2 children). As discussed at the Technical Working Group, one of the main causes of accidents (in 2012 / 2013) is "making fire", the NRA reminded MRE operators to work on this topic, and radio spots are under development by the NRA to communicate specific messages of prevention.

NRA's second key activity result was partially achieved. In 2012 a Survivor Tracking System was established to facilitate the collection of detailed information on survivors. Victim Assistance unit collected 9,325 survivor tracking forms. Entry of the data into the Lao Victim Information System (LVIS) is pending and need to be addressed. The Victim Assistance strategy in Lao was presented at the NRA board meeting (May 2013) which agreed in principle, but the NRA board requested some modifications before official approval. The NRA organized also a study tour in Cambodia to analyze the Victim Assistance there, and more generally the disability sector, the delegation led by NRA Deputy Director Operations included also some representatives of the Lao Ministry of Labour and Social Welfare.

The third key activity result of the NRA for 2013 is to improve coordination of the sector in order to be more efficient and effective: to ensure survey and clearance activities reflect the development goals as prioritized by the Government and relevant national planning and policy frameworks. NRA is on track to achieving this key activity result. The NRA Clearance Unit has continued the data collection on the government priorities for each province, and especially on the development projects. During the first quarter 2013 the NRA organized two regional planning workshops in Savannakhet and Pakse for the Southern provinces of Lao PDR. During the second quarter, the Clearance Officer collaborated with the National Committee for Rural Development and Poverty Eradication to integrate the information, including a joint field visit in the Northern provinces. This work will continue in Q3. In addition, the first UXO Sector Policy Forum was successfully held in 20 June 2013

<sup>2</sup>As of 31th March 2013, UXO Sector operators included 17 non-profit organizations (UXO Lao, NPA, MAG, HI, SODI, Halo Trust, JMAS, AAR, COPE, CPI, CRS, NCA, LDPA, NCDP, SoS, CARE International and World Education) and 9 commercial operators (ASA, PSD, SBH, Lao BSL, XTD High-tech, THB,,Milsearch, BACTEC and MMG/LXML.

with wide participation by donors, operators and provincial government representatives. Items/issues discussed included: How UXO Land Release complements Rural Development and Poverty Eradication Plans; and Planning and Prioritization for Survey and Clearance.

During the second quarter 2013, a total of 1,659 Ha of land has been cleared; including 1,400 Ha of agricultural land and 259 Ha of development land. During Q2 of 2013, operators in Lao PDR destroyed more than 34,559 items, of which 128 were bombs, 19,371 were bombies, 21 were mines, and 15,039 were other UXO items.

For the last three key activity results, NRA is also on track. In November 2012, NRA Notice No 96 on the roles and responsibilities of the NRA were elaborated and approved by the NRA Board Chairman. This notice has assisted the NRA in fostering better communication and coordination with the provinces and at the sub-provincial level and will provide all involved in the sector with a clearer understanding of the mandate, role, structure, scope and objectives of the NRA. The NRA continued to advocate for increased financial support from the international community, as well as from the Government, which was agreed in principle. Funding levels will depend on the availability of funds and quality of the funding requests made to Government by the sector.

In the first quarter 2013, due to limited funding, NRA management decided to postpone some of its activities, including monitoring activities. The monitoring missions did take place as originally planned during the second quarter of 2013.

Table 1. Results and Contributions at Output level

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Expenditure	Progress towards achieving outputs; Targets achieved against indicators	Reasons if progress below target and response strategies
<p>And baseline, indicators including annual targets</p>	<p><i>List activity results and associated actions</i></p>	<p>LAK</p>		
<p>Output 1 The National Regulatory Authority for the UXO/Mine Action Sector is better able to coordinate and regulate the UXO sector.</p>	<p><b>I. Activity Result: Risk Education methodologies improved, reinforced and better disseminated.</b></p>	<p>72,626,068</p>	<p>The quarterly targets for this activity result are on track as highlighted below:</p>	
	<p><u>MRE Unit:</u> MRE Unit: 1.1 Monitor MRE activities conducted by operators, including gender issues. 1.2 Ensure training and support of RE operators and local authorities</p>		<p>On track - Monitoring Mission was planned to be conducted in Q1, but the mission was postponed to Q2, due to the fact that available funding in Q1 was limited. On 5<sup>th</sup> May 2013, NRA and UXO Lao visited the UXO Lao, World Education Organization and village volunteers in Xieng Khouang Province. Overall, the MRE team estimated that these operators are very skilled. World Education Organization is doing remarkably well in producing and using new and attractive communication materials. UXO Lao is good as well in delivering key messages, but their communication materials are not as attractive for the audiences. The NRA has encouraged UXO Lao in various provinces to cooperate more closely with other operators and to share experiences and knowledge, as well as to report more effectively. Field personnel have proposed an “exchange experience campaign” among the CA Teams in other provinces where good work experiences have been recorded, to share best practices.</p>	
	<p>1.3 Conduct four meetings of the Technical Working Group on MRE</p>		<p>On track - MRE TWG was held as planned on 27 June 2013 at NRA conference room. The meeting was chaired by Mr. Bounphamith Somvichith, Deputy Director of NRA. Line ministries concerned, representatives of UNDP and operators were present as well. The aim of the meeting was to discuss NRA/MRE activities conducted in Q2, 2013 as well as MRE</p>	

			<p>operators achievements and challenges faced.</p> <p>The NRA Victim Assistance Officer highlighted that many accidents are caused when victims are “making fire”, and TWG members were reminded on the importance of dealing with this situation in their MRE activities. It will be also addressed through the development of specific radio spots.</p>	
	1.4 Ensure interaction with the Ministry of Education		<p>On track - NRA is working closely with Ministry of Education. The NRA approached UNICEF and received 54,000 USD to print curriculum materials, and will hold a workshop to update them, prior to printing. There are five different books, for each year of the primary school. Once printed (in Q3 expected), these books will be distributed by the Ministry of Education in nine contaminated provinces by the end of the year 2013.</p>	
	1.5 Encourage women and children at local level to participate on MRE activities and also act as a key role to ensure that the activities are efficient and have long term sustainability.		<p>On track - Monitoring operators' work and arranging TWG meetings every quarter, enables NRA to ensure that operators are selecting women and children for their MRE activities. So far, it has worked very well.</p>	
	1.6 Capacity development of national staff: Project monitoring & evaluation training			Planned in Q4. funding is now available for this activity.
	1.7 UXO Spot for radio program and materials for souvenir in the radio program		<p>On track - The NRA is coordinating with the Ministry of Information and Culture to gather more information on how it is going to be set-up. The NRA has completed the preparation of the radio spot programme on how to prevent the UXO accidents when making a fire (one of the main causes of accidents in the year 2012).</p>	
	1.8 Make available the report from the NRA about data collection on the scrap metal trade.		<p>On track - The issue was discussed at the TWG at end of the year 2012. NRA has produced and sent notification to all operators and related ministries on the situation of the scrap metal trade, and on the necessity at this time, not to formulate a decree. The internal report was produced after a study/survey of the situation regarding the scrap metal trade. It has been determined that, the trade in scrap metal is no longer the main cause of</p>	

				accidents, as it was in the past. The report is available for review. The NRA will continue to follow-up the situation and may undertake further review and reconsideration of the issue.	
			82,373,135	The quarterly targets for this activity result are <b>partially achieved</b> as highlighted below:	
No. of UXO survivors whose needs are tracked (2010: 0, 2015: 10,000, MoV: NRA Database) <b>Actual 2012: 9,325 Survivor tracking forms collected</b>				Off track - In 2012, the VA unit collected 9,325 survivor tracking forms. Entry into the LVIS system is pending and is being addressed. NRA is continuing to receive the forms in Q1&Q2. The NRA has funding available (From United States of America) for data recording; the NRA got quotations from service providers, the decision will be taken in Q3.	
				Off track - In Quarter 3, in addition to the decision about data recording, discussion will take place concerning roles and responsibilities in terms of analysis of the data.	Data recording is pending.
Victim Assistance Sector Strategy drafted (2010: no, 2015: yes; MoV: NRA Annual Report) <b>Actual 2012: Draft strategy presented in December 2012</b>				On track - After the first draft of the VA strategy was discussed with operators, comments were received and changes made accordingly. Major point is that line-ministry input is still needed to ensure its involvement to meet key VA objectives. During NRA board committee meeting in May 2013, the VA strategy was presented, and comments were received and further changes have been made. Next steps, the NRA office will send the proposed strategy to the NRA Chairman for his approval. It is expected that the process will take place in third quarter 2013 before the Seminar on Introduction of three documents (SPF2, Notification 093 and VA Strategy) to stakeholders across Lao PDR.	
				On track - VA TWG held as planned on 27 June 2013 at NRA conference room. The meeting was chaired by Mr. Bounphamith Somvichith, Deputy Director of NRA. Line	



			<p>ministries concerned, representatives of UNDP and operators were present as well. The aim of the meeting was to discuss NRA/VA activities completed in Q2, 2013 as well as VA operators achievements and challenges faced. Among other points, the NRA highlighted the study tour in Cambodia, coordinated by the NRA and funded by UNICEF. The NRA invited the National Committee for Disabled People (Ministry of Labour and Social Welfare) to participate in this study tour and to analyze activities in the victim assistance and the broader disability sector. One of the lessons learned from the Cambodian tour is the high number of human resources allocated by the Cambodian government to the disability sector.</p>	
	<p><b>3. Activity Result: More efficient and effectively-planned release of land coordinated and regulated in accordance with development goals as prioritized in the NSEDP and other relevant national planning and policy frameworks</b></p>	<p>82,828,210</p>	<p>The quarterly targets for this activity result are largely on track as highlighted below:</p>	
<p>No. of districts with district clearance plans based on district survey (2010: 0, 2015: 20, Mov: District Clearance Plans) <b>Actual 2012: Pilot project in 3 districts, but not yet finalized District Clearance Plans.</b></p>	<p><u>Clearance Unit:</u></p> <p>3.1 Complete the testing of the District Focused Approach (DFA) before to extend to other priority districts ( SDC output 1.2)</p> <p><u>Clearance Unit:</u></p> <p>3.2 Integrate outcomes of DFA, including district clearance plans, into NSEDP planning mechanisms, and especially for Rural Development and Poverty Eradication.</p>		<p>Off track - No further progress in Q2, but a workshop on Survey is planned in the third quarter 2013 with concerned operators.</p> <p>On track – Significant data collection concerning government development priorities for each province has been undertaken, coordinated by the Clearance Unit. This work will continue during the Q3.</p>	<p>Deputy Director Operations will need to analyze with the Clearance Officer on what is the situation of the DFA in 2013, and what are the next steps or alternatives.</p>
	<p>3.3 Monitor, train and support clearance operators, including through the development of new</p>		<p>On track - During 20-30 May 2013, Clearance unit of the NRA, in collaboration with National Committee for Rural</p>	

	methodologies and technologies for clearance and survey.		Development and Poverty Eradication (NCRDPE) visited LPB, HP and XK provincial authorities to collect information and discuss how to integrate those provincial development plans with NCRDPE plan, and to agree on priorities for UXO clearance in the province. On track - The Clearance TWG is planned for 4 July 2013. The meeting will be chaired by Mr. Bounphamith Somvichith, Deputy Director of NRA. Line ministries concerned, representatives of UNDP and operators will be present as well. The aim of the meeting will be to discuss NRA/CL activities conducted and completed in Q2, 2013 as well as CL operators achievements and challenges faced. The NRA will report in the next quarterly report.		
	3.4 Convene quarterly meetings of the Clearance Technical Working Group				
	3.5 Identify linkages with other ministries and bodies to support improved integration with NSEDP and UXO sector planning and reporting		On track - See 3.2 = An important effort of data collection on government development priorities for each province has been undertaken, coordinated by the Clearance Unit. This work will continue during the Q3.		
	3.6 Recruit a Lao national specialist in Socio-Economic planning, to enable the integration with NSEDP, to research and to disseminate relevant information to the operators. This person will be in charge of linkage with the Ministry of Planning and Investment.				This position is not funded so far. Further discussion will take place in Q3 within the NRA on this topic.
	3.7 Regional planning workshops 3 times: Central, Northern, Southern (A priori funded by bilateral funding, not via UNDP)		On track - Based on the lessons learned of the first Regional Planning Workshop organized by the NRA in Luang Prabang at the end of the year 2012. The NRA organized two additional regional planning workshops in Savannakhet and Pakse for the Southern provinces of Lao PDR. The aim of these workshops was to collect data at the provincial level on the development projects of the provinces which would require survey and clearance (if necessary). These workshops are a new initiative of the NRA to better integrate UXO clearance operations within the broader socio-economic development framework in Lao PDR. The importance of these workshops has been reinforced		

				by the presence of a high level representation from the Lao Government. The workshops in Luang Prabang and Pakse were chaired by H.E Asang Laoly, Deputy Prime Minister. Follow up to these workshops and further data collection will be carried out by the NRA Clearance Unit in the following quarters. The NRA is also planning to hold three regional planning workshops in Quarter 4 of 2013, to prepare for the year 2014.	
				The quarterly targets for this activity result are on track as highlighted below:	
			530,280,615		
		<b>4. Activity Result: Effective coordination and regulation of the UXO Sector</b>			
		4.1 Provide policy guidance and direction as required to ensure the effective coordination and regulation of the UXO sector and compliance with national strategies and plans			On track - The role and responsibilities of the NRA were approved by the NRA chairman. This will foster better coordination between NRA central and NRA role in the provinces, and will provide all involved in the sector with a clearer understanding of the mandate, role, structure, scope and objectives of the NRA. The Government is requesting that all development projects plan for and allocate budget for survey and clearance (if necessary). Eg. AusAID allocated additional funding to UXO LAO to ensure survey and clearance of development project areas funded by AusAID in southern provinces.
		4.2 Review National Standards and modify as required.			On track - In collaboration with the QA/QC Unit, a Technical advisor worked on the review of relevant standards. The report needs to be translated in Lao Language for further consideration. The standard operating Procedures of the Lao Army have been submitted to NRA for review. Given important changes in the dynamic UXO Sector, this is an ongoing process.
		<b>QM Unit:</b>			
		4.3 Process accreditation of all operators (including NGOs, commercial operators and the Lao Army), to ensure compliance with the National Standards			On track - Accreditation for Lao UNEOD COOPER Co.,Ltd has been issued.
		% of operators accredited (2010: 33%, 2015: 100%MoV: NRA Annual Report) Actual 2012: 100% (as at 31 <sup>st</sup> December 2012, there are 18			

<p>accredited clearance operators, 6 humanitarian and 12 commercial clearance operators)</p>				
	<p>4.4 Conduct QA/QC of operations and investigate potential accidents</p>		<p>On track - During 22-25 April, NRA QM team conducted an investigation regarding the accident which occurred in XK Province on 7 April, in Kham district. The accident occurred at a UXO Lao clearance site, and resulted in the death of 1 child and injury of 2 children. The investigation clearly reveals that the team did not follow the SOP and National Standards. An official report with recommendations has been produced, and approved by the NRA Board Chairman, and is available at the NRA office. The NRA will circulate the report to other operators and donors. The NRA QA/QC Officer will report to the Technical Working Group in July 2013.</p>	
	<p>4.5 Review MoU of operators, considering the MoU as a tool of mutual accountability between NRA and operators, and for compliance by operators with applicable Lao laws</p>		<p>On track - During all its monitoring missions, the NRA QA/QC Unit assesses compliance with the National Standards. The NRA has reviewed and negotiated MOU with two organizations during the second quarter 2013: MAG and HANDICAP INTERNATIONAL. Signature of the MOU will take place in July 2013.</p>	
<p>% of operators reporting electronically to the NRA (2010: 13% [21], 2015: 80%, MoV: NRA database) Actual 2012: 44% (8 operators among 18 accredited operators)</p>	<p>4.6 Manage, maintain and publicize information from databases, including IMSMA, as required</p> <p>4.7 Ensure the monthly reports from the NRA to Lao Government</p>		<p>On track – This is a regular activity of the Information Management Unit, this unit is also responding to requests for information from various stakeholders. On track – Permanent responsibility, reports are prepared and managed by the national staff, and submitted monthly to NRA chairman and NRA board members. Ongoing process - The Chief Technical Advisor concentrated efforts with NRA management on developing the programme document for support from UNDP, 2013 – 2015. The next priority will be to develop a Multi-year Work Plan 2013 – 2020 including a transition strategy.</p>	
	<p>4.8 Develop UXO Sector work plans and reports, with increasing attention to NSEDP integration</p>			
	<p>4.9 Convene meetings of the UXO Sector Working Group, the NRA Board, the Programme Board and</p>			<p>On track - See 4.19, Annual Review Meeting was organized by the NRA in February 2013. Other meetings will be organized</p>

	any other meeting required for UXO Sector needs	later in the year. The NRA Board meeting was held on 29th May 2013. This meeting was an excellent opportunity to present and to get approval for the NRA annual work plan for the year 2013, VA strategy and new project document for NRA and UXO LAO supported by UNDP for the period 2013-2015. The result is a better understanding of the situation within the UXO Sector and of these reference documents, by board members. By suggestion from MPI, the NRA will submit a letter to MPI to register the new project before signature between NRA and UNDP. MPI has already issued the official letter.	
	IM & PR/Programme Units:  4.10 Consolidate the information on the UXO sector and in collaboration with UNDP, to strengthen the Sector Working Group contribution to Round Table	On track - The Programme Unit is consolidating a lot of information from the operators, especially during the first quarter while preparing the UXO Sector Annual Report 2012. In addition to operators' reports, the NRA Programme Unit consolidated the achievements of the whole sector, not only in terms of number of hectares of land released through clearance, but also area which underwent technical survey, roving tasks, contributions received and expenditure, including the private sector, gender disaggregated data on field personnel, etc... The information will be used in the Sector Working Group, and in the SWG report, which will be an important input to this year's High Level Round Table Meeting.	To get reliable and complete information is still a challenge due to late replies and conflicting figures, an important work of cross-checking is taking place.
	4.11 Initiate 4th TWG on Policy, Coordination and Planning (target audience will be the programme managers).	On track - On 20 <sup>th</sup> June, for the first time, NRA organized a meeting named UXO Policy Forum on the theme "Planning and Prioritisation in the UXO Sector". More than 65 stakeholders participated, including Lao Government representatives, development partners, UXO operators, technical advisers. The NRA is planning to organize two policy forums this year.	
	4.12 Update the NRA website	Ongoing process - The NRA has the objective to improve its communication. To this end, the NRA is currently reviewing the content of the website, and the PR unit will make proposals to	

				<p>NRA management about potential change. Written content and images are ready to be uploaded. Technical Advisor Public Relations proposed that NRA should re-design the website. This is under consideration.</p>	
	4.13 Establish NRA communication planning capacity			<p>An Australian volunteer supported the NRA Public Relations technician until the end of June.</p>	
	4.14 Improve use of NRA print communications			<p>On track - In Q2 2013, more than 15 articles were published in local newspapers (Vientiane Times and Lao language newspapers) concerning the UXO issue, and the achievements of the various operators active in the UXO Sector. In addition to the important coverage on UXO issues, the NRA organized a media field visit to improve the quality of the articles, by giving the opportunity to reporters to see activity in the field.</p>	
	4.15 In collaboration with UNDP, Formulate and implement UXO sector communication strategy, with participation from all sector stakeholders			<p>UNDP will provide communication training to NRA staff in September 2013.</p>	
	4.16 Initiate exploration of options for establishing a competitive bidding mechanism			<p>This activity started in Q2. A GICHD representative visited the NRA office in May 2013, to assess interest in developing activities on the subject of contracting and liability. Next potential actions are under discussion.</p>	
	4.17 Establish, with AusAid and UNDP assistance, and manage a Small Grants Facility (with dedicated Secretariat established in NRA) in support of civil society activities in the area of MRE and VA over 4 years.			<p>Funding from donors was received in July. TOR for the officer who will be in charge of this project at NRA will be drafted during Q3. Recruitment of the staff is also planned for Q3-Q4.</p>	
	<u>Programme/PR Unit:</u>				
	4.18 Develop UXO sector annual report (SDC output 1.1, 2.1)			<p>On track - 500 copies of UXO Sector Annual Report (English version) were printed. Distribution will take place in Q3.</p>	
	4.19 Convene UXO TF Steering Committee and Annual Project Review meeting (for 2012)			<p>Following the UXO Trust Fund (TF) meeting postponed in Q1 due to the insufficient number of members; on 20<sup>th</sup> June, the</p>	

			<p>NRA together with UNDP held the UXO Trust Fund Steering Committee attended by UXO Trust funded members (Australia, AusAid, France, Ireland, SDC) and UNDP. The meeting was co-chaired by H.E Alounkeo Kittikhoun Vice-Minister Foreign Affairs and Mr. Minh Pham UN Resident Coordinator in Lao PDR. The aim of the meeting was to report on the contributions received and the use of the funds administered by UNDP. It was an excellent occasion for discussion among UXO TF members. Minutes of the meeting will soon be approved and circulated to TGF members. Donors are requesting more detailed reporting on the use of funds and copies of audits. It was recommended and agreed that processes would be streamlined, and that the Trust Fund Steering Committee and the (future) project board described in project document 2013 – 2015, hold joint meetings.</p>	
<p>4.20 Organize anniversary celebration of the entry into force of the CCM and Mine Awareness Day</p>			<p>On track - In cooperation with the Lao Ministry of Foreign Affairs, NRA organized a large celebration of Mine Awareness Day on 6 April (Saturday). The event was attended by Deputy Minister of Foreign Affairs, Mr. Alounkeo Kittikhoun, and Mr. Minh Pham, UN Resident Coordinator and UNDP Resident Representative, and many government bodies, UN agencies, embassies and international organisations.</p> <p>International UXO/Mine Awareness Day aims to raise awareness of the continuing humanitarian threat and obstacle to development posed by UXO and to promote commitment to a world free from a threat of UXO. A “fun run” was held on Lane Xang Avenue in Vientiane. More than 1,000 people gathered for the early morning walk, with a route that took them from Patuxay to the presidential Palace and back. Prior of the walk, the agencies involved in UXO clearance in Laos held a special ceremony and beat drums to celebrate this important day.</p>	
<p>4.21 Media field visits</p>			<p>Achieved - On 3 8 June, the NRA supported Lao media (Vientiane Times, Vientiane Mai, Army Media, Lao Star, Lao</p>	

			<p>National television and local media) to conduct a Media field visit in Saravane and Champasak Provinces. Lot of questions were posed and responses given. Several articles were produced and released (articles available at PR Unit's file). After the field visit, NRA and local media agreed that every three months they will meet to discuss progress being made in these matters. The NRA highlighted the importance of providing and publishing accurate information and figures in the articles.</p> <p>Achieved - On 8-10 May, Deputy Director Support and UNDP Technical Specialist attended the regional Mine Action Liability Workshop in Phnom Penh. The workshop was organized by CMAC and GICHD, with 22 participants working in 5 countries of the region (Cambodia, Lao PDR, Myanmar, Thailand and Vietnam). The BTOR is available at PO Unit's file.</p> <p>As a follow-up, the NRA plans to apply the idea of liability including contracting and Insurance in the Lao UXO Sector. End of June 2013, two consultants from GICHD came to collect information with stakeholders in Lao PDR in order to develop a curriculum and plan for future training. Three workshops for Government, NRA and Operators are planned to be organized between September and November.</p> <p>Achieved - The NRA in association with GICHD, UNDP, DFID and MAG organized the QM workshop on 4<sup>th</sup> to 8<sup>th</sup> March 2013. NRA Officers, UXO Lao officers, UNDP staff, NGOs and Representatives from commercial companies attended (a total of 40 persons). The meeting was very positive. Participants got a better understanding of quality management, ISO, QA and QC, management on Project cycle, process mapping, land release, etc...</p>	
		4.22 Liability workshop in Phnom Penh, (Deputy Director Support and UNDP TA Programme)		
		4.23 Deliver a workshop on Quality Management in Mine Action to NRA & UXO LAO staff, to other humanitarian operators, with the support from GICHD in March 2013.		
		<b>5. Activity Result: Improved institutional development of the NRA and integration into the regular set-up of the Government (SDC outcome 1&amp;2)</b>		
			546,789,534	The quarterly targets for this activity result are on track as highlighted below:



	5.1 Deployment of the UNDP Chief Technical Advisor		Ongoing process - The Chief Technical Advisor concentrated his efforts with the NRA management on developing the programme document for support from UNDP, 2013 – 2015. The next priority will be to develop a Multi-year Work Plan 2013 – 2020 including a transition strategy.	
	5.2 In collaboration with UNDP, conduct capacity self-assessment to map out current capacity baselines, and formulate 3-year Capacity Development strategy with a robust Monitoring and Evaluation framework based on current capacity baselines		Draft Terms of Reference will be developed in the third quarter 2013.	
	5.3 Clarify NRA structure and organigramme at HQ and sub-national levels; including the review of roles and responsibilities.		On track – As reported in Q1, NRA mandate and structure were clarified during the 3 Regional Planning Workshops.	
	5.4 Consult with all NRA partners to establish contributions of support to implementation of CD strategy		Planned in 2014, after the Capacity Assessment (See above 5.2).	
	5.5 Clarify the position of NRA within the Lao Government and secure Lao government resources for the UXO Sector		The NRA (and UXO LAO) programme and finance staff received training from the Government on how to introduce a request for government budget. The NRA is preparing requests to cover the rent of the NRA office, and several other activities. To be followed up in the coming months.	
	5.6 Deployment of Finance and Programme Technical Advisor		Ongoing. We highlight the procurement and introduction of new accounting software, including the development of codes. Also, the joint work with the programme unit to finalize the Annual Project Report, donor reports, and the 2013 Annual Work Plan. The Technical Advisor supported work on the 2012 UXO Sector Annual Report, and especially on the achievements of the sector (outputs, and financial figures) as well as the NRA financial report.	
	5.7 Manage financial, logistical & human resources of the NRA, with reference to capacity development strategy			
	5.8 Workshop to review previous Assessment of Gender Perspectives in UXO Action in the Lao PDR		On track - The NRA organized the gender workshop in May 2013. The participants have learned how to mainstream Gender	

			into Mine Action programmes. Please see the report in the section 4, "Update on gender mainstreaming".	
	5.9 Initiate dialogue with all concerned partners in the UXO sector; to develop a Multi-year Work Plan 2013 – 2020 including a transition strategy.		<p>Ongoing process. The UNDP Chief Technical Advisor and his counterparts are collecting the necessary information. This work will continue in the second half of 2013. The challenge is to get accurate information, and it is also linked to the ongoing work done by the NRA Clearance Unit.</p> <p>On track - Among other activities, UXO Portfolio Manager continued implementing her responsibility of 1) oversight of the UNDP CO's UXO portfolio and 2) expanding resource base and 3) exploring new partnership potential. During this period, two new contribution agreements with AusAID totaling 4.4AUD have been signed. In April, the UXO Portfolio manager attended Inter-sessional meeting held in Geneva and supported the Government delegation to have side meetings to present UXO portfolio to the donors including the Government of Swiss, Japan and Canada. The Portfolio Manager also made a presentation on 2012 TF Financial report at the UXO Trust Fund Steering Committee convened in June.</p>	
	5.10 Deployment of UXO Portfolio Manager, based in UNDP Country Office			
	5.11 Development of long term resource mobilisation and financing base strategy to support the transition strategy outlining cost recovery schemes for admin expenditures, future potentials for external funding support and access to national budget allocations for clearance, risk reduction education and VA, etc. examining various fundraising opportunities, private sector cooperation, corporate social responsibility partnerships, etc		This initiative has not yet started. This will be considered one of priorities in 2014.	
	5.12 Attend the Annual Program Directors meeting, international workshops on mine action technology, information management and other subjects relevant to the NRA		Achieved - A delegation from the NRA, UXO Lao and MoFA attended the sixteenth International Meeting of National Mine Action <i>Programme Directors and UN advisors</i> on 10-12 April 2013 and the intersessional meeting from 15-18 April 2013. This participation has multiple advantages: to inform the Lao delegation on the developments of the sector at the international	

			level; and to raise awareness about and support for the UXO sector in Lao PDR.	
			<u>Finance Unit:</u>	
			5.13 Prepare annual and quarterly work plans and reports	Permanent responsibility, managed by the national staff, with support from UNDP Technical Specialist. In July, discussions will take place to improve the details of quarterly work plans developed by the NRA Finance Unit.
			5.14 ensures all kind of payments and proper documentation;	Permanent responsibility, the audit of 2012 transactions did not highlight problems with payments and supporting documents.
			5.15 carry out all finance related activities such as budgeting, expenditure control and accounting;	The 2013 Annual Work Plan was finalized and signed during the first quarter of 2013.
			5.16 Prepare various reports for UNDP, donors and the Lao Government.	Permanent responsibility, managed by the national staff. Each NRA unit provides monthly reports to NRA management, in the Lao language, which are transmitted monthly to the Lao Government. Based on these reports, the Programme Unit with the support of the UNDP technical advisor, prepares quarterly reports to UNDP as well as other donors reports.
			5.17 Introduce and maintain a new effective financial resources management system (ACCPAC)	Procurement was finalized during first quarter. Discussion took place in February and March concerning how to customize the software. Training of the national staff took place after the Lao New Year. Some work remains to be completed before it will be fully functional. This will be a priority for the Finance Unit during the third quarter.
			<u>Logistics and Admin Unit:</u>	
			5.18 Ensure logistical and administrative support for NRA activities, as well as follow-up of operators.	Procurement plan for the year 2013 was finalized during the first quarter. QA/QC equipment was procured in the second quarter. Other procurement actions were on standby until the AWP is fully funded.  The 2013 AWP will be fully funded only from third quarter 2013.
			<b>6. Activity Result: International treaty obligations met (SDC outcome 3)</b>	The quarterly targets for this activity result are <b>on track</b> as highlighted below:
			52,142,348	

	ITSU/MoFA:				
	6.1 Provide annual updates on CCM i.e. Article 7 and 11 of the CCM Report (SDC Output 3.4)				Achieved -ITSU Unit has updated the annual CCM Article 7 report and submitted it to MoFA in early March. The report is available.
	6.2 Help prepare domestic legislation to be compliant with CCM i.e. Article 9 (SDC output 3.1)				Not Achieved, domestic legislation has not yet been developed, but will be in the future. The NRA will consult the UN and International Committee of the Red Cross with respect to state of the art legislation to ensure full compliance with the CCM.
	6.3 Ensure continuity of ITSU/LAU work and advocate for CCM implementation/universalization (SDC output 3.3)				
	6.4 Participate in the intercessional meeting in Geneva (3 people from the Gov)				Achieved. A delegation from NRA, UXO Lao and MoFA attended the sixteenth International Meeting of National Mine Action <i>Programme Directors and UN advisors</i> on 10-12 April 2013 and the intersessional meeting from 15-18 April 2013.
	6.5 Participate in the 4 MSP (3 people from the Gov) In Lusaka, Zambia				Planned in Q3.
	<b>GRAND TOTAL</b>			<b>1,367,039,910</b>	

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

Continuing UNDP technical assistance to the NRA is identified through the Government's capacity development objectives and strategies. In addition, the creation of the Trust Fund for the Full Implementation of the Convention on Cluster Munitions in the Lao PDR within the Framework of the Vientiane Declaration on Aid Effectiveness has enabled partners to implement common arrangements and simplified procedures. Further, Government capacities have increased in results-based management, as evidenced by the implementation of the NRA's Annual Work Plan for 2012.

The Annual Work Plan for 2013 was approved on 14 March 2013. It is the main reference document for purposes of monitoring the implementation of the activities of the NRA, and also for quarterly review and reporting. As a result of the work of the Programme Technical Advisor in 2012, the NRA Programme Unit is progressively improving its report writing skills and is collecting and reporting more accurate information. The UNDP Finance and Programme Technical Advisor is working together with national counterparts to improve their capacities, to strengthen financial management skills, highlighting the importance of good supporting documents for each and every financial transaction; to further develop reporting skills and to improve the accuracy, form and substance of reports. The quality of NRA reporting improved in 2012. There is still room for further improvement, especially to increase the quality of information collected from each unit within the NRA.

## **3. Update on partnerships**

- i. For the first time ever, the Lao Government has received assistance from The Royal Thai government to support UXO activities, in the amount of 500,000 THB.
- ii. NRA with the assistance from the US Government has completed the provision of Senior EOD training. This is the fourth course organized in Lao PDR. Successfully trained were 19 persons (including 3 women) representing six organizations and 2 Lao Army observers, all of whom attended the UXO Lao Training Centre. Currently 66 Senior SEODs including 6 women have been trained. These key persons are working for the various UXO operators in Lao PDR.
- iii. On 20 June, for the first time, NRA organized a UXO Sector Policy Forum on the topic "Planning and Prioritization in the UXO Sector". More than 65 stakeholders participated. The aim was to brief stakeholders on the plans and processes to establish priorities in the sector and to allow operators and donors to engage in candid and substantive discussion on these and other topics. The NRA is planning to hold a Policy Forum for VA and MRE later in the year.
- iv. On 10-14 June, the NRA VA unit together with Staff from MoLSW and NCDP with a total of 8 delegates, exchanged and learned about UXO victim assistance with CMAA in Cambodia. The official report will be available at VA Unit.

- v. Following participation of NRA Deputy Director Support and UNDP Technical Advisor to the liability and contracting workshop in Phnom Penh, Cambodia 8-10 May 2013, GICHD and NRA explored the possibility of considering liability and contracting issues in the context of the UXO sector in Lao PDR. On 16 June, UXO operators, including commercial companies, humanitarian organizations and representatives of the Lao army discussed the matter. 24-28 June, a GICHD team travelled to Laos to collect information from stakeholders, in order to adjust the curriculum of training before holding three workshops between late September and early November.
- vi. On 9 May, NRA together with Gender and Mine Action Programme (GMAP) organized training on Mainstreaming Gender in a UXO/Mine Action Programme for 35 staff from UXO Sector in Lao PDR, including NRA, UXO Lao, Humanitarian Operators and UNDP. Participants learned how to mainstream Gender into Mine Action programmes in the fields of employment, recruitment and training, Project cycle management, land release, UXO risk education and community liaison and victim assistance. Overall, feedback was very good and participants requested additional training, including at the provincial level if possible.

#### 4. Update on gender mainstreaming

In 2011, the NRA pursued an active policy of recruiting women into key positions. While none of NRA officers were female in 2010, **three officer positions are now occupied by women** (about one third of NRA officers): Research Officer, Risk Education Officer and Finance Officer. It remains the situation to June 2013.

In 2012, particular attention to gender was ensured in the following projects: The KAP Survey, UXO casualties database and the Survivor Tracking System systematically disaggregated data according to age and gender. In addition, in March 2012, the NRA held a workshop on gender equality for MRE, in VangVieng.

In February 2013, the NRA assigned a Programme Technician, a woman, to be the Gender Focal Point. She has been tasked to plan and make sure that gender balance is taken into account.

A very first training on Gender in UXO Sector was held on 9 May 2013. With full support from Gender & Mine Action Programme, some staff from the NRA, UXO Lao, UNDP and NGOs attended. The outcome of the training was very positive, with the only 'remark' that it was too short. The person asked that next time, there be more training days expansion to the provincial level. See section 3, above for more details.

#### 5. Update on the implementation of audit & spot check recommendations

In June 2013, the NRA received the KPMG NIM audit report for the year 2012. There are a limited number of observations and some recommendations have already been implemented

(signature of the bank reconciliations by the Finance Officer). The NRA will follow-up on other recommendations during the third quarter 2013.

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

The finalization of the Victim Assistance strategy has been delayed. NRA board gave feedback on the strategy and the VA officer responsible must submit a revised version. Progress has been made in the fourth quarter 2012. The draft document was shared with all Victim Assistance Technical Working Group members. The Victim Assistance strategy was then presented at the NRA board meeting in May 2013. Comments were received and the changes have been made accordingly. Next steps, the NRA office will send to NRA Chairman for his approval. It is expected that the process will take place in third quarter 2013.

**7. Rating on progress towards results**

<b>Activity Result 1: Risk Education methodologies improved, reinforced and better disseminated</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
<b>Activity Result 2: Practices of information management and surveillance of UXO survivors improved; a strategy for victim assistance formulated (AusAID sub-project 6/ SDC output 2.3)</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
<b>Activity Result 3: More efficient and effectively planned release of land coordinated and regulated in accordance with development goals as prioritized in the NSEDP and other relevant national planning and policy frameworks</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
<b>Activity Result 4: Effective coordination and regulation of the UXO sector</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
<b>Activity Result 5: Improved institutional development of the NRA and integration into the regular set-up of the Government(SDC outcome 1&amp;2)</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
<b>Activity Result 6: International treaty obligations met (SDC outcome 3)</b>	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged

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

The National Strategic Plan Safe path forward 2 was approved on 22<sup>nd</sup> June 2012. The NRA (an inter-ministerial body) will organize a meeting with line ministries to present and promote stronger coordination between the NRA and the other line departments of government. The NRA printed the approved National Strategic Plan for dissemination, along with other relevant documents such as the Sector overview and the Lao PDR transparency report.

The UNDP appointed Ms. Alexandra Bounxouei to be the first UNDP Goodwill Ambassador for Laos. This national Goodwill ambassador will play a meaningful role in articulating and advocating development messages, especially for the UXO Sector. She will start her activities in collaboration with the NRA in August 2013.

## V. FUTURE WORK PLAN

### 1. What are the priority actions planned for the following year to overcome constraints, build on achievements and partnership, and use of the lessons learned during 2012?

Please refer to the signed 2013 Annual Work Plan. Activities timeframe is indicated in the 2013 Annual Work Plan.

Priority actions planned for the third quarter 2013 include the following:

- The NRA will organize a workshop on “Measuring Development Results of UXO Sector Activity” in August 2013, with the support of the Geneva International Centre for Humanitarian Demining (GICHD).
- The NRA will organize a survey / land release workshop in October 2013
- Lao PDR will participate in the fourth Meeting of State Parties of the Convention on Cluster Munitions in Lusaka, Zambia.

In addition, the NRA will develop South-South exchanges by welcoming delegations from Cambodia and Thailand in the third quarter 2013.

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

The new template used for the NRA Annual Work Plan 2013 has been slightly adjusted in order to be consistent with the UNDAF Action Plan 2012-2015 and proposals submitted to UXO Trust Fund donors. It remains consistent with the National Strategic Plan *The Safe Path Forward 2*, as all six activity results are directly derived from the six objectives of *The Safe Path Forward 2*.

### 3. Estimated total budget required for the following year (2014):

US\$ 2,013,900



**3. Estimated total budget required for the following quarter  
(Third quarter 2013):**

LAK1,430,948,690  
Equivalent to 185,260 USD  
(Government Disbursement)

**PREPARED BY**

**The NRA Programme Unit**

**CLEARED/APPROVED BY**



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