



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ
Lao People's Democratic Republic



*Empowered lives.
Resilient nations.*

ອົງການສະຫະປະຊາຊາດເພື່ອການພັດທະນາ
United Nations Development Programme

Government of Lao PDR

***Ministry of Natural Resources and Environment (MoNRE)
The Department of Disaster Management and Climate Change
(DDMCC)***

United Nations Development Programme

First Quarterly Project Report

Project ID:00086007

***Project Name: Integrated Disaster and Climate Risk
Management Project in Lao PDR (IDCRM)***

Reporting Period: January – March 2014

I. Project Information and Resources

Project number and title:	00086007 – Integrated Disaster and Climate Risk Management Project in Lao PDR
Implementing Partner:	Ministry of Natural Resources and Environment (MoNRE)
Responsible Parties (if applicable):	Department of Disaster Management and Climate Change (DDMCC), MoNRE, UNDP
Donors:	UNDP

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
June 2013	June 2013	December 2015	December 2015

Period covered by this report:	3 months (January-March 2014)
Date of annual review: <i>[Indicate if planned or actual]</i>	

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	710,000	710,000

Resources	Donor	Amount
	TRAC 1&2	410,000
	TRAC 3 (BCPR)	300,000

II. Purpose

1. Main Objectives of the Project: *(as per the approved UNDP Country Programme Document and Country Programme Action Plan and/or Project Document)*

The UNDP is committed to contribute to disaster risk management and climate change adaptation in Lao PDR. The Country Programme Document (CPD) 2012- 2015 prioritizes strengthening capacities of the government and vulnerable communities to effectively respond to emergencies, adapt to climate change, and prepare for disasters. This project, targeting the CPD goal, is built upon the past achievements and lessons learnt, especially extracting identified needs from the “Institutional Strengthening and Capacity Development on Disaster Risk Management in Lao PDR 2010 – 2011” project, and the recommendations from the *Joint Damage, Losses and Needs Assessment of Typhoon Haima August 2011*. The duration of this project is 2.5 (2013 -2015) in line with UNDAF and UNDP programming cycles.

The project will focus on building an effective disaster management and recovery system in the provinces affected by Typhoon Haima, as well as strengthening DRM at the national level.

The overall objective of the project is to strengthen the disaster risk management system, linking it with climate change adaptation through multi-sectorial and multi-hazard approaches at all levels (national, provincial, district and village).

In order to achieve this objective, the project is committed to deliver the following result as the CPD output, “government and vulnerable communities can more effectively respond to emergencies, adapt to changing climate, and prepare for disasters”. This will be achieved by developing provincial, district, and community disaster management planning; strengthening information management systems; creating community-based early warning systems; and strengthening coordination and information exchange among selected communities, districts and provinces with central authorities.

III. PROJECT PERFORMANCE AND RESULTS

1. Contribution to the strategic goals *[To be completed in cooperation with UNDP Programme Analyst]*

UNDAF Outcomes: By 2015, the government and communities will be able to better adapt to and mitigate climate change and reduce natural disaster vulnerabilities in priority sectors.

Expected Country Programme Outcome: By 2015, the government and communities will be able to better adapt to and mitigate climate change and reduce natural disaster vulnerabilities in priority sectors.

Progress towards achieving outcome *[A brief analysis of the status of the situation and any observed change (s) made possible by the project contribution, at a higher development result level. Make reference to the applicable MDGs and NSEDP goals/targets.]*

There were some activities implemented during this quarter to achieve this output. However, some activities could not be conducted, and have been shifted to be implemented in Q2-2014. This is because consultants could not be recruited, which led to some delays with implementation of planned activities:

Output 1: Institutional and Legal capacities at national and sub national levels strengthened for effective disaster risk management.

The position for National Institutional Capacity Needs consultant was announced three times on the website and in the local newspaper. Interviews were organized on 19th March 2014 at the UN House. The consultant is expected to start the assignment on 17th April 2014 (for a two month consultancy). The assignment should be completed with the Final Capacity Assessment report with the Capacity Development Plan (with roles, responsibilities, suggested capacity development activities and timeline included) and the corresponding M&E Framework. The consultant is required to report on progress of the deliverables on a minimum of a bi-monthly basis.

The Project Technical Advisor was onboarded in January 2014. The project TA and team organized a consultation meeting in Xiengkhouang Province. The purpose of this trip was in order to present the project overview, collect information on disaster risk management, discuss and receive the comments/suggestions on the project's implementation. Two site visits to flood affected villages were also completed.

Disaster Risk Reduction (DRR) trainings were organized in Vientiane for national level, and in two pilot provinces (Xiengkhouang and Sayabouly province) for provincial and district level. The purpose of the training was to inform governmental officials of the academic background of disaster risk reduction, success stories of DRR in other countries, and how these lessons learned can be applied in Lao PDR, ensuring that government officials understand the importance of disaster risk reduction and why it is a vital component of the disaster management cycle.

Moreover, in order to fulfill its mission and mandate, the Department of Disaster Management and Climate Change (DDMCC) in the Ministry of Natural Resources and the Environment (MoNRE) held a coordination meeting for all relevant stakeholders involved in disaster risk reduction (DRR) projects, practices, and policy in the country of Lao PDR. This meeting was organized by the

Division of Management and Coordination with the main purpose of ensuring a united movement forward in DRR in country.

Output 2: Disaster preparedness and response system strengthened to; coordinate, manage information, identify and assess risks and warn at risk communities

A planned Disaster Management Information System (DMIS) at the national and provincial levels has not yet been established. This is because, there is still no clarification as to which division in DDMCC will be responsible for DMIS. Regarding this issue, clarification will take place in Q2 when a meeting between Mr. Rajesh (UNDP Bangkok) and key senior officials within DDMCC takes place.

However, the communication equipment for implementing the project and developing communication & information (for example: laptops, printers) were delivered to the project office in the beginning of this quarter.

Output 3: Communities are better prepared for Disasters Preparedness and Climate Change Adaptation with special focus on Gender and Social inclusion (2 communities in each selected district of 2 target provinces)

There were no activities under output 3 this quarter. The activities in this output will be implemented in Q2-4-2014 and lead by Project Technical Advisor (TA).

Output 4: Monitoring and Evaluation of Project

The quarterly work plan for Q2-2014 was developed to ensure the overall direction of the project implementation is in line with the project targets. It was already approved for Q2-2014 by the Project Implementation Team and UNDP

Outcome *[Indicate if included in SRF]*

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

Progress towards achieving outcome *[A brief analysis of the status of the situation and any observed change, any project contribution.]*

The position for National Institutional Capacity Needs consultant was announced three times on the website and in the local newspaper. Interviews were organized on 19th March 2014 at the UN House. The consultant is expected to started the assignment on 17th April 2014 (for a two month consultancy). The assignment should be completed with the Final Capacity Assessment report with the Capacity Development Plan (with roles, responsibilities, suggested capacity development activities and timeline included) and the corresponding M&E Framework. The consultant is required to report on progress of the deliverables on a minimum of a bi-monthly basis.

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Moreover, in order to fulfill its mission and mandate, the Department of Disaster Management and Climate Change (DDMCC) in the Ministry of Natural Resources and the Environment (MoNRE) held a coordination meeting for all relevant stakeholders involved in disaster risk reduction (DRR) projects, practices, and policy in the country of Lao PDR. This meeting was organized by the Division of Management and Coordination with the main purpose of ensuring a united movement forward in DRR in country.

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However, the communication equipment for implementing the project and developing communication & information (for example: laptops, printers) were delivered to the project office in the beginning of this quarter .

Annual outputs and indicators <i>[According to project document and/or annual work plan]</i>	Key activities completed during reporting period	Expenditures <i>[Actual expenditures against activities completed]</i>	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies <i>[If applicable, explore underlying factors and reasons for gaps in output and target]</i>
<p>Output 1: Institutional and Legal capacities at national and sub national levels strengthened for effective disaster risk management</p> <p>Indicators: 1. Capacity development plan developed 2. At least 2 districts of the target provinces have completed HRVAs 3. DRR focal points of the key ministries have stronger capacity and clear mandate for integration of</p>	A detailed capacity needs assessment to determine appropriate delivery structures and identify existing services to build on has been postponed to Q2-2014	US\$ 663.34	<p>National Institutional Capacity Needs Consultant position had been advertised three times because there was a limited number of candidates who applied for this position/ The result was thatn this planned activity has not yet been implemented during this quarter.</p> <p>Interviews were conducted at UNDP House in March 2014, and a candidate was selected. It is expected that the consultant will start the assignment in the beginning of Q2-2014</p>	Prolonged time in recruitment a National Institutional Capacity Needs consultant due to there was limited applications for the position. The reason might be because of short term assignment and it is quite required technical background.

<p>DRR in the sectoral plans</p> <p>4. Disaster law developed</p> <p>5. Post Disaster Needs Assessment framework Developed</p> <p>6. Early Recovery cluster is active with defined roles, responsibilities and contingency plan.</p>	<p>Conducted site visit and consultation meeting in Xiengkhouang Province</p>	<p>US\$ 5,403.71</p>	<p>Objective of meeting was to present the project overview (objectives, outputs, key activities, and work plan) to the collaborators and target institutes, collect information on disaster risk management (early warning system, response and recovery system, and institutional arrangements), discuss and receive comments/suggestions on the project's implementing</p>	
	<p>Organized the DRR101 training for national, provincial and district level</p>	<p>US\$ 9,561.82</p>	<p>Disaster Risk Reduction (DRR) trainings were organized in Vientiane for national level, and in 2 pilot provinces (Xiengkhouang and Sayabouly province) for provincial and district level. The objective was to inform governmental officials about the academic (theoretical) background of disaster risk reduction, success stories of DRR in other countries, and how these lessons learned can be applied in Lao PDR, ensuring that government officials understand the importance of disaster risk reduction and why it is a vital component of the disaster management cycle.</p>	

	DRR Coordination meeting	US\$ 2,414.63	<p>In order to fulfill its mission and mandate, the Department of Disaster Management and Climate Change (DDMCC) in the Ministry of Natural Resources and the Environment (MoNRE) held a coordination meeting for all relevant stakeholders involved in disaster risk reduction (DRR) projects, practices, and policy in the country of Lao PDR. This meeting was organized by the Division of Management and Coordination with the main purpose of ensuring a united movement forward in DRR in country. The key objective to holding this meeting was:</p> <ul style="list-style-type: none"> - Update & map DRR projects across Lao PDR - Present the mandate of DDMCC & clarify new roles and responsibilities - Agree upon a concrete coordinating mechanism for DRR projects moving forward 	
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	Project insitutional such as project officers fees (APM & PA)	US\$ 7,892.52		
Output 2: Disaster preparedness and response system strengthened to; coordinate, manage information, identify and assess risks and warn at risk communities Indicators: 1. Progress towards	Planned establishment of Disaster Management Information System (DMIS) at national and provincial levels	No expenditure	It is expected that the Database Expert will come during Q2 to meet key persons in order to choose the most appropriate division of DDMCC for the DMIS However, establishment of DMIS at national and	There is still no clear mandate in DDMCC regarding information management. Clarifiacion must take place before the system is established and a training is conducted.

DDMCC's greater coordination capacity (2010: 0 points, 2015: 5 points, MoV: project M&E reports) 2. Disaster Management Information System established at the centre and local levels 3. Effective end to end user early warning system established in close coordination with the HMD, Ministry of Natural Resources and Environment, MRC, WB/ADPC and based on the draft EWS strategy			provincial level (the target provinces) is expected to be implemented in during Q3 or Q4-2014 and lead by the Information Management (IM) Consultant and Database expert.	
	Planned activities for development of Standard Operations Procedures for effective communication and information management have not been implemented in this quarter.	No expenditure	To implement the project and develop communication and information, the communication equipment(computer, laptops, scanner and so on) was ordered and it was already delivered to the project team in the beginning of this quarter.	
	UNV DRR technical advisor fees	US\$1,698.29		

<p>Output 3: Communities are better prepared for Disasters Preparedness and Climate Change Adaptation with special focus on Gender and Social inclusion (2 communities in each selected district of 2 target provinces)</p> <p>Indicator: 1. Number of village level HRV assessment reports available</p>	<p>Gender sensitive Community Based Hazard, Vulnerability and Risk Assessment and mapping of the selected communities of target provinces has not yet implemented in this quarter. It will be conducted in Q4-2014</p>	<p>No expenditure</p>	<p>It is expected that this activity on gender sensitive Community Based Hazard, Vulnerability and Risk Assessment and mapping of the target provinces will be lead by Project Technical Advisor.</p> <p>Q2 will focus on continued training for district and provincial level staff regarding CBDRR that will help take steps toward this output.</p>	
	<p>UNV DRR technical advisor fees</p>	<p>US\$893.83</p>		

Output 4: Monitoring and Evaluation of Project Indicator 4.1: Project management team and project office established and operational by the end of the first quarter of the project Indicator 4.2: 95% of technical and financial report approved, signed and submitted according to deadlines	Quarterly monitoring and review to ensure the overall direction of the project implementation towards achieving the project targets	No expenditure	Q2-2014 workplan was developed, and already approved, signed and submitted according to deadline.	
	Project office operations and facility to initial the project	US\$ 4,393.70		
Total Expenditure (IPOA+Direct)	US\$ 32,867.84			

2. Contribution to aid effectiveness, i.e. update on implementation of the Vientiane Declaration and its Action Plan, HACT, etc *[Brief update on any achievement and/or problem related to the implementation of the Vientiane Declaration. It should also include issues related to the introduction of HACT and actions planned for the following period.]*

N/A

3. Update on partnerships *[Brief update on any achievement and/or problem in developing partnerships and inter-agency collaboration. It should also include strategies for south-south cooperation]*

- The Disaster Risk Reduction Coordination meeting was conducted with a goal of establishing partnerships and building contacts with others in the government, inter-agency, donors and INGOs in country. Attendees came from approximately 30 different organizations in Lao PDR.
- The project TA held several meetings to develop partnerships in Q1 with: The World Bank, The Asian Disaster Preparedness Center, the World Food Programme, the Food and Agricultural Organization of the United Nations, and Save the Children International.
- Q2/Q3 will continue to plan for a south-south cooperation, whereas a study exchange will take place between the Government of Lao PDR and the Government of Vietnam. This study exchange will focus on disaster risk management law and successful DRR practices.

4. Update on gender mainstreaming *[Brief update on any achievement and/or problem in terms of mainstreaming gender within the project activities. Strategy for the following period]*

- The project asks that at minimum, 30% of trainees at the national, provincial, and district level are female. While this goal cannot always be met at the provincial and district level, it is always stated in concept notes sent to the provinces when trainings are announced.

5. Update on the implementation of audit & Spot Check recommendations *[Brief update on progress achieved and problems encountered. Actions planned for the following period]*

There is no audit during this reporting period.

6. List main challenges and issues (if any) faced during reporting period *[as well as response strategies adopted]*

Onboarding of staff members and consultants has taken a significant period of time. In addition, there was a low number of applicants who applied for the capacity assessment consultancy.

7. Rating on progress towards results

Output: <i>[From table 1. Contribution to Strategic Goals]</i>		
Output 1	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged
Output 2	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Output 3	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
Output 4	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged

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

Provide information about any activities undertaken by the project that were NOT envisaged in the work plan but which contributed to the outcome and/or outputs? E.g. advocacy and policy dialogue.

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V. FUTURE WORK PLAN

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

Priority activities for Quarter 2 of 2014 includes:

- Complete a detailed capacity needs assessment to determine appropriate delivery structures and identify existing services to build on
- Organize CBDRR Training in 2 pilot districts of each provinces (Xiengkhouang

and Sayabouly province)

- **Hiring an National Law Coordinator**
- **Organize the study-exchange to Vietnam**
- **Prepare to recruit the National Response and Recovery Expert**

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

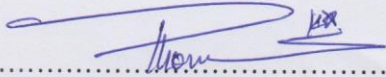
No major adjustments

- 3. Estimated total budget require (Direct & IPOA): US\$ 90,900.00**
(Ninety Thousand and Nine Hundred only) this amount included budget allocates from BCPR + UNDP (TRAC) allocation fund.

ANNEXES

1. Annex 1: Quarterly Work Plan for the following quarter
2. Annex 2: Project Monitoring and Communication Plan for the following quarter
3. Annex 3: Project Risk Log for the following quarter
4. Annex 4: Project Issue Logs for the following quarter
5. Annex 5: Project Lesson Learned Logs

PREPARED BY



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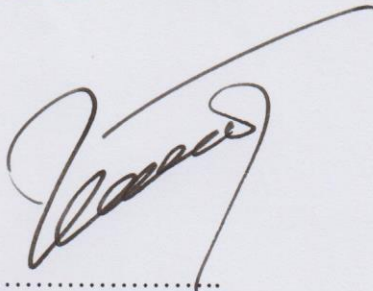
Date: 04 April 2014

APPROVED BY



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Mr Syamphone Sengchandala
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Date: 04 / 04 / 2014



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Mr. Phouvong Luangxaysana
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Date: 04 / 04 / 2014