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Lao People's Democratic Republic



Empowered lives.
Resilient nations.

Quarterly Project Progress Report

Lao National Unexploded Ordnance Programme (UXO LAO)

Instruction box and instruction notes under each heading - please delete before final submission

- ❖ *These text box guidelines are not exhaustive, nor do you have to answer each question. They are a guide only and should complement other relevant information identified by the project team.*
- ❖ *Not all headings/tables will be relevant to your project. Delete/amend/supplement as necessary.*
- ❖ *Keep your narrative as succinct as possible. Try to keep the report main text within 8-10 pages.*
- ❖ *Think of this report as an important **management and learning tool** and use this to guide discussions with partners and to inform any necessary activity adjustments. **Focus your report on RESULTS. Demonstrate project's value addition.***
- ❖ *The report should be submitted together with FACE form and other supporting documents to request for advance settlement of previous quarters and request for new advance. The late submission of this Quarterly Progress Report may result in new advances being withheld.*
- ❖ *One copy of the report should be shared with the Department of International Cooperation, Ministry of Planning and Investment (DIC, MPI) for their information.*

Basic Project Information

(Basic information can be completed by UNDP before sharing the report with the partner)

Project Title: Support for the institutional strengthen of the Lao National UXO Programme (UXO LAO)	
UNDP Award ID	00063618
UNDP Project ID	00080607
Project Duration	1 April 2013 - 31 December 2015
Reporting Period	1 April – 30 June 2015
Implementing Partners	Lao National Unexploded Ordnance Programme (UXO)

National collaborating agencies	Lao)
Other UN/International collaborating agencies	Stering (US), WWM, Japan, Interpid
UNDP TF	EU, New Zealand, Swiss, Luxembourg, Ireland
Cost-sharing third parties	Ausaid, Norway, Canada
UNDP Programme Officer/Programme Analyst	Ms. Souphalack Bounpadith
UNDAF and Country Programme Outcome	By 2015, national and local governments and communities have significantly reduced the impact of UXO on people in the Lao PDR

1. Project Implementation Status and Key Results

Implementation Status Summary at Outcome level *(This needs to be completed by project)*

❖ ***What development condition has changed in the country under this outcome area with or without UNDP support (maximum 150 words) - if there is any during the reporting period. Outcome-level changes including changes in institutional capacity and performance, changes in capacities, attitudes, and behavior among individuals or groups, and changes in enabling conditions such as social, economic, political, governance conditions, policies, legislation, power relations, norms, etc...***

The development and implementation of UXO Lao's concept of operations shifts focus on defining Confirmed Hazardous Areas (CHA) through evidence-based technical survey which will result in far more effective operations. This will occur in parallel with a shift in strategic focus toward government focal areas in order to support ongoing development of the country. This has occurred at the same time as ongoing development of a national standard on survey. Both of these processes were endorsed by the NRA board at their meeting in December 2014. UNDP have supported both NRA and UXO Lao with training and facilitation through workshops and on the job training focusing on results-based management and quality management. UXO Lao's concept of operations is, at the end of 2014, being partly implemented and will continue to be rolled out throughout 2015

❖ ***What was UNDP's specific contribution to these changes at this Outcome level during the reporting period? Please note that the contributions can be from the work that the project did prior to this year but the results take place this year.***

In early 2015 NRA and UXO Lao undertook internal capacity self-assessments with the support of UNDP. This was a systematic and comprehensive, reflective and incremental process which resulted in a strategy for both organizations to move forward with a clear framework for direction. After the initial process and draft reports, both organizations worked internally to clarify the issues and at the end of the year, two Capacity Development Strategy and Action Plans were agreed which will help scope the way the organizations develop. Many of the recommendation that were discussed in the process of development are already being embraced by both organizations. UXO Lao for example has already begun

the process of developing enhanced Provincial operations (Action point 11) and by undertaking detecting equipment trials in Nov/Dec 2014, has fulfilled Action point 13.

❖ ***What are your project's key Output level results during the reporting period?***

- ❖ In June 2014, one UXO Lao team per province was trained on how to conduct evidence-based survey and to establish Confirmed Hazardous Areas (CHAs), the implementation started right away. As a result, by the end of 2014, based on the new technical survey approach, UXO Lao was able to produce 965 CHAs sites covering 3,020 hectares in 9 Provinces. 1,747 hectares of CHAs were included in the 2015 clearance work plan, plus an additional 346 hectares for which no CHA had been established so far, but which too focused on high priority CM contaminated areas. The total clearance target of 2,093 hectares constitute a decrease of about 40% compared to last year's annual clearance target. This reduction was necessary primarily due to the before mentioned shortage of funding which led to a lay-off of 19 teams across 6 of the 9 provinces and some clearance resources being diverted to technical survey teams. Furthermore, less area clearance outputs is to be expected due to the fact that clearance of CHAs entails working in higher contaminated land where less productivity can be achieved.
- ❖ From January to June 2015, UXO Lao has cleared 1,144 hectares and destroyed 24,239 UXO items, of which, 18,508 were cluster munitions. Notably the number of cluster munitions found was 19 items per hectare; that is nearly four times more compared to last year's items found (5 cluster munitions per hectare). In addition to that, another 423 CHAs were identified covering 1,400 hectares.
 - Non-technical survey: 1,268 survey tasks conducted in 802 villages, 5,731 UXO found.
 - Risk Education: conducted 290 villages, benefiting 95,620 of which 49% were adults and 51% were children.
- ❖ Another key initiative in preparation is a cooperation with NPA to jointly implement evidence-based survey and CHAs clearance operation in Xiengkhuang Province. With this cooperation, the capacity of UXO Lao team in Xiengkhuang on new technical survey will be enhanced, especially village based survey technique and operational information management. Moreover, in the southern provinces of Sekong, Salavane and Attapeu, a considerable number of NPA's CHAs have been included into UXO Lao's clearance work plans. So far, 65 hectares of NPA's CHAs have been cleared in 3 provinces.
- ❖ In addition, UXO Lao is also taking an initiative on reviewing the survey procedures and to reform survey teams by combining general survey team, risk education team, and technical survey team as a survey package. The aims of this initiative are to enhance quality of survey and to move forward from request-based survey approach to village-based survey approach. The results of survey efforts will strongly support the preparation of a better annual operational work plan and support for multi-year planning of UXO Lao as well as providing more information for the National Survey mentioned in draft 8th NSEDP.
- ❖ Notably, in May 2015 Senior Management appointed a new Chief of Operations Unit with the aim to strengthen the focus on evidence-based Survey and Clearance of the established CHAs,

and to push forward UXO Lao's ambitious reform agenda as outlined in the new Concept of Operations. This change will strongly support the improvement of UXO Lao operations in 9 Provinces through regular follow-up and field monitoring as well as better information management systems.

- ❖ Even number of cleared hectares was seemingly less than last year operation, UXO Lao had found and destroyed 24,239 items of UXO of which 76% were cluster munitions, respectively, through clearance, technical survey and roving tasks. It is highly highlighted and noted that during the period 18 cluster munitions found per hectare. That is about 4 times increased compared to last year items found (5 cluster munitions per hectare). As a result, the hectare cleared was not be able to achieve the target set in the quarterly work plan.
- ❖ In short, UXO Lao is working to ensure quality of its operations, to improve the operational outputs, and to develop multi-year planning to enable long term commitments from its donors.

❖ **Key output level results during the reporting period as follow:**

1.1. Clearance Task

Provinces	Target as per annual work plan (2015)	Target as per Q2/2015 (hectares)	Achievement in Q2/2015 (hectares)	Percentages compared Q2 work plan (%)	Percentages compared annual work plan (%)
Attapeu	207	64	54	84	26
Champasak	130	41	21	51	16
Saravane	251	58	88	152	35
Savannakhet	318	81	82	101	26
Xiengkhouang	600	145	199	137	33
Huaphanh	132	29	34	117	26
Lungprabang	155	37	42	114	27
Khammouane	161	43	28	65	17
Sekong	140	30	47	157	34
Total:	2,094	528	595	113	28
Grand Total (from Jan-June)	2,094	1,189	1,144	96	55

OUTPUT¹ <i>In line with QWP/AWP</i>	INDICATOR <i>(Including Baseline and Target at the end of the project as per Project Document)</i>	Provinces	MILESTONE <i>(Target of the current reporting year)</i>	STATUS OF TARGET <i>(Achieved, On Track or Off Track)</i>	PLANNED ACTIVITIES <i>List all activities to be undertaken during the period as stated in QWP/AWP</i>	ACTIVITY PROGRESS TO DATE <i>Give detailed explanation of the status. Provide justification if delayed and new schedule planned and provide response strategy if any</i>	RESULTS ACHIEVED <i>Describe concrete, key results (policy, publication, key event etc.) achieved so far, vis-à-vis the specific targets set in the QWP/AWP. Please provide data/evidence to support the results</i>	BENEFICIARY <i>Approximate number of beneficiaries reached by project activities (disaggregated by sex/age), etc.</i>
Output1 UXO Lao is better able to manage clearance and risk education programmes for the needs of communities at risk	Number of priority land released in accordance with National Strategy and the Convention on Cluster Munitions (CCM) and in accordance with priorities set by	Attapue	Annual Work Plan - Clearance 207 hectares - Roving task 89 villages visit made - Survey task 89 villages visit made	On track	Activity 1.1 Q.2 Work Plan - Clearance 64 hectares - Roving task 24 villages visit made - Survey task 24 villages visit made	<input type="checkbox"/> In progress	- 54 hectares of safe land released and 887 of cluster munitions destroyed. - 24 Roving task conducted in 14 villages visit made and 208 cluster munitions destroyed. - 27 Survey task conducted in 14 villages visit made and 224 UXO	Beneficiaries = 4,561 Persons

¹ Please note that for GEF projects, GEF Outcomes are actually Outputs in UNDP context

<p>Government to advance implementation of the NSEDP and its rural development and poverty reduction strategies</p>	<p>Champasak</p>	<p>Annual Work Plan</p> <ul style="list-style-type: none"> - Clearance 130 hectares. - Roving task 140 villages visit made - Survey task 150 villages visit made 	<p>On tack</p>	<p>Q 2 Work Plan</p> <ul style="list-style-type: none"> - Clearance 41 hectares. - Roving task 35 villages visit made. - Survey task 36 villages visit made. 	<p><input type="checkbox"/> In progress</p>	<p>Beneficiaries = 1,171 persons</p>
<p>found.</p>	<p>- 21 hectares of safe land released and 945 of cluster munitions destroyed. It is noted that during the reporting period 45 cluster munitions found per hectare. That is about 10 times increased compared to last year items found (5 cluster munitions per hectare). As a result, the hectare cleared was not be able to achieve the target set in the quarterly work plan.</p> <ul style="list-style-type: none"> - 63 Roving task conducted in 53 villages visit made and 68 cluster 					

						munitions destroyed. - 96 Survey task conducted in 72 villages visit made and 200 UXO found.	
Saravane	Annual Work Plan - Clearance 251 hectares. - Roving task 150 villages visit made - Survey task 250 villages visit made	On tack	Q 2 Work Plan - Clearance 58 hectares. - Roving task 26 villages visit made. - Survey task 65 villages visit made.	<input type="checkbox"/> Completed	- 88 hectares of safe land released and 1,477 of Cluster munitions. - 47 Roving task conducted in 38 villages visit made and 1,480 cluster munitions destroyed. - 106 Survey task conducted in 103 villages visit made and 148 UXO found	Beneficiaries = 1,864 persons	
Savannakhet	Annual Work Plan - Clearance 371 hectares - Roving task 218 villages	On tack	Q 2 Work Plan - Clearance 81 hectares. - Roving task 54 villages visit made - Survey task 58 villages visit made	<input type="checkbox"/> Completed	- 82 hectares of safe land released and 1,332 cluster munitions destroyed. - 51 Roving task conducted in 51 villages visit made and 530 cluster	Beneficiaries = 835 persons	

	<p>Hauphanh</p>	<p>Annual Work Plan</p> <ul style="list-style-type: none"> - Clearance 132 hectares - Roving task 110 villages visit made - Survey task 150 villages visit made 	<p>On tack</p>	<p>Q 2 Work Plan</p> <ul style="list-style-type: none"> - Clearance 29 hectares - Roving 32 villages visit made - Survey 43 villages visit made 	<p><input type="checkbox"/> Completed</p>	<p>- 34 hectares of safe land released and 892 of cluster munitions destroyed.</p> <ul style="list-style-type: none"> - 43 Roving task conducted in 32 villages visit made and 224 of cluster munitions. - 54 Survey task conducted in 38 villages visit made and 183 of UXO found 	<p>Beneficiaries = 684 persons</p>
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	Laungprabang	Annual Work Plan	On tack	Q 2 Work Plan	<input type="checkbox"/> Completed	Beneficiaries =
	<ul style="list-style-type: none"> - Clearance 155 hectares - Roving task 80 villages visit made - Survey task 104 villages visit made 			<ul style="list-style-type: none"> - Clearance 37 hectares - Roving task 16 villages visit made - Survey task 24 villages visit made 		1,173 persons
						- 42 hectares of safe land released and 370 of cluster munitions.
						- 13 Roving task conducted in 11 villages visit made and 140 cluster munitions.
						- 21 Survey task conducted in 18 villages visit made and 183 of UXO found

	Output2 Increasing community awareness on the risk of UXO in affected area	Attapue	Annual Work Plan Community Awareness 89 villages visit made	On tack	Activity 1.2 Q 2 Work Plan 24 villages visit made	<input type="checkbox"/> Completed	CA teams conducted in 26 villages	Beneficiaries 6,213 persons of which 4,286 children and 1,927 adult 1, Child –M: 2257 2, Child-F: 2029 3, Adult –M: 856 4, Adult-F: 1070
		Xiengkhaung	Annual Work Plan Community Awareness 54 villages visit made	On tack	Q 2 Work Plan 14 villages visit made	<input type="checkbox"/> In progress	CA teams conducted in 10 villages	Beneficiaries 5,022 persons of which 2,056 children and 2,966 adult. 1, Child –M: 1023 2, Child-F: 1033 3, Adult –M: 1549 4 Adult- F: 1417
		Hauphanh	Annual Work Plan Community Awareness 47 villages visit made	On tack	Q 2 Work Plan 11 villages visit made	<input type="checkbox"/> Completed	CA teams conducted in 11 villages	Beneficiaries 3350 persons of which 1,816 children and 1,734 adult 1, Child –M: 957 2, Child-F: 859 3, Adult –M: 859 4 Adult- F: 865

		Laungprabang	Annual Work Plan Community Awareness 52 villages visit made	On tack	Q 2 Work Plan 12 villages visit made	<input type="checkbox"/> Completed	CA teams conducted in 15 villages	Beneficiaries 4,887 persons of which 1,665 children and 3,222 adult 1, Child –M: 853 2, Child-F: 812 3, Adult –M: 1611 4 Adult- F: 1611
		Khammouane	Annual Work Plan Community Awareness 72 villages visit made	On tack	Q 2 Work Plan 18 villages visit made	<input type="checkbox"/> Completed	CA teams conducted in 20 villages	Beneficiaries 8,243 persons of which 4,326 children and 3,917 adult. 1, Child –M: 2,108 2, Child-F: 2,218 3, Adult –M: 1,894 4 Adult- F: 2,023
		Savanakhet	Annual Work Plan Community Awareness 36 villages visit made	On tack	Q 2 Work Plan 10 villages visit made	<input type="checkbox"/> Completed	CA teams conducted in 11 villages	Beneficiaries 3,659 persons of which 1,774 children and 1,885 adult. 1, Child –M: 824 2, Child-F: 950 3, Adult –M: 878

									4 Adult- F: 1,007
									Beneficiaries 5,946 persons of which 2,779 children and 3167 adult. 1, Child –M: 1,497 2, Child-F: 1,282 3, Adult –M: 1,595 4 Adult- F: 1,572
									CA teams conducted in 18 villages
									<input type="checkbox"/> Completed
									Q 2 Work Plan 16 villages visit made.
									On tack
									Annual Work Plan Community Awareness 60 villages visit made
									Saravane
									Beneficiaries 6904 persons of which 4165 children and 2739 adult. 1, Child –M: 2,124 2, Child-F: 2,041 3, Adult –M: 1,346 4 Adult- F: 1,393
									CA teams conducted in 12 villages
									<input type="checkbox"/> Completed
									Q 2 Work Plan 10 villages visit made
									On tack
									Annual Work Plan Community Awareness 44 villages visit made
									Champasack

Financial Management

- ❖ Provide a summary of key financial information using the tables below as a guide. Put detailed information in an annex if necessary.
- ❖ Please add Output/Activity as per QWP/AWP. If required, provide additional information (eg list specific activities funded by the donor's contribution).

Financial Information Summary

(UNDP can pre-fill the first 4 columns and project will report remaining columns.)

Reporting Period: Jan 2014 to Mar 2014

Output	Activities	Source of Funding	Activity Budget (USD)	Expenditure of the current reporting period (USD)	Accumulated Expenditure by the current reporting period (USD)	Delivery Rate of the current reporting period (%)	Accumulated Delivery Rate by the current reporting period (%)
Output 1	1:1						
	1:2						
Output 2	2:1						
	...						
			Total				

3. Project Management and Oversight

(This section should be completed by project in coordination with UNDP)

❖ Briefly assess (<150 words) whether during the reporting period, management and oversight of the project was sufficient to support progress of the project.

Consider the following questions:

- What M&E work was conducted during the reporting period (e.g. data acquisition, mid-term review...)
- How identified risks in the project document or identified during the project are being managed, and did any new risks emerge?
- What significant communications and advocacy efforts have been / are being undertaken in the project?

• Monitoring and Evaluation

(Indicate how progress monitoring and acquisition of data from project interventions are being captured and utilized.)

UXO Lao completed

UXO Lao QM and Mobile QA/QC teams play an important role on monitoring the work of UXO Lao operations. In Q2, QM team still conducted internal audit for management work and coordinate for spot check and audit recommendations.

In January 2015 UXO Lao team with the support from learning facility under Lao-Australia rural livelihood improvement programme conducted case study on post impact evaluation of UXO clearance in Saravane Province, the result of the assessment provided three steps further for UXO Lao to realize UXO Lao capacity action plan and post impact assessment.

<i>Status of Risks and Risk Management Strategies and other challenges</i>	<i>Counter Measurements</i>	<i>Update</i>
Lack of financial sustainability/ high dependency of NRA/UXO Lao on donors' contributions (prodoc risk)	Increased GoL contribution to the UXO sector, as well as continued donor funding to support expanded activities over time. Prefer multi-year contributions.	The GoL is currently funding the office rent for UXO Lao and discussions on increased government contributions are expected to continue.
Technical complexity of sector inhibits NRA and UXO Lao effectiveness (prodoc risk)		<ul style="list-style-type: none"> - Administrative Unit is incremental two new staffs - TUXO Lao Training Centre conducted a training course on UXO Clearance, Deputy team Leader Course - Community awareness Unit accomplished on the risk

		education of UXO with the cooperation between UXO Lao and SOS
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Challenges and risks will be updated and reviewed on a regular basis by the project.

Communication and advocacy

UXO Lao had recruited deputy chief of PO/PI and a technical officer to the unit . Even through, we have recruited staffs to our unit, but the submitting and producing of annual report 2014, annual work plan, budget of the year 2015, and quarterly report still being a challenge and delay due to they are new and lack of advisor. However, UXO Lao still needs advisor to PO/PI For regular news and events were sent to the newspapers and the staffs were trained on Website maintenance and updating.

In April National Programme Director and Chief of PO/PI Unit participated the " Bridging towards the mine free world South-South Cooperation in Mine Action" in Japan and USA.

In June National Programme Director participated CCM review meeting in Switzerland.

4. Management Responses and Recommendations

(To be completed by project in coordination with UNDP)

Between January to March 2015 QM unit was able to complete the following activities.

- Accomplished briefing and distribution a draft of Micro assessment report (from UNDP policy financial transfer 2014) of the projects which supported by UNDP /UNFPA /UNICEF on 19-23 January 2015 to relevant unit to add recommendations.
- Accomplished revision Audit Action Plan year 2012 and the year 2013 with inspection reports support the UN (Spot Check) submit to UNDP.
- Accomplished monitoring and reporting the implementation audit recommendations 2014 of NEXIA STT, together with result of inspection 8 point, which was revised mostly of such personnel, procurement and financial.

Remaining issues:

- a) Administration: TOR had not reviewed when promoting staffs or rotating them to a new position.
- b) General administration: The rules of procedure NIM SOPs had not distributed.
- **Field inspection:**
 - Accomplished evaluation inspection QA, QC of technical survey tasks CMTS, monitoring and revising on CHA survey and clearance in Attapue, Sekong and Saravane provinces on 4-16 May 2015, together with result of inspection as follow:
 - CMTS teams in 03 provinces had not used the updated CMTS survey forms and CHA reporting forms and had not followed revised SOP.
 - There was a problem data base by using Google drive in Sekong province.

- ❖ Update on the implementation of audit, Spot Check recommendations & management responses to project evaluation
- ❖ Highlight if there any key issue that require the attention of management / steering committee in the next quarter.

5. Annex/s

(Example of annexes attached to the report are at a minimum as the following, more annexes can be added as appropriate)

- ❖ Combined Delivery Report (provided by UNDP & validated by UNDP & IP)
- ❖ Budget Analytical Review of the quarter (optional)
- ❖ Quarterly Work Plan for the following quarter
- ❖ Project Monitoring and Communication Plan (if there is any revision to the annual plan)
- ❖ Project Risk Log for the following quarter (as per Annex 15 - Project Risk Log of the NIM-SOPs)
- ❖ Project Issue Log for the following quarter (as per Annex 16 - Project Issue Log of the NIM-SOPs)
- ❖ Project Lesson Learned Log for the following quarter (as per Annex 17 - Project Lesson Learned Log of the NIM-SOPs)
- ❖ List if there is any detailed project information (financial details, activity report, maps, brochures, M&E report, field visit reports, etc).

PREPARED BY PM

Date:

APPROVED BY NPD

Date:

Thiphasone SOUKHATHAMAVONG

24 AUG 2015

RECEIVED AND REVIEWED BY UNDP

Date: