



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ
Lao People's Democratic Republic

English



Empowered lives.
Resilient nations.

Quarterly Project Progress Report

Poverty-Environment Initiative, Output 2

01 Oct to 31 December 2015/Date: 30 December 2015

Basic Project Information

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

Project Title:

UNDP Award ID	00068327/00075132
UNDP Project ID	00083583/00088343
Project Duration	1 October 2012 – 31 December 2015
Reporting Period	01 October to 31 December 2015
Implementing Partners	Ministry of Planning and Investment
National collaborating agencies	Investment Promotion Department
Other UN/International collaborating agencies	n/a
Cost-sharing third parties	n/a
UNDP Programme Officer/Programme Analyst	Chitlatda Keomuongchanh
UNDAF and Country Programme Outcome	<p>The project will contribute to two UNDAF Outcomes:</p> <ul style="list-style-type: none"> • Outcome 1: By 2015, more equitable and sustainable growth promoted for poor people in Lao PDR. • Outcome 8: By 2015, the government and communities better adapt to and mitigate climate change and reduce natural disaster vulnerabilities in priority sectors. <p>The project will also contribute to three UNDP Country Programme/CPAP Outputs:</p> <ul style="list-style-type: none"> • Output 1.3: Ministry of Planning and Investment, sectors and provinces are better able to develop, implement, monitor, and evaluate plans and policies based on up-to-date data and analysis. • Output 1.4: Central and local government have capacity to better screen, plan and monitor Foreign Direct Investments to ensure sustainable economic development. • Output 8.3: Government at national and sub-national level has developed and piloted programmes for climate change adaptation and mitigation.

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....*

In order to respond to problems of investment projects not operating effectively and creating severe environmental and social impacts, the Government introduced Prime Minister's Order 13 to place some restrictions of selected types of mining and agricultural projects until 2015. To date, IPD had supported the review of project performance and under order 13 using IPDs new compliance database. Moreover, IPD as the lead of drafting new reporting templates for investors to populate and send back to IPD and entered into IPDs compliance database. In addition, IPD also delivered training on how to use the investment monitoring database and reporting form for central and local authority in seventeen provinces that will contribute to improving the quality of investments in Lao. In respect to actual change, there is now a commitment of senior management at IPD to take a tougher stance on enforcement of investor obligations, starting with the requirement for annual progress reporting from project developers. The IPD will be sending out warning letters to all project concession developers that have not submitted their reports in Q4 2015. This contribute to outcome 1 by applying pressure to investors to take their social and environmental responsibilities seriously by reporting against these areas. The progress reporting template covers many areas, such as human development, environment etc.

The PEI, following IPDs training of provincial authorities on the development of investment profiles, have now received over 70 investment profiles from PEI pilot provinces. These can now be transformed into marketable investment opportunities during Q4 2015. The currently submitted investment profiles cover many areas including ecotourism, hotels and resorts, trans-boundary projects, livestock etc. This activity contributes mostly to outcome 1 on the basis of promoting local economic development and outcome 8 since the screening criteria used to assess investment opportunities consider climate resilience.

The contract templates that will be used to sign up hotels/resorts and agriculture, forestry and livestock concessionary investments are still under revision. This has been a lengthy process since many legal advisors have been involved and the fact that many domestic regulations are under various forms of revision, such as the water law, the land policy and even the Investment promotion law. To keep these important documents up-to-date the PEI team has been working with IPDs legal division to incorporate changes to ensure these documents cover all bases and are legally sound. The project is on course to finalise the template in Mid Q4 2015. In anticipation of competing the contract template, the IPD has delivered an intensive training to all Department of Planning and Investment authorities, from all 18 provinces, to provide officials with an overview of contracts, along with providing a more detailed explanation for each of the articles and particular provisions. In Q4 the contract templates will be released to provincial authorities so they can use the contracts for any new upcoming agricultural concessions. The activity once again contributes to both outcomes since the contract explicitly explain the obligations of project developers in regards to the creation of community development agreements, local economic development through procurement strategies and the requirements for environmental social impact assessments to mention but a few.

Corporate Social Responsibility is an area IPD would like to promote by raising awareness on CSR amongst government and private sector alike. The MPI has requested the PEI to collaborate with other Lao based initiatives/associations, such as Australian New Zealand Business Association and the Lao Business Chambers, to support MPIs commitment to promote a CSR framework in Lao PDR. The ministry would like to investigate how Lao's CSR framework could link to the 8th NSEDP, off-track MDG and the new SDGs by working closely with the sector to implement the 8th plan and CSR. As part of this work, the PEI-IPD are working with ANZBA to develop customised CSR reporting template for Lao that will allow investors to showcase how they are helping the Lao government to embrace sustainable development. The draft template is now with various business chambers for their input. The PEI is also in dialogue with IPD and MPI to seek acceptance on the formation of a multi-stakeholder committee that oversees CSR reporting in Lao. We hope to launch CSR Lao sometime in December 2015. This work will contribute both outcomes since CSR addresses all areas of sustainable development. Specific examples will be seen if and when companies start using the Lao CSR reporting template.

The Lao Government is in the process of developing PPP policy. This activity is under the authority of the Investment Promotion Department, with technical support from the Asian Development Bank (Governance and Capacity Development in Public Sector Management Program-GRANT-0309 LAO). The initiative focuses on three main areas, (i) institutional capacity building, (ii) policy and legislation framework development, and (iii) demonstration of model/pilot projects in social sectors, namely education and healthcare. The final draft is now undergoing consultation with line ministries with the aim of endorsing the policy in 2015. Once the PPP decree is endorsed, it will hopefully bring a new generation of public/private opportunities to meet Lao's development targets.

- ❖ What were UNDP's specific contributions 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.

To support the implementation of the order 13, PEI-IPD has been provided financial support to central investment monitoring since 2013. In addition, PEI-IPD had developed the compliance database and investment report template/monitoring questionnaires, which will be use to collect information to evaluate order 13 and support regular monitoring in the future. PEI-IPD also initiated the linkage of compliance databases between IPD and DESIA to increase the effectiveness of monitoring and compliance of investments. DPI in all provinces have agreed to use the investment database and questionnaire forms.

To support the government in promoting the CSR, the project has partnered with ANZBA and the Lao Business Chambers to advance a CSR framework in Lao. A CSR reporting template has already been drafted and MPI would like to launch the CSR initiative in late 2015.

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



Targeted Activities to be completed in Q4 were:

- Section 1-2 of National Strategy revised
- One provincial investment strategy completed and endorsed
- 70 Investment Profiles done
- Develop cost of doing business handbook completed and in the process of printing
- CSR Lao reporting template drafted
- Stop Service Information handbook done
- Continued to revise model contracts
- Testing investment database and fine-tune

Overall the implementation of the PEI-IPD is on track except from some delay in certain activities including NIS, PIS revisions.

Project Key Outputs

1. Finalize, approval and implementation of National Investment Strategy and Provincial Investment Strategies

- National Investment Strategy: 50 % of national investment strategy had been revised. It is expected that the consultation with line ministries to be conducted in Q4.
- Provincial Strategy: PIS from Saravan province was endorsed by Saravan Governor, PIS Savannakhet Province were commented and reviewed by PEI, the provincial will held the consultation meeting on the 09 January 2016 and it is expecting that the Savannakhet Governor can endorse by the end of January 2016. PIS Vientiane and Oudomxay Province were sent to PEI for reviewing, hopefully to get back to them by early Jan 2016. For the two provinces, they are on drafting of PISs and expect to get to PEI team to review the draft by the end of Jan 2016.

Challenges of Implementation

Changes to the development of national development strategy and vision 2030, as well as the result of investment assessment under Order 13, has required IPD to revise the investment strategy accordingly. Moreover, the internal change of senior management at IPD has led to the delay in NIS finalization. This delay has also impacted the finalization of some PIS.

2. Investment Promotion

- In Quarter 4, PEI Project has hired National Consultant to review 104 Information and data from investment profiles from six provinces, out of 104 files, this consultant could transform 30 investment profiles for marketable investment opportunity pamphlets. By the end of 2015, there were several pamphlets were sent to PEI for reviewing, hopefully these pamphlets can print by the end of January 2016.
- Cost of doing business handbook has been printing for English 500copies and Lao 500copies.
- English version of the One Stop Service handbook undergoing copyediting
- Consultation Meeting on CSR reporting tool was conducted in Lao Plaza hotel on 25 Nov 2015, which were organized by Lao National Chamber and PEI Project, there were 35 participants from private sector, there were 10 women participated in.

Challenges of Implementation

The main challenges for developing of investment profiles has been the lack of clear land allocation within the province. This has delayed data collection for some of the identified projects. Public involvement with community members has also been a concerned that the project has raised with DPI. They have been required to ensure communities are fully consulted on all development matters. To further this point, a local EIA public involvement specialist delivered a short training to key DPI staff from all provinces during the legal training event in Vientiane in September 2015. Another challenges to CSR work are that there is not clear understanding to all business owners what is CSR work and now most international organizations are trying to implement this activity as well.

3. Investment Screening

- In Quarter 4, Project has hired National consultant to screen of MOU and CA whether comply with the EIA obligation, at the end of the quarter, it was finding that overall 483 projects which no CA 146 projects.
- MOU and CA model agricultural contracts are currently being translated.

Challenges of Implementation

Unclear regulation regarding environmental related areas and others and the time to consult with advisors and government staff to revise the contracts has led to delays.

4. Investment Monitoring

- On 17-19 Nov 2015, project has held the Database training to 18 provinces at Rashmi Hotel, there were three participants from each provinces totally 64 participants which 17 women, this training was very hands on and very comprehensive.

Challenges of Implementation

Entering all reporting inputs into the new database system has been challenging due to the lacking of time from all IPD staff, however, PEI Project has hired Lao Soft Company who developed the database system to enter all projects base line information into the database system in order to ensure all contract information is entered and progress reporting information captured.

Implementation Progress Summary at Output level

(Provide details on key Output/Activity during the reporting period in below table. Please add Output/activities as per QWP/AWP. UNDP can pre-fill the table for the first 5 columns. Project needs to complete last 3 columns. Where implementation delays for an activity, please indicate alternative actions being suggested or taken, e.g. changes to activity dates, proposed meetings to discuss delays and so forth.)

OUTPUT ¹ In line with QWP/AWP	INDICATOR (Including Baseline and Target at the end of the project as per Project Document)	MILESTONE (Target of the current reporting year)	STATUS OF TARGET (Achieved, On Track or Off Track)	PLANNED ACTIVITIES List all activities to be undertaken during the period as stated in QWP/AWP	ACTIVITY PROGRESS TO DATE Give detailed explanation of the status. Provide justification if delayed and new schedule planned and provide response strategy if any	RESULTS ACHIEVED 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	BENEFICIARY Approximate number of beneficiaries reached by project activities (disaggregated by sex/age), etc.
Improved investment management tools and capacities at central and provincial government for sustainable growth	Indicators: - Number of investment strategies approved - Increased evidence on the linkages between investments, poverty and environment (studies, policy briefs/papers) Baseline: - Draft national investment strategy and four draft provincial strategies - PEI Lao Phase I	Targets for Activity 1 : - At least 2 more Provincial Investment Strategies (PEI provinces) officially approved - At least 2 case studies, and at least 2 policy briefs or policy papers produced on linkages between investments, poverty (disaggregating between poor women, men and vulnerable groups) and environment (including climate and disaster risks).	Off track	Activity 1.1: Obtain official approval and endorsement of the National Investment Strategy and Provincial Investment Strategies 2.1.1 Consultation on the final draft of National Investment Strategy (NIS) with line ministries - Revise final investment strategy and consult with line ministry	<input type="checkbox"/> Completed <input type="checkbox"/> In progress <input checked="" type="checkbox"/> Delayed <i>Reason: Based on the consultation between IPD and MPI vice minister, the structure of NIS need to be revised to reflect the National Social-Economic Development Strategy toward 2025, and vision 2030. IPD has revised the structure according to PEI's advices, the structure was presented to all divisions within IPD for further comments. Since PM of PEI had moved to MPI cabinet office, the finalization of</i>	- Revised structure of the National Strategy. Sections 1 and 2 of the strategy completed.	IPD

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

<p>produced 11. policy briefs, 6 case studies, 3 reports and 1 video to communicate P-E related issues.</p>	<p>- Annual report (2012-13) on state of investments developed</p>	<p>On track</p>	<p>1.1.43- 1.1.6 Official endorsement of PIS and support PIS implementation for Saravan, Savanakheth, Odomsay, Phongsaly, Hoaphan and Vientiane Provinces through public consultative approach. - Support the implementation of PIS</p>	<p>NIS is delayed. New Schedule: Jan 2016 Response Strategy: support PM revise NIS. <input type="checkbox"/> Other changes _____ <input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: New Schedule: Q3, 2015 Response Strategy: Provide further supports in revising PIS including review the revised draft and provide guidance on steps to endorse the PISs. <input type="checkbox"/> Other changes _____</p>	<p>Governor has endorsed provincial Strategy of Saravan, on 21 December 2015, Saravan province has held the dissemination of their PIS to 8 districts and four provinces namely Champasack, Savannaketh, Attapeu and Sekong. There were about 64 participants which 14 women participant in.</p> <p>PEI project has got back some comments to Savannaketh Province, by the 07 Jan 2016, they will arrange consultation meeting after this it can be endorsed by the Governor hopefully the end of January.</p> <p>Oudomxay, Vientiane and Huaphan Provinces have sent drafted of their PIS to PEI project for reviewing and comments expecting to get back to them by second week of January. Phongsaly Province is drafting PIS and it has done up to 80%, expecting to have the draft PIS</p>	<p>Six provinces DPI</p>
---	--	-----------------	---	---	---	------------------------------

						to PEI project around 13 January 2016.	
Indicators: - P-E issues and concerns incorporated into investment management and	Targets for activity 2: - PE screened ICL projects included on IPD website - PE issues are mainstreamed fully	On track	2.1.2. Support the development of investment Promotion Profile for Phongsaly Province	<input checked="" type="checkbox"/> Completed <input type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: New Schedule: Response Strategy: <input type="checkbox"/> Other changes _____	Phongsaly Province had selected 24 projects to develop investment profiles (Service 12 projects, Agriculture 08 projects, processing 4 projects). In Q4, National consultant has	DPI	
		On track	2.1.1. Support the development of Investment Promotion Profile for Oudomxay Province - Project information collection	<input checked="" type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: New Schedule: Response Strategy: <input type="checkbox"/> Other changes _____	Oudomxay Province had selected 35 projects to develop investment profiles (Service 15 projects, Agriculture 12 projects, Hydro 3 projects, Education 3 projects, Mining 1 project, processing 1 projects). In Q4, National consultant has selected 6 profiles for making the pamphlets those marketable investment opportunities. These pamphlets have sent to PEI for comments.	Oudomxay DPI	

<p>promotion materials and activities i.e. screening and appraisal and monitoring)</p> <p>Baseline: - PE issues are not adequately acknowledged in the investment management processes.</p>	<p>within the investment promotion, screening, appraisal and monitoring process</p>	<p>On track</p>	<p>- Project information collection</p> <p>2.1.3. Support the development and dissemination of investment Promotion Profile for Savannakhet Province on IPD website</p> <p>- Drafting investment profile</p> <p>- Publish investment profile</p>	<p><input type="checkbox"/> Other changes _____</p> <p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: New Schedule: 4, 2015 Response Strategy: suggest province to finalize project by project, and support the revision of these project profiles.</p> <p><input type="checkbox"/> Other changes _____</p>	<p>selected 4 profiles for making the pamphlets for marketable investment opportunities. These pamphlets have sent to PEI for comments.</p> <p>Savannakhet Province had selected 24 projects to develop investment profiles (Agriculture 19 projects, processing 5 projects).</p> <p>In Q4, National consultant has selected 2 profiles for making the pamphlets for marketable investment opportunities. These pamphlets have sent to PEI for comments.</p>	<p>DPI</p>	<p>Saravan DPI</p>
<p>On track</p>	<p>2.1.4. Support the development and dissemination of Investment Promotion Profile for Saravanh Province on IPD website</p> <p>- Information collection and draft the profile</p>	<p>On track</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: Saravan has been delayed the selection of targeted project from district due to the difficulty of land allocation in the district.</p> <p>New Schedule: Q4, 2015</p> <p>Response Strategy: Since the province had collected the list of potential projects in all districts. However, some districts had difficulties in identifies the potential projects due to land allocation issues. We will</p>	<p>Saravan Province had selected 17 projects to develop investment profiles (Agriculture 5 projects, processing 5 projects, Services 7 Projects).</p> <p>In Q4, National consultant has selected 6 profiles for making the pamphlets for marketable investment opportunities. These pamphlets have sent to PEI for comments.</p>	<p>Saravan DPI</p>	<p>Saravan DPI</p>	

			On track	<p>2.1.5. Support the development and dissemination of Investment Promotion Profile for Vientiane Province on IPD website</p> <p>- Information collection and draft the profile</p>	<p>limit the number of projects to maximum 20 for data collection due to time limitations.</p> <p><input type="checkbox"/> Other changes _____</p> <p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: As the DPI just finalize the select projects and come up with the budget</p> <p>New Schedule: Q4, 2025</p> <p>Response Strategy: suggest province to finalize project by project, and support the revision of these project profiles.</p> <p><input type="checkbox"/> Other changes _____</p>	<p>Vientiane Province had selected 13 projects to develop investment profiles (Agriculture 6 projects, Handicraft 2 projects, Services 4 Projects, Construction 1).</p> <p>In Q4, National consultant has selected 8 profiles for making the pamphlets for marketable investment opportunities. These pamphlets have sent to PEI for comments. opportunities.</p>	Saravan DPI
			On track	<p>2.1.6. Support the development of Investment Promotion Profile for Houaphan Province</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: New Schedule: Response Strategy:</p> <p><input type="checkbox"/> Other changes _____</p>	<p>Houaphan had completed data collection for 30 identified projects (Service/tourism 12 projects, Agriculture 12 projects, processing 2 projects, hydro 2 projects, handicraft 1) in 10 districts in Houaphan. In Q4, National consultant has selected 6 profiles for making the pamphlets for marketable investment opportunities. These pamphlets have sent to PEI for comments.</p>	Houaphan DPI

	Overall there were 32 profiles that transformed into 32 pamphlet that for marketable investment opportunities.				
Activity 2.2: Support Development of One Stop Service Information handbook					
Off track	2.2.1 Printing One Stop Service Handbook (English version)	<input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed <i>Reason: CTA is reviewing the handbook, with the overload of work supporting other activities. This activity will be postponed to Q4.</i> <i>New Schedule: Feb, 2016</i> <i>Response Strategy: prioritize this activity in Q1 2016.</i> <input type="checkbox"/> Other changes			All line ministries, sectors involve in investment management, investors and public (more than 40 agencies)
On Track	2.2.2 Develop cost of doing business handbook	<input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed <i>Reason: New Schedule: Oct, 2015</i> <i>Response Strategy: IPD staff to review the final draft and proceed for approval for printing this handbook.</i> <input type="checkbox"/> Other changes		In the process of editing the English version, hopefully it can print in January or first week of February 2016.	IPD and provinces agency, investors, public.
				Cost of doing Business 2015 already printed 500 copies each both Lao and English version. Expecting to distribute to Provinces around next month.	

			Off track	2.3.1 CSR raising awareness events	<input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: No activity conducted in this Quarter New Schedule: Q4, 2015 Response Strategy: PEI will cooperate with LCCI to find the comment on the template from the private sectors, and to raise awareness of CSR in Laos. This will be developed and implemented in Q4. <input type="checkbox"/> Other changes	Consultation Meeting on CSR reporting tool was conducted in Lao Plaza hotel on 25 Nov 2015, which were organized by Lao National Chamber and PEI Project, there were 35 participants from private sector, there were 10 women participated in. The follow up for this activity is to establish CSR committee and website.	
			On track	2.4 Update IPD Website	<input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: New Schedule: Q4, 2015 Response Strategy: IPD website team will follow with all remaining provinces to provide information base on the structure provided. <input type="checkbox"/> Other changes	After the launch of IPDs new modern website last year, the department continues to update content, especially news, legal documents and provincial information. The website was recently used for a public announcement on investor reporting with reporting templates now hosted under the resource page.	IPD, DPIs and nation wide
			Activity 3: Investment Screening				
			On track	3.1 Development capacity in contract negotiation skills through learning by doing and mentoring.	<input checked="" type="checkbox"/> Completed <input type="checkbox"/> In-progress <input type="checkbox"/> Delayed Reason: New Schedule: Response Strategy:	There were several meetings among PEI STA and Ms. Thavichanh, DDG of IPD, to develop and comments on a draft CA and MOU for agriculture, and has sent of to	IPD and DPI

	<input type="checkbox"/> Other changes _____	IPD for final comments. So far, it is finalized and sent to legal firm for translation hopefully to get it done by January and can share this with 18 provinces.	
- Internal consultation meeting on CA	3.1.(a) Hiring National consultant to assess on the screening of MOU and CA whether comply with the EIA obligation	<input type="checkbox"/> Completed <input checked="" type="checkbox"/> In progress <input type="checkbox"/> Delayed Reason: New Schedule: Response Strategy: <input type="checkbox"/> Other changes _____	The consultant has gathered and reviewed all 483 projects both MOU and CA, in this amount there were 146 projects that no CA attached. Moreover, out of this amount there were 42 projects in hydro, 266 projects in mining and 26 projects in agriculture that has ESIA certificate.
Indicators for Activity 4: - Financing mechanism for investment monitoring - Central level inter-departmental (IPD-DESIA) joint monitoring assessment of a problematic investment - Approximately 2:5 inter-departmental joint monitoring assessments of problematic investments completed in 4	Targets for Activity 4: - Summary of financing mechanisms for the different ministries involved in investment management - At least 10 joint inter-departmental (between IPD and DESIA/MONRE) monitoring assessments of select problematic concessionary investments completed in at least 6 provinces	4.1 Improve monitoring evidence (quality of data, geo-referenced, etc), data analysis, and carry out third round of provincial-level monitoring in PEI Provinces On track	PEI-IPD has sent some funds to help PEI Provinces to continue monitoring activity by using the new monitoring form that generate from Database system. There are around 158 projects. Once the province has collected information from the filed and entered in the database system, at central level can monitor how the system running. PEI-IPD is requesting all six provinces to submitted the report on monitoring work and then PEI team will evaluate how this work is effective. So far, six provinces have send the report to PEI for reviewing, and other

	<p>provinces (recorded in IPD investment database (records 2009-2011) - PEI wide communication materials developed and disseminated</p> <p>Baselines:</p> <p>2. 1. central level inter-departmental (IPD-DESIA) joint monitoring assessment of a problematic investment</p> <p>3-Approximately 2:15 inter-departmental joint monitoring assessments of problematic investments completed in 4 provinces (recorded in IPD investment database (records 2009-2011) -2011)</p> <p>7. No sustainable financing for investment monitoring</p>	<p>- Joint provincial level Inter-departmental monitoring for concessionary investments in the 6 PEI provinces</p> <p>- Investment databases updated (provincial and central level) and analyzed</p> <p>- Monitoring and investment summary report produced</p> <p>- PEI wide communication materials developed i.e. video and brochure</p>	<p>On track</p>	<p>4. 2.1 Revise, testing and launching web based investment compliance database for assessing the quality of concessionary investments</p> <p>- Design the progress report template</p>	<p><input type="checkbox"/> Completed</p> <p><input checked="" type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: New Schedule:</p> <p>Response Strategy:</p> <p><input type="checkbox"/> Other changes:</p>	<p>There were small number of the Progress reports sent to IPD compared with the total number which was around 483 projects, therefore, DG of IPD has order the Monitoring Division to send out the warning letters to all investors. After hiring local consultant to gather all project information (Project directory), it helps IPD a lot to monitor investors.</p>	<p>two provinces will send to PEI Project no later than the end of January 2016.</p>	
<p>4.2 Strengthen capacity in investment database management and linkages between central and provincial levels, and provide training</p>								
	<p>On track</p>	<p>4. 2.2 Follow up training on investment database for 18 provinces</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> In progress</p> <p><input type="checkbox"/> Delayed</p> <p>Reason: New Schedule:</p> <p>Response Strategy:</p> <p><input type="checkbox"/> Other changes:</p>	<p>On 17-19 Nov 2015, project has held the Database training to 18 provinces at Rashmi Hotel, there were three participants from each provinces totally 64 participants which 17 women, this training was very hands on and very comprehensive. However, there were several icons that need to be edited by Lao Soft Company and will test run very soon. In this training has provided the password and user ID for</p>	<p>IPD and DPI</p>			

	<p>8. No communication strategy developed for PEI, although four PEI wide communication materials were developed i.e. factsheets, raising awareness, PEI video, and press releases.</p>				<p>all provinces and allowed them to enter all project information into the database system.</p>	
--	---	--	--	--	--	--

2. 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: October 2015 to December 2015

Activities	Source of Funding	Annual Work Plan 2015 (USD)	Current Quarter Work Plan Q4	Expenditure of the current reporting period Q4 (USD)	Accumulated Expenditure by the current reporting period Q1 - Q4 (USD)	Delivery Rate of the current reporting period (%) Q4 of 2015	Accumulated Delivery Rate by the current reporting period (%)
1.1.1 Official endorsement of National Investment Strategy (NIS)	00012		1,000	-	-	#DIV/0!	0%
	00012		800		-	DIV/0!	0%
Sub total 1.1.1			1,800				
1.1.2 Support and institutionalize regular discussion forums between related sectors to implement National and Provincial Investment Strategies	00117		450	-	-	#DIV/0!	0%
Sub total 1.1.2			450			#DIV/0!	
1.1.3 Official endorsement of PIS and support PIS implementation for Oudomxay and Phongsaly Provinces through public consultative approach. - Support the implementation of PIS	00117				-	#DIV/0!	0%
	00117				-	#DIV/0!	0%
	00117				-	#DIV/0!	0%
	00117				-	#DIV/0!	0%
	00117				-	#DIV/0!	0%
	00117				-	#DIV/0!	0%

	00117								#DIV/0!	0%
Sub-total 1.2.6									#DIV/0!	
Total for sub-Activity 1.1		3,753	5,244	5,710	64%				#DIV/0!	
1.2.1 Policy brief and dissemination via websites, broadcast media channels, trade magazines, etc.	00117								#DIV/0!	
Sub-total 1.2.1		1,000							#DIV/0!	0%
1.2.2. Annual report on state of investments developed and presented to national assembly										
Sub-total 1.2.2									#DIV/0!	#DIV/0!
Total for sub-Activity 1.2		1,000							#DIV/0!	#DIV/0!
GMS charge 7% for SDC cost for Activity 1	00232	101	56						#DIV/0!	0%
UNDP Fee Universal Price List (UPL) 0.8%, for Activity 1	00232	971	235						#DIV/0!	0%
Grant Total for Activity 1		4,624	291	5,710					#DIV/0!	15%
Activity 2: Investment Promotion.										
2.1.1(a). Hiring the national consultant to screen the investment profile data from six provinces and produce the investment profile reports for six provinces.	00232	10,000	10,000	9,000	90%				#DIV/0!	90%
	00232	500	500						#DIV/0!	#DIV/0!
	00232	800	800						#DIV/0!	#DIV/0!
	00232	300	300						#DIV/0!	#DIV/0!
Sub-total 2.1.1		11,600	11,600	9,000	90%				#DIV/0!	78%
2.1.1. Support the development and dissemination of Investment Promotion Profile for Oudomxay Province on IPD website.	00232	6,251	1,200	6,251					#DIV/0!	100%
- Collecting information	00232	1	300	1					#DIV/0!	123%
- Drafting investment profile	00232			920					#DIV/0!	#DIV/0!
- Publish investment profile	00232	4		47					#DIV/0!	#DIV/0!

Sub-total 2.1.1			6,256	1,500	4,172	7,176	119%	115%
2.1.2. Support the development and dissemination of Investment Promotion Profile for Phongsaly Province on IPD website. - Collecting information - Drafting investment profile - Publish investment profile	00232		5,343	1,200	1,613	3,727	-34%	70%
	00232		25	300			#DIV/0!	2%
	00232					1,613	#DIV/0!	#DIV/0!
	00232				124	125	59%	250%
	00232		50			4,466	55%	101%
Sub-total 2.1.2			5,419	1,500	1,737	4,466		
2.1.3. Support the development and dissemination of Investment Promotion Profile for Savannakhet Province on IPD website - Collecting information - Drafting investment profile - Publish investment profile	00232			1,200			#DIV/0!	#DIV/0!
	00232			300			#DIV/0!	#DIV/0!
	00232						#DIV/0!	#DIV/0!
	00232		1,545		1,065	1,110	11%	72%
	00232				2		99%	#DIV/0!
Sub-total 2.1.3			1,545	1,500	1,067	1,112	71%	72%
2.1.4. Support the development and dissemination of Investment Promotion Profile for Saravanh Province on IPD website - Collecting information - Drafting investment profile - Publish investment profile	00232		1,678	1,200		1,678	#DIV/0!	#DIV/0!
	00232		49	300		49	#DIV/0!	0%
	00232						#DIV/0!	0%
	00232		1543			43	#DIV/0!	0%
	00232		4			4	#DIV/0!	0%
Sub-total 2.1.4			3,274	1,500		1,774	#DIV/0!	54%
2.1.5. Support the development and dissemination of Investment Promotion Profile for Vientiane Province on IPD website - Collecting information - Drafting investment profile - Publish investment profile	00232		3,226	1,200		3,226	#DIV/0!	100%
	00232		74	300		74	#DIV/0!	100%
	00232						#DIV/0!	#DIV/0!
	00232					49	#DIV/0!	#DIV/0!
	00232		203			203	#DIV/0!	100%
Sub-total 2.1.5			3,502	1,500		3,551	#DIV/0!	101%

2.1.6.Support the development and dissemination of Investment Promotion Profile for Houaphanh Province on IPD website - Collecting information - Drafting investment profile - Publish investment profile	00232	5,239	1,200			5,239	#DIV/0!	100%
	00232	69	300			69	#DIV/0!	100%
	00232						#DIV/0!	#DIV/0!
	00232					74	#DIV/0!	#DIV/0!
	00232						#DIV/0!	0%
	00232	2			1	3	#DIV/0!	284%
	Sub-total 2.1.6	5,310	1,500		1	5,385	#DIV/0!	101%
Total for sub-Activity 2.1	36,806	20,800		11,806	33,464	57%	91%	
2.2 Develop One Stop Service Handbook								
2.2.1 Printing One Stop Service Handbook (Lao version 500 copies and 250 copies of English version)	00041	7,600	1,600		1,380	6,806	86%	90%
	Sub-total 2.2.1	7,600	1,600		1,380	6,806	86%	90%
	00232	50	1,700		1,935	1,944	113%	97%
2.2.2 Develop cost of doing business handbook	00232	2,000				2,441	#DIV/0!	98%
	00232	2,500				221	#DIV/0!	9%
	Sub-total 2.2.2	4,500	1,700		1,935	4,607	103%	103%
Total for sub-Activity 2.2	12,150	3,300		3,315	11,413	100%	94%	
2.3.1. CSR raising awareness events (Invite province)								
2.3.1. CSR raising awareness events (Invite province)	00232	2,100	3,000		375	948	88%	0%
	00232	1,700			2,069	375	#DIV/0!	0%
	00232	688	1,000		872	1,172	13%	0%
	00232	345	500		124	145	75%	7%
Sub-total 2.3.1	4,833	4,500		3,430	4,384	24%	103%	

2.3.1(a) Support IPD officers to attend workshop in oversea for promoting Investment In Lao PDR	00232	1,200	4,833	4,500	3,439	507	61%	#DIV/0!	8%	
Sub-total 2.3.1	1,200	4,833	4,500	3,439	507		61%	#DIV/0!	8%	
2.3.2. Mechanism for identifying responsible investments (from IPD and ESIA monitoring activities)	00232					124		#DIV/0!	0%	
- Quality Investment Promotion Event and annual awards for good corporate behaviour implemented	00232							#DIV/0!	#DIV/0!	
Sub-total 2.3.2						124		#DIV/0!	0%	
Total for sub-Activity 2.3		6,033	4,500			5,108	39%		85%	
2.4 Final payment for updating IPD website (Activity from 2014) and follow up training to IPD staff	00232	1,949				1,949	70%		100%	
Total for sub-Activity 2.4		2,100				1,949	70%		93%	
GMS charge 7% for SDC cost for Activity 2	00232	3,215	1,048		255		24%		0%	
UNDP Fee Universal Price List (UPL) 0.8%, for Activity 2	00232	971	235				#DIV/0!		0%	
Grant total for Activity 2		61,224	29,683		18,814	17,737	37%		30%	
Activity 3: Screening and Appraisal.										
3.1.: Development capacity in contract negotiation skills through leaning by doing and mentoring.	00232	8,453	4,000		3,198	8,453	80%		100%	
- Internal consultation meeting on CA (a) Hiring National Consultant to assess on the screening of MOU and CA whether comply with the EIA obligation	00232	359	500		34	359	7%		100%	
	00232	11,774	10,000		9,987	11,774	100%		100%	
	00232	3,546				3,358	#DIV/0!		95%	
	00232	1,579				4,877	#DIV/0!		290%	
	00232	1,506				1,506	#DIV/0!		100%	
	00232	10,200	5,000				50%		0%	
	00232						#DIV/0!		0%	
Total for 3-1		37,517	19,500		13,219	30,327	65%		81%	
3.3 GMS charge 7% for SDC cost for Activity 3	00232	1,965	1,143		1,891				0%	
UNDP Fee Universal Price List (UPL) 0.8%, for Activity 3	00232	971	235		837		#DIV/0!		0%	
Grant total for Activity 3		40,452	20,873		15,947	30,327	76%		81%	

Activity 4: Monitoring

4.1.1 Support Investment monitoring activity in Savannakhet province	00232	2,705				2,705	#DIV/0!	100%
	00232	159				159	#DIV/0!	100%
	00232	3				3	#DIV/0!	115%
Sub-total 4.1.1		2,867				2,868	#DIV/0!	100%
4.1.2 Support Investment monitoring activity in Saravan province	00232	1,540	1,250	1,537	1,537	1,537	#DIV/0!	100%
	00232	61	200	61	61	61	#DIV/0!	100%
	00232	43	200	45	45	-71	#DIV/0!	-166%
Sub-total 4.1.2		1,644	1,650	1,643			#DIV/0!	-34%
4.1.3 Support Investment monitoring activity in Oudomxay province	00232	5,300	4,420	5,607	5,607	5,607	-126%	106%
	00232	55	800	1	1	1	1%	2%
	00232	65	400	107	107	107	23%	165%
Sub-total 4.1.3		5,420	5,620	5,715		5,713	101%	213%
4.1.4 Support Investment monitoring activity in Phongsaly province	00232	5,223	4,400	5,214	5,214	5,214	118%	100%
	00232	25	500	24	24	24	5%	98%
	00232	37	400	38	38	38	9%	103%
Sub-total 4.1.4		5,285	5,300	5,227		5,277	98%	100%
4.1.5 Support Investment monitoring activity in Houaphanh province	00232	9,358				4,135	#DIV/0!	44%
	00232	141				117	#DIV/0!	83%
	00232	221		1	1	185	#DIV/0!	84%
Sub-total 4.1.5		9,720		1		4,436		46%
4.1.6 Support Investment monitoring activity in Vientiane province	00232	3,649	2,500	3,643	3,643	3,643	145%	100%
	00232	37	800	37	37	37	5%	99%
	00232	26	400	26	26	26	6%	99%
Sub-total 4.1.6		3,712	3,700	3,705		3,705	100%	100%
Total 4.1		28,647	16,760	16,341		23,528	98%	82%

4.2.1 Revise, testing and launching web based investment compliance database for assessing the quality of concessionary investments - Design the progress report template	00232	19,653	19,000	22,246	22,899	113%	117%
Procure scanner and desktop computer for database's baseline information entry and all approved CA and MOU E-filing	00232/00117	5,200				#DIV/0!	
Sub-total 4.2.1		24,853	19,000	22,246	22,899	83%	92%
4.2.2 follow up training on investment database for 17 provinces	00232	8,862	10,354	9,004	9,004	32%	112%
	00232	466	400	612	612	153%	138%
	00232	9,418	13,000	9,403	9,403	72%	0%
	00232	2,061	1,000	2,445	2,445	-145%	166%
	00232	213	2,000	174	174	9%	118%
	00232	1,231	1,000	2,072	2,072	-107%	236%
Sub-total 4.2.2		22,251	27,754	23,709	23,709	85%	107%
Total Sub-total 4.2		47,104	19,000	45,956	250	85%	92%
4.3.1 IPD-ESIA Jointed monitoring activities - Planning and report meetings - Field trips	00117					#DIV/0!	0%
	00117					#DIV/0!	0%
	00117					#DIV/0!	0%
Sub-total 4.3.1						#DIV/0!	
4.3.2 IPD-ESIA roundtable meeting	00117					#DIV/0!	
Sub-total 4.3.2						#DIV/0!	
4.3.3 Support IPD center monitoring - Follow up PEI activities in the provinces	00012/00017/0 0232	1,656		1,656	1,656	#DIV/0!	100%
	00012/00232	1,365		1,365	1,365	#DIV/0!	100%
	00012	765		765	765	#DIV/0!	100%
	00232	25		25	25	#DIV/0!	100%
	00232					#DIV/0!	0%
	00012/00232	22		22	22	#DIV/0!	100%
	00012/00232	222		222	222	#DIV/0!	100%

Sub-total 4.3.3		4,055	4,055	4,055	#DIV/0!	100%
Sub-total for 4.3		4,055	4,055	4,055	#DIV/0!	100%
4.4 Assessment PEI tools implementation	00232				#DIV/0!	
Sub-total 4.4					#DIV/0!	
4.5 Support the development of, and implement a PEI-wide communications strategy						
4.5.1 Support, develop and disseminate PE press release, factsheets and annual newsletters	00232	294	294	294	#DIV/0!	100%
Sub-total 4.5.1		294	294	294	#DIV/0!	100%
4.5.2 Support the development of Investment Profile Video of 6 provinces	00232				#DIV/0!	0%
Sub-total 4.5.2					#DIV/0!	
4.5.3 Support, develop and disseminate other communications materials	00232				#DIV/0!	0%
Sub-total 4.5.3					#DIV/0!	
4.5.4 Support English class to IPD staff (Final payment from 2014, no further support in 2015)	00232	1,236	1,236	1,236	#DIV/0!	100%
Sub-total 4.5.4		1,236	1,236	1,236	#DIV/0!	100%
Sub-total 4.5		1,530	1,530	1,530	#DIV/0!	100%
4.6 Join training on Investment Approval and Monitoring for National Assembly - Training on One Stop Service						
Sub-total 4.6					#DIV/0!	#DIV/0!
4.7 Development of PEI exit Strategy					#DIV/0!	#DIV/0!
4.8 GMS charge 7% for SDC cost for Activity 4	00232	1,942	28	165	3%	8%
UNDP Fee Universal Price List (UPL) 0.8%, for Activity 4	00232	995		81	0.4%	8%
Grant total for Activity 4		84,274	62,325	72,917.65	97%	87%
Activity 5: Project Administration cost						
5.1 PEI Join Program Meetings:	00232	1,000	3,339	3,339	-33%	#DIV/0!

00041	6,370		5,778	7,425	#DIV/0!	117%
00041					#DIV/0!	0%
Sub-total 5.6	9,170	5,000	5,778	13,107	115%	149%
5.7 South-South Learning to oversea	24,076			24,076	#DIV/0!	100%
00232					#DIV/0!	#DIV/0!
00232	990			990	#DIV/0!	100%
00232	80			80	#DIV/0!	100%
Sub-total 5.7	25,146			25,146	#DIV/0!	100%
5.8 UNDP Fee charge for GMS, DPC, UPL and M&E	22,502		-69	7,418	#DIV/0!	33%
00232				69	#DIV/0!	0%
00232	1,518			1,518	#DIV/0!	100%
00232	971			269	#DIV/0!	28%
00232	23,157		5,168	17,407	#DIV/0!	75%
00232				-68	#DIV/0!	0%
Sub-total 5.8	48,146		5,099	26,476	#DIV/0!	55%
Total for Activity 5	391,897	94,536	93,758	379,262	99%	97%
Grand Total Outgoing	587,390	221,110	196,247	556,346	95%	95%
Total To UNDP	276,320	62,025	49,772	316,792	80%	104%

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**

The progresses of the project activities were monitored through monthly meetings, quarterly coordination meeting between the components. All trainings' impact including database training and investment promotion profile trainings were evaluated through questionnaires.

- Mid-term independent evaluation was conducted from 3-6 November 2014. The report will be finalized by the end of September 2015. Initial and very preliminary findings concluded that PEI has made excellent progress in all areas but could benefit from increased communication in the form of messaging externally and in the finalization of important tools such as the National Investment Strategy and the various EIA guidelines.
- Audit had conducted on 3-4 March 2015. The final report will be submitted to the project this April 2015. Initially, the only issue had been observed is the misuse of liquid eraser to corrected voucher number which these considered as low risks.
- Coordination Meeting was organized on 26th June, 2015 to monitor and discuss progress and outstanding activities to be completed by the end of 2015 as well as discuss on the project exit strategy.

• **Risk management**

Significant change of the NIS and PISs will delay the implementation of the action plan of this strategy, which will put PEI IPD on risk of not able to deliver the expected result under these activities. Strong ownership of the government is critical to boost finalization of the NIS and PISs. PEI will closely work with IPD to follow up on the progress and provide support as required including partially revise NIS, provide advices and provide inputs on updated data.

• **Communication and advocacy**

Internal communication among all PEI components is promoted through regular coordinating meetings. All government components have been engaging in planning process and exit strategy drafting. However, the advocacy outside PEI is remained challenging with the resignation of the project communication officer, the project relies on the support from communication officer in regional center.

4. Management Responses and Recommendations

(To be completed by project in coordination with UNDP)

❖ *Update on the implementation of audit, Spot Check recommendations & management responses to project evaluation*

- The audit was conducted in March 2015. The audit finding below is assess as low risk and the project has taken into account of future action accordingly

- There were 6 payment vouchers of which voucher numbers were corrected by liquid eraser manually*

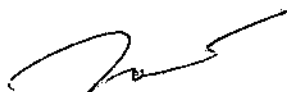
The key issue that require the attention of management committee in the next quarter is focusing on finalizing pending activities including finalization and endorsement of National Investment Strategy and Provincial Strategies.

5. Annex/s

(Example of annexes attached to the report is 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



.....
Thamma Phetvixay, Project Manager

Date:

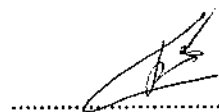
APPROVED BY NPD



.....
Manothong Vongsay, National Project Director

Date:

RECEIVED AND REVIEWED BY UNDP



.....
Chitlatda Keomuongchanh, Programme Analyst

Date:

Annex 3: Project Monitoring and Communication

Project Title: Poverty-Environmental Initiative, output 2		Award ID: 00068327/00075132-NEX Support		Date: 30 Dec 2015	
Types of Monitoring and Communication Action	Types of Stakeholders	Method of Monitoring and Communication	Due/Timeline for Each Type of Monitoring and Communication	Date of Completed Action	Status of Action
Annual Work Plan	Project→UNDP	Report	Annually	15 December 2015 (V4)	Completed
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	04 January 2016	Completed
Quarterly work plans and progress reports	Project→UNDP	Report	Quarterly	TBC 6 Jan 2016	Completed
Monthly project meeting	Project→UNDP	Face-to-Face/report	Monthly	05/10/2015 08/12/2015	Completed
Programme Board Meeting	Programme Board→UNDP	Report	Annually	To be on 15/01/2016	Pending
A Coordination Meeting for all components	Programme→UNDP	Report	Quarterly	25/11/2015	Completed
Updated risk, issue, lessons learned logs and initial monitoring and communication plan	Project→UNDP	Report	Quarterly	30 December 2015	Completed
Audit	UNDP→Project	Visit, Report	Annually	3-4 March 2015	Completed
Audit Implementation Action Plan	Project→UNDP	Report	Monthly	NA	Completed
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	03/11/2015	Pending Spot check report recommendation from UNDP
Annual review meeting and progress reports	Programme→UNDP	Report	Annually	To be on 15/01/2016	Pending
Midterm Programme review	Programme→UNDP	Report	Annually	3-6 November 2014	Completed
Quarterly Programme Combine Delivery Report	Programme→UNDP	Report	Quarterly	02 October 2015	Completed
Annual Programme Combine Delivery	Programme→UNDP	Report	Annually	02/03/2015	Completed

Report							
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	05 January 2016	Regular update		
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	30 September 2015 (Oct) 10 November 2015 (Nov) 30 November 2015 (Dec)	Regularly update		
Quarterly Project Direct Payment List	Project→UNDP	Report/document	Quarterly	N/A	Completed		

Prepared by:


Phanomphone Phomsouvanh
PEI Finance Manager

Certified by:


Thamma Phetvixay
Project Manager

Approved by:



Manothong Vongsay
National Project Director

Annex 4: OFFLINE ISSUES LOG – Q4, 2015

Project Title: Poverty-Environmental Initiative, output 2		Award ID: 00068327/00075132-NEX Support			Date: 30 December, 2015				
#	Description	Date Identified	Type	Impact & Priority	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the issue (In Atlas, use the Description field. Note: This field cannot be modified after first data entry)	When was the issue first identified (In Atlas, select date. Note: date cannot be modified after initial entry)	Request for Change Problem Other (In Atlas, select from list)	Describe the potential effect on the project Enter priority on a scale from 1 (low) to 5 (high) Priority = (In Atlas, use the Management Response box)	What actions have been taken/will be taken to address this issue (In Atlas, use the Management Response box)	Who has been appointed to address this issue (In Atlas, use the Management Response box)	Who submitted the issue (In Atlas, automatically recorded)	When was the status of the issue last checked (In Atlas, automatically recorded)	e.g. pending, solved (In Atlas, use the Management Response box. If solved, check the "Solved" box)
1	The restructure of IPD senior management and the move of PEI PM to Cabinet Office MPI create the discontinuing of finalization of NIS as the PM has been taking the lead in this activity	16 March 2015	Problem	Priority=5 (In Atlas, use the Management Response box)	IPD has sent letter to UNDP on transferring the responsible of issuing NIS	NPD/IPD	Project coordinator	03 July 2015	Completed

Prepared by:



Phomphone Phomsouvanh
PEI Finance Manager

Certified by:



Thamma Phetvixay
Project Manager

Approved by:



Manothong Vongsay
National Project Director

Annex 5: OFFLINE RISK LOG

Project Title: Poverty-Environmental Initiative, output 2		Award ID: 00068327/00075132-NEX Support				Date: 30 December 2015			
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mitigation response	Owner	Submitted/ updated by	Last Update	Status
1	Endorsement of National Investment Strategy has been delayed	Feb 28, 2014	Operational	This will lead to the delay implementation of the national investment strategy P= 2 I=5	After the consultation with MPI vice minister and all IPD division lead to the revision of the structure.	PM Output 2	PEI Finance Manager	03 July 2015	No change
2	Delay in finalizing the provincial investment strategy of 5 pilot provinces.	Feb 28, 2014	Operational	This will delay the implementation of provincial investment strategies and a delivery of investment analysis and reports. P=2 I=5	All provinces had completed the first draft, CTA will review the draft without waiting for the revised structure which will focus more on contain of strategy and implementation plan.	CTA	PEI Finance Manager	30 Dec 2015	Saravanh Governor has endorsed provincial Strategy of Saravanh, on 21 December 2015, Saravanh province has held the dissemination of their PIS. PEI project has got back some comments to Savannakhet Province, by the 07 Jan 2016, they will arrange consultation meeting after this it can be endorsed by the Governor hopefully the end of January. Oudomxay, Vientiane and Huaphan Provinces have sent drafted of their PIS to PEI project for reviewing and

											<p>comments expecting to get back to them by second week of January. Phongsaly Province is drafting PIS and it has done up to 80%, expecting to have the draft PIS to PEI project around 13 January 2016.</p>
--	--	--	--	--	--	--	--	--	--	--	---

Prepared by:


Phanomphone Phomsouvanh
PEI Finance Manager

Certified by:


Thamma Phetvixay
Project Manager

Approved by:


Manothong Vongsay
National Project Director

Annex 6: LESSONS LEARNED LOG

Project Title: Poverty-Environmental Initiative, output 2		Award ID: 00068327100075132-NEX Support		Date: 30 December, 2015		
#	Type	Date Identified	Successes	Shortcomings	Recommended Solutions	Submitted, updated by
	Project Management Project Results Human Factor Other		Describe what has worked well. <i>What factors supported this success?</i>	Describe the challenges or areas for improvement <i>and what was unanticipated</i>	How were challenges overcome and how should things have been done differently/better?	
1	Human Factor	05 January 2015	Increase the ownership of the government on investment compliance database by taking lead in revising the database attributes base on the daily data input experiences.	The challenges lies in data entry because of the missing unified information due to the lack of standard contract template. This leads to more time requirement to find missing information.	Working closely with senior management to clearly divide, assign works and set up timeframe regarding data entry.	30 December 2015

Prepared by:



Phomphone Phomsouvanh
PEI Finance Manager

Certified by:



Thamma Phetvixay
Project Manager

Approved by:

Manothong Vongsay
National Project Director

Annex 9: Please make list of meetings in table form which tell

Project Title: Poverty-Environmental Initiative, output 2		Award ID: 00068327/00075132-NEX Support		Date: 30 December 2015	
#	Meeting	Date	Venue	Number of participants	Expenditure
1	Database training to 18 provincial officers, there were 64 participants, 17 women.	17-19 Nov 2015	Rashmi Hotel	64 people, 17 women	USD24,517
2	CSR Report tool meeting with private sectors, cooperation with LNCC	25 November 2015	Lao Plaza Hotel	35 people, 10 women	USD3,440

Prepared by:



Phanomphone Phomsouvanh
PEI Finance Manager

Certified by:



Thamma Phetvixay
Project Manager

Approved by:



Manothong Vongsay
National Project Director

