Inception Report

Building Climate and Disaster Resilience Capacities of Vulnerable Small Towns in Lao PDR

June 2020

ADAPTATION FUND

UN HABITAT
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List of Acronyms

Acronym	Meaning
AF	Adaptation Fund
AoC	Agreement of Cooperation
ESS	Environmental and Social Safeguards
GAP	Gender Action Plan
Lao PDR	Lao People's Democratic Republic
LWU	Local Women's Union
LYU	Local Youth Union
M&E	Monitoring and Evaluation
MoNRE	Ministry of Natural Resources and Environment
MPWT	Ministry of Public Works and Transport
NPSW	Nam Papa State Enterprise
PIU	Project Implementation Unit
PMC	Project Management Committee
ROAP	Regional Office for the Asia-Pacific
TAG	Technical Advisory Group
ToR	Terms of Reference
UN	United Nations
VA	Vulnerability Assessment

Basic Project Information

Project Title:	Building climate and disaster resilience capacities of vulnerable small towns in Lao PDR
Expected CPAP Output(s):	To build resilience to climate change in communities along the east-west economic corridor in the central region of Lao PDR
Implementing Entity/ Responsible Partners:	Implementing Entity: UN-Habitat
	Executing Entities: Ministry of Public Works and Transport (MPWT), Ministry of Natural Resources and Environment (MoNRE), Provincial Department of Public Works and Transport (DPWT) in Savannakhet Province, and Department of Natural Resources and Environment (DoNRE) in Savannakhet Province
	Funded by: Adaptation Fund
Project Starting Date:	5 June 2020
Duration of the Project:	4 years (plus evaluation)
Project Budget:	US$5,500,000

Project Inception Summary

The Inception Workshop was held on 5 June 2020 and was attended by 23 participants who represented various relevant stakeholders of the project, including the Ministry of Natural Resources and Environment (MoNRE), the Ministry of Public Works and Transport (MPWT), and their respective Departments in Savannakhet province. In addition, the Chief of Cabinet (Savannakhet Government Office), and the District and Vice-District Governors from the two target districts respectively (Sayphouthong and Xethamouak) attended the meeting. Representatives from the Department of Planning and Investing and Provincial Water Supply Department were also present. The meeting was opened and chaired by Mr Phoukhong Nammachak, Chief of Cabinet, Savannakhet province, and co-chaired by Mr Phoukheo Thammavong, Deputy Director General of Department of Water Supply, MPWT and Dr Avi Sarkar, Project Manager, UN-Habitat. The Government decided that the Inception Workshop would be considered as the first Project Management Committee meeting.

This inception report includes background information, a brief description of the project context, the project components, objectives and implementation framework. Full proceedings from the meeting are included which contain comments from the various representatives on relevant topics. In preparation, several meetings were held with the MPWT resulting in additional details to the project implementation and management structure. It was agreed to double the Inception Meeting as PMC Meeting. The Terms of Reference of the PMC were revised, and can be found in Annex 2. A draft Monitoring and Evaluation Framework was presented and discussed with the partners (see Annex 3). The Gender Policy and Environmental and Social Safeguards Approach (Annexes 4 and 5), as well as an initial media and communications strategy (Annex 6) were also shared for review and discussion with the Executing Entities and other key stakeholders present at the meeting. The project brochure can be found in Annex 7.

1. Brief Situation Analysis

Climate change is a major challenge for reaching national development goals.

Lao People's Democratic Republic (PDR) has been increasingly affected by extreme weather events. This is particularly problematic due to its high sensitivity, resulting from dependence on natural resources and its low adaptive capacity. The impacts of extreme weather events have been severe to the point that in 2013 Lao PDR was named the 7th most severely affected country in the world by climate change, with 23 deaths and absolute losses of US$ PPP 263,510,000[1]. Irregularity in rainfall has led to both floods and droughts, with a variation in severity from year to year. Not only does Lao PDR have a high exposure to extreme weather events, particularly floods, but recent reports by the INFORM Global Risk Index show a low ability to cope with these events[2]. In addition to extreme events, variation in the seasons has disrupted cropping, causing food insecurity.

The high degree of climate change vulnerability in Lao PDR is due to several factors including the physical geography, low coping capacity and reliance on the agriculture sector. Geographically, the country can be separated into several regions, each of which is susceptible to different hazards. A trend of increasing rainfall is especially apparent in the south and central regions, leading to widespread flooding[3]. In rural areas, this damages or destroys food crops. In the rapidly growing small and emerging towns, there is significant damage to physical infrastructure, hindering economic development and disrupting livelihoods. Low coping capacity is a result of both the low institutional capability and the infrastructure. Currently, Lao PDR is showing a lower coping capacity than neighbouring countries and also of countries that are at a similar income level[4].

Looking forward, there is an increasing risk of severe weather events. There is a need for adaptive actions to be taken to mitigate the effects of these events, which have the potential to severely derail the Government's development agenda. There has been a long-term goal of graduating from Least Developed Country (LDC) status by 2020 with a vision of achieving upper-middle income status by 2030[5]. To achieve this, the 8th National Socioeconomic Development Plan has focuses on economic growth, sustainable development and strengthened human resource capacity. Recent indications suggest that Laos will probably miss the 2020 graduation target. It is imperative, therefore, that steps are taken to ensure the predicted climatic changes do not prevent Lao PDR from moving forward according to its development aims. UN-Habitat is already working with the government to this end on the Adaptation Fund funded project entitled, "Enhancing the climate and disaster resilience of the most vulnerable rural and emerging urban human settlements in Lao PDR." The National Designated Authority has requested UN-Habitat to build on this initial project with a continued focus on small and emerging towns in highly vulnerable provinces. This proposed project is in different provinces than the initial project but caters to the government's ongoing need to build resilience in these small urban settlements.

1 Global Climate Risk Index, 2015, p.7. Online at https://germanwatch.org/en/download/10333.pdf
2 Index for Risk Management (INFORM) Country Risk Profile for Lao PDR, 2018. Online through http://www.inform-index.org/Countries/Country-Profile-Map
3 CLEAR: Consolidated Livelihood Exercise for Analysing Resilience. A special report prepared by the Ministry of Natural Resources and Environment's Department for Disaster Management and Climate Change (DDMCC) and the World Food Programme with technical support from the USAID Mekong ARCC project.
4 INFORM Country Risk Profile for Lao PDR, 2018. Online through http://www.inform-index.org/Countries/Country-Profile-Map

1.1 Climate change projections and expected impacts

Climate change projections

Extreme temperature increase has been observed in Savannakhet. The mean annual average temperature has increased by almost 1.4°C in the last 30 years. The monthly average maximum temperatures are very high, with the highest recorded temperature in April, the hottest month, of 42°C. Nine years out of the dataset, including three of the last four, show an average maximum temperature of at least 40°C. The mean annual minimum temperature shows the greatest rise, however. Mean annual minimum temperatures are now 1.6°C higher, on average, compared to 1989, a very rapid change.

Annual average rainfall is 1531 millimetres per year and has shown a very small increase over the dataset, with the annual average now being around 4% higher than in 1989. 85% of rain falls during the 5 months from May to September (inclusive). However, there is evidence that variability is increasing. The driest and wettest years in the dataset, which recorded 1030 millimetres and 2059 millimetres of rain, occurred in 2015 and 2017 respectively. Rainfall in April, the last month of the dry season, almost halved over the period of the dataset, while rainfall in May increased by almost 10%, supporting a broader regional trend of the rainy season starting later and becoming more concentrated. Similarly, rainfall in September increased, but declined dramatically in October, the last month of the rainy season. This means that, while there was overall a small increase in rainfall in Savannakhet, there is evidence that this is more concentrated over a shorter rainy season, meaning people who rely on open water sources or ground water are likely to face increased water shortages in the dry season, exacerbated by higher temperatures that increase evaporation. Finally, in further support of a shortening of the rainy season, the number of rainy days has declined sharply. Savannakhet now gets 101 rainy days per year, 20 fewer than it would have expected at the start of the dataset in 1989.

Expected impacts

In recent years, floods and droughts have caused substantial loss of life, economic loss and damage to infrastructure in Lao PDR. It is not only the projected increase in rainfall that is of concern in Lao PDR, but the projected increase in intensity of rainfall whereby more rain is expected to fall over a shorter time period, leading to an increased risk of flooding. The increased intensity in rainfall is also resulting in long, dry spells and this is predicted to result in increased droughts. There is evidence of a shortening of the rainy season with more intense rainfall and increasingly intense dry season in Savannakhet.

Drought-prone areas have already suffered severe impacts such as the unavailability of water and loss of crops leading to widespread food insecurity. With rapid population growth and urbanization, there is pressure on the land, which is near urban settlements, many of which are close to rivers, deforested areas and degraded catchment areas. Moreover, without a strengthening of land use planning, it is likely that there will be both increased flooding because of ecosystem changes, and more severe human and economic impacts from the flooding. It is imperative that Lao PDR builds resilience to natural disasters so that it can protect its people and environment and continue on its development trajectory.

2. Project Overview

2.1 Project Objectives

The project objective is to build climate resilience in small towns along the east-west economic corridor in the central region of Lao PDR. This will be achieved through the provision of climate resilient water infrastructure and the mainstreaming of climate change into urban planning. To achieve the objective, a rapid vulnerability assessment has been carried out in each of the target settlements: this has formed the basis of an action plan. The vulnerability assessment will also feed into master plans, which will be developed for each of the two towns. The master plans will demonstrate how to mainstream climate action into urban planning. The planning and design of resilient systems will be carried out in a participatory manner, with input from all sectors of the community from government officials to marginalised groups such as women and minority ethnic groups. Overall, the project is structured around the following components:

Component 1: Develop town level master plans, which integrate climate change adaptation into socially inclusive infrastructure, spatial planning and land-use management in and beyond the project area (Budget for this component US$ 350,000)

This component aims to build capacity at District, Provincial and National level to plan for climate-resilient, socially inclusive infrastructure development and to maintain and manage infrastructure. It achieves this by (i) developing two town level master plans integrating climate resilience building into land-use, water management and infrastructure, (ii) developing a project tool specifically for use in urbanizing areas, (iii) providing capacity development support to national, district and local authorities, and (iv) developing guidelines for land-use planning and planning, constructing, operating and maintaining climate and disaster resilient infrastructure systems.

Component 2: Socially inclusive infrastructure built in target towns that protects people from climate change related impacts and provides continuous services despite current and anticipated future changes in the climate (US$ 4,000,000)

Component 2 focuses on providing access for 57,144 people to climate and disaster resilient water treatment plants and piped water supply services, in addition to protecting and/or enhancing local natural assets through effective land-use planning. It achieves this through (i) ensuring the environmental and social management plan is in full compliance with the Environmental and Social and Gender Policy of the Adaptation Fund, (ii) developing and building a climate resilient water supply system and water management systems for the new infrastructure, (iii) establishing a Nam Papa State Enterprise (NPSE) in Sayphouthong and Sethamouak Towns, and (iv) establishing and providing capacity development support to village resilient water and sanitation groups to implement and monitor the project.

Component 3: Knowledge and awareness enhanced from national to local levels along the economic corridor, ensuring sustainability and potentially leading to policy changes at the national level (US$ 237,557)

This component ensures that the project implementation is fully transparent, and all stakeholders are informed of outputs and results and have access to these for replication. It achieves this by (i) capturing and disseminating lessons learned and best practices, (ii) carrying out advocacy at the national level, (iii) building capacity in government authorities and other relevant stakeholders, and (iv) establishing a database/management platform to improve information on climate-related projects throughout Lao PDR.

TABLE 1 - Expected outcomes and outputs of each project component

PROJECT OBJECTIVE	To build climate resilience in small towns along the east-west economic corridor in the central region of Lao PDR	
PROJECT COMPONENTS	EXPECTED OUTCOMES	EXPECTED OUTPUTS
1. Develop town level master plans which integrate climate change adaptation into socially inclusive infrastructure, spatial planning and land-use management in and beyond the project area. Capacity built at District, Provincial and National level to plan for climate-resilient infrastructure development and to maintain and manage infrastructure.	1.1 40 government staff, at least 15 of whom female, have increased capacity to design climate resilient urban infrastructure in small towns.	1.1.1 Training provided to district, provincial and national government staff on resilient infrastructure design. Female government staff must be represented
	1.2 60 government staff, at least 20 of whom are female, have capacity to develop climate resilient town master plans and two master plans approved, that support the development of resilient infrastructure, serving 57,144 people, 53.5% of whom are female.	1.2.1 Training provided to district, provincial and national government staff on climate action mainstreamed urban planning. Female government staff must be represented
		1.2.2 Two master plans developed, using knowledge generated by the project, to both provide sustainable adaptation benefits to the infrastructure designed under this project and to enable the government to better plan for adaptation in other infrastructure, beyond that in the project area.
2. Socially inclusive infrastructure built in target towns that protects people from climate change related impacts and provides continuous services despite current and anticipated future changes in the climate.	2.1 57,144 people, 53.5% of whom are female, who currently have inadequate water and/or protective infrastructure, have access to year-round, clean water and protective infrastructure despite current climate hazards and future changes in climate	2.1.1 New resilient infrastructure constructed in response to climate change impacts, including variability.
3. Knowledge and awareness enhanced from national to local levels along the economic corridor, ensuring sustainability and potentially leading to policy changes at the national level	3.1 Project implementation is fully transparent. All stakeholders, including women, are informed of products and results and have access to these for replication.	3.1.1 Project activities and results are captured and disseminated through appropriate information for the beneficiaries, partners and stakeholders and the public in general.
		3.1.2 Climate policy – especially the National Adaptation Plan and post-Paris agreement reporting – influenced to reflect the challenges of climate change adaptation in basic service and protective infrastructure, including the provision of infrastructure in a way that benefits women

TABLE 2 - Project Workplan

Output	Year 1			Year 2				Year 3				Year 4			
Output 1.1. Training provided to district, provincial and national government staff on resilient infrastructure design. Female government staff must be represented	X		X		X		X								
Output 1.2. Training provided to district, provincial and national government staff on climate action mainstreamed urban planning. Female government staff must be represented	X		X		X		X								
Output 1.3. Two master plans developed, using knowledge generated by the project, to both provide sustainable adaptation benefits to the infrastructure designed under this project and to enable the government to better plan for adaptation in other infrastructure, beyond that in the project area. The master plans will include specific provisions for the development and climate change resilience of women.			X				X				X				
Output 2.1. New resilient infrastructure constructed in response to climate change impacts, including variability		X	X	X	X	X	X	X	X	X	X	X	X		
Output 3.1 Project activities and results are captured and disseminated through appropriate information for the beneficiaries, partners and stakeholders and the public in general.		X			X		X		X		X		X		X
Output 3.2 Climate policy – especially the National Adaptation Plan and post-Paris agreement reporting – influenced to reflect the challenges of climate change adaptation in basic service and protective infrastructure, including the provision of infrastructure in a way that benefits women		X			X		X		X		X		X		X

3. Inception Stage

3.1 Key activities of the Inception Phase

As established by the Adaptation Fund, the Inception Workshop was planned to officially start the project within six months of the first cash transfer (Decision B.18/29). In spite of the challenges related to COVID-19 pandemic, the Inception workshop was held on 5 June 2020 in Savannakhet Province (see 3.3 for proceedings).

In preparation, several meetings were held with the MPWT resulting in additional details to the project implementation and management structure. The Government decided to double the Inception Meeting as PMC Meeting. The Terms of Reference of the PMC were revised, and can be found in Annex 2. A draft Monitoring and Evaluation Framework was presented and discussed with the partners (see Annex 3). The Gender Policy and Environmental and Social Safeguards Approach (Annexes 4 and 5), as well as an initial media and communications strategy (Annex 6) were also shared for review and discussion with the Executing Entities and other key stakeholders present at the meeting.

3.2 Project Implementation and Management

The project will be implemented by UN-Habitat and builds on previous experience in the area. UN-Habitat is currently implementing capacity building at the provincial and district level under its first Adaptation Fund proposal in Laos and will use the knowledge and lessons learned to strengthen capacity building proposed under this project.

As discussed and agreed during the inception meeting, UN-Habitat and MPWT will extend the current joint Memorandum of Understanding under the first Adaptation Fund project, as a legal commitment to implement the project. UN-Habitat will then develop two Agreements of Cooperation: (a) one specific to Sayphouthong focussing on infrastructure and (b) one specific for Xethamouak for infrastructure and elements of components 1 and 3. AoCs are the legal basis to transfer funds from the multilateral implementing entity (UN-Habitat) to the executing entities. They also provide the contractual basis to ensure timely delivery, compliance with the designs specified in the project document and the Environmental and Social Management Plan.

In line with Lao PDR's Government system, under the "Samsang" or "3-build decentralisation process", mechanisms for project implementation arrangement, execution, coordination and oversight at National, Provincial and District levels were developed in close consultation with the Ministry of Natural Resources and the Environment (MoNRE), as the national designated authority to the Adaptation Fund, the Ministry of Public Works and Transport and Provincial Governor with all Stakeholders in Savannakhet Province (Figures 1 and 2). After their revision on the PMC meeting, the following mechanisms were agreed and established (see Figure 3):

1. Project Management Committee (PMC) at National Level

Ministry of Public Works and Transport (MPWT), Ministry of Natural Resources and the Environment (MoNRE) and UN-Habitat, together with the provincial level representatives described below, will take part of the "Project Management Committee (PMC)" to oversee and manage the implementation of the "Building Climate and Disaster Resilience Capacities of Vulnerable Small Towns in Lao PDR" project, funded by the Adaption Fund. The PMC will meet annually. The PMC is constituted of (a) National representatives and (b) Provincial representatives.

National Representatives Role

The Project Management Committee (PMC) will act as the main body overseeing the project execution. The role of the PMC at the national level will be functional within the policies and conditions of the UN as well as the Governing laws of the Government of Lao PDR, UN has strict policies and regulations on such matters as contracting, procurement of equipment and materials, etc. All project activities will conform to these regulations.

PMC members at the National level will:

- Oversee the successful implementation, timely progress and completion of the project;
- Be convened for a four-year period from 2020 to December 2023;

PMC members at the national level are the following:

- Chair: Vice-Minister, Ministry of Public Works and Transport (MPWT);
- DG Department of Climate Change, Ministry of Natural Resources and Environment (MoNRE);
- DG Department of Water Supply, Ministry of Public Works and Transport (MPWT); and
- UN-Habitat

Provincial Representatives Role

Project Management Committee (PMC) will provide leadership and institutional support with full responsibility for project management tasks, directly related to project implementation and progress monitoring, which will be achieved through meetings as well as workshops' organization and field visits;

PMC members at Provincial level will:

- Monitor and liaise with the Project Implementation Units (PIU) and all stakeholders, develop and undertake a workplan with short, medium and long-term goals; and
- Approve annual work plans and review project periodical reports during the implementation period, as well as reporting the progress to the national level members of the PMC.

PMC members at the provincial level are the following::

- Chair: Deputy Department of Public Works and Transport (DPWT);
- Deputy District Governors Phine and Sayphouthong Districts;
- Deputy Director Provincial Department of Natural Resources and Environment (PoNRE);
- Deputy Director Provincial Department of Planning and Investment (DPI); and
- Deputy Director Provincial Department of Finance (DoF)

2. Project Implementation Units (PIU) at District Level

In accordance with the "Administration law of Lao PDR No. 03/LNA, dated 21 / 10 / 2010, group III, article 14 on the roles and responsibilities of the Provincial Governor" the Project Management Committee (PMC) will established the "Project Implementation Units (PIU)" at the District level;

- Project Implementation Units (PIU) will include personnel seconded from existing local government structures, and will be set up at the district level to be responsible for coordinating and implementing the activities in the target areas at the instructions and direction of NPSE-Savannakhet;
- NPSE-Savannakhet will work in collaboration with the District Authority and communities of Xethamouak and Sayphouthong in close consultation with UN-Habitat/Consultants and the Provincial Department of Public Works and Transport. The District Authority will facilitate the mobilization of local resources and knowledge at the target areas to support project implementation and sustainable utilization of the services and facilities after project completion. District Authorities with their enhanced capacity will be responsible for ensuring access by the poor and excluded groups to the services and facilities provided by this project. At the village level, Water User Groups will be actively engaged in project implementation.

• Project Implementation Units (PIU) will comprise of the following representatives:

- Technical officer NPSE-Savannahket
- Deputy Head of PWT Offices of Phine and Sayphouthong;
- Deputy Head of Offices of NRE of Phine and Sayphouthong;
- Deputy Head of Offices of Agriculture and Forestry of Phine and Sayphouthong;
- Village chiefs of target villages;

3. UN-Habitat

UN-Habitat is the programme execution entity and will then provide execution support, in terms of oversight, monitoring and evaluation, and management of fund flow, and co-chair of the Project Management Committee (PMC). UN-Habitat will sign two (2) Agreements of Cooperation (AOCs) with NPSE-Savannakhet. A number of consultants, based in UN-Habitat's office in Vientiane and in the project location will support the efforts:

• Advise, as appropriate, NPSE-Savannakhet in setting up the project work plan and implementation modalities;

• Provide technical support, including operationalization of the Environmental and Social Management Plan (ESMP);

• Provide technical assistance on Urban Planning with Spatial Planning Integrating (SPI) and mainstreaming with DRR;

• Capacity development support provided to national government and local authorities on "Building climate and disaster resilience capacities of vulnerable small towns;

• Provide fund as agreed with NPSE- Savannakhet;

• Network and coordinate with different stakeholders;

• Disseminate project activities at national and international level;

• Review and monitor the activities of the project including design and procurement; and

• Conduct Audit

Organizational Structure

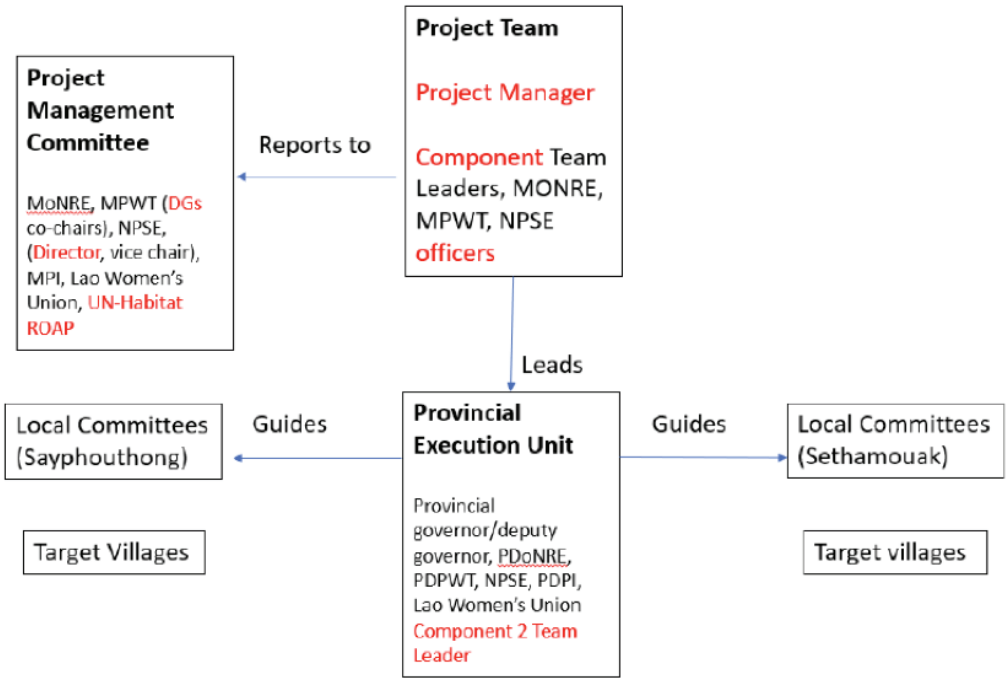


FIGURE 1 - The project's original proposed organizational chart

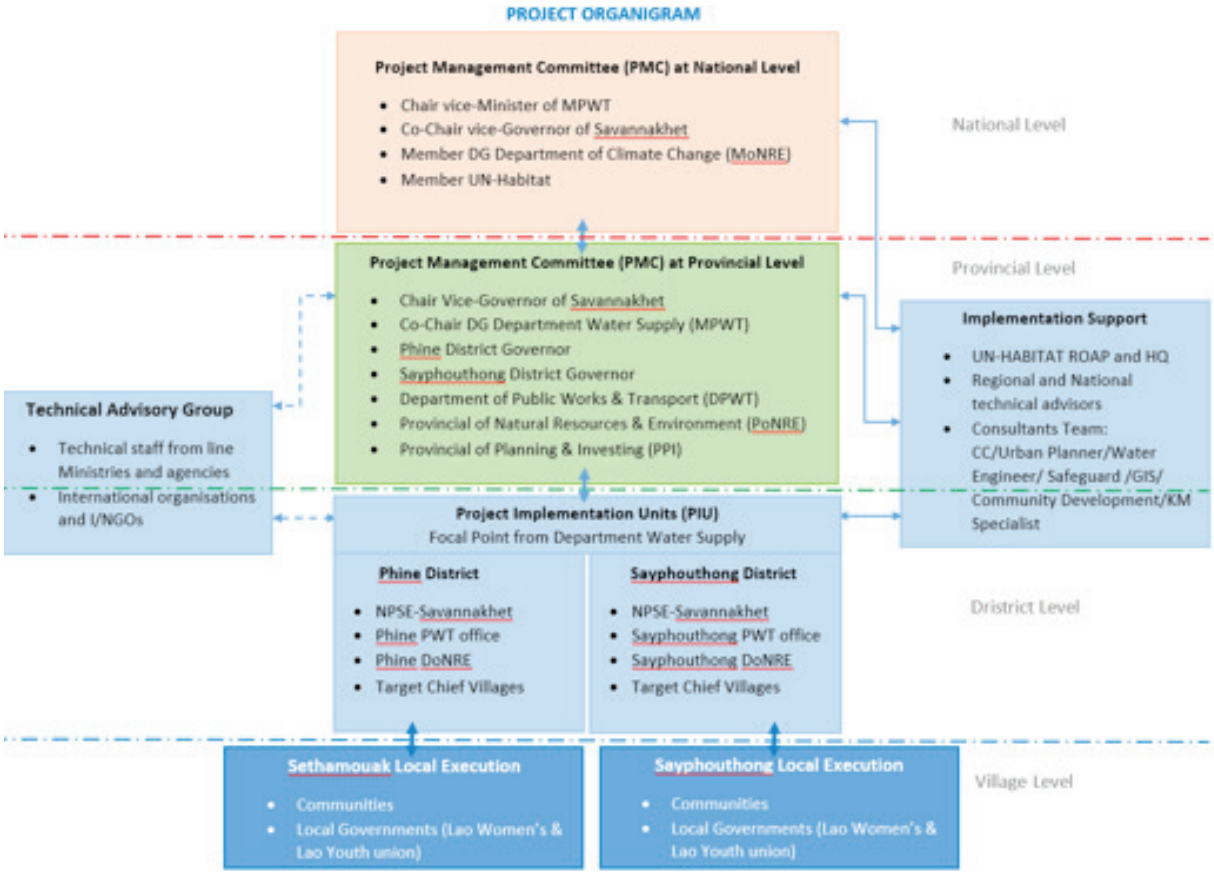


FIGURE 2- The project's proposed updated organizational chart

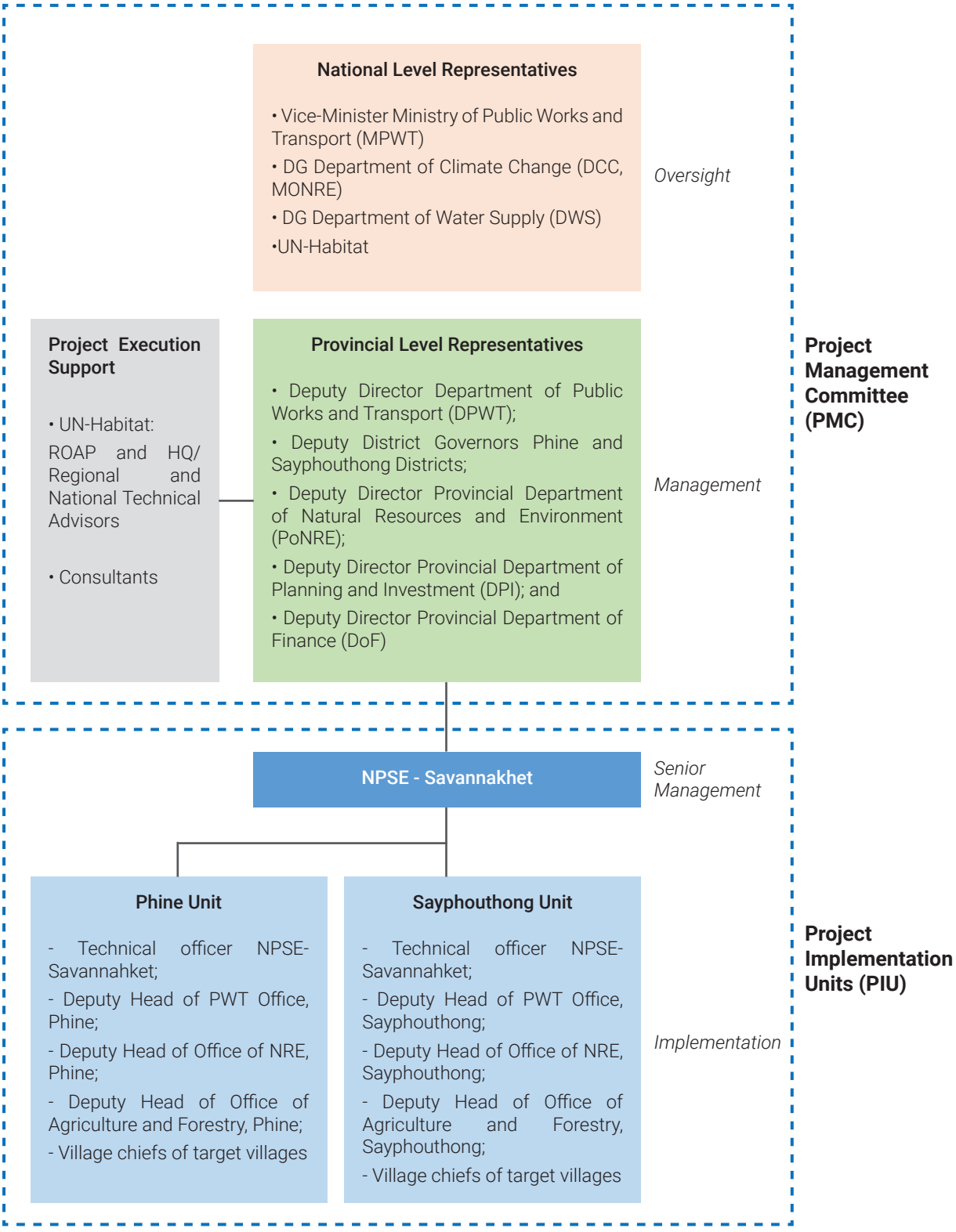


FIGURE 3- The project's approved organizational chart

3.3 Agreements

Based on the discussions at the meeting held on 5 June 2020 (see Annex 1a, Workshop Proceedings), the PMC reached the following agreements:

1) Implementation arrangements:

   a) There is a comprehensive understanding of the working arrangements of PMC, PIU and their composition.

   b) Although participants agreed on the overall structure, changes to the ToRs were made and approved in order to incorporate: (a) Mr Somsanouk Phetsomphou's suggestion of engaging political representatives and national front representatives, and the incorporation of Agriculture and Forestry at the district level PIUs; (b) Mme Phavanh Boualouanglath's suggestions of including the Vice Minister on the PMC structure; (c) Mr Amphayvanh Oudomdeth request to make MPI part of the PMC structure.

   c) Implementation is to be executed in line with Sam Sang by developing Agreements of Cooperation with NPSE Savannakhet, who will work closely with provincial and district governments, communities and UN-Habitat. Two AoCs will be developed: (a) one specific to Sayphouthong focussing on infrastructure (b) one specific for Xethamouak infrastructure with elements of components 1 and 3 included.

2) Work Plan: Approved as per project document.

3) ESS and GP: The PSC members endorsed the environmental and social management plan and the gender plan as per project document, and acknowledge that activities are to be implemented as per AF guidelines guaranteeing the involvement of communities, LWU and LYU.

4) M&E Framework: Approved as per project document.

5) PMC at the national level will meet annually. Next meeting will be organized in May 2021.

6) Commence implementation.

Annex 1a: Inception Workshop Proceedings

For Agenda, see Annex 1b.

For List of Participants, see Annex 1c.

For Presentations, see Annex 1d.

FIGURE 3- Inception workshop, 5 June 2020, Savannakhet

09:00-09:45	Session 1: Opening	
09:00-09:10	Opening and Welcome Remarks by Provincial Chief of Cabinet	Mr Phoukhong Phommachak Chief of Cabinet, Government Office, Savannakhet Province
09:10-09:20	Remarks by Ministry of Public Works and Transport (MPWT)	Mr Phoukheo Thammavong Deputy Director General, Department of Water Supply, MPWT
09:20-09:30	Remarks by Water Supply (NPSE) Savannakhet	Mr Phoummady Hongchaleun Director of Provincial Water Supply (NPSE), Savannakhet Province
09:30-09:45	Remarks by UN-Habitat	Dr Avi Sarkar Project Manager, UN-Habitat

Mr Phoukhong Phommachak, Chief of Cabinet, Savannakhet province welcomed all participants to the inception meeting and started by congratulating Adaptation Fund and UN-Habitat for making this project possible. He mentioned that the local authorities will provide all possible support and noted that Savannakhet province has earlier received support from UN-Habitat in several urban settlements. He said that now, through this project, the provincial government expects support in two additional urban

settlements. He also highlighted that this event doubles as the first Project Management Committee (PMC) meeting of the project.

Mr Phoukheo Thammavong, Deputy Director General, Department of Water Supply, MPWT extended his welcome to all the attendees. He mentioned that the Adaptation Fund project will be instrumental in building climate change related resilience in Sayphouthong and Sethamouak districts. Also, he explained that UN-Habitat is partnering with MoNRE and MPWT, and that the partners have successfully mobilized resources from Adaptation Fund. He brought up that, in the past, UN-Habitat has played an important role in the development of Savannakhet province and has provided around 2.5 million USD in grants. Also, he noted that this project supported by the Adaptation Fund is the second one in this country. The first project is implemented in three southern provinces of Lao PDR, and supports community resilience in light of climate change challenges. He further outlined the three components of the current project, and emphasized that there are several challenges from climate change that Laos and particularly this province experiences, such as floods and droughts.

Dr Avi Sarkar, UN-Habitat spoke about the on-going projects, focusing on the activities undertaken and goals achieved since 2017 particularly through the first project supported by the Adaptation Fund, and the intended achievements for AF phase 2 (2020-2023). He further explained that UN-Habitat, through the Water for Asian Cities (WAC) programme and Mekong Region Water and Sanitation (MEK-WATSAN) Initiative, has delivered a number of projects in Savannakhet province in the past to the tune of 2.5 million USD. These projects targeted the towns of Vilabouly, Phine, Asthaphanthong and Dansavanh and involved interventions related to water supply, sanitation and wastewater management between 2007 and 2013.

He concluded his presentation with an overview of the meeting expectations, clarifying that deliberations were expected to cover topics such as implementation arrangements, work plan, environmental and social safeguards (ESS) and gender policies (GP). He also mentioned that an overview on climate resilient infrastructure was scheduled for the final session of the meeting. The overall procedures follow the advise of the Honourable Minister of MPWT, Dr Bounchanh Sinthavong, who had in particular stressed that the project implementation is fully aligned with the sam sang policy, ensuring decentralized implementation and strengthening the capacity of provincial and district administration.

Finally, Dr Sarkar expressed his gratitude to Mr Phoukeo Thammavong and Mr Sompong, DG of the Department of Water Supply, for their continued support.

Mr. Phoummady Hongchaleun, Director of Provincial Water Supply (NPSE), Savannakhet expressed his appreciation to UN-Habitat and the Adaptation Fund for the support provided. He brought up that, in the past, UN-Habitat has provided a lot of support in the towns of Vilabouly, Phine, Asthaphanthong and Dansavanh, and that the funds that received so far have been grants, which have been of significant importance for the development of the province. He noted that the province has considerably benefitted from UN-Habitat projects, not only through its technical support but also through the engagement of communities in the implementation of projects. He closed the session saying that the NPSE looks forward to the implementation of the projects in Xayphouthon and Xethamouak.

09:45-10:45	**Session 2: Brief Presentations on Climate and Disaster Resilience**	
09:45-10:00	MoNRE: Climate Change Challenges	Mr. Amphayvanh Oudomdeth Director of Climate Change Adaptation Division, MoNRE

Mr. Amphayvanh Oudomdeth, Director of Climate Change Adaptation Division, Ministry of Natural Resources and Environment (MoNRE) congratulated UN-Habitat, MPWT and the provincial authorities for initiating this project with support of Adaptation Fund. He expressed concerns regarding climate change

impacts in the province and he complimented all the parties concerned for securing this valuable resource at a time of real challenge. Then, he explained the activities undertaken by the Department of Climate Change. He further specified the activities undertaken by Adaptation Division under the Department of Climate Change and the importance of this project as an integral part of government endeavours to strengthen adaptation activities in the country. He also spoke about the importance of the NDA to access sources of fund such as AF, LDCF, GEF and GCF. After presenting the DCC organization chart, he briefly explained the way forward.

10:00-10:15	**Coffee Break**	
10:15-10:45	Project Overview	Dr. Avi Sarkar Project Manager, UN-Habitat
10:25-10:45	Detailed Technical Overview	Mr. Buahom Sengkhamyong Infrastructure Expert, Project Consultant

Dr. Avi Sarkar, UN-Habitat commenced by giving an overview of the project and how UN-Habitat has been involved in the environment and basic services sector in Lao PDR. He further outlined the project components, workplan and institutional arrangements, as well as implementation arrangements. Then, he explained the ESS and gender policy defined for the project. Finally, he noted that NPSE Savannakhet is to be engaged through an Agreement of Cooperation, aligning with sam sang policy for the project's implementation. He also outlined the knowledge management strategy and presented the monitoring and evaluation framework, and mentioned the key components of this project.

Mr. Buahom Sengkhamyong, Chief Technical Consultant, provided a detailed description of the infrastructure planned, its execution and definition, including site selection and system components. He also built on the concepts introduced by Dr Sarkar on the Environmental and Social Safeguards and the gender policy and provided a detailed description of the feasibility studies developed and the procedures for undertaking surveys.

10:45-11:30	**Session 3: Project Institutional Framework/AoC Arrangements**	
10:45-10:55	- Establishment of Project Management Committee (PMC) and Project Implementation Units (PIU) - Agreement of Cooperation (AoC) Arrangements - Start up activities nationally and at provincial level (capacity building)	Mr Phoukheo Thammavong, Deputy Director General, Department of Water Supply, MPWT
10:55-11:30	Discussions	All Participants

Mr. Phoukeo Thammavong, Deputy Director General of Department of Water Supply, MPWT began by introducing the implementation arrangement. He further described the constitution and responsibilities of each level, including Project Management Committee and Project Implementation Units, on the implementation of the three major components of the project. He presented the terms of reference for this project's PMC and TAG, which align with the ones earlier developed and tested under the first project

supported by the Adaptation Fund. Also, he noted that, looking at the complexity of the project, signing two Agreements of Cooperation in support of the two subprojects in Sayphouthong and Xethamouak would allow for independent implementation, separate and thus more transparent monitoring and reporting and would recognize that the two sub-projects would be managed separately (working level project managers and separate Project Implementation Units). Thus, he proposed one AoC for Sayphouthong focussing on infrastructure, and one specific for Xethamouak on infrastructure and elements of components 1 and 3. Learning from the first Adaptation Fund project, the government also recommends Agreements of Cooperation that span the entire project period and extending the Memorandum of Understanding developed under for the first Adaptation Fund project.

Mr. Khamvisai Phouyavong, District Governor of Sayphouthong District, expressed being very pleased to receive this project and stressed that the project will be implemented via the sam sang process. He added that climate change related adaptation resilience would improve substantially if communities were provided access to the water supply system. Then he further added that this project is extremely relevant and important for the district, and that this is also in line with the Government's strategy. The Governor further suggested the inclusion of local political representatives and national front representatives.

Mr. Somsanouk Phetsomphou, Vice District Governor of Xethamouak District, highlighted that the project has been developed in consultation with the local government. He also mentioned being extremely pleased with this new project and that he looked forward to a successful implementation. Further he mentioned that since this project will be implemented under the architecture of sam sang, it will give the local authorities greater say in its implementation, which is very critical for its successful implementation. He stressed the importance of having cross-sectoral collaboration, and suggested that for Xethamouak it would be good to forge strong partnership with the district office of agriculture and forestry, especially in light of water resource management and kitchen gardening.

Mme. Phavanh Boualouanglath, Deputy Director General of MPWT, referred to the PMC Terms of Reference and suggested that the structure of the PMC at national level should include the Vice Minister. She also mentioned that the work plan, ESS, GP and M&E framework are adopted based on the presentation provided by Dr Avi Sarkar.

Mr. Bounyod Namsena, Director of Provincial Natural Resources and Environment (PoNRE), added that it is imperative to uphold all elements of the Environmental and Social Safeguards – especially regarding the possible impact on communities and environment. He noted that this project is in line with the Government's strategy and suggested to include PoNRE in the structure.

Mr. Amphayvanh Oudomdeth, Director of Climate Change Adaptation Division, MoNRE asked to include the Ministry of Planning and Investing (MPI) within the PMC at the central level as that way there will be a good oversight on Official Development Assistance (ODA) disbursement and reporting.

Mr. Salermsak Xayamongkhoun, Director of Planning and Investment Division for the Department of Water Supply, MPWT agreed with the previous comments and added that the organisation structure/ implementation arrangement focuses on sam sang, which is highly appropriate.

To conclude, following Mme Phavanh Boualouanglath's suggestions, it was agreed to incorporate MPWT Vice-Minister to the PMC structure and adopt the work plan, ESS, GP and M&E framework presented. As requested by Mr Amphayvanh Oudomdeth, it was agreed to make MPI part of the PMC structure. Also, the district offices of agriculture and forestry were included in the Project Implementation Units, in line with Mr Somsanouk Phetsomphou's suggestion. Finally, the PMC also accepted the preparation of two AoCs, one for Sayphouthong and one specific for Xethamouak.

11:30-12:00	Session 4: Closing Session	
11:30-11:45	Summary of findings	Dr. Avi Sarkar Project Manager, UN-Habitat
11:45-12:00	Closing remarks	Mr. Phoukhong Phommachak Chief of Cabinet, Government Office, Savannakhet Province
12:00	Meeting closed	

Dr. Avi Sarkar Regional Advisor, South-East Asia for UN-Habitat noted the importance of strengthening the cooperation mechanisms and incorporating lessons learned from AF1. He spoke of the importance of following the sam sang principles and thanked the government representatives for their engagement and support, mentioning that further discussions would take place.

Mr Phoukhong Phommachak, Chief of Cabinet, Savannakhet province thanked the attendees for the fruitful event and UN-Habitat for reflecting on their feedback. He said that the local implementation structure will incorporate the suggestions provided by the District Governors and Mme Phavanh Boualouanglath. He mentioned that execution should commence and formally closed the meeting.

Annex 1b: Inception Workshop Agenda

TIME	PROGRAMME	SPEAKERS
Thursday, 4th June 2020		
07:30-15:30	Travel from VTE to Savannakhet by car	
15:30-17:00	Pre-meeting	NPSE-Savannakhet and UN-Habitat
Friday, 5th June 2020		
08:30-09:00	Registration	
09:00-09:45	**Session 1: Opening**	
09:00-09:10	Opening and Welcome Remarks by Provincial Chief of Cabinet	**Mr Phoukhong Phommachak** Chief of Cabinet, Government Office, Savannakhet Province
09:10-09:20	Remarks by Ministry of Public Works and Transport (MPWT)	**Mr Phoukheo Thammavong** Deputy Director General, Department of Water Supply, MPWT
09:20-09:30	Remarks by Water Supply (NPSE) Savannakhet	**Mr Phoummady Hongchaleun** Director of Provincial Water Supply (NPSE), Savannakhet Province
09:30-09:45	Remarks by UN-Habitat	**Dr Avi Sarkar** Project Manager, UN-Habitat
09:45-10:45	**Session 2: Brief Presentations on Climate and Disaster Resilience**	
09:45-10:00	MoNRE: Climate Change Challenges	**Mr Amphayvanh Oudomdeth** Director of Climate Change Adaptation Division, MoNRE
10:00-10:15	**Coffee Break**	
10:15-10:45	Project Overview	**Dr Avi Sarkar** Project Manager, UN-Habitat
10:25-10:45	Detailed Technical Overview	**Mr Buahom Sengkhamyong** Infrastructure Expert, Project Consultant
10:45-11:30	**Session 3: Project Institutional Framework/AoC Arrangements**	
10:45-10:55	- Establishment of Project Management Committee (PMC) and Project Implementation Units (PIU) - Agreement of Cooperation (AoC) Arrangements - Start up activities nationally and at provincial level (capacity development)	**Mr Phoukheo Thammavong** Deputy Director General, Department of Water Supply, MPWT
10:55-11:30	Discussions	**All Participants**
11:30-12:00	**Session 4: Closing Session**	
11:30-11:45	Summary of findings	**Dr Avi Sarkar** Project Manager, UN-Habitat
11:45-12:00	Closing remarks	**Mr Phoukhong Phommachak** Chief of Cabinet, Government Office, Savannakhet Province
12:00	Meeting closed	

Annex 1c: List of Participants

No.	NAME	POSITION	ORGANISATION
Ministry Public Works and Transport (MPWT), Water Supply Department			
1	Mr. Phoukeo Thammavong	Deputy Director General	Water Supply Department, MPWT
2	Mr. Salermsak Xayamongkhoun	Director Planning and Investment Division	Water Supply Department, MPWT
3	Mr. Vorlasit Dengkayaphichit	Project Coordinator	Water Supply Department, MPWT
Ministry of Natural Resources Environment (MoNRE), Department of Climate Change			
4	Mr. Amphayvanh Oudomdeth	Director of Climate Change Adaptation Division	Department of Climate Change, MONRE
5	Mr. Sakounsit Sengkhamyong	Project Officer	Department of Climate Change, MONRE
Provincial and District Governors Savannakhet province			
6	Mr. Phoukhong Phommachak	Chief of Cabinet	Savannakhet provincial Government Office
7	Mr. Khamvisay Phouyavong	District Governor	Sayphouthong District, Savannakhet province
8	Mr. Somsanouk Phetsomphou	Vice District Governor	Xethamouak District, Savannakhet province
9	Mme. Phavanh Boualouanglath	Deputy Director	Department of Public Works and Transport
10	Mr. Phouvong Inthichak	Chief of Cabinet	Department of Public Works and Transport
11	Mr. Douangpasit Phaisit	Officer	Department of Public Works and Transport
12	Mr. Bounyod Namsena	Director	Provincial Natural Resource and Environment
13	Mr. Dethpaxa Phommasone	Deputy Director	Provincial Planning and Investing
14	Mr. Phoummady Hongchaleun	Director	Provincial water supply
15	Mr. Phandola Khouanmouangchanh	Deputy Director	Provincial water supply
16	Mr. Soudthisone Thonmanivong	Water Engineer	Provincial water supply
17	Mr. Khanti	Water Engineer	Provincial water supply
18	Mr. Khamtan Nanathasen	Head	Phin District Public Work and Transport
19	Mr. Bounluan Sihachak	Head	Xayphouthong District Public Work and Transport
Consultants			
20	Mr. Buahom Sengkhamyong	Infrastructure Expert	Project Consultant
21	Mr. Phengphone Khamseansouk	Technical Consultant	Project Consultant
UN-HABITAT			
22	Dr. Avi Sarkar	Project Manager	UN-HABITAT Lao PDR
23	Ms. Vilaysouk Ounvongsay	Finance and Administration	UN-HABITAT Lao PDR

Annex 1d: Presentations

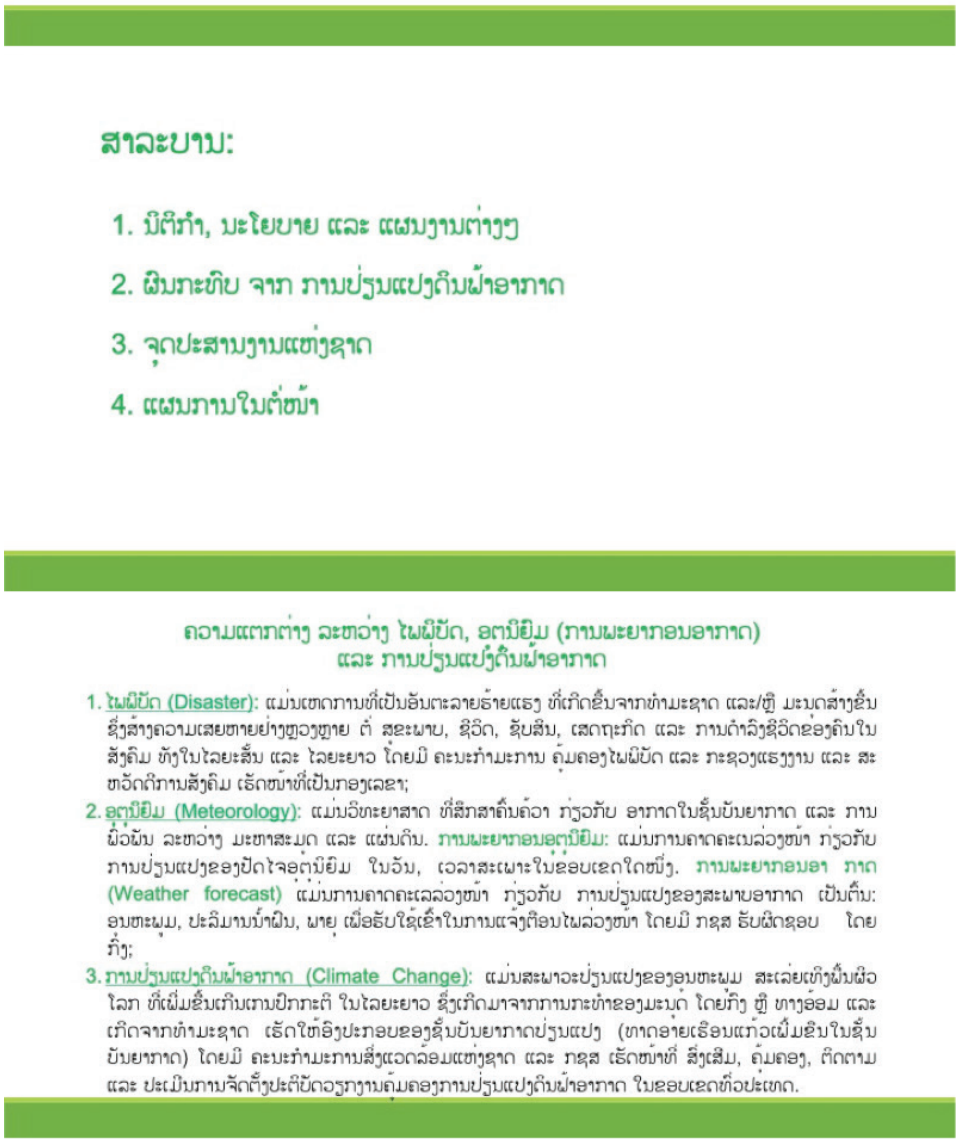
Presentation by Mr Amphayvanh Oudomdeth, Director of Climate Change Adaptation Division, MoNRE

ກອງປະຊຸມລິເລີ່ມໂຄງການ

"ການສ້າງຄວາມເຂັ້ມແຂງ ເພື່ອຫຼຸດຜ່ອນຄວາມສ່ຽງໄພພິບັດ
ໃນບັນດາຫົວເມືອງນ້ອຍ ທີ່ມີຄວາມສ່ຽງ ໃນ ສປປ ລາວ"

ຄັ້ງວັນທີ 5 ມີຖຸນາ 2020, ທີ່ ຫ້ອງປະຊຸມ
ພະແນກ ໂຍທາທິການ ແລະ ຂົນສົ່ງ, ແຂວງ ສະຫວັນນະເຂດ

ກະກຽມ ແລະ ນຳສະເໜີ ໂດຍ:
ກົມຄຸ້ມຄອງການປ່ຽນແປງດິນຟ້າອາກາດ, ກຊສ



ສາລະບານ:

1. ນິຕິກຳ, ນະໂຍບາຍ ແລະ ແຜນງານຕ່າງໆ
2. ຜົນກະທົບ ຈາກ ການປ່ຽນແປງດິນຟ້າອາກາດ
3. ຈຸດປະສານງານແຫ່ງຊາດ
4. ແຜນການໃນຕໍ່ໜ້າ

ຄວາມແຕກຕ່າງ ລະຫວ່າງ ໄພພິບັດ, ອຕຸນິຍົມ (ການພະຍາກອນອາກາດ)
ແລະ ການປ່ຽນແປງດິນຟ້າອາກາດ

1. ໄພພິບັດ (Disaster): ແມ່ນເຫດການທີ່ເປັນອັນຕະລາຍຮ້າຍແຮງ ທີ່ເກີດຂຶ້ນຈາກທຳມະຊາດ ແລະ/ຫຼື ມະນຸດສ້າງຂຶ້ນ ຊຶ່ງສ້າງຄວາມເສຍຫາຍຢ່າງຫຼວງຫຼາຍ ຕໍ່ ສຸຂະພາບ, ຊີວິດ, ຊັບສິນ, ເສດຖະກິດ ແລະ ການດຳລົງຊີວິດຂອງຄົນໃນ ສັງຄົມ ທັງໃນໄລຍະສັ້ນ ແລະ ໄລຍະຍາວ ໂດຍມີ ຄະນະກຳມະການ ຄຸ້ມຄອງໄພພິບັດ ແລະ ກະຊວງແຮງງານ ແລະ ສະ ຫວັດດີການສັງຄົມ ເຮັດໜ້າທີ່ເປັນກອງເລຂາ;
2. ອຕຸນິຍົມ (Meteorology): ແມ່ນວິທະຍາສາດ ທີ່ສຶກສາຄົ້ນຄ້ວາ ກ່ຽວກັບ ອາກາດໃນຊັ້ນບັນຍາກາດ ແລະ ການ ພົວພັນ ລະຫວ່າງ ມະຫາສະມຸດ ແລະ ແຜ່ນດິນ. ການພະຍາກອນອຕຸນິຍົມ: ແມ່ນການຄາດຄະເນລ່ວງໜ້າ ກ່ຽວກັບ ການປ່ຽນແປງຂອງປັດໄຈອຕຸນິຍົມ ໃນວັນ, ເວລາສະເພາະໃນຂອບເຂດໃດໜຶ່ງ. ການພະຍາກອນອາ ກາດ (Weather forecast) ແມ່ນການຄາດຄະເລ່ວງໜ້າ ກ່ຽວກັບ ການປ່ຽນແປງຂອງສະພາບອາກາດ ເປັນຕົ້ນ: ອຸນຫະພູມ, ປະລິມານນ້ຳຝົນ, ພາຍຸ ເພື່ອຮັບໃຊ້ເຂົ້າໃນການແຈ້ງເຕືອນໄພລ່ວງໜ້າ ໂດຍມີ ກຊສ ຮັບຜິດຊອບ ໂດຍ ກົ່ງ;
3. ການປ່ຽນແປງດິນຟ້າອາກາດ (Climate Change): ແມ່ນສະພາວະປ່ຽນແປງຂອງອຸນຫະພູມ ສະເລ່ຍເທິງພື້ນຜິວ ໂລກ ທີ່ເພີ່ມຂຶ້ນເກີນການປົກກະຕິ ໃນໄລຍະຍາວ ຊຶ່ງເກີດມາຈາກການກະທຳຂອງມະນຸດ ໂດຍກົ່ງ ຫຼື ທາງອ້ອມ ແລະ ເກີດຈາກທຳມະຊາດ ເຮັດໃຫ້ອົງປະກອບຂອງຊັ້ນບັນຍາກາດປ່ຽນແປງ (ທາດອາຍເຮືອນແກ້ວເພີ່ມຂຶ້ນໃນຊັ້ນ ບັນຍາກາດ) ໂດຍມີ ຄະນະກຳມະການສິ່ງແວດລ້ອມແຫ່ງຊາດ ແລະ ກຊສ ເຮັດໜ້າທີ່ ສົ່ງເສີມ, ຄຸ້ມຄອງ, ຕິດຕາມ ແລະ ປະເມີນການຈັດຕັ້ງປະຕິບັດວຽກງານຄຸ້ມຄອງການປ່ຽນແປງດິນຟ້າອາກາດ ໃນຂອບເຂດທົ່ວປະເທດ.

1. ດ້ານນິຕິກຳ, ນະໂຍບາຍ ແລະ ແຜນງານຕ່າງໆ

2020 ປັບປຸງຍຸດທະສາດ ແລະ ແຜນງານແຫ່ງຊາດການປະກອບສ່ວນ, ສານບົດສື່ສານແຫ່ງຊາດ ກ່ຽວກັບ ການປ່ຽນແປງດິນຟ້າອາກາດ ສະບັບ ທີ 3 (TNC 3) ແລະ ສານບົດລາຍງານແຫ່ງຊາດ ກ່ຽວກັບ ການສຳ ຫຼວດອາຍພິດເຮືອນແກ້ວທຸກໆ 2 ປີ ຂອງ ສປປ ລາວ (BUR)

2019 ດຳລັດ ວ່າດ້ວຍ ການປ່ຽນແປງດິນຟ້າອາກາດ

2015 ແຜນງານແຫ່ງຊາດ ໃນການປະກອບສ່ວນ ແກ້ໄຂບັນຫາການ ປ່ຽນແປງດິນຟ້າອາກາດ (NDC)

2013 ບົດສື່ສານແຫ່ງຊາດ ສະບັບທີ 2, ແຜນດຳເນີນງານ ການ ປ່ຽນແປງດິນຟ້າອາກາດ ປີ 2013-2020

2010 ຍຸດທະສາດ ການປ່ຽນແປງດິນຟ້າອາກາດ ຂອງ ສປປ ລາວ

2009 ແຜນດຳເນີນງານ ໃນການປັບຕົວເຂົ້າກັບການປ່ຽນແປງດິນ ຟ້າອາກາດ (NAPA)

2000 ບົດສື່ສານແຫ່ງຊາດ ສະບັບທຳອິດ

1995 ສປປ ລາວ ໄດ້ເຂົ້າເປັນພາຄີ ຂອງ ສົນທິສັນຍາ ສປຊ ວ່າດ້ວຍ ການປ່ຽນແປງດິນຟ້າອາກາດ (UNFCCC)

➢ ແຜນພັດທະນາເສດຖະກິດ-ສັງຄົມ ຄັ້ງທີ 8 ແລະ ສິບຕໍ່ ຄັ້ງທີ 9

2. ຜົນກະທົບ ຈາກ ການປ່ຽນແປງດິນຟ້າອາກາດ

- ສ ປປ ລາວ ເປັນປະເທດໜຶ່ງ ທີ່ນອນໃນກຸ່ມປະເທດດ້ອຍພັດທະນາ ແລະ ມີຄວາມສ່ຽງ ແລະ ຄວາມບອບບາງສູງ ລວມທັງ ຄວາມສາມາດໃນການຮັບມືກັບບັນຫາການປ່ຽນ ແປງ ດິນຟ້າອາກາດ ຍັງຕ່ຳ;
- ຜົນກະທົບຕົ້ນຕໍ ຕໍ່ ສປປ ລາວ ພວກເຮົາ ຈາກບັນຫາການປ່ຽນແປງດິນຟ້າອາກາດ ແມ່ນ ໄພນ້ຳຖ້ວມ ແລະ ແຫ້ງແລ້ງ;
- ຜ່ານມາ ສປປ ລາວ ແມ່ນໄດ້ຮັບຜົນກະທົບໂດຍກົງ ແລະ ມີຄວາມເສຍ ຫາຍ ຫຼາຍທັງ ດ້ານຊັບສິນ ແລະ ເສຍຊີວິດ ຈາກ ໄພພິບັດ ທີ່ເກີດຈາກບັນຫາການປ່ຽນແປງດິນ ຟ້າ ອາກາດ ແລະ ມີແນວໂນ້ມໃນຕໍ່ໜ້າ ຈະໜັກໜ່ວງ ແລະ ຮ້າຍແຮງຫຼາຍກວ່າເກົ່າ.

2.1 ເຫດການສຳຄັນ ທີ່ ເກີດ ຂຶ້ນ ໃນ ສ ປ ປ ລາວ ໃນຜ່ານມາ

2009: ພາ ຍຸ ເກດ ສະ ໜາ ໄດ້ຮັບຜົນກະທົບໜັກ ຢູ່ ບັນ ດາ ແຂວງພາກ ໃຕ້

2011: ພາ ຍຸ ໄຮ ມາ, ໄດ້ຮັບຜົນກະທົບໜັກ ຢູ່ ພາກ ເໜືອ ແລະ ພາກ ກາງ

2013: ໄພ ແຫ້ງ ແລ້ງ, ແຂວງຫຼວ ງ ພະ ບາງ ແລະ ນ້ຳ ຖ້ວມຊຸ , ແຂວງ ອຸ ດົມ ໄຊ;

2014: ນ້ຳຖ້ວມ ຢູ່ແຂວງ ຈຳປາສັກ, ສາລະວັນ, ຄຳມ່ວນ, ສະຫວັນນະເຂດ, ຊຽງຂວາງ, ບໍ່ແກ້ວ, ຜົ້ງສາລີ, ວຽງຈັນ, ຫົວພັນ;

2015: ນ້ຳຖ້ວມ 14 ແຂວງ ໃນຂອບເຂດທົ່ວປະເທດ;

2016: ນ້ຳຖ້ວມ 11 ແຂວງ, ໃນວັນທີ 21/08/2016: ນ້ຳຖ້ວມຊຸ ອຸດົມ

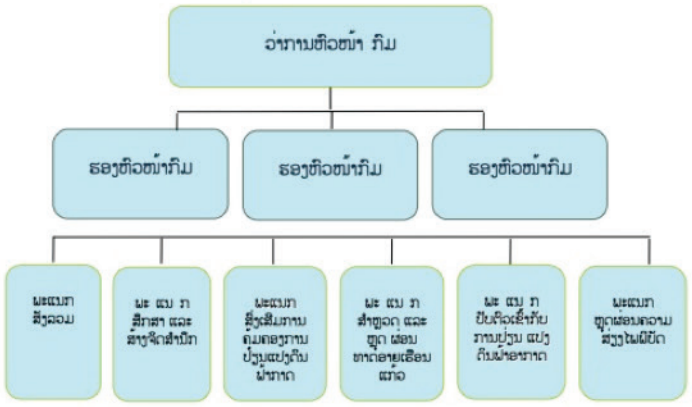
3. ຈຸດປະສານງານແຫ່ງຊາດ

- ກຊສ ເປັນຈຸດປະສານແຫ່ງຊາດ ຕໍ່ ວຽກງານການປ່ຽນແປງດິນຟ້າອາກາດ ໂດຍມອບໝາຍໃຫ້ ກົມຄຸ້ມຄອງການປ່ຽນແປງດິນຟ້າອາກາດ ເຮັດໜ້າທີ່ເປັນຈຸດໃຈ ກາງປະສານງານ ກັບ ພາກສ່ວນກ່ຽວຂ້ອງ ທັງພາຍໃນ ແລະ ຕ່າງປະເທດ;
- ການມີສ່ວນຮ່ວມ: ເຂົ້າຮ່ວມຂະບວນການກະກຽມ, ອອກໜັງສືຢັ້ງຢືນສະໜັບສະໜຸນ ໂຄງການ, ຮ່ວມຈັດຕັ້ງປະຕິບັດ, ຮ່ວມຕິດຕາມ ແລະ ປະເມີນຜົນໂຄງການ;
- ການມີສ່ວນຮ່ວມຂອງຂະແໜງການ ແລະ ອົງການປົກຄອງທ້ອງຖິ່ນ: ເຂົ້າຮ່ວມຂະບວນການ ກະກຽມ, ຮ່ວມຈັດຕັ້ງປະຕິບັດ, ຮ່ວມຕິດຕາມ ແລະ ປະເມີນຜົນໂຄງການ.

3.1 ກອງທຶນການປ່ຽນແປງດິນຟ້າອາກາດສາກົນ

- ແມ່ນບັນດາກອງທຶນຕ່າງໆ ທີ່ສ້າງຕັ້ງຂຶ້ນ ພາຍໃຕ້ ສົນທິສັນຍາ ວ່າດ້ວຍ ການປ່ຽນແປງດິນຟ້າອາກາດ (UNFCCC) ເປັນຕົ້ນ: ກອງທຶນການປັບຕົວ (AF), ກອງທຶນສຳລັບປະເທດດ້ອຍພັດທະນາ (LDCF), ກອງ ທຶນສີ່ແວດລ້ອມໂລກ (GEF), ກອງທຶນສີຂຽວດ້ານການປ່ຽນແປງດິນຟ້າອາກາດສາກົນ (GCF) ແລະ ກອງທຶນ ອື່ນໆ;
- ສຳລັບ ສປປ ລາວ ແມ່ນມີ 4 ກອງທຶນ (AF, LDCF, GEF, GCF) ທີ່ໄດ້ຮັບທຶນ ແລະ ມີທ່າແຮງສືບຕໍ່ໄດ້ ຮັບທຶນ ແລະ ບັນດາຂະແໜງການຕ່າງໆ ກໍສາມາດເຂົ້າເຖິງກອງທຶນໄດ້. ນອກຈາກນັ້ນ, ກໍຍັງມີວຽກງານຮີບດ່ວນ ທີ່ໄດ້ກຳນົດໄວ້ໃນ ສັນຍາປາຣີ ໂດຍນຳໃຊ້ ແລະ ຜ່ານກົນໄກ ຂອງ ກອງທຶນ GEF;
- ນອກຈາກນັ້ນ, ບັນດາປະເທດທີ່ຜັດທະນາແລ້ວ ກໍໄດ້ສ້າງຕັ້ງຫຼາຍໆກອງ ເພື່ອຊຸກຍູ້ວຽກງານຕ່າງໆທີ່ປິ່ນອ້ອມ ວຽກງານການປ່ຽນແປງດິນຟ້າອາກາດ.

ໂຄງຮ່າງການຈັດຕັ້ງ ຂອງ ກົມຄຸ້ມຄອງການປ່ຽນແປງດິນຟ້າອາກາດ, ກຊສ



4. ແຜນການໃນຕໍ່ໜ້າ

- ສືບຕໍ່ ສ້າງຄວາມສາມາດ ໃຫ້ແກ່ພະນັກງານ ແລະ ສ້າງກົນໄກ ການປະສານງານ ກັບຂະແໜງ ການຕ່າງໆ ແລະ ສາຍ ຕັ້ງຂອງຕົນໃນຂັ້ນທ້ອງຖິ່ນ ໃຫ້ມີປະສິດທິພາບຍິ່ງຂຶ້ນ;
- ສືບຕໍ່ ປັບປຸງການປະເມີນ ແລະ ສ້າງແຜນທີ່ ຄວາມສ່ຽງ ແລະ ຄວາມບອບບາງ ຈາກການປ່ຽນແປງດິນຟ້າອາກາດ ໃນ 18 ແຂວງ ທີ່ປະເທດ ຮ່ວມກັບ ບັນດາແຂວງ ແລະ ນະຄອນຫຼວງວຽງຈັນ;
- ສືບຕໍ່ ສ້າງຄວາມພ້ອມ ໃນການເຂົ້າຫາທຶນຕ່າງໆ ເພື່ອມາຈັດຕັ້ງປະຕິບັດວຽກງານການປ່ຽນ ແປງດິນຟ້າອາກາດ ຢູ່ ສປປ ລາວ ;
- ເຊື່ອມສານ ວຽກງານການປ່ຽນແປງດິນຟ້າອາກາດ ເຂົ້າໃນແຜນການ ແລະ ແຜນງານ ຂອງ ຂະແໜງການ ທັງຂຶ້ນ ສູນກາງ ແລະ ທ້ອງຖິ່ນ;
- ສືບຕໍ່ ວາງຄາດໝາຍ ຂອງ ສປປ ລາວ ໃນການຫຼຸດຜ່ອນການປ່ອຍທາດອາຍເຮືອນແກ້ວ ໃຫ້ເປັນສູນໃນປີ 2050 (Net zero emission by 2050);
- ຮ່ວມກັບ ແຂວງ ແລະ ນະຄອນໄກສອນ ພົມວິຫານ ຈັດຕັ້ງປະຕິບັດໂຄງການ ເພື່ອຫຼຸດຜ່ອນໄພນ້ຳຖ້ວມ ໂດຍການ ຄຸ້ມຄອງ ແລະ ນຳໃຊ້ລະບົບນິເວດ.

ຈົບການນຳສະເໜີ
ຂອບໃຈ

Presentation by Dr Avi Sarkar Regional Advisor, Project Manager, UN-Habitat

PROJECT SUMMARY

FUNDING AGENCY

Adaptation Fund (AF)

PARTNERS

Implementing entity: UN-Habitat Lao PDR
Executing entities: Ministry of Public Works and Transport, Ministry of Natural Resources and Environment, Provincial Department of Public Works and Transport in Savannakhet Province, and Department of Natural Resources and Environment in Savannakhet Province

PROJECT STARTING DATE & DURATION

2019-2022
48 months

BUDGET

US$5,500,000

UN-HABITAT FOR A BETTER URBAN FUTURE

BACKGROUND

Climate change is a major impediment to the attainment of national development goals.

Lao People's Democratic Republic (PDR) has been increasingly affected by extreme weather events. This is particularly problematic due to its high sensitivity, resulting from several factors including the physical geography, low coping capacity and reliance on the agriculture sector.

Looking forward, there is an increasing risk of severe weather events. There is a need for adaptive actions to be taken to mitigate the effects of these events which have the potential to severely derail the Government's development agenda.

UN-Habitat is already working with the government on the Adaptation Fund funded project entitled, "Enhancing the climate and disaster resilience of the most vulnerable rural and emerging urban human settlements in Lao PDR." This project is in different areas but caters to the government's ongoing need to build resilience in these small urban settlements.

UN-HABITAT FOR A BETTER URBAN FUTURE

OBJECTIVE

To build resilience to climate change in communities along the east-west economic corridor in the central region of Lao PDR.

COMPONENTS

Component 1. Developing plans and capacity building

Capacity built at District, Provincial and National level to plan for climate-resilient, socially inclusive infrastructure development and to maintain and manage infrastructure. Developing two town level master plans which integrate climate change adaptation into infrastructure, spatial planning and land-use management in and beyond the project area.

Component 2: Physical infrastructure

Socially inclusive infrastructure built in towns that protects people from climate change related impacts and provides continuous services, providing access for 55,492 people to climate and disaster resilient water treatment plants and piped water supply services.

Component 3: Advocacy, Monitoring and Knowledge Management

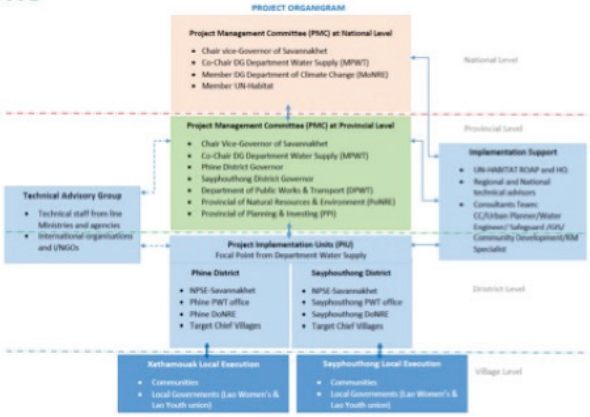
Knowledge and awareness enhanced from national to local levels, ensuring sustainability and leading to policy changes at the national level.

IMPLEMENTATION ARRANGEMENTS

The **Vice-Governor of Savannakhet province**, **Ministry of Public Works and Transport (MPWT)**, the **Ministry of Natural Resources and Environment (MoNRE)** and **UN-Habitat Representative** constitute the PMC at the national level.

PMC at provincial level will involve District Governors of Xethamouak and Phine, DPWT, PoNRE, PPI besides representatives from the PMC at the national level.

The **NPSE for Savannakhet Province** will execute the project in two locations: Xethamouak and Xayphouthong.



WORK PLAN

Output	Year 1				Year 2				Year 3				Year 4			
Output 1.1. Training provided to district, provincial and national government staff on resilient infrastructure design. Female government staff must be represented	X		X		X		X									
Output 1.2. Training provided to district, provincial and national government staff on climate action mainstreamed urban planning. Female government staff must be represented	X		X		X		X									
Output 1.3. Two master plans developed, using knowledge generated by the project, to both provide sustainable adaptation benefits to the infrastructure designed under this project and to enable the government to better plan for adaptation in other infrastructure, beyond that in the project area. The master plans will include specific provisions for the development and climate change resilience of women.			X				X				X					
Output 2.1. New resilient infrastructure constructed in response to climate change impacts, including variability		X	X	X	X	X	X	X	X	X	X	X	X	X		
Output 3.1 Project activities and results are captured and disseminated through appropriate information for the beneficiaries, partners and stakeholders and the public in general.		X				X		X		X		X		X		X
Output 3.2 Climate policy – especially the National Adaptation Plan and post-Paris agreement reporting – influenced to reflect the challenges of climate change adaptation in basic service and protective infrastructure, including the provision of infrastructure in a way that benefits women		X				X		X		X		X		X		X

GENDER POLICY

The project has developed a gender action plan to ensure equal participation of women and other vulnerable groups, including indigenous people in the project's implementation.

The GAP describes measures that have been or will be included in the project design and implementation approach to gender equality. This particularly focuses on the provisions that have been or will be made to ensure that **women benefit equally from the planning and infrastructure components of the project and to ensure that women are not excluded.**

Among the gender mainstreaming strategies to be implemented are:

- On-going consultations with women in women-only focus groups throughout the project implementation.
- Provide gender-sensitive training, awareness and communication for women, recognizing that literacy rates are low in the target area, especially for women
- Ensure that there are female staff members throughout the management hierarchy and that Lao Women's union is fully and meaningful engaged

ENVIRONMENTAL AND SOCIAL SAFEGUARDS

The project seeks full alignment with the Adaptation Fund's Environmental and Social Policy (ESP) and has been screened according to UN-Habitat's Environmental and Social Policy.

Components 1 and 3 of the project, around capacity building and planning, and knowledge management, respectively, consist of soft activities, and have therefore been classified as Category C' activities which will not cause direct, indirect, transboundary or cumulative impacts to environment or society, as defined by the Adaptation Fund Environmental and Social Policy.

Activities under Component 2 of the project are hard activities which, without adequate safeguarding, have the potential to impact negatively on the environment or on society. Although they are not likely to cause "significant adverse environmental or social impacts", communities are incentivised to take greater interest in protecting their local environment and society.

The capacity building will highlight environmental and social safeguards. Thus, the project is extremely unlikely to cause transboundary or cumulative impacts. The potential for direct impact is small and localised. Due to the reasons outlined above regarding Component 2, the project should be considered a Category B project for environmental and safeguards purposes.

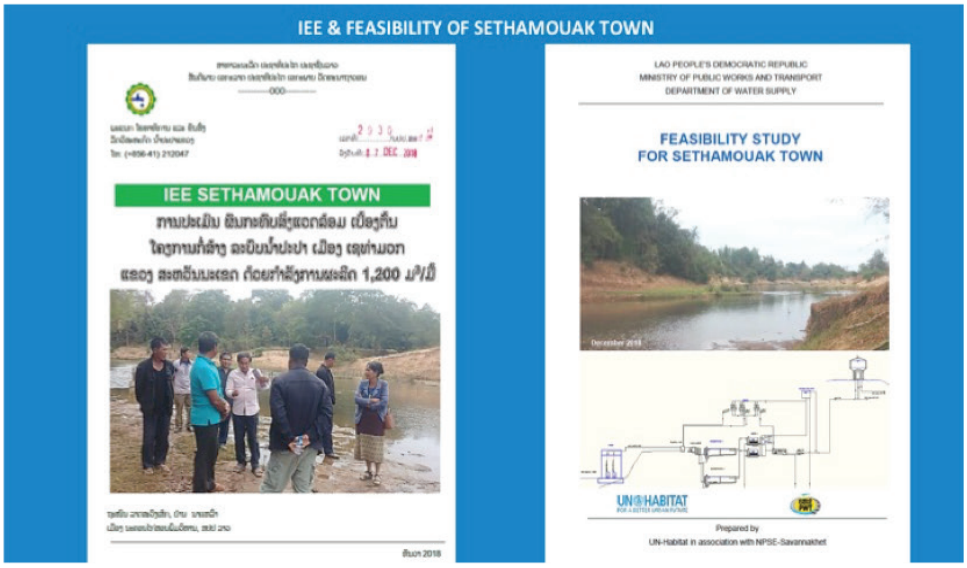
MONITORING

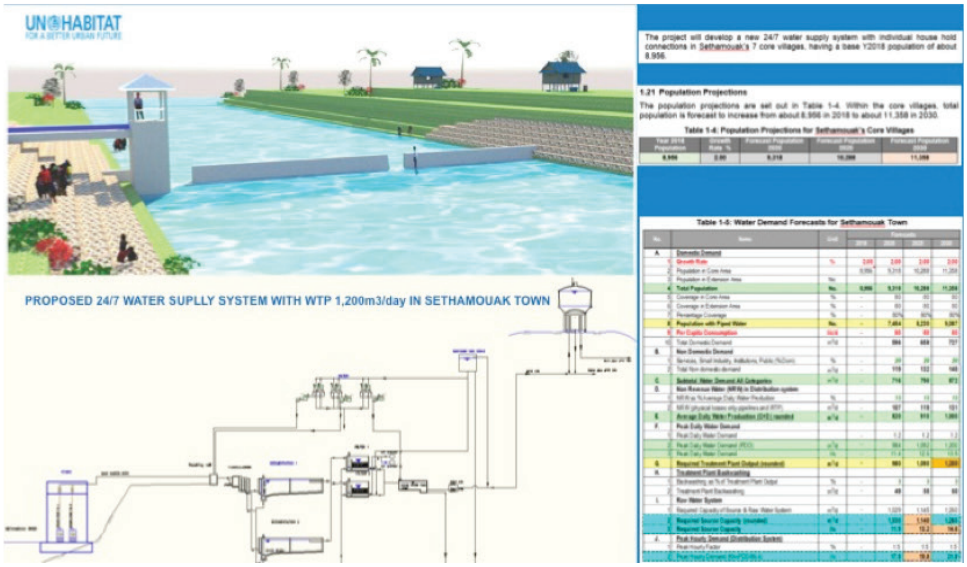
UN-Habitat will ensure the timeliness and quality of project implementation. The oversight and general guidance of the project is to be provided by the Project Management Committee. UN-Habitat will ensure that the project team and the key national executing partners are fully briefed on the M&E requirements.

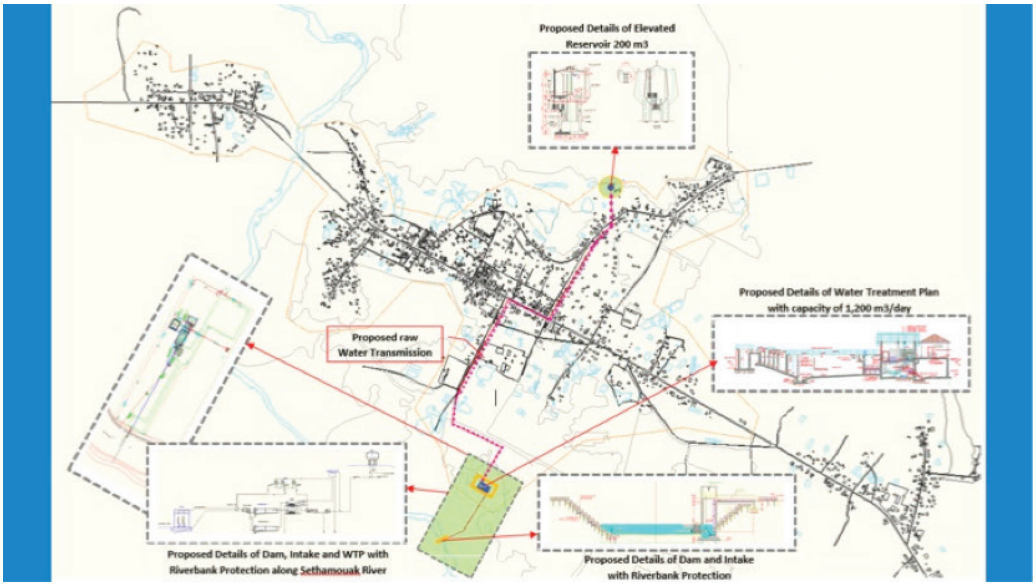
The monitoring and evaluation framework is a key tool to ensure that the project is being implemented in compliance with its Environmental and Social Risk Management Plan (ESMP) and will ensure that sex disaggregated data is collected throughout the implementation, and that indigenous people have been included in project's execution.

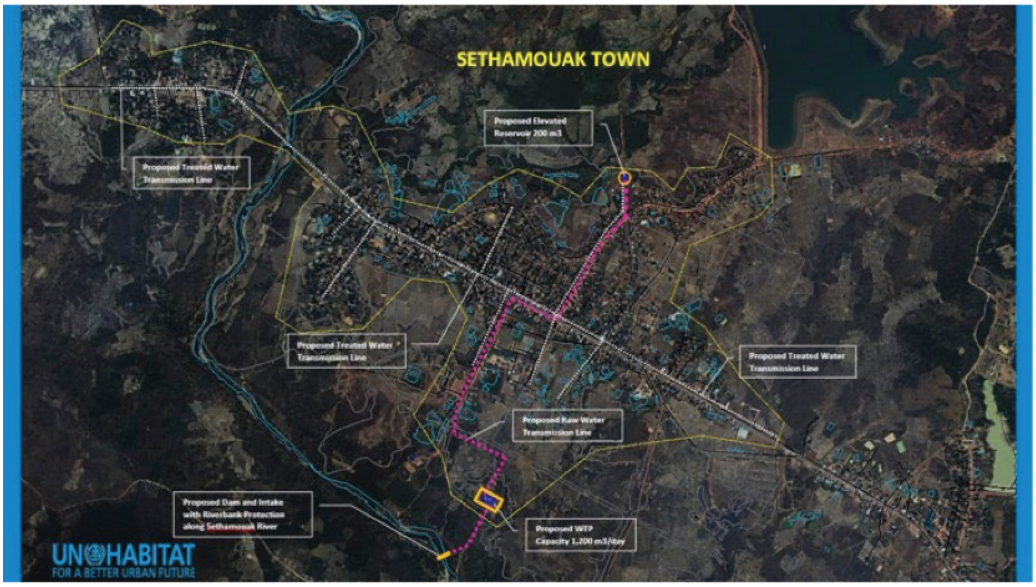
Type of M&E Activities	Responsible Parties	Time Frame	Reporting
Inception Workshop and Report	Project Manager Project Management Committee UN-Habitat ROAP	Workshop: within first two months of start Report: within first quarter	Inception Report
Periodic status/ progress reports	Project Manager	Annual, mid term	Annual report, Mid-term review/report
Compliance with ESP and GP	Project Manager	Annual, as well as upon receipt of complaints, grievances or queries	Mid-term, final, terminal
Final Evaluation	National Project Manager UN-Habitat ROAP Project Management Committee External Consultants	Final: At least three months before the end of project implementation	Final Evaluation Report
Project Terminal Report	National Project Manager UN-Habitat ROAP Local consultant	At least three months before the end of the project	Terminal Report
Community consultations / workshops / training	National Project Manager	Within one week after each event	Documentation
Visits to field sites	UN-Habitat ROAP Project Management Committee Government representatives	At least every six months	Field Report

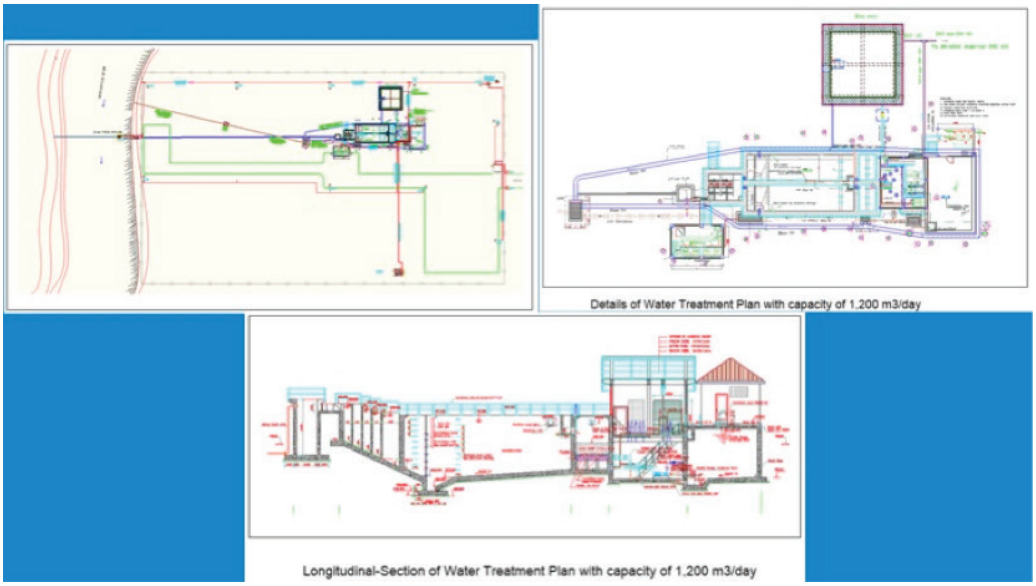
Presentation by Mr Buahom Sengkhamyong, Infrastructure Expert, Project Consultant

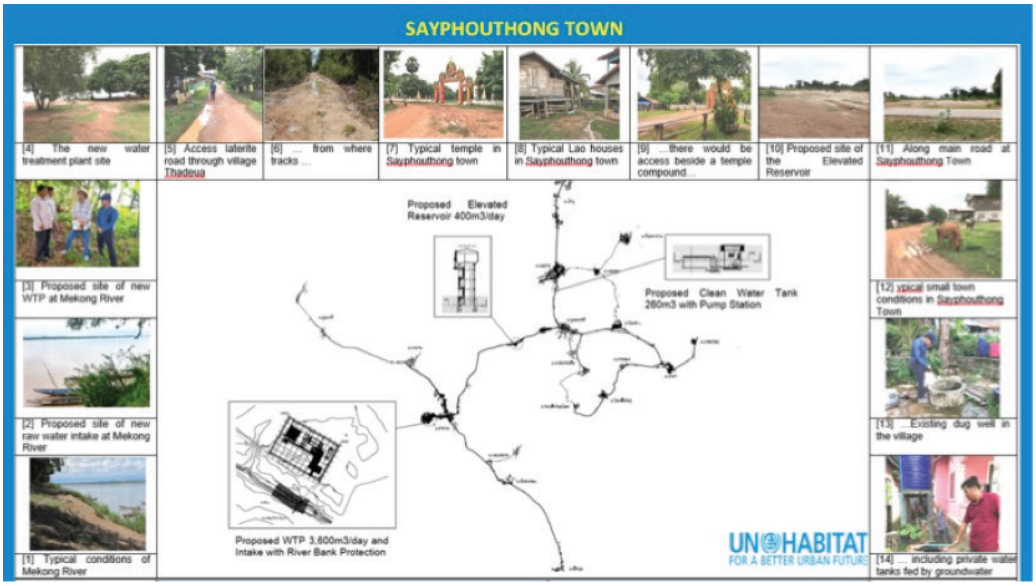


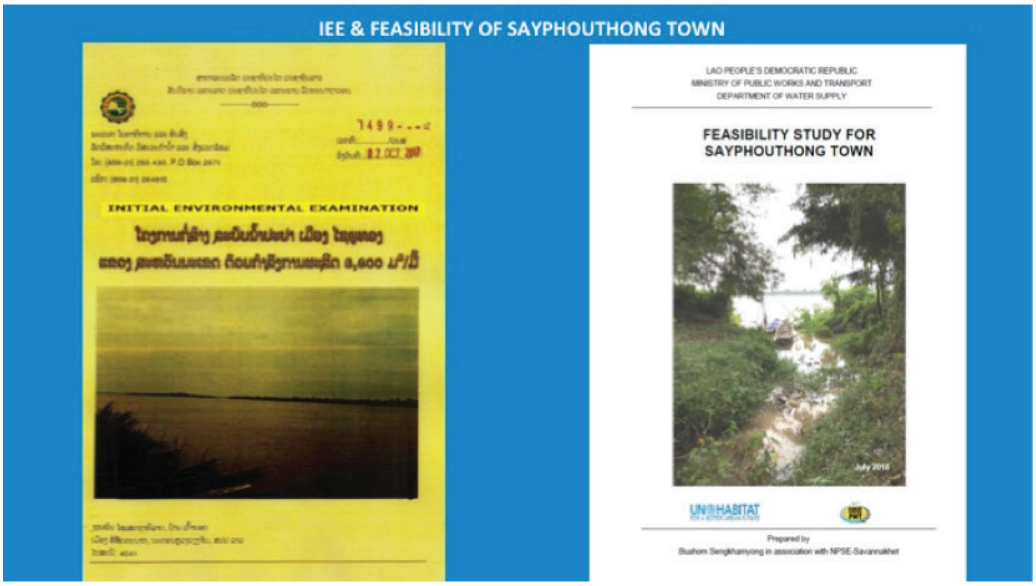


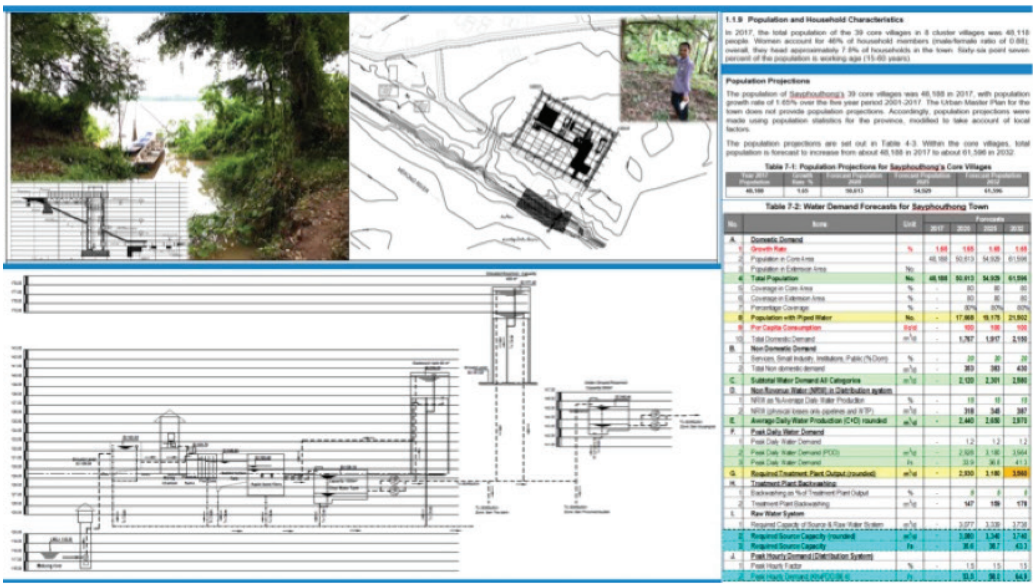

Proposed Details of Elevated Reservoir 200 m3
Proposed Details of Water Treatment Plan with capacity of 1,200 m3/day
Proposed raw Water Transmission
Proposed Details of Dam, Intake and WTP with Riverbank Protection along Sethamouak River
Proposed Details of Dam and Intake with Riverbank Protection

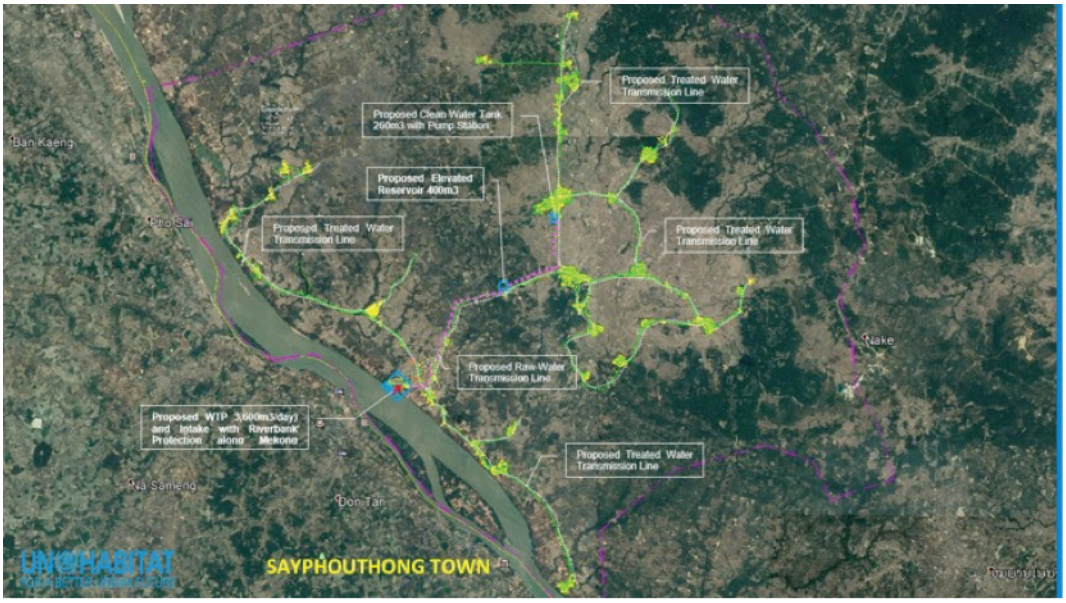

SETHAMOUAK TOWN
Proposed Elevated Reservoir 200 m3
Proposed Treated Water Transmission Line
Proposed Treated Water Transmission Line
Proposed Treated Water Transmission Line
Proposed Raw Water Transmission Line
Proposed Dam and Intake with Riverbank Protection along Sethamouak River
Proposed WTP Capacity 1,200 m3/day
UN HABITAT
FOR A BETTER URBAN FUTURE

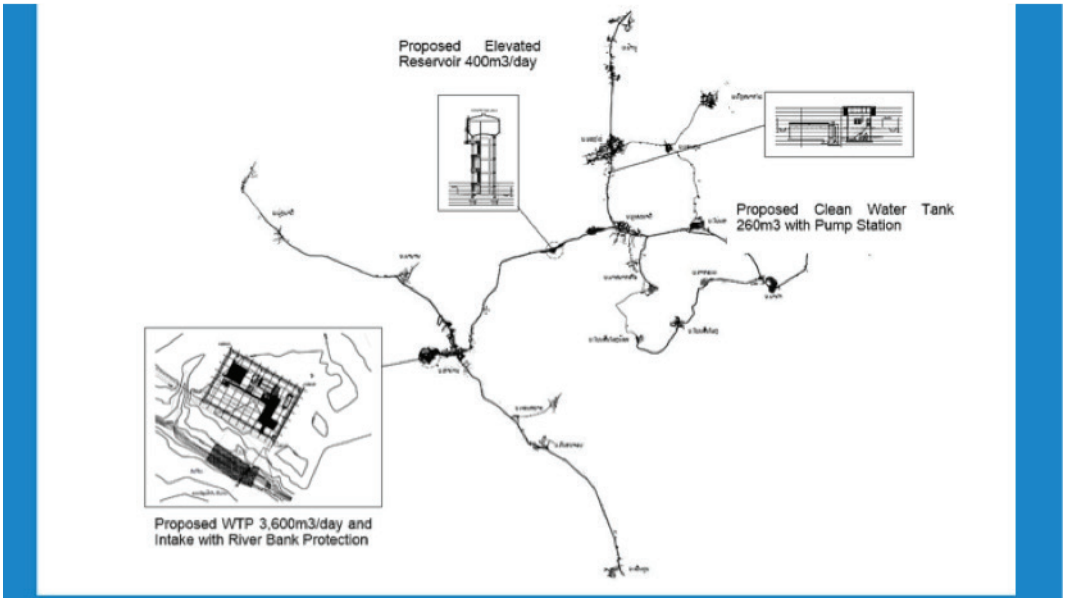

Details of Water Treatment Plan with capacity of 1,200 m3/day
Longitudinal-Section of Water Treatment Plan with capacity of 1,200 m3/day


SAYPHOUTHONG TOWN
[4] The new water treatment plant site
[5] Access laterite road through village Thadeua
[6] ... from where tracks ...
[7] Typical temple in Sayphouthong town
[8] Typical Lao houses in Sayphouthong town
[9] ...there would be access beside a temple compound...
[10] Proposed site of the Elevated Reservoir
[11] Along main road at Sayphouthong Town
[3] Proposed site of new WTP at Mekong River
[2] Proposed site of new raw water intake at Mekong River
[1] Typical conditions of Mekong River
Proposed Elevated Reservoir 400m3/day
Proposed Clean Water Tank 260m3 with Pump Station
Proposed WTP 3,600m3/day and Intake with River Bank Protection
UN HABITAT
FOR A BETTER URBAN FUTURE
[12] ypical small town conditions in Sayphouthong Town
[13] ...Existing dug well in the village
[14] ... including private water tanks fed by groundwater


IEE & FEASIBILITY OF SAYPHOUTHONG TOWN
INITIAL ENVIRONMENTAL EXAMINATION
LAO PEOPLE'S DEMOCRATIC REPUBLIC
MINISTRY OF PUBLIC WORKS AND TRANSPORT
DEPARTMENT OF WATER SUPPLY
FEASIBILITY STUDY FOR SAYPHOUTHONG TOWN
July 2010
UN HABITAT
Prepared by
Bushom Sengkhamyong in association with NPSE-Savannakhet


1.1.9 Population and Household Characteristics
Population Projections
Table 7-1: Population Projections for Sayphouthong's Core Villages
Table 7-2: Water Demand Forecasts for Sayphouthong Town


Proposed Treated Water Transmission Line
Proposed Clean Water Tank 260m3 with Pump Station
Ban Kaeng
Proposed Elevated Reservoir 400m3
Proposed Treated Water Transmission Line
Proposed Treated Water Transmission Line
Nake
Proposed Raw Water Transmission Line
Proposed WTP 3,600m3/day) and Intake with RiverBank Protection along Mekong
Proposed Treated Water Transmission Line
Na Sameng
Don Tan
UNHABITAT
SAYPHOUTHONG TOWN


Proposed Elevated Reservoir 400m3/day
Proposed Clean Water Tank 260m3 with Pump Station
Proposed WTP 3,600m3/day and Intake with River Bank Protection

Annex 2: Project Management Committee (PMC) Terms of Reference

Role

The Project Management Committee ("PMC") will be formed to oversee and facilitate the implementation of project progress on the 'Building Climate and Disaster Resilience Capacities of Vulnerable Small Towns in Lao PDR' project, funded by the Adaption Fund.

The PMC will act as the main body overseeing the project execution.

The role of the PMC will be functional within the policies and conditions of the UN as well as the Governing laws of the Government of Lao PDR.

The UN has strict policies and regulations on such matters as contracting, procurement of equipment and materials, staff salaries, etc. All project activities will conform to these regulations.

Purpose

The PMC sets out to guide the successful implementation, timely progress and completion of the project.

The PMC will approve annual work plans and review project periodical reports as well as any deviations from the approved plans.

Term

The PMC will be convened for a four-year period from June 2020 to December 2023.

These terms of reference, once agreed upon by the various members, will be effective immediately and will continue until the expected date of completion of the project.

Membership

PMC members at the national level are the following:

- Chair: Vice-Minister, Ministry of Public Works and Transport (MPWT);
- DG Department of Climate Change, Ministry of Natural Resources and Environment (MoNRE);
- DG Department of Water Supply, Ministry of Public Works and Transport (MPWT); and
- UN-Habitat

PMC members at the provincial level are the following:

- Chair: Deputy Department of Public Works and Transport (DPWT);
- Deputy District Governors Phine and Sayphouthong Districts;
- Deputy Director Provincial Department of Natural Resources and Environment (PoNRE);
- Deputy Director Provincial Department of Planning and Investment (DPI); and
- Deputy Director Provincial Department of Finance (DoF)

Roles and responsibilities

The PMC will:

- Monitor the progress of the project, which will be achieved through meetings as well as managing inception workshops and field visits.
- Liaise with the Project Implementation Units and the Project Execution Support group.

- Develop and undertake a workplan with short-, medium- and long-term goals.
- Approve annual work plans and review project periodical reports as well as any deviations from the approved plans.

The PMC will provide overall guidance, evaluation, monitoring of outputs and achievements of the project. It will not be expected to deal with day-to-day management and administration of the project.

Institutional

The PMC will:

- Commit to serving for four (4) years, with the option of re-nominating for an additional period if required, within budgetary constraints.
- Prepare for, attend and actively participate in meetings, working groups (if relevant) and planning days of the Committee.
- Communicate via letters, e-mail and telephone on urgent project related matters.
- Provide feedback to MPWT via the Chair assigned to convene the Committee.
- Respond to requests for input into and/or feedback on MPWT activities, policies and reports.
- Respond to, and if warranted act on, any other business brought before the PMC by one of its members.

Workplan

The workplan of the PMC will comprise (but is not limited to):

- Providing guidance on specific tasks and major deliverables in the project
- Ensuring that the project remains on target with respect to its outputs.
- Where necessary, support definition of new targets in coordination the executing and implementing agencies.
- Approving project and annual work plans.
- Review the project work plan and budget expenditure, based on the reports supplied.
- Reviewing the project tool including methodology, infrastructure, guidelines, technical standards, ESS and community action planning tools.
- Endorsing selection of Project Implementation Units (PIUs) members.
- Endorsing selection of Technical Advisory Group (TAG) members.
- Approving AoCs including the TORs of PIUs and TAG.

Monitoring

The PMC will undertake monitoring of the project (but is not limited to) through the following actions:

- Endorsing of the monitoring framework (project and annual) through M&E Plans.
- Receiving and reviewing updates of the PIUs.
- Conducting annual performance reviews of the project.
- Producing financial reports.
- Conducting field visits where relevant and warranted.
- Review and endorse final reports from the project.

Conduct and interest provisions

In performing their role, a member must:

- Encourage fair and reasonable discussion.
- Respect the confidentiality of documents before the Committee and meeting proceedings.
- Not make improper use of their position for personal or professional gain.

A member with a Conflict of Interest and/or a perceived Conflict of Interest in a matter before the PMC must declare their interest prior to Committee discussion of the item. The declaration and nature of the conflict of interest must be recorded in the minutes of the meeting.

A member who does not adhere to this code of conduct will be asked to retire.

Meetings

- The inception meeting is to be held within the first four months of the project inception.
- Meetings of the PMC will be summoned by at least one month's notice.
- There will be annual PMC meetings. A quorum for the Committee will be half the total members plus one.
- Decisions will be made by consensus.

Format

The following is a proposed format for the meetings:

- An introduction will be given through the agenda and there will be remarks made by the Chair and the Co-chair.
- There will be discussion and adoption of the relevant workplan.
- Discussion will be made on major deliverables, with planning for the acceptance of documents and results to be achieved.
- Discussion will be held around staff and human resources.
- Other agenda items will be discussed.
- A summary and AoBs arising from the meeting will be produced, for distribution between committee members.
- The meeting will be closed.

Minutes, agenda and reports

- Minutes of the meetings will be provided to the PMC members by a secretariat within one (1) month of the meeting.
- An agenda will be circulatewd not less than forty-eight (48) hours prior to each meeting.
- Minutes will contain details of meeting proceedings and actions arising and will be clear and self-explanatory.
- The minutes will be formally endorsed by the PMC at the subsequent meeting.

Amendment, Modification or Variation

These Terms of Reference may be amended, varied or modified after consultation and agreement by the Committee members.

Evaluation and review

Towards the conclusion of the four-year term, the PMC will evaluate its success in meeting the objectives and priorities established at the beginning of its term, and the MPWT may consider the purpose and role of the Committee considering the overall success of the project.

The Terms of Reference will also be reviewed at this time.

Cost of participating in the PMC

The cost of participating in the PMC will be borne by the project.

Annex 3: Monitoring and Evaluation Framework

An Annual Project Performance Review (PPR) will be prepared to monitor progress made since the project's start and in particular for the previous reporting period. The PPR includes, but is not limited to, reporting on the following:

- Progress on the project's objective and outcomes – each with indicators, baseline data and end of project targets (cumulative);
- Project outputs delivered per project outcome (annual);
- Lessons learned/good practice;
- Annual Work Plan and expenditure;
- Annual management;
- Environmental and social risks (i.e. status of implementation of ESMP, including those measures required to avoid, minimize, or mitigate environmental and social risks. The reports shall also include, if necessary, a description of any corrective actions that are deemed necessary);
- The engagement of women and indigenous people
- Project financial and management risks (same as per above).

A Terminal Evaluation will take place as the last activity before the operational closure of the project in accordance with Adaptation Fund guidance and following UN-Habitat practices based on the OECD DAC framework. The terminal evaluation will focus on the delivery of the project's results, as initially planned and then reflected in the M&E framework, including the implementation environmental and social mitigation measures The terminal evaluation will assess the impact and sustainability of results, including their contribution to capacity development and the achievement of adaptation benefits.

Participatory monitoring mechanisms (involving different levels of government and communes) will be put in place for the collection and recording of data to support the M&E of indicators. The project proposal formulation has gathered demographic data, vulnerability assessment and climate data, as well as maps and infrastructure designs. All of this information will be made available to the PMC for use in the project, including its monitoring.

The target settlements will be involved in further data collection. This will allow beneficiary villages to work directly with the project's M&E mechanism, to highlight issues in project delivery and to strengthen adaptation benefits, including in replication and sustaining the project's gains. All data collected will be disaggregated by sex and data gathering will be designed to include indigenous people at all stages. Project site visits will be jointly conducted based on an agreed schedule to assess project progress first-hand.

The reports that will be prepared specifically in the context of the M&E plan are:

a. M&E plan,
b. Project inception report,
c. Annual, and terminal project performance reports and
d. Technical reports.

Annex 4: Gender Policy

Provisions and Activities of the Project to include women

The current project makes specific targets for the adaptation and benefit of women, and the inclusion of women can be found throughout the Results Framework. All training and planning outputs and outcomes include at least 30% women. This represents and ambitious target, considering the paucity of professional female staff at the subnational level.

Component 2 of the project will provide adaptation benefits through year-round water supply to all households in both target towns, so there is no risk of exclusion for women as a result of this activity. However, female-headed households will be prioritized so that they are the first to receive connections to the new infrastructure. Consultations will be held throughout the detailed planning and construction of the infrastructure in the two target towns, and this will involve specific focus groups/consultations with women (as well as indigenous people).

Component 3 will make specific recommendations to national policy development and enhancement, including, but not limited to, the under-formulation National Adaptation Plan and revision of the NDC. Specific knowledge will be generated, and recommendations made on planning for and delivering adaptation projects in infrastructure in such a way that include and promote women and enhance their adaptation outcomes.

In terms of the project's management and governance, as described in Part III, Section A, Lao Women's Union will participate in the Project Management Committee, ensuring that a representative of women's interests will always participate in the highest management body of the project. The national level project team will have the explicit responsibility of ensuring that the project is included in compliance with the Gender Policy of the Adaptation Fund. The Project Execution Unit, which is the main manager of day-to-day activities at the provincial level, will also have a representative from Lao Women's Union and at least one other female member. Overall, it is the responsibility of the team leader (in the project team) to ensure compliance with the Gender Policy of the Adaptation Fund, while the PMC will oversee this and provide guidance.

Gender Action Plan

The project has developed the following gender action plan to ensure equal participation of women and other vulnerable groups, including indigenous people in the project's implementation. The GAP describes measures that have been or will be included in the project design and implementation approach to gender equality. This particularly focuses on the provisions that have been or will be made to ensure that women benefit equally from the planning and infrastructure components of the project and to ensure that women are not excluded. The specific provisions of the gender action plan, by project outcome and activity, are highlighted in the table below.

Among the gender mainstreaming strategies to be implemented are:

• On-going consultations with women in women-only focus groups throughout the project implementation.

• Provide gender-sensitive training, awareness and communication for women, recognizing that literacy rates are low in the target area, especially for women

• Ensure that there are female staff members throughout the management hierarchy and that Lao Women's union is fully and meaningful engaged

TABLE 3 - Specific Provisions of the Gender Action Plan

Project Outcome	Output	Action	Indicator	Responsible Party
Outcome 1.1 40 government staff, at least 15 of whom female, have increased capacity to design climate resilient urban infrastructure in small towns	**Output 1.1.1** Training provided to district, provincial and national government staff on resilient infrastructure design. Female government staff must be represented	Define the trainee group ensuring that women in professional positions are identified Conduct training needs assessment that includes information on barriers faced by women	Number of trainees – sex disaggregated Training materials	Executing entity Team Leader PMC will review the engagement of women
Outcome 1.2 60 government staff, at least 20 of whom are female, have capacity to develop climate resilient town master plans and two master plans approved, that support the development of resilient infrastructure, serving 57,144 people, 53.5% of whom are female.	**Output 1.2.1** Training provided to district, provincial and national government staff on climate action mainstreamed urban planning. Female government staff must be represented **Output 1.3.1** Two master plans developed, using knowledge generated by the project, to both provide sustainable adaptation benefits to the infrastructure designed under this project and to enable the government to better plan for adaptation in other infrastructure, beyond that in the project area	Define the trainee group ensuring that women in professional positions are identified (note this is a different trainee group from 1.1.1., above, and different women will be engaged Conduct training needs assessment that includes information on barriers faced by women Conduct specific, targeted focus groups for women to ensure that the master plans have their input	Number of trainees – sex disaggregated Training materials 2 masterplans that contain specific activities, targets and objectives for women. Focus Group Discussion documentation (photographs, attendance, etc)	Executing entity Team Leader PMC will review the engagement of women
Outcome 2 57,144 people, 53.5% of whom are female, who currently have inadequate water and/or protective infrastructure, have access to year-round, clean water and protective infrastructure despite current climate hazards and future changes in climate	**Output 2.1.** New resilient infrastructure constructed in response to climate change impacts, including variability	Further consultations to take place before and during construction, that will include women-only focus groups Ensure that women have the opportunity to work in construction (if they wish) and if they do, that facilities, including safety equipment and adequate sanitation facilities are available Female headed households will be prioritized to receive the first connections	Focus Group Discussion documentation (photographs, attendance, etc)	Executing entity Team Leader PMC will review the engagement of women
Outcome 3 Project implementation is fully transparent. All stakeholders, including women, are informed of products and results and have access to these for replication.	**Output 3.1.** Project activities and results are captured and disseminated through appropriate information for the beneficiaries, partners and stakeholders and the public in general. **Output 3.2** Climate policy – especially the National Adaptation Plan and post-Paris agreement reporting – influenced to reflect the challenges of climate change adaptation in basic service and protective infrastructure, including the provision of infrastructure in a way that benefits women	When developing case studies, at least 1 will be specific to the engagement of women in the project, and all case studies will stress the need to comprehensively engage women Identify 35 female government staff for awareness raising (these will be distinct from the government staff trained in Component 1)	Case studies Other awareness-raining materials	Executing entity Team Leader PMC will review the engagement of women

Annex 5: Environmental and Social Safeguards

This project fully aligns with the Adaptation Fund's Environmental and Social Policy (ESP) and has been screened according to UN-Habitat's Environmental and Social Policy.

Components 1 and 3 of the project, around capacity building and planning, and knowledge management, respectively, consist of soft activities, and have therefore been classified as Category C' activities which will not cause direct, indirect, transboundary or cumulative impacts to environment or society, as defined by the Adaptation Fund Environmental and Social Policy.

The activities under Component 2 of the project are hard activities which, without adequate safeguarding, have the potential to impact negatively on the environment or on society. The construction of water treatment and supply systems in both towns, both carry some risks. Although these systems are each to serve a town, they are nevertheless not likely to cause "significant adverse environmental or social impacts that are for example diverse, widespread, and irreversible ". In addition, the water supply systems will be managed by local people, insofar as possible, by forming resilient WATSAN groups at the community level who report quality issues, maintenance problems and can even conduct very basic repairs. Communities are therefore incentivised to take greater interest in protecting their local environment and society. The capacity building will highlight environmental and social safeguards. In our assessment therefore, the project is extremely unlikely to cause transboundary or cumulative impacts. The potential for direct impact is small and localised. Due to the reasons outlined above regarding Component 2, the project should be considered a Category B project for environmental and safeguards purposes.

The screening table shown below was prepared based on the full range of consultations with all stakeholders.

Checklist of environmental and social principles	No further assessment required for compliance	Potential impacts and risks – further assessment and management required for compliance
Compliance with the Law	X	
Access and Equity		X
Marginalized and Vulnerable Groups		X
Human Rights	X	
Gender Equality and Women's Empowerment		X
Core Labour Rights		X
Indigenous Peoples		X
Involuntary Resettlement	X	
Protection of Natural Habitats		X
Conservation of Biological Diversity	X	
Climate Change		X
Pollution Prevention and Resource Efficiency		X
Public Health		X
Physical and Cultural Heritage	X	
Lands and Soil Conservation	X	

In accordance with the Adaptation Fund Environmental and Social Policy, and UN-Habitat's Environmental and Social Standards, an environmental and social management plan has been prepared and presented in full in the Project Document. Applying a strict precautionary principle, the tables below identify where risks may occur, and highlight mitigation measures incorporated into the project design and informing implementation and monitoring.

ESP Risks and Possible Mitigation Measures

Adaptation Fund Environmental and Social Principle	Possible Risks AND Impact	(Further) assessment procedure and preventive and mitigation measures
Compliance with the Law	The project has assessed that there is no realistic risk under any of the project's proposed activities because the interventions are to be built by government, on public land, and in compliance with the laws outlined in Part II, Section E of the project document. No changes in laws are expected during the project's implementation.	No risks have been identified and compliance with the law has been checked and described in Part II, Section E the project document. Consultations did not reveal any forthcoming laws that would affect the project's compliance with the law, and as MPWT and MoNRE will sit on the Project Steering Committee (and MPWT is the main executing entity), they can highlight any legal changes that affect the project's compliance that may be on the horizon
Access and Equity	Risk: That certain groups are denied access to infrastructure, or that preferential access is given to others. This risk is of medium significance for construction activities under component 2. This is because there is a high number of indigenous people (see below). It is not present under activities under Outcomes 1&3. Impact: Without any safeguarding measures built into the project, the adaptation benefits of the project may not be distributed equally among the target beneficiaries. It may lead to some people being without benefits	Community management with rules ensuring that equal access is guaranteed. These rules will make clear the equitable access for women and indigenous people to water connections. Further discussion of indigenous people is below, in Marginalised and Vulnerable Groups. The project will seek to prioritise connections to female headed households first, in accordance with the information provided in Annex 2 of the project document
Marginalised and Vulnerable Groups	Risk: There is a risk that, without mitigation measures, some groups, may be denied access to adaptation benefits This risk is of medium significance for construction activities under Component 2. There is no risk for activities under Components 1&3. According to the feasibility study and IEE in the preparation of the proposal, 62 per cent of the residents of Sethamouak Town and 49 per cent of Sayphouthong District are indigenous people. In each case, they come from the Phoutong, Katang and Mangkone ethnic groups (all of which have languages from the Thai-Kadai ethnolinguistic family. In total, 27,649 (49.8 per cent) of the beneficiaries are indigenous people. In both towns, women substantially outnumber men. In total, the project has 57,144 beneficiaries, of which 30,567 will be women, meaning that 53.5% of the project's beneficiaries are women. Approximately 30% of households are considered poor throughout the project area. Given the presence of marginalised and vulnerable groups, there is medium risk under the proposed activities under component 2 to them as a result of the project, however, they are the intended beneficiaries.	Community management with rules ensuring that equal access is guaranteed, including for women and indigenous people. This means that all consultations and meetings should be made accessible in indigenous languages, where people cannot, or do not wish to communicate in the Lao Language. This includes providing all information orally to people, as literacy rates are low throughout the project area. The domestic tariff is a rising 3-block structure to ensure affordability by the low-income group (LIG), this special tariff measures will be created to ensure that poor households have continued access to water supply, despite their low incomes. See Section G, Learning and Knowledge Management of the project document for more information on how the project proposes to engage with indigenous people – especially those who do not speak the Lao Language (as a significant minority is unlikely to be literate in Lao).

	The illiteracy rate is high, especially in Sethamouak Town. Without mitigation measures there is a risk that people who are illiterate may be marginalized or disenfranchised if written information is the primary mode of communication between the project and beneficiary communities. Illiteracy is thought to be a more significant problem for women. Impact - Without mitigation measures each of the above could marginalize people.	
Human Rights	Human rights breaches can arise from denying access to water and other basic services, or from land conflicts, for example. However, the risk of this is very low, under the proposed activities under component 2, as the project (and its supporting structures) was created to provide continuity of clean water supply to people. All construction works are taking pace on public land, and water supplies will be provided to all people in the target towns.	There are no anticipated human rights issues. The project seeks to enhance people's access to water supplies, year-round. All investments are on public land. See respective sections below for issues relating to gender equality and labour rights.
Gender Equality and Women's Empowerment	Women could be denied access to infrastructure or prevented from making critical decisions. Women outnumber men in the project area and have 'more to gain' from continuity of clean water supply because they are, at present, often responsible for collecting water, are the primary users of water in the home, and the primary givers of care when people become sick with water-borne diseases. There is low risk but medium significance of this under the proposed activities under component 2. Further assessment of the risks to women arising from the project, as well as underlying vulnerabilities existing in the target area, are analysed further in Annex 2 of the project document. Impact – Part 1 of the proposal, the rapid vulnerability assessments, and Annex 2 of the project document establish that women typically have greater levels of vulnerability than men. Without measures to ensure and enhance women's participation in the project and enable them to benefit from the pro-poor tariff, they may see disproportionately less reduction in their vulnerability.	The project has set quotas for female participation and benefit in Components 1 and 2. Engagement will take place throughout the project with the Lao Women's Union and the Women's representative, which exists in every village.
Core Labour Rights	The project will contract communities themselves to provide labour, meaning there is a chance that labour rights may not be respected. Low significance under the proposed activities under component 2. Impact – failure to safeguard core labour rights could result in exploitation, underpaid or insecure work, hence why mitigation measures are needed	All community contracts must be scrutinised to ensure they comply with both national law and international standards. Where community members provide their labour to the project, they will be paid above minimum wage, the right to organise, and access to all required safety and protective equipment. Women will be provided with access to separate bathrooms and sanitation facilities.
Involuntary Resettlement	Eviction arising from conflicts over land ownership is very unlikely. All infrastructure investments are being made on land currently owned by the government. No land acquisition is required by the project.	See above for compliance with the law. All investments take place on state owned land. There are no people living, formally or informally, on the land being used for the proposed investments.

	There is currently no one living on or immediately adjacent to any of the project's construction sites, and the sites are not being used for livelihood activities like agriculture or informal markets. This includes the check dam structure and surrounding embankment on the Sethamouak River, as well as the structures in Sayphouthong	
Indigenous People	See 'Marginalised and Vulnerable Groups, above'	See 'Marginalised and Vulnerable Groups, above'
Protection of Natural Habitats	There is a low risk of damage to local ecosystems, including forests and rivers from infrastructure construction under Component 2. There is no risk to the river ecology or downstream livelihoods for the investment at Sayphouthong because of the very small amount of water being extracted from the river at that point. At Sayphouthong the Mekong river never goes below 6.5m deep in the dry season (and can be over 13m in the rainy season) and is about 1.16km wide at that point, from bank to bank. Minimum river flow around Sayphouthong is about 2,000m³ per second in the dry season (and as much as 7 times this in the rainy season), meaning the maximum daily usage of river water for the system is equal to less than 2 seconds of river flow – a miniscule amount that will not have effects on the downstream hydrology or ecology of the river. On the Sethamouak River, the embankment is about 65 metres in total, while the check dam structure is about 42 metres across the river. Without specific design provisions this could cause risk to downstream water flow, affecting downstream livelihoods and water access, fish and causing upstream flooding. Impact- Without mitigation measures, river habitats (and thus fish and aquatic plant life) could suffer	Incorporating protection of habitats and ecosystems into action planning. Designing infrastructure so that it complements nature. Specific design provisions have been made in both cases to minimise the risks. In the case of Sethamouak, the dam is only 1.5m high, meaning that in the rainy and early part of the dry season (up to 9 months in total), the water will flow over the dam, while the strengthened embankment will prevent any flooding and/or erosion in the area around the dam. The dam has been designed with a 1.5m wide weir so that water still flows unimpeded. The IEE finds that this will not affect the availability of water downstream or the ability of fish to swim up and down the river, as the water can pass through the weir for 16-18 hours per day in the dry season. Further information on the design of the weir is provided in Annex 4 of the project document
Conservation of Biological Diversity	See Protection of Natural Habitats	See Protection of Natural Habitats
Climate Change	The hazards caused by and vulnerability arising from climate change is presented in Part I and Annex 1 of this proposal. The construction activities are not anticipated to generate large-scale emissions. Where possible, materials will be sourced locally (and where this is not possible, nationally) to avoid emissions arising from unnecessary transportation. The operation of the equipment does not involve fossil fuel burning or any other activity that generates emissions. Long-term changes in the climate, as discussed on Part I and Annex 1 of this proposal, pose a risk – particularly if the dry season continues to become longer and dryer and temperatures increase further.	Climate Change policies and guidelines to be explained to understood by project personnel prior to implementation and monitored by implementing partners. The infrastructure at Sethamouak is designed to continue functioning at 30cm river depth. This is less than half the estimated known lowest point of the river during the dry season, meaning the infrastructure can continue functioning, even if the trend of a prolonged dry season continues – unlike ground water systems that are already becoming inviable in the area.

	In Sayphouthong, future declines in rain or an increasingly prolonged dry seasons will not diminish the water level in the Mekong to such a level that the infrastructure doesn't function. The structure requires surface water and the Mekong – Asia's 4th largest river by water volume – doesn't dry out at Sayphouthong. In Sethamouak the estimated lowest point of the river is between 60-90cm, so there is a risk from further decreases in the river flow. However, this structure also requires surface water See Pollution prevention and resource efficiency for provisions regarding waste Impact– Without mitigation measures, the infrastructure may not function properly. This is particularly prevalent in Sethamouak Town, and extensive provisions have been incorporated into the design.	
Pollution Prevention and Resource Efficiency	Construction of infrastructure generates waste, as part of the activities under component 2. However, as waste generation will be highly localised, and systems in place for proper disposal, this is low significance Impact- Improper waste disposal and management procedures would lead to pollution of the local area with waste associated with construction. This could cause damage to land and soil, water and the local area generally.	Incorporating waste management and disposal into design and operating procedures for the construction
Public Health	Water infrastructure could be open to contamination, spreading water-borne diseases. River water may not be clean because of upstream pollutants, beyond the control of project staff of NPSE Savannakhet Neither the infrastructure at Sayphouthong or Sethamouak will create open pools of water or generate any stagnant water. As such, there is no discernible risk of increased vector-borne disease. Impact– Failure to incorporate public health into the design could lead to the spread of water and vector-borne disease.	Incorporating public health considerations (Especially relating to water contamination)
Physical and Cultural Heritage	No risks to physical and cultural heritage were identified. The proposed infrastructure is on public land, which is not currently used for residential, livelihood or cultural activities. The amount of water being extracted from the river is so small that there will be no downstream impacts that could affect sites of cultural interest, and the consultations did not reveal any sites of intangible cultural heritage.	The proposed infrastructure will include a public space on the reinforced embankment that people can use for recreation
Lands and Soil Conservation	See Protection of Natural Habitats	See Protection of Natural Habitats. While the construction will disturb the soil in the location

Annex 6: Draft Media and Communications Strategy

Knowledge management will ensure that the project implementation is fully transparent, and all stakeholders are informed of outputs and results and have access to these for replication. Component 3 will include:

- Capturing and disseminating lessons learned and best practices both within the target area and further afield, to national level.
- Advocacy carried out at the national level in partnership with other stakeholders working on local level climate change adaptation.
- Building capacity in government authorities and other relevant stakeholders such as water utilities for monitoring, evaluation and learning, with oversight and final evaluations completed by UN-Habitat.
- Establish a database/management platform in conjunction with MoNRE to improve information on climate-related projects throughout Lao PDR.

For this aim, the following Media and Communications Strategy has been outlined and will be further elaborated:

1. **Branding**
   a. Logos of MPWT, Adaptation Fund and UN-Habitat on PowerPoint presentations (one template), meeting invitations, letter heads, reports, press releases, banners etc.
   b. Logo or similar where appropriate (e.g. Twitter, Facebook and other social Media)
2. **Visibility**
   a. Workshops, milestones etc. require
      i. Tweets (linking to AF, HQ, GoL etc.)
      ii. Other social media presence (including CCCI Facebook page, ROAP Japan Facebook)
      iii. Website (HQ, ROAP, UN Laos)
      iv. Reports (website)
   b. Human Impact stories
   c. Project flyers
   d. Project video
3. **Documentation**
   a. Photos and video clips of events, field visits in support of the above
   b. Training reports
   c. Replication tool (including designs of infrastructure and VA and community action planning tool – end of project)
   d. Other reports
4. **Link to knowledge management**
5. **Annual Reports (based on AF format) well designed**

Annex 7: Project Brochure

BUILDING CLIMATE AND DISASTER RESILIENCE CAPACITIES OF VULNERABLE SMALL TOWNS IN LAO PDR

PWT

MONRE

ADAPTATION FUND

UN HABITAT
FOR A BETTER URBAN FUTURE

Background and Context

Lao People's Democratic Republic (PDR) has been increasingly affected by extreme weather events. This is particularly problematic due to its high sensitivity, resulting from dependence on climate-sensitive natural resources and its low adaptive capacity.

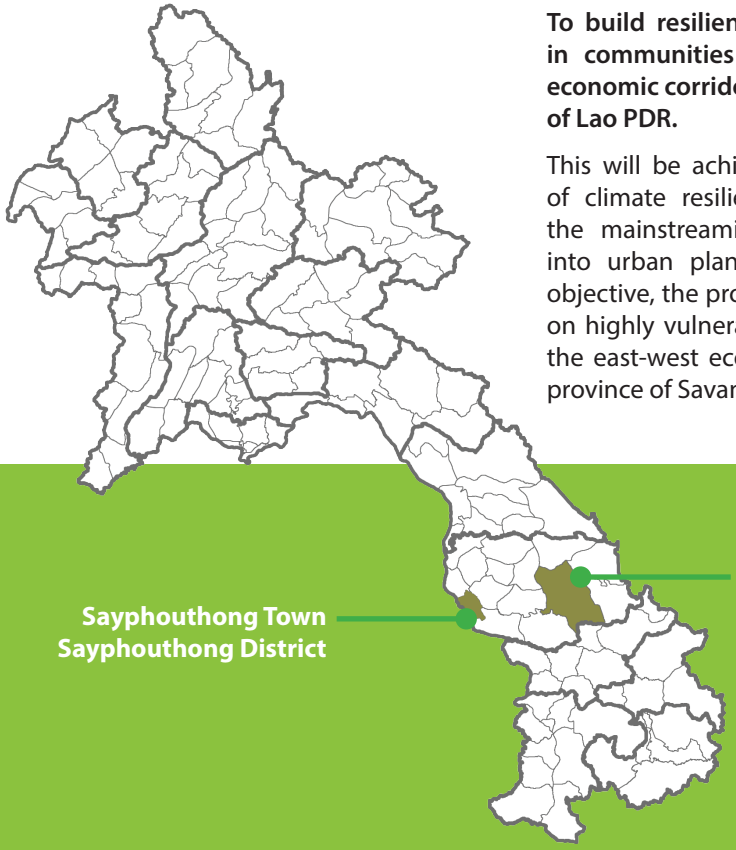
Looking forward, there is an increasing risk of severe weather events. Thus, there is a need for adaptive actions to be taken to mitigate the effects of these events which have the potential to severely derail the Government's development agenda.

Projected increases in flooding and droughts are expected to impact livelihoods, health, physical infrastructure and the economy in general. It is imperative that Lao PDR builds resilience to natural disasters so that it can protect its people and environment and continue on its development trajectory.

Objective

To build resilience to climate change in communities along the east-west economic corridor in the central region of Lao PDR.

This will be achieved by the provision of climate resilient infrastructure and the mainstreaming of climate action into urban planning. To achieve this objective, the project focuses its actions on highly vulnerable settlements along the east-west economic corridor in the province of Savannakhet.



Structural Components

1 **Developing plans and capacity building**
Capacity built at District, Provincial and National level to plan for climate-resilient, socially inclusive infrastructure development and to maintain and manage infrastructure.

2 **Physical infrastructure**
Socially inclusive infrastructure built in towns that protects people from climate change related impacts and provides continuous services despite current and anticipated future changes in the climate.

3 **Advocacy, and Knowledge Management**
Knowledge and awareness enhanced from national to local levels, ensuring sustainability and leading to policy changes at the national level

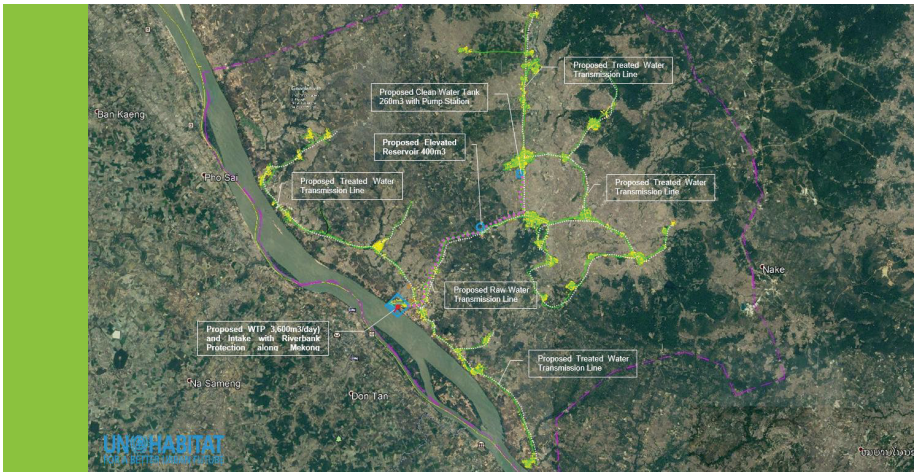


Figure 1. Proposed climate resilient water supply system with capacity of 3,600m3/day in Sayphouthong Town.

2 Target Towns

2 Master Plans

> 57,000 Direct beneficiaries from socially inclusive climate change resilient infrastructures

60 Government Staff Trained

> 30,000 Women beneffited by the project

4 Ethnic groups involved

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