



Lao PDR

Government of Lao People's Democratic Republic

United Nations Development Programme

Coordinating the Implementation of Multilateral Environmental Agreements in Lao PDR

This programme supports the Government of Lao PDR in establishing an issue-based approach to multilateral environmental agreements (MEA) implementation. It assists the Government in strengthening national environmental governance structures and the information systems required to support them. In addition, it promotes building national awareness and institutional and individual capacity for MEA implementation as well as collaboration within the Asia region for the same purpose. The programme responds to a need expressed by the GoL and reflects criteria developed through a series of global and regional consultations beginning with the Rio+5 assessments. It will be supported by a partnership of two international institutions experienced in MEA implementation.

June 2004

TABLE OF CONTENTS

| | |
|---|-----|
| ACRONYMS..... | III |
| SECTION I – ELABORATION OF THE NARRATIVE | 1 |
| PART I SITUATION ANALYSIS..... | 1 |
| I.1 Problem Statement | 1 |
| I.2 National institutional and legal framework | 1 |
| I.3 Intended beneficiaries | 2 |
| PART II STRATEGY | 2 |
| PART IIB. CONTEXT..... | 3 |
| Iib.1 MEA Implementation in the Global Context..... | 3 |
| Iib.2 National socio-economic, gender, and environment assessments..... | 6 |
| Iib.3 MEA Implementation in the National Context..... | 7 |
| Iib.4 Integration of MEA obligations into national planning and legislation..... | 9 |
| Iib.5 Coordination | 9 |
| Iib.6 Information, data sharing, and communication..... | 10 |
| Iib.7 Capacity..... | 11 |
| Iib.8 Awareness..... | 13 |
| Iib.9 Process by which this programme was developed..... | 14 |
| Iib.10 Actions recommended to be completed before programme implementation begins..... | 14 |
| Iib.11 Assessment of opportunities and risks | 15 |
| PART III MANAGEMENT ARRANGEMENTS..... | 16 |
| PART IV MONITORING AND EVALUATION | 18 |
| PART V LEGAL CONTEXT | 19 |
| SECTION II – RESULTS AND RESOURCES FRAMEWORK..... | 20 |
| Programme description..... | 20 |
| Relationship with other projects contributing to the outcome | 20 |
| Description of outputs and activities | 22 |
| PROJECT RESULTS AND RESOURCES FRAMEWORK | 30 |
| SECTION III: THE TOTAL WORKPLAN AND BUDGET..... | 37 |
| SIGNATURE PAGE..... | 43 |
| ANNEXES..... | 44 |
| ANNEX 1 EXISTING GOVERNMENT COORDINATION MECHANISMS RELATED TO MEAS..... | 45 |
| ANNEX 2 MEA STATUS IN LAO PDR..... | 47 |

| | | |
|----------|---|----|
| ANNEX 3 | SOURCES OF STEA MANDATES | 48 |
| ANNEX 4 | INSTITUTIONAL MANDATES RELATED TO MEA IMPLEMENTATION | 53 |
| ANNEX 5 | REFERENCES | 55 |
| ANNEX 6 | OVERLAPPING OBLIGATIONS OF MEAS TO WHICH LAO PDR IS A PARTY | 59 |
| ANNEX 7 | INTERVIEWS | 60 |
| ANNEX 8 | SUMMARY OF MAIN INFORMATION REQUIREMENTS | 62 |
| ANNEX 9 | SUMMARY OF REPORTING REQUIREMENTS | 64 |
| ANNEX 10 | ADVISORY & STAFF SERVICE SCHEDULE..... | 65 |
| ANNEX 11 | ORGANIGRAM OF STEA | 66 |
| ANNEX 12 | TIMETABLE..... | 67 |

ACRONYMS

| | |
|--------|--|
| ADB | Asian Development Bank |
| ARCBC | ASEAN Regional Centre for Biodiversity Conservation |
| ASEAN | Association of South East Asian Nations |
| CBD | Convention on Biological Diversity |
| CCD | Convention on Combating Desertification |
| CFC | Chlorofluorocarbon |
| CIDA | Canadian International Development Agency |
| CITES | Convention on International Trade in Endangered Species of Fauna and Flora |
| CoP | Conference of the Parties |
| CPC | Committee for Planning & Cooperation |
| CTA | Chief Technical Advisor |
| DDG | Deputy Director General |
| DG | Director General |
| DoE | Department of Environment, STEA |
| DFRC | Division of Forest Resource Conservation, MAF |
| DIC | Division of International Cooperation, CPC |
| DoM&A | Department of Museums & Archaeology, MoIC |
| DST | Department of Science and Technology, STEA |
| EA | Environmental assessment |
| EEA | Environmental education and awareness |
| EIA | Environmental impact assessment |
| EPL | Environmental Protection Law |
| ERI | Environmental Research Institute, STEA |
| ESCAP | United Nations Economic and Social Commission for Asia and the Pacific |
| FFEM | Fonds français pour l'environnement mondial/French Fund for the Global Environment |
| GEF | Global Environment Facility |
| GHG | Greenhouse gas |
| GoL | Government of Lao People's Democratic Republic |
| HRD | Human resources development |
| IM | Information management |
| IUCN | IUCN-The World Conservation Union |
| LAN | Local Area Network |
| LANIC | Lao National Internet Committee |
| LARReC | Living Aquatic Resources Research Center |
| LNMC | Lao National Mekong Committee |
| LWU | Lao Women's Union |
| MAF | Ministry of Agriculture and Forestry |
| MEA | Multilateral Environmental Agreement |
| MCTPC | Ministry of Communication, Transport, Post and Construction |
| MoE | Ministry of Education |
| MoF | Ministry of Finance |
| MoFA | Ministry of Foreign Affairs |
| MIH | Ministry of Industry and Handicrafts |
| MoIC | Ministry of Information and Culture |
| MPH | Ministry of Public Health |
| NAPA | National Adaptation Programme of Action (FCCC) |

| | |
|--------|--|
| NBRU | National Biodiversity Resource Centre |
| NBSAP | National Biodiversity Strategy and Action Plan |
| NCBP | National Capacity Building Project |
| NCM | National coordinating mechanism |
| NCSA | National Capacity Needs Self-Assessment |
| NFP | National Focal Point |
| NEAP | National Environmental Action Plan |
| NEC | National Environment Committee |
| NES | National Environment Strategy |
| NEX | National Execution |
| NPD | National Programme Director |
| NPM | National Programme Manager |
| NSC | National Science Council |
| PEC | Provincial Environment Committee |
| PIC | Rotterdam Convention on Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade |
| PMU | Programme Management Unit |
| POPs | Stockholm Convention on Persistent Organic Pollutants |
| SEM | Strengthen Environmental Management through STEA Project |
| SIDA | Swedish International Development Agency |
| SoE | State of the Environment (Report) |
| STEA | Science Technology and Environment Agency |
| TNA | Training Needs Assessment |
| UNDP | United Nations Development Programme |
| UNFCCC | United Nations Framework Convention on Climate Change |
| UNU | United Nations University |
| WCMC | World Conservation Monitoring Centre |
| WHC | World Heritage Convention |
| WRCC | Water Resources Coordination Committee |
| WCS | Wildlife Conservation Society |
| WWF | World Wide Fund for Nature |

SECTION I – ELABORATION OF THE NARRATIVE

PART I SITUATION ANALYSIS

I.1 Problem Statement

1. The programme seeks to respond to the need for a national programmatic framework and coordination mechanism for implementing multilateral environmental agreements (MEAs) in Lao PDR. The institutions involved in managing the country's environment generally – and in implementing the MEAs to which it is a Party, in particular – are in varying stages of development. The basic legal framework exists and continues to be developed. Multiple formal and informal coordination mechanisms already exist (Annex 1); some are active, others not. Their jurisdictions and membership substantially overlap, and in some cases there is a lack of clarity about the respective responsibilities of the various institutions involved in MEA implementation. There is insufficient understanding of MEAs and their implications for the country's environment and socio-economic development, due primarily to the lack of accessible and user-friendly information. And there are significant limitations in the human resource capacity available in all implementing institutions.

2. Lao PDR is currently a Party to seven multilateral environmental agreements (Annex 2). Three of these are the “Rio Agreements” – the Convention on Biological Diversity (CBD), the Framework Convention on Climate Change (FCCC), and the Convention on Combating Desertification (CCD). Lao PDR is Party to three additional global agreements: the World Heritage Convention (WHC); the Vienna Convention for the Protection of the Ozone Layer (Vienna Convention); and the Montreal Protocol on Substances that Deplete the Ozone Layer (Montreal Protocol). It is Party to one regional accord, the Agreement on The Cooperation for The Sustainable Development of The Mekong River Basin (Mekong Agreement). The Government of Lao PDR signed the Stockholm Convention on Persistent Organic Pollutants (POPs) on 5 March 2002 and the Association of South East Asian Nations (ASEAN) Agreement on Transboundary Haze Pollution on 10 June 2002. Also in 2002, the Ministry of Agriculture and Forestry (MAF) submitted to the Ministry of Foreign Affairs (MoFA) a recommendation for accession to the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) that is currently under consideration. National Focal Points have been designated for three MEAs not yet signed or ratified – two global ones, the Cartagena Protocol on Biosafety, and the Rotterdam Convention on Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (PIC), and one regional one, the ASEAN Agreement on the Conservation of Nature and Natural Resources.

I.2 National institutional and legal framework

3. The 1999 Environmental Protection Law (EPL; Article 36) designates the Science, Technology and Environment Agency (STEA) as the coordination centre for managing and monitoring activities related to the environment, at central and provincial government levels. In addition to its coordinating role, STEA has a mandate to execute environmental impact assessment (EIA), carry out research, and authorize import and transfer of technologies related to environmental protection (Annex 3). Line ministries have mandates for carrying out projects in their sectors;

responsibility for executing the majority of MEA-implementing activities will therefore be undertaken by line ministries individually, in collaboration with one or more other implementing institutions. Line ministries and STEA all have mandates for planning, issuing regulations, conducting research, monitoring, and maintaining relations with donors (Annex 4). The National Capacity Building Project (NCBP), funded by the Danish International Development Agency (DANIDA), in 2002 produced a comprehensive survey and listing of all legal instruments and policy documents in the natural resources and environment sector that will be published in 2003, and will be a primary reference source for the national legal framework.

1.3 Intended beneficiaries

4. The primary beneficiary of the programme will be STEA – its central and provincial offices – as it is the government institution with the mandate for intersectoral coordination of MEA implementation. Secondary beneficiaries will be line ministries and other government agencies that carry out activities that contribute to Lao PDR's compliance with MEAs, as well as national mass organizations such as the Lao Women's Union (LWU) and the Lao People's Revolutionary Youth Union.

PART II STRATEGY

5. The Government of Lao PDR's 5th Socio-Economic Five Year Plan notes the importance of integrating environmentally sustainable development with socio-economic development, but does not specify any measures. STEA is in the process of finalizing the National Environment Strategy (NES) to the Years 2020, 2010 and Plan for the period 2003-2005. It is also revising the National Environmental Action Plan (NEAP) and updating it to cover the period through 2005. The December 2002 draft of the National Environment Strategy is available in English; the working draft of the National Environmental Action Plan revision is in Lao.

6. As stated in the draft National Environment Strategy, the overall objective to be achieved by 2020 is:

“ to sustainably utilize natural resources and protect and conserve the environment to ensure the sustainable development of the country, reduce poverty and enhance the quality of life and health of the Lao people.”

7. The draft National Environment Strategy outlines the following three main strategies to reach the 2020 objective:

- § improved and environmentally sustainable management of renewable natural resources;
- § improved environmental management within the industrial and construction sectors; and
- § improved institutional framework and capacity building.

Implementing Lao PDR's obligations under MEAs is specifically mentioned as part of the latter strategy. MEA implementation is listed among the priority actions for improving the institutional framework and capacity building in the National Environmental Action Plan for the period 2003-2005.

8. The draft National Environment Strategy targets for the year 2020 reflect the obligations in the MEAs to which Lao PDR is a Party:

- § Rich and productive forests: Sustainably and productively managed forests;
- § A diverse and productive cultivated landscape: Protection, conservation and sustainable use of land resources;
- § Clean water: protection, conservation and sustainable use of water resources (ground water and lakes, rivers and streams);
- § Biodiversity maintained: Protection, conservation and sustainable utilization of biodiversity resources;
- § Protection and improvement of human settlements, including urban areas, and protection of cultural and historical heritage;
- § Clear air and protection of the atmosphere; limited air pollution, limited impacts from climate change and maintaining a protecting ozone layer.

9. UNDP is currently supporting policy development under two MEAs – the Convention on Biological Diversity and the Framework Convention on Climate Change. UNDP provides the Government with tools, knowledge and skills to assist Lao PDR in fulfilling its international obligations under the Convention on Biological Diversity and the Framework Convention on Climate Change. Apart from providing funds for ongoing projects, UNDP provides expertise, training and networking facilities both within and outside the country.

10. IUCN's programme for 2001-2005 – developed in close consultation with the Government at central and provincial levels – includes a component for enhancing MEA implementation. IUCN has already supported the translation of several MEAs into the Lao language and collaborated with STEA to organize briefings on issues in MEA implementation. STEA and IUCN have submitted to the Canadian International Development Agency (CIDA) a proposal for a programme to build awareness and provide training on climate change related issues. STEA and IUCN have also collaborated with the Ministry of Agriculture and Forestry & the Living Aquatic Resources Research Center (LARReC) to design a workshop on the Ramsar Convention on Wetlands of International Importance especially as Waterfowl Habitat, that will be held in 2003.

11. To support the Government in ensuring that its efforts in MEA implementation lead to lasting results, STEA, UNDP and IUCN agreed to jointly develop a proactive, programmatic approach for coordinating MEA implementation that particularly emphasizes inter-ministerial coordination and inter-linkages among MEAs.

PART IIb. CONTEXT

IIb.1 MEA Implementation in the Global Context

12. Attention to coordinated implementation of MEAs began in the second half of the 1990s, five years after the Earth Summit in Rio de Janeiro with "Rio + 5" efforts to assess progress in implementing the "Rio Agreements" – the Conventions on Biological Diversity and on Combating Desertification, and the Framework Convention on Climate Change. Currently, the focus of the United Nations agencies

and the Global Environment Facility (GEF) remains on these conventions, but it is acknowledged that other implementation linkages exist – not only among the Convention on Biological Diversity and other biodiversity-related conventions, but with other MEAs as well (see Annex 6).

13. Over the past five years, there have been several global and regional conferences on implementation linkages. “Synergies” was the term used in the early years of conceptualizing this issue; the term “inter-linkages” has largely replaced it. In March 1997, UNDP organized an Expert Meeting on Synergies in Sede Boqer, Israel. The consultation concluded that for implementing countries, the following elements are essential:

- § a broad review of the institutional capacity and information requirements of all MEAs to which they are a Party;
- § an integrated planning system;
- § decentralized implementation supported by capacity building at local levels;
- § a systematic approach to information management.

14. The United Nations University (UNU) hosted an international conference on “Inter-linkages: Synergies and Coordination among MEAs” in July 1999 in Tokyo. That gathering recommended a focus on following five broad areas:

- § scientific mechanisms;
- § information systems;
- § institutions;
- § issue management; and
- § finance.

In response, the UNU initiated a programme on inter-linkages that addresses each of the five areas identified by the Tokyo conference in terms of three categories of implementation issues:

- § framework building;
- § capacity building;
- § dissemination.

15. At the regional level in Asia, the UNU conducted a survey of delegates to the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) Ministerial Conference on Environment and Development in Asia, held in Japan in September 2000; Lao PDR is represented in the responses. The conclusion to the analysis of that survey highlighted the following issues:

- § inter-linkages should be addressed in the beginning stages of policy and strategy development;
- § communication among National Focal Points should be encouraged;
- § public participation should be strongly encouraged;
- § existing institutional structures should be reviewed to determine what works well and where improvements are needed. Subsequent restructuring should create mechanisms based on multi-stakeholder involvement;
- § whatever approach is taken for developing inter-linkages, it should go beyond information sharing, promote formal dialogue, and result in joint decision-making;
- § formalized data management systems should be created to increase transparency among MEA implementing bodies;
- § information on MEAs should be incorporated into targeted environmental

- education and awareness campaigns;
- § staff responsible for MEA implementation should be trained;
- § financial support should be sought from non-traditional sources – for example, the private sector – as well as traditional ones.

16. The United Nations University, the ASEAN Secretariat, and other partners jointly organized a workshop in Kuala Lumpur in February 2001 to discuss MEA inter-linkages at regional and national levels. At that meeting, it was decided to conduct an ASEAN case study on negotiating and implementing MEAs and their inter-linkages. STEA coordinated Lao PDR's input into the case study. The case studies were presented on 21 January 2003, in Tokyo, at a Public Forum sponsored by the United Nations University and co-hosted by the ASEAN Secretariat and other partners. An advance summary of the initial findings of the case studies highlights the following issues:

- § national ratification processes are greatly assisted by ASEAN Member Country delegates sharing experiences at meetings;
- § capacity of National Focal Points to respond to demands is a major constraint;
- § challenges for preparing for and participating in MEA negotiations include lack of expertise, complexity of the issues involved, lack of information, lack of time, lack of resources for adequate consultation prior to negotiations, and lack of resources to send sufficient delegates to meetings;
- § lack of technical expertise and financial resources to implement and coordinate agreements and related policies;
- § the main concern has more to do with effective use of internal and financial resources, rather than a lack of resources;
- § harmonization, enforcement and monitoring of existing – mostly sectoral – laws and regulations needs more attention;^[UP1]
- § capacity challenges are physical (number of qualified staff), qualitative (ability to analyze information), and sustainability-related (continuity and transfer of knowledge);
- § success of national cross-sectoral institutions is limited to those countries that have a culture of collaborative decision-making.

There was a follow-up workshop on MEA-related capacity development in March 2003, in Kuala Lumpur, facilitated by the United Nations University in collaboration with the ASEAN Secretariat.

17. The challenge that emerges from these global and regional consultations is to create coherence among previously unrelated processes. Common concerns expressed in the meetings held over the past five years include the need to:

- § demonstrate the links between MEA implementation and national sustainable development;
- § link MEA obligations to policy making processes;
- § link MEA implementation with planning and budget allocation processes;
- § promote cross-sectoral responsibility for implementation – design and implementation of policies and activities should not be the sole responsibility of one institution but of all stakeholder institutions;
- § develop options based on the natural resource base;
- § focus on land use planning and management;
- § integrate administrative and ecosystem boundaries;

- § institute local governance and control over natural resources;
- § avoid centralizing control;
- § pursue inter-linkages only where there is value-added – do not pursue them for their own sake;
- § focus on function rather than on structure by managing issues rather than individual MEAs;
- § increase collaboration among National Focal Points;
- § raise awareness about MEAs and their relevance for national development.

18. Out of these global and regional processes come some basic guiding principles for coordinated MEA implementation:

- a. establish a national coordinating mechanism that also mediates and mitigates horizontal tensions among central government institutions and vertical tensions between the central government and decentralized authorities;
- b. focus on substantive national development priorities and on how coordinated implementation can contribute to them. Do not focus on coordination or inter-linkages for their own sake;
- c. move quickly from the theoretical idea of linkages to concrete, practical actions – programmes and projects specifically chosen because they contribute to national development and at the same time implement one or more of the MEAs to which Lao PDR is a Party;
- d. focus on specific and limited areas at first, and expand as capacity increases.

19. All of the regional and global consultations on inter-linkages have emphasized, among other constraints, the burden on developing countries of the data management required for reporting to Convention Secretariats. The World Conservation Monitoring Centre (WCMC) in 2002 completed a feasibility study on consolidating the reporting requirements of the five biodiversity-related MEAs – Convention on Biological Diversity, Convention on International Trade in Endangered Species of Wild Fauna and Flora, Convention on Migratory Species (CMS), Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar), and the World Heritage Convention. The World Conservation Monitoring Centre is now seeking funding to develop modular reporting and an integrated reporting handbook, in cooperation with UNEP and the Convention Secretariats.

IIb.2 National socio-economic, gender, and environment assessments

20. The goal of the Government of Lao PDR is to bring the country out of the category of “Least Developed Country” by 2020; poverty eradication by 2010 is its primary policy objective. A dual strategy is being used to achieve this goal – sustaining equitable economic growth and providing universal access to markets and services. Macroeconomic policies are designed and managed to support this goal. Development efforts are focused on eight priority programmes: food production; commercial production; stabilizing shifting cultivation; infrastructure; rural areas; human resources; services sectors; and foreign economic relations. Although Lao PDR’s standing in the Human Development Index increased in the 1990s, it is still the next-to-lowest in all of Asia. Almost 87% of the country’s poor are in farming households and only 25% of these households have access to irrigated

land. Since 1996, when the Government of Lao PDR began to implement its commitment to the Beijing Platform for Action, the percentage of women in political positions has slightly increased, but significant gender disparities continue to exist in the country, as in all of Asia.

21. The National Human Development Report 2001 (NHDR) singles out knowledge management and change management as the two themes common to all development challenges in Lao PDR. According to the National Human Development Report, “good knowledge management requires an institutionalized framework geared towards sharing and validating (or nullifying) information.” This means developing tools and skills for gathering, analyzing and sharing information, and refocusing institutions towards giving information out rather than holding it in, in addition to teaching individuals. Managing change requires simultaneous concentration on governance, decentralization and participation, and institutionalizing the understanding that “the poor are not the problem; they are the solution.”

22. Rivers and mountains are the country’s dominant physical features. Lao PDR shares borders with the countries with which it also shares the Mekong river basin: China and Myanmar in the north and northwest; Viet Nam in the east; Cambodia in the south; and Thailand in the west. Approximately 80% of the country’s land area is within the Mekong basin, and Lao PDR contributes 40% of the water that flows into the river. Two-thirds of the land area has slopes of over 20% and 1/3 of the country has slopes of more than 30%. The country ranks 11th in the world in terms of natural forest cover – more than 40%; annual deforestation is approximately 0.7%. A system of 20 National Biodiversity Conservation Areas covers almost 14% of the country’s total land area. More than 25% of the species included in the 1999 Status Report on Wildlife in Lao PDR are considered to be significant for conservation nationally and globally. Over-harvesting is the primary threat to their survival.

23. As the country’s economy and the rural poor depend primarily on natural resources, achieving the poverty eradication goal will require maintaining the natural resource base. MEAs address at the global level the environmental threats that undermine the resource base for the livelihoods of more than one billion households worldwide. Implementing MEAs in the context of Lao PDR will generally include: managing species (Convention on Biological Diversity), ecosystems (Convention on Biological Diversity, Convention on Combating Desertification, the Framework Convention on Climate Change) and sites (Convention on Biological Diversity, World Heritage Convention); maintaining forest cover and controlling land degradation (Convention on Biological Diversity, Convention on Combating Desertification, the Framework Convention on Climate Change); linking land management and water resource management (Convention on Biological Diversity, Convention on Combating Desertification, Mekong Agreement, World Heritage Convention); promoting renewable energy (the Framework Convention on Climate Change); and controlling the import and use of chemicals (Montreal Protocol).

IIb.3 MEA Implementation in the National Context

24. The Government of Lao PDR currently has commitments and/or ongoing activities that contribute to implementing each of the MEAs to which it is a Party.

MEAs are listed here in the order in which Lao PDR became a Party to them. (See Annex 2).

a. World Heritage Convention. The Ministry of Information and Culture (MoIC) has identified and prioritized cultural sites to be proposed for inclusion in the World Heritage List. Two of those sites – Luang Prabang and Wat Phou – have already been listed, Wat Phou in December 2002. No natural heritage sites have yet been identified; the Ministry of Information and Culture, the Ministry of Agriculture and Forestry, and IUCN have agreed to take up that issue in 2003. The National Focal Point prepares and submits reports as required by the World Heritage Convention Secretariat.

b. The Framework Convention on Climate Change. STEA convened a National Greenhouse Gas Inventory Committee and Technical Working Group, submitted its first National Communication to the Secretariat of the Framework Convention on Climate Change in 2000, and has established a greenhouse gas database. The Global Environment Facility is funding enabling activities on climate change that focus on capacity building, technology transfer and mitigation project formulation. A proposal for submission to the Global Environment Facility for support in preparing the National Adaptation Programme of Action (NAPA) prepared by STEA has approved by GEF in September 2003. The National Focal Point for the Framework Convention on Climate Change is also the National Focal Point for the Convention on Biological Diversity and the Global Environment Facility.

c. Mekong Agreement. The Lao National Mekong Committee (LNMC), which implements this regional MEA, was established in 1995, the year the Agreement was signed and came into force. The Lao National Mekong Committee has core programmes on water utilization, basin development, and environment, and sector programmes on fisheries, agriculture, irrigation and forestry, water resource and hydrology, tourism, and navigation. The Lao National Mekong Committee carries out activities as assigned by the Government of Lao PDR, implements its own strategic plan and that of the Mekong River Commission, and undertakes bilaterally funded projects. It is anticipated that the Mekong River Commission Secretariat will move from Phnom Penh to Vientiane in 2003/2004.

d. Convention on Biological Diversity. In 1993, the year the Convention on Biological Diversity came into force, The Government of Lao PDR established a system of National Biodiversity Conservation Areas that includes 20 areas and covers almost 14% of the country's total land area. A project, funded by Denmark through UNDP and coordinated by STEA, has completed the National Biodiversity Country Report and will complete the National Biodiversity Strategy and Action Plan in 2003. UNEP is funding a project supporting ratification of the Cartagena Protocol; a National Coordinating Committee was created in December 2002.

e. Convention on Combating Desertification. The Government of Lao PDR submitted reports to the Convention Secretariat in 2000 and 2002 and has completed the National Action Program, but to date has no funded activities for implementing it. One constraint is the lack of understanding among many decision-makers about why a country with abundant water resources is Party to a MEA on desertification. The National Focal Point attended the first meeting of the

Committee for the Review of the Implementation of the Convention (CRIC) in November 2002.

f. Ozone Agreements (Vienna Convention and Montreal Protocol). The Government of Lao PDR prepared the Country Programme for the Phase-out of Ozone Depleting Substances in 2000. Funding has been secured for capacity building in several implementation areas, including refrigeration engineering and customs/ equipment imports. A UNDP-funded project will support conversion of one chlorofluorocarbon (CFC)-dependent installation to alternative technology. A decree on ozone depleting substances has been drafted and is under consultation.

IIb.4 Integration of MEA obligations into national planning and legislation

25. MEA obligations are reflected in the drafts of the National Environment Strategy and the National Environmental Action Plan (Part Ib) but, according to all interviews, there is yet to be an analysis that demonstrates the connection between the MEAs that Lao PDR is a Party to and national development priorities. The National Science Council (NSC) has considered this aspect, however is still developing the concepts. At least two projects have worked on national environment legislation, but it seems that neither of them has undertaken a comparative analysis, or gap analysis, of the MEA provisions and national laws.

IIb.5 Coordination

26. There are coordinating committees for every MEA Lao PDR is a Party to – some are supposed to coordinate all aspects of the implementation of the MEA, while others are project or activity-specific. There are committees for crosscutting issues such as environmental impact assessment and research generally, and committees for environmental coordination generally, all of which meet with varying degrees of regularity. Most of the committees are informal – not created by a legal instrument. There are now so many of these bodies, all dealing with related issues, that their jurisdictions are beginning to overlap. There are some tensions among central government institutions over the boundaries between implementing and coordinating functions and over which institutions are supposed to do what kind of research.

27. There is a high degree of communication in the sense that most institutions routinely invite each other to send representatives to their meetings. Due to the small number of technically qualified staff in all government institutions, however, this frequently means that either many of the same people spend a significant percentage of their time attending meetings or that the appropriate representatives are often not available for meetings. For the same reason, there is minimal time available for those who attend meetings to transfer what they learn to their colleagues. There are no formal mechanisms for reporting back, and because funds for photocopying are limited, hard-copy materials from workshops are rarely copied and circulated. Several individuals interviewed noted that if there were sufficient computers and email links, there wouldn't be a need for as many meetings.

28. There is no procedure for informing central and provincial government institutions on the MEA National Focal Points, their terms of reference, and means to contact them. MEA National Focal Points meet on an ad hoc basis. The National

Focal Points housed in STEA meet informally; National Focal Points housed in other institutions rarely meet as National Focal Points although they do attend many of the same meetings for other purposes. Because each National Focal Point has multiple responsibilities, dedicated time for MEA coordination almost always comes at the expense of another vital task.

29. STEA has the mandate for inter-sector coordination and sits on or chairs all of the environment related coordinating committees, but does not yet have an internal framework or system for exercising this part of its mandate. Nor does it yet have a mechanism for coordinating the proliferating coordinating committees.

30. The degree of donor contact and coordination varies from sector to sector, from institution to institution, and within institutions. There is a general development donor Round Table process, led by the Committee for Planning and Cooperation (CPC). STEA convened a meeting of donors interested in environment in 2002 and plans a follow-up in 2003. Coordination among the donors themselves appears to be ad hoc. Even given the opportunities for donors to share information, there are notable instances of overlap of donor-funded activities, particularly among those dealing with capacity building.

31. There were no interviews with representatives of the decentralized levels of government, but vertical coordination from the center to the provinces and districts appears to be similar to the horizontal coordination at the central level – relatively intensive at the micro/project/activity level, but weak in all other respects.

IIb.6 Information, data sharing, and communication

32. Most information held by government agencies is still on paper, rather than in electronic format. The degree to which that information is catalogued and accessible to the public or even to other government agencies varies greatly from institution to institution. STEA has an extensive library that is open to the public. Information held in the files of individual government departments can be accessed through a formal request. In practice, interviewees pointed out that formal channels take a long time to produce the information requested, if they ever do. Interviewees unanimously noted that informal information-sharing is the most effective, but it occurs, of course, on an ad hoc basis.

33. A 2001 study of environment related databases carried out under the National Capacity Building Project catalogued more than 40. The majority of these – 22 – are held in nine different departments and institutes at the Ministry of Agriculture and Forestry. The Ministry of Industry and Handicrafts (MIH) holds eight and the rest are distributed among STEA, The Lao National Mekong Committee, the Committee for Planning and Cooperation and other institutions. All but one of the databases are electronic and most use Microsoft software. More than half of the databases – 24 – are described as being accessible internationally or by anyone interested. The Lao National Mekong Committee plans to link its databank with its institutional members, beginning with the Ministry of Agriculture and Forestry. Some interviewees noted that custodianship of data is an issue in some cases. The Water Resources Coordination Committee (WRCC) encountered that constraint and has devised a protocol for data-sharing among its members.

34. The degree of computerization and electronic communication varies widely among and within central government institutions involved in MEA implementation. The Lao National Mekong Committee and some Ministry of Agriculture and Forestry departments have Local Area Networks (LAN); STEA's system is in the proposal phase. The Lao National Internet Committee (LANIC) provides infrastructure access for all government institutions, but its infrastructure has been duplicated piecemeal under various unrelated donor initiatives that have rarely built on the Lao National Internet Committee facilities or each other. In some cases, government institutions have long-term contracts with overseas providers due to donor-funded initiatives. The Lao National Internet Committee hosts the STEA website but there is no content for it because STEA does not have the funds to convert the information it holds to electronic format. According to the Lao National Internet Committee, each government institution should have its own information management strategy. The cost of getting information digitized is a generalized obstacle for electronic data sharing and communication in Lao PDR.

35. There will be two conferences on information and data sharing in Lao PDR in early 2003. The National Biodiversity Reference Unit (NBRU) in the Ministry of Agriculture and Forestry has scheduled a national workshop on data sharing for February. Participants will be data holders and end users and the purpose is to begin to work toward a harmonized national system for sharing biodiversity information. The outcome of the workshop will be a proposal for support for data sharing. The National Biodiversity Reference Unit, supported by the ASEAN Regional Centre for Biodiversity Conservation (ARCBC), will also conduct training courses in biodiversity database management in 2003. The Lao National Internet Committee will organize a national information technology fair in March. The focus of this event will be on infrastructure and the effort to standardize the Lao script for internet use, among other issues. A primary objective will be to harmonize initiatives and proposals for infrastructure development.

IIb.7 Capacity

36. The combination of insufficient human and financial resources is universally acknowledged as the primary constraint to integrating environmental issues into socio-economic development in Lao PDR generally. Coordinated implementation of MEAs is one aspect of that integration process. Capacity built to address environmental issues generally will support MEA implementation and vice versa.

37. Several projects have conducted institutional and human resource capacity assessments of STEA and other institutions involved in MEA implementation. The most relevant of these assessments include:

- § The "Strengthen Environmental Management through STEA" Programme (SEM), funded by the Swedish International Development Agency (SIDA), conducted a Training Needs Assessment (TNA) and an English Language Training Assessment of STEA staff in all divisions.
- § The National Capacity Building Project carried out Training Needs Assessments for English language and use of computer software in the Ministry of Agriculture and Forestry, STEA, and the Department of International Cooperation (DIC) in the Committee for Planning and Cooperation. In close coordination with the SEM Programme, the National Capacity Building Project assessed the capacity of one STEA department, the Environmental Research Institute (ERI), and produced a

human resource development plan. It supported preparation of a human resources development plan for Ministry of Agriculture and Forestry staff working on integrated watershed management.

- § Capacity Building Assistance to the Lao National Mekong Committee, funded by UNDP, included a capacity assessment followed by staff training and network support.

38. These assessments have not focused on capacity to coordinate and implement MEAs as such, but their findings nevertheless address the institutional capacity and individual skills required.

- a. The SEM Programme is an ongoing evaluation of STEA's institutional and individual staff capacity. For 2002-2003, it is focusing on the following areas:
 - § develop management structures and management capacity generally, including administrative, project management, and financial management systems;
 - § develop a long-term programme for training in-country and abroad in technical and English language skills;
 - § expose professional staff to comparative best practices in environmental policy and management;
 - § develop the environmental assessment (EA) system at central and provincial levels;
 - § prepare environmental strategies and action plans;
 - § increase public awareness on environmental issues.

The first phase of the SEM Programme ends in December 2003; a second phase will be considered during 2003.

- b. The National Capacity Building Project assessment identified the following issues to be addressed in human resource development in the Environmental Research Institute:
 - § selection of appropriate candidates for training;
 - § selection of training courses according to the needs of the institution and individual staff;
 - § pre-training preparation, particularly language skills;
 - § post-training follow-up for the individual trainee;
 - § post-training sharing of acquired knowledge and skills.

According to information obtained through interviews, most, if not all, of these issues are equally relevant for other STEA departments. All activities under the National Capacity Building Project concluded in 2002 due to changes in the Danish Government's aid priorities. Several National Capacity Building Project initiatives should be followed through under the programme.

- c. The Lao National Mekong Committee project noted that, collectively, staff have significant levels of competence in many areas, but that competence is unevenly distributed among individuals. The project identified many of the same issues found at STEA, particularly the need for:
 - § appropriate selection of trainees and courses to avoid 'capacity building overkill';

- § language competence required to enable trainees to absorb training courses;
- § general management as well as administrative, project management and financial management skills;
- § post-training follow-up.

In addition, the Lao National Mekong Committee project noted other issues which, according to interviews, arise in STEA and other institutions as well:

- § inadequate or non-existent guidelines for communication and coordination;
- § the importance of computer competence;
- § the need for competent and timely translation, English-Lao and Lao-English;
- § the need for careful coordination among donors and institutions to avoid expensive overlaps in in-country training initiatives and competition among projects for limited staff resources to administer and participate in them.

The Lao National Mekong Committee project concluded in 2001.

39. Currently, capacity related to MEAs is concentrated in the National Focal Points. National Focal Points are up-to-date on the issues related to the MEAs for which they are responsible. The problem for National Focal Points is not a lack of information, but the opposite – the volume of information that they have to sift for relevance to Lao PDR and its priorities. In one case one person is National Focal Point for two MEAs in addition to other duties. Availability of back-up support for National Focal Points varies substantially among them.

40. STEA is submitting a proposal to the Global Environment Facility for a National Capacity Needs Self-Assessment (NCSA) for implementing the three Rio Agreements. Under the project, national institutions will assess existing capacity and define priority areas where capacity development is most needed. The project will:

- § train trainers;
- § identify the most appropriate assessment methodologies for the Lao PDR context;
- § conduct rapid and in-depth assessments of capacity needs for implementing the Convention on Biological Diversity, Convention on Combating Desertification and Framework Convention on Climate Change;
- § prepare a national strategy and action plan for capacity development for these three conventions.

It is anticipated that funding will be available and the National Capacity Needs Self-Assessment will begin by the third quarter of 2003.

IIb.8 Awareness

41. All individuals interviewed who were not familiar with MEAs said that they are constrained by a lack of user-friendly information about them. Interviewees who are familiar with MEAs have ample ideas about how to create and disseminate user-friendly information, but are constrained by a lack of funding to do so. The SEM Programme supported STEA, the Ministry of Education, and the Ministry of

Information and Culture in developing a strategy and action plan for environmental education and awareness; the draft is currently under consultation.

IIb.9 Process by which this programme was developed

42. In 2001, STEA highlighted the need for a more strategic approach to MEA implementation in Lao PDR. As many of the activities that IUCN and UNDP are currently seeking to initiate are similar, STEA informally suggested that IUCN and UNDP work more closely together. After several meetings, STEA, IUCN, and UNDP agreed to collaborate to develop a joint programme on MEAs as a mechanism to assist STEA in streamlining its coordination with other national and provincial agencies in MEA implementation and to streamline UNDP and IUCN support to STEA.

43. STEA, UNDP and IUCN agreed on a two-month programme preparation mission to be undertaken by a three-person team. IUCN and STEA were each to provide full-time experts for the entire mission; the UNDP expert was to join the team during the first and last weeks of the mission. Due to constraints on availability of personnel, STEA's and UNDP's input to the mission was provided on an as-needed basis.

44. Lessons learned from other projects indicated the advisability of compiling first-hand inputs from as wide a range of stakeholders as possible. The draft programme was prepared on the basis of (1) information gathered from interviews with STEA staff, staff of line ministries and other national institutions involved in MEA implementation, and other individuals involved in related STEA projects (Annex 7), and (2) a comprehensive review of available documentation (see Annex 5).

IIb.10 Actions recommended to be completed before programme implementation begins

45. Processes for clarifying intra- and inter-institutional relationships that will be crucial for the success of the programme are already underway and will need to be completed before the final design of the national coordinating mechanism (NCM) can be defined.

§ STEA departments will need to agree on internal procedures for integrating the programme into its existing structure and for facilitating internal information flow among all STEA-based National Focal Points in particular and other staff in general. Written internal agreements will need to clearly state the responsibilities of each department and division with respect to the programme. The SEM Programme is working with STEA generally on institutional framework and mandate issues and will support this process.

§ The National Environment Committee (NEC) will need to be activated and its role with respect to coordination of MEA implementation clarified. The SEM Programme is supporting STEA in defining the National Environment Committee's mandate and STEA's relation to the National Environment Committee.

§ The respective roles of the National Science Council, STEA's research institutes, and the research arms of other government institutions will need to be clarified and the understandings set out in writing.

- § The relationship of Provincial Environment Committees (PECs) to the National Environment Committee and to the provincial STEA offices will need to be clarified.

While not as critical for programme implementation as the actions listed above, it would be advisable:

- § for STEA support staff to receive basic language and office administration skills training. The SEM Programme will assist with this;
- § for STEA to consolidate support received to date and begin work on an overall vision for the institution, an institutional strategy, and a business plan.

IIb.11 Assessment of opportunities and risks

46. Opportunities:

- § Introduce inter-linkages at a relatively early stage of MEA implementation.
- § Define implementation in terms of issues, some of which are already identified.
- § Build on experiences with STEA coordination of inter-sectoral initiatives – Asian Development Bank (ADB) Environment and Social Sector Program, National Biodiversity Strategy and Action Plan, Environmental Education and Awareness.
- § Save time and money by consolidating multiple coordination committees with varying degrees of hierarchy into a single national mechanism.
- § Build on existing practices of consultation and coordination.

47. Risks:

- § All National Focal Points and STEA staff generally are already over-committed. Adding one more layer of responsibilities without adequate support will mean that more issues and activities get inadequate attention.
Indicators: Activities delayed; inadequate quality of outputs
- § Insufficient commitment for consolidation and coordination among and within institutions.
- § Insufficient commitment to coordination for national coordinating mechanism to be viable.
Indicators: Workshop delayed; written mandates delayed or not produced
- § The requirements of the tasks involved will outrun available human resource capacity, no matter how much effort is dedicated to building it.
- § Prior inputs will be ignored, thus duplicating efforts and not using available human and financial resources most effectively.
- § Donors will not respond.

48. STEA will be the executing agency under UNDP's National Execution (NEX) modality. The Cabinet Office, as the designated "one window" for STEA in the GoL structure, will be the focal point for STEA's coordination of the programme. STEA will nominate the National Programme Director (NPD) and the Programme Manager (PM). The National Programme Director and Programme Manager will be supported by long-term and short-term advisors, including but not limited to a Chief Technical Advisor (CTA), a financial assistant, who will be recruited by the programme to support STEA's accountant, and other support staff such as a secretary and/or driver as may be necessary. The National Programme Director, Programme Manager, Chief Technical Advisor and the accountant, at a minimum, will constitute the Programme Management Unit (PMU). The PMU will be responsible for the day-to-day programme operations.

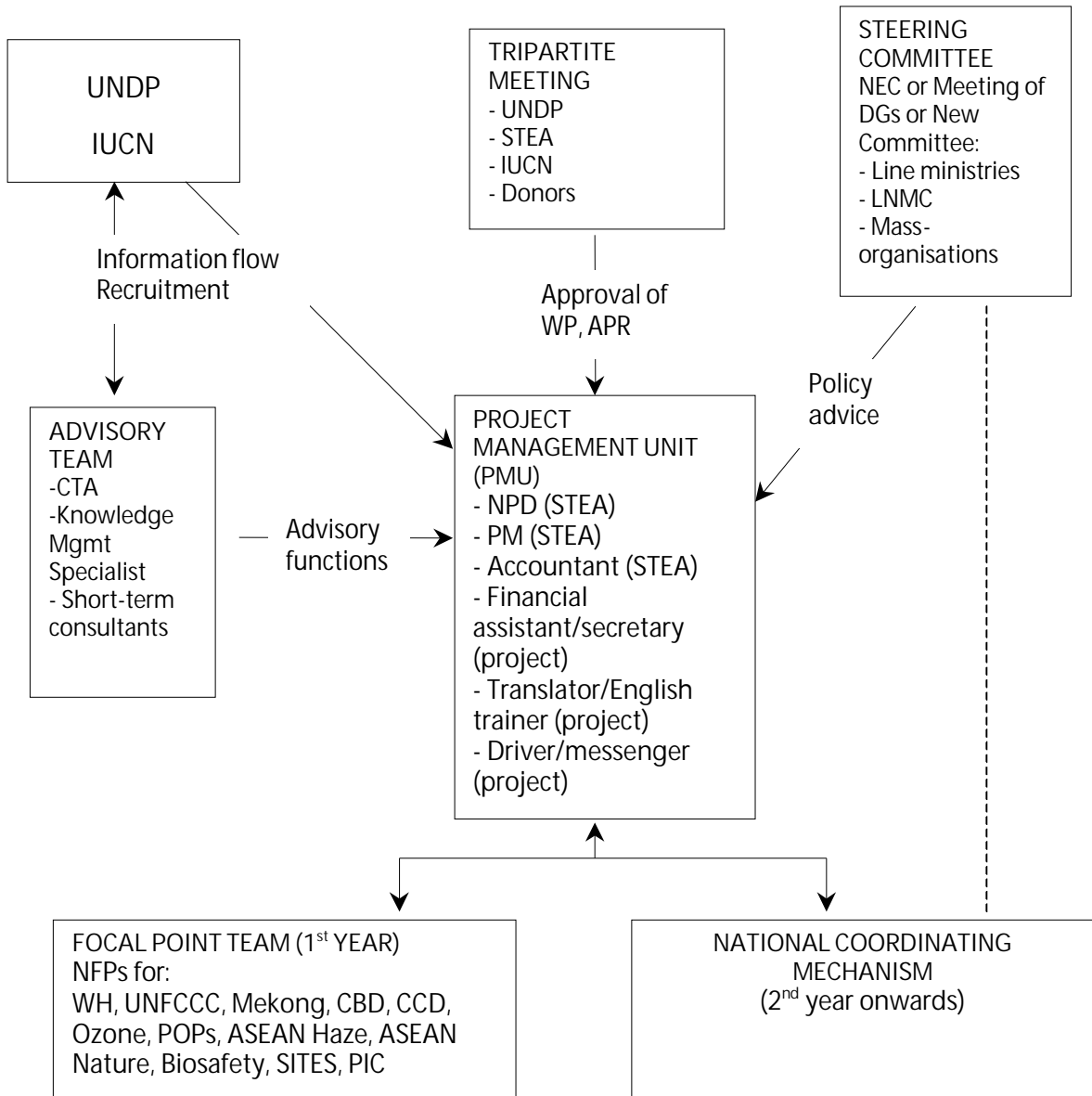
49. IUCN, as one of the three principal programme partners, will provide specified technical assistance under UNDP's "designated agency" facility. The advisory services provided by IUCN will cover following positions: Knowledge Management Specialist, MEA Specialists, Environmental Economist, and Communications & Education Specialist. Remuneration for IUCN assistance will be decided on a case-by-case basis until such time as UNDP has established a fee structure for Lao PDR.

50. Programme oversight will be the responsibility of a "tripartite" group comprised of the PMU, UNDP, IUCN and all programme donors. The tripartite group will formally approve workplans and budgets prepared by the PMU and have final overall decision-making authority for the programme.

51. The team for the first-year, start-up phase of the programme will be composed of the National Focal Points of all MEAs – those that have been designated for MEAs under consideration for ratification as well as those for the MEAs to which GoL is already a Party – the knowledge management advisor, and a national information management counterpart, if available. STEA will coordinate the team. The start-up programme team will prepare the detailed workplan for the first year's activities that takes into account developments between the time this proposal is finalized and the beginning of the programme. When the start-up phase is completed, the National Focal Points will be incorporated into the national coordinating mechanism, which STEA will also facilitate (see paras. 62, 65).

52. Policy guidance for the programme will be provided in the first year by the start-up team and in subsequent years by the national coordinating mechanism. The Programme Management Unit will be responsible for channeling policy direction – including advice on approval of workplans and budgets – from the national coordinating mechanism to the tripartite group.

PROGRAMME MANAGEMENT STRUCTURE



PART IV MONITORING AND EVALUATION

53. The Programme Management Unit will develop Performance Measurement Framework and Monitoring Plan for the programme to specify how progress towards expected results will be measured. This will be developed during the start-up phase and will be submitted to the tripartite group for review and approval. The overall monitoring framework will consist of various levels of monitoring including:

- § inputs – in-kind inputs and disbursement of funds;
- § activities – status and completion of activities;
- § outputs – concrete products and services coordinated by the programme (including training, workshops, reports etc.);
- § outcomes – changes in awareness, attitude and behavior by key partners and beneficiaries; use of outputs.

A participatory approach will be used with members of the start-up team to identify indicators for the achievement of outcomes. Similarly, a participatory monitoring system will be the primary means of evaluating the performance of the national coordinating mechanism as well as overall programme performance, as a way to instill a learning culture in the programme and to more readily adapt programme activities as required. Monitoring and evaluation processes will be facilitated by external advisors, who will also provide training in monitoring and evaluation methodologies and practices for members of the national coordinating mechanism and Programme Management Unit staff.

54. The programme will rely on common UNDP monitoring and evaluation practices including monthly progress meetings and annual tripartite reviews. The project is subject to an external mid-term evaluation, and an external outcome/sector evaluation at the end of the initial five-year phase of the programme. External monitoring and evaluation by programme donors is also welcome.

55. The minimum reporting requirements are annual progress reports and financial reports in accordance with UNDP policies and procedures, and a terminal programme report. Reporting requirements will be reviewed with all donors and an agreed reporting schedule fixed at the beginning of programme implementation.

PART V LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Lao PDR and the United Nations Development Programme, signed by the parties on 10 October 1988. The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

The following types of revisions may be made to this project document with the agreement and signature of the UNDP Resident Representative only, provided he or she is assured that the other signatories of the project document have no objections to the proposed changes:

- a. Revisions in, or addition of, any of the annexes of the project document;
- b. Revisions which do not involve significant changes in the project objectives, outputs or activities of a project, but are caused by rearrangement of inputs agreed to or by cost increases due to inflation; and
- c. Mandatory annual revisions which rephrase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility.

SECTION II – RESULTS AND RESOURCES FRAMEWORK

Programme description

56. A programmatic approach to MEA implementation that focuses on issue management is fully consistent with existing Government of Lao PDR commitments and practice. The Lao National Mekong Committee is focusing on basin development, the Asian Development Bank Environment and Social Sector Program coordinated by STEA uses river basin management as a multi-sectoral and integrated planning framework for the energy and transport sectors, and the Ministry of Agriculture and Forestry is using watersheds as the framework for natural resource planning and management.

Relationship with other projects contributing to the outcome

57. In the past five years, donor grants have funded a dozen capacity building projects, many of which are still ongoing. During the same period, more than 20 multilateral and bilateral grants and loans have funded sustainable natural resource management efforts, most of which contribute to MEA implementation and several of which will continue during at least part of the period of the programme. A preliminary survey has identified more than 100 initiatives within STEA, most of which are related to the donor-funded activities that are relevant to MEA implementation. Creating the conditions for effective coordination will require constantly open lines of communication among all actors. One of the functions of the national coordinating mechanism, facilitated by STEA, will be to continually monitor ongoing initiatives, and proposals for new ones, to identify opportunities for inter-linkages and avoid duplicating efforts.

58. The principal initiatives that the programme will complement and with which it will collaborate are:

a. Asian Development Bank Environment and Social Program Loan. STEA executes this program, in close collaboration with the Committee for Planning and Cooperation, Ministry of Finance, the Ministry of Agriculture and Forestry, Ministry of Communication, Transport, Post and Construction (MCTPC), and the Ministry of Industry and Handicrafts. Many of the policy measures and actions required for compliance with the conditions of the loan contribute to MEA implementation and compliance, for example: review and reform of natural resource legislation; developing a national system for environmental impact assessment; strengthening environmental governance at the central and provincial levels; environmental reporting; public awareness on environmental issues; public participation in environmental decision-making. Responsibility for each action is assigned to one of the participating institutions, and in some cases is shared among two or more of them.

b. Strengthen Environmental Management through STEA (SEM) Programme. Entirely focused on building institutional and individual capacity in STEA, the objectives of this project include: enhanced management capacity, including project management; a fully functioning information network; increased public awareness; and establishing provincial offices. Its activities include support for environmental

governance – establishing the National Environment Committee, and reviewing and revising institutional mandates, among others.

c. National Biodiversity Strategy and Action Plan. This initiative, funded by Denmark through UNDP and executed by STEA, will establish priorities and provide a framework for implementing the Convention on Biological Diversity. Many of the activities identified in the National Biodiversity Strategy and Action Plan are likely to also contribute to compliance with other MEAs, in particular the Convention on Combating Desertification and World Heritage Convention. The National Biodiversity Strategy and Action Plan process involves more than a dozen institutions under STEA's coordination and is providing valuable experience in cooperation for all involved.

d. National Capacity Needs Self-Assessment. This will be the first effort specifically focused on MEAs to be coordinated by STEA. It is a very important precursor to the programme, as it will identify STEA with MEA implementation, and create invaluable institutional links related to MEAs. When the National Capacity Needs Self-Assessment project concludes, coordinating implementation and evaluation of the National Capacity Needs Self-Assessment strategy and action plan will become part of the overall MEA implementation programme.

e. Lao National Mekong Committee. An initiative to link Lao National Mekong Committee member institutions – including STEA and the line ministries most closely involved in MEA implementation – with its database on river basin management issues will be a significant component of the effort to harmonize information management and data sharing on MEA implementation.

f. French Fund for the Global Environment (FFEM) project. This effort supporting implementation of the Montreal Protocol was initiated by STEA and handed over for implementation to line ministries. The Country Programme for this MEA, which sets out clear lines of responsibility for implementing activities, is an example of how to allocate implementation authority for other MEAs.

g. National Capacity Building Project. This project has ended, but many of its outputs are crucial inputs for the MEA implementation programme. Among them are:

- § a draft National Environment Quality Monitoring Program;
- § a catalogue of environment related databases;
- § a study on project sector classification and a profile of donor project categories; as well as
- § the human resources development plan for the Environmental Research Institute.

The National Capacity Building Project identified the following issues for follow-up that are relevant for the MEA programme:

- § inter-ministerial coordination and data-sharing system for project tracking;
- § regulatory frameworks for natural resource management and pollution control; and
- § the natural resources information and monitoring system at the Ministry of Agriculture and Forestry.

The MEA programme must take all of these into account in planning during its start-up phase.

Description of outputs and activities

| |
|--|
| <p style="text-align: center;">Objective</p> <p style="text-align: center;">Improved national capacity to negotiate and implement global environment commitments</p> |
|--|

| |
|--|
| <p style="text-align: center;">Outputs</p> <p style="text-align: center;">Output 1 Issues and priorities for MEA implementation that are reviewed and updated annually</p> <p style="text-align: center;">Output 2 Consolidated national mechanism for coordinating inter-sectoral implementation of MEAs</p> <p style="text-align: center;">Output 3 Timetables, action plans, and capacity for MEA negotiation, ratification and implementation</p> <p style="text-align: center;">Output 4 Integrated system for information management for monitoring and reporting on compliance with MEAs</p> <p style="text-align: center;">Output 5 Targeted explanatory materials on MEAs in the Lao language used for public awareness and formal education</p> <p style="text-align: center;">Output 6 Efficient and effective programme management, continuously monitored and regularly evaluated</p> |
|--|

59. Six programme outputs focus on:
1. analyzing and agreeing on the issues, inter-linkages, priorities, and indicators for MEA implementation and demonstrating their relevance to national socio-economic development priorities;
 2. creating a national coordinating mechanism that is constituted to respond to agreed issues and priorities;
 3. setting timetables and building capacity for MEA negotiation, ratification and implementation;

4. creating a system for MEA compliance monitoring and reporting that is integrated with existing systems and integrated into a harmonized national system for environmental information;
5. developing explanatory materials on MEAs, their inter-linkages and implications for socio-economic development in Lao PDR, targeting them appropriately for different constituencies (central government decision-makers, provincial execution agency staff, and local communities) and delivering them effectively;
6. establishing efficient and effective programme management, with regular monitoring and evaluation of programme performance.

All outputs are – and will continue to be – related to prior and ongoing initiatives and activities. The task of this programme is to create the conditions and systems that integrate MEA implementation into national and sectoral plans and make best use of limited human resources in all institutions involved.

60. The first year of the programme will be a critical one. It must:
- § lay the foundation for the issue management approach to MEA implementation;
 - § consolidate the lessons learned from prior and ongoing related initiatives;
 - § establish a national coordinating mechanism with agreed procedures for maintaining the transparency of its work; and
 - § Strengthening STEA's credibility as inter-sectoral coordinator for environmental issues generally and MEA implementation in particular by demonstrating its sustained ability to deliver on that part of its mandate.

61. The team for the first-year, start-up phase of the programme will be composed of the National Focal Points of all MEAs – those that have been designated for MEAs under consideration for ratification as well as those for the MEAs to which Lao PDR is already a Party – plus one carefully selected national information management specialist. STEA will coordinate the team. The start-up programme team will prepare a workplan for the first year's activities that takes into account developments between the time this proposal is finalized and the beginning of the programme. When the start-up phase is completed, the National Focal Points will be incorporated into the national coordinating mechanism, which STEA will also facilitate (see paras. 62, 65).

62. Descriptions of each output and its indicative activities for the first year follow. See the Workplan and Annual Input-Output Budget and the Timetable for Year 1, below. See also the Project Results and Resources Framework, which provides indicative activities and budgets for Years 2-5 of the programme as well.

63. It is recommended that in selecting international consultants to support the programme, preference be given to candidates from Asia and in particular from ASEAN countries, to build regional contacts and networks, support processes based in the region, and encourage intra-regional sharing of experiences.

Output 1 – Issues and priorities for MEA implementation that are reviewed and updated annually

64. This Output is to be entirely achieved in Year 1, except for subsequent annual reviews and updates, which will be done by the national coordinating mechanism. It is the basis for the other outputs and involves “doing the homework” first – preparing clear explanations of the obligations of each MEA and correlating MEA obligations with national and sectoral development plans as an indispensable first step before developing projects to implement them. The most important aspect of Output 1 will be linking individual MEA obligations to the national socio-economic development priorities and illustrating those linkages with actual issues in the country. The issue is to show how development strategies can provide for socio-economic development and at the same time maintain the natural resource base on which the economy depends. This information will be used to prepare briefings for members of the Council of Ministers and the National Assembly to begin a process of orienting them to the relevance of MEA implementation for development in Lao PDR (see Output 5).

65. Each National Focal Point will be responsible for a comparative analysis of national socio-economic development priorities and the obligations in the MEA s/he is responsible for. National Focal Points will present the analyses in a national workshop with representatives from all sectors and provinces, get initial input on individual sectors’ and provinces’ development priorities to be included, and finalize the analyses in collaboration with the sectors and provinces whose priorities most closely relate to each MEA.

66. It is highly recommended that the start-up team ask the United Nations University to provide a resource person for a national workshop to introduce the concept of inter-linkages among MEAs. The inter-linkages workshop will use the information and examples from the National Focal Point analyses as its basis. It will demonstrate how inter-linkages and the issue management approach can be used to identify and plan projects and activities that will help the Government of Lao PDR comply with its obligations under two or MEAs and contribute to achieving national development targets.

67. Integrated priority setting is the next step. The start-up team will use what they learned in the inter-linkages workshop to consolidate the analyses of MEAs and national, sectoral and provincial development priorities with the results of priority-setting exercises for individual MEAs. By the time this programme begins, the National Biodiversity Strategy and Action Plan should be complete and its priority actions will be factored in. Additional initiatives that will be in varying stages of execution and need to be taken into account include: National Capacity Needs Self-assessment; work on the National Adaptation Programme of Action under the Framework Convention on Climate Change; the French Fund for the Global Environment project on the Montreal Protocol; and preparations for identifying and designating natural World Heritage sites, among others that the start-up team will have to identify. A final national workshop will discuss and agree on priorities that will be the basis for the work of the national coordinating mechanism.

68. The start-up team should circulate a schedule of these events at least one month in advance of the first one, with a clear explanation of the purpose of the entire initiative and of each individual event.

Output 2 – Consolidated national mechanism for coordinating inter-sectoral implementation of MEAs

69. “Coordinate” means to cause independent parts to function together efficiently. The Government of Lao PDR has at least two permanent bodies in the environment field that offer models for inter-institutional coordination – the Lao National Mekong Committee and the Water Resources Coordination Committee. Project- or activity-specific bodies include the interministerial committee that oversees the Asian Development Bank Environment and Social Program loan, the Biodiversity Steering Committee that is supervising preparation of the National Biodiversity Strategy and Action Plan, and the working group that drafted the Environmental Education and Awareness Action Plan. In keeping with its mandate (see para. 3), STEA is a member of, and in some cases coordinates, each of these bodies and will play similar roles of conveyor and coordinator in the programme.

70. Central government officials interviewed in preparing the programme proposal said that a credible national coordinating mechanism should:

- § consolidate the current committees and other coordinating bodies for individual MEAs;
- § be a high-level technical body;
- § operate on the basis of clear mandates for each institution involved in implementing MEAs;
- § guarantee transparency in all its dealings.

71. The national coordinating mechanism will be created after priorities are agreed to ensure that its members represent the institutions that will be most directly responsible for implementation. It should be empowered to modify its membership after annual reviews or periodic evaluations to provide the flexibility to adapt to revised priorities. The national coordinating mechanism should be legally established and must have decision-making authority – otherwise it will be an exercise in coordination for its own sake and a waste of time and money. How it is positioned in the Government of Lao PDR hierarchy and the level of representation on it should be agreed after a process of national consultation. Whatever structure is agreed upon for the national coordinating mechanism, existing committees for individual MEAs (with the exception of the Lao National Mekong Committee and possibly the National Committee Conservation of National Cultural, Historic, Natural Heritage) would need to be formally closed or incorporated into the national coordinating mechanism. If this is not done, the national coordinating mechanism will simply add another layer on top of multiple existing structures, duplicate functions, and be a waste of time and money. Initially, provincial representation on the national coordinating mechanism will come from provinces with established Provincial Environment Committees. The national coordinating mechanism will determine how to ensure effective input from provinces where Provincial Environment Committees do not yet exist.

72. The national coordinating mechanism, when it is established, will continue the work begun by the start-up team and have overall responsibility for Outputs 3, 4 and

5. Its first task will be to develop clear written descriptions of the responsibilities of each member, based on agreed priorities, and written indicators for monitoring each member's performance. The same procedure should be followed for new members in the event of membership changes. The national coordinating mechanism will combine the functions of most of the existing informal committees, reducing the number of meetings key central government staff have to attend, and freeing their time for other tasks. Beginning in Year 2, Provincial Environment Committees will be represented on the national coordinating mechanism. This will give provincial interests a greater voice in the environmental aspects of development planning and promote local-level integration into MEA implementation initiatives. By joining the efforts of central and decentralized government authorities to manage issues, rather than simply implement projects that may or may not have been designed to complement each other, the national coordinating mechanism will create a multiplier effect that will maximize the effectiveness of limited human resources.

73. In addition to convening the national coordinating mechanism, STEA will provide the Secretariat for it. The Secretariat will be responsible for monitoring coordination processes – making sure that information flows efficiently among all national coordinating mechanism members, in particular. Monitoring of individual project and activities that implement MEAs will be done in accordance with the monitoring and evaluation (M&E) requirements of the respective contracts and entered into a national project tracking system (see para. 72, below), possibly the one being developed at the Committee for Planning and Cooperation. STEA will need to be linked to the national project tracking system. Until that link is made, monitoring and evaluation results for MEA implementing projects will be copied to the national coordinating mechanism.

74. It is recommended that the national coordinating mechanism meet monthly for the first year of its existence and preferably for the first two years to firmly establish itself as an integral part of the government's planning and implementation structure and processes and to test and revise its own coordination process. Meetings can be held quarterly once the national coordinating mechanism decides that it is sufficiently well established. The time required for meetings will be greater in the beginning; as the national coordinating mechanism and its support system mature, time spent in meetings will be reduced. Its meetings should be proactive sessions to address issues and explore future options that can be continuously fed into policy-making processes, rather than simple progress reporting sessions. It will, however, oversee the process of creating a system for monitoring and reporting on MEA implementation that will support its work (see para. 73, below).

75. The national coordinating mechanism will annually review and update the issue management matrix and priorities agreed in Year 1. Its performance should be evaluated at the end of its first year of operation and at least every other year thereafter.

Output 3 – Timetables, action plans, and capacity for MEA negotiation, ratification and implementation

76. One of the most important aspects of this programme will be to increase the capacity of STEA and National Focal Points to assess benefits of ratifying new MEAs, to participate in Conferences and Meetings of the Parties and MEA technical bodies,

and to take part in negotiations for future new agreements. In Year 1, the start-up programme team will identify and prioritize regional and global MEA meetings and create a timetable for preparing for and attending selected meetings. In Year 1 and all subsequent years, the programme will arrange for technical orientation sessions for designated Government of Lao PDR delegates and other stakeholders prior to each selected meeting. Debriefing workshops will be held after delegates return, to transfer what they have learned to others. As computer capacity in government institutions increases, it may become possible to circulate post-meeting trip reports and other information and reduce the number of meetings.

77. As most of the work in the first year of the programme will be focused on baseline analyses, priority setting and establishing the national coordinating mechanism, primary attention to Output 3 will begin in Year 2. Targets for Years 2-5 include:

- § a prioritized timetable for ratifying selected MEAs, developed after thorough analysis of the costs and benefits of ratifying and implementing each MEA under consideration. Possible activities include training in cost/benefit and other types of economic analysis, as well as workshops to present and discuss the analyses and prioritize MEAs for ratification;
- § submitting to the National Assembly drafts of amendments and new laws incorporating MEA obligations into the national regulatory framework. Drafting will be preceded by a thorough comparative analysis of provisions of existing legislation with MEA provisions and a description of the gaps identified. Workshops will set priorities for legislative action, which should be coordinated with legal reform initiatives proposed under other projects and programmes, such as the Asian Development Bank Environment and Social Sector Program and the SEM Programme;
- § creating a consolidated action plan for capacity building for implementing MEAs. National Capacity Needs Self-Assessment methodologies will have to be applied to MEAs not covered by the National Capacity Needs Self-Assessment and workshops will be required to finalize the consolidated plan and then to evaluate its implementation.

Output 4 – Integrated system for information management for monitoring and reporting on compliance with MEAs

78. The target by Year 5 of the programme is to have MEA related data included in an accessible national environmental information clearinghouse. In Year 1, the programme will have to take stock of progress toward this goal that will have been made through other processes – particularly the 2003 conferences on data sharing and information technology – and evaluate where its contributions can best be made. The information management specialist on the start-up team should actively promote and contribute to a national policy on information management and data sharing and use the National Capacity Building Project catalogue of environment related databases to promote and contribute to developing a harmonized and compatible information system from existing data resources.

79. Beginning in Year 1:

- § using the data needs analysis done by World Conservation Monitoring Centre for the Convention on Biological Diversity, Convention on Combating Desertification, and Framework Convention on Climate Change (Annex 8) as a basis, expand it to cover the other MEAs to which Lao PDR is a Party. Activities will include a workshop to prioritize information needs, using the priorities agreed under Output 1 as a guide;
- § establish the basis for a coordinated MEA monitoring and reporting system. Activities will include a workshop to establish agreed criteria for determining what constitutes a project/activity that contributes to MEA implementation/compliance. The start-up team will need to coordinate with the Committee for Planning and Cooperation, or whatever national institution administers the national project tracking system, to ensure that its project tracking system integrates coding based on the agreed criteria to enable monitoring projects that implement MEAs and avoid setting up dual tracking systems. STEA will have to be linked to the national project tracking system;
- § update the summary or reporting requirements for the biodiversity-related MEAs (Annex 9) and using it as a basis, create a timetable of reporting requirements for all MEAs to which Lao PDR is a Party;
- § continually monitor developments in modular reporting for the biodiversity-related MEAs at the global level and adapt the national reporting system to take advantage of it.

80. It is the responsibility of each National Focal Point to monitor and compile information from regional and global sources on the MEA s/he is responsible for, and to ensure that information relevant to the priorities and activities agreed by the national coordinating mechanism is circulated in a timely fashion to national coordinating mechanism members. National coordinating mechanism members will have to address and resolve the issue of formal and informal information flows among themselves and within their own institutions. Most MEA-related information should flow informally, with copies to all concerned. Processing time for formal transmissions should be minimized.

Output 5 – Targeted explanatory materials on MEAs in the Lao language used for public awareness and formal education

81. Under the SEM Programme, STEA has collaborated with the Ministry of Education (MoE) and the Ministry of Information and Culture to prepare an Environmental Education and Awareness strategy and action plan. Once the information from Output 1 on MEAs and inter-linkages is available, it will need to be integrated into that action plan.

82. In Year 1, programme focus should be on packaging the information generated under Output 1 for policy and lawmakers and delivering it appropriately. Briefs for the Council of Ministers and members of the National Assembly should include specific issues from the Lao development context and demonstrate how implementing MEAs will contribute to resolving them. The national coordinating mechanism should ensure that updates are produced periodically, at least once a year.

83. Years 2-5 should be devoted to developing laypersons' guides to MEAs and making their contents generally known. The target is to produce and disseminate two high quality guides per year. In deciding the order in which MEA guides will be produced, the national coordinating mechanism should be guided by the priorities set under Output 1. Existing networks, mass-media, and provincial organisations should be used to make sure the guides and information reach the greatest number of people. A group of trainers in selected provinces were trained on the Environmental Protection Law. The national coordinating mechanism should assess the capacity of the individuals in that group, and the potential of the group as a whole, and arrange for whatever additional training may be required to enable them to facilitate awareness building on MEAs in the provinces. The programme should also provide for training trainers in the provinces that were not included in the previous project. In particular, the provincial trainers should be trained to teach the contents of each of the guides produced each year and supported to give workshops in as many communities as possible.

Output 6 – Efficient and effective programme management, continuously monitored and regularly evaluated

84. The programme will be managed by a Programme Management Unit (PMU) based in the STEA Cabinet office. General management training being provided by the SEM Programme will assist in building STEA staff capacity to administer the project, as will hands-on work with the technical advisors provided by the programme. Activities will include preparation of annual workplans, budgets, and reports, an external mid-term evaluation, and an external outcome/sector evaluation at the end of the initial five-year phase of the programme. For additional details on programme management, see Part III.

PROJECT RESULTS AND RESOURCES FRAMEWORK

| Intended Outcome as stated in the UNDP Country Results Framework: Improved national capacity to negotiate and implement global environment commitments | | | |
|--|---|---|---|
| Applicable UNDP Strategic Area of Support (from SRF) and TTF Service Line (if applicable): SAS 2 – Global conventions and funding mechanisms | | | |
| Partnership Strategy STEAs responsible for overall coordination and joint programme oversight MAF, MIH and other government institutions and mass organizations collaborating to implement priority activities UNDP to provide expertise and participate with STEA and IUCN in joint programme oversight IUCN to provide technical assistance and participate with STEA and UNDP in joint programme oversight UNU a potential partner for technical assistance on inter-linkages issues Agencies whose projects will be taken into consideration in designing programme activities include ADB, SIDA/SEM, MAF/ARCBC project, LNMC and others NGOs that may provide assistance in implementing specific activities include WWF and WCS | | | |
| Project title and number: LAO/XX/XXX Coordinating the Implementation of Multilateral Environmental Agreements in Lao PDR | | | |
| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
| Output 1 Issues and priorities for MEA implementation that are reviewed and updated annually | Year 1 | Year 1 | International consultants STEAs |
| | 1.1 Substantive analysis that links MEA obligations to actual issues in national socio-economic development | 1.1.1 Analysis of relationships of MEA obligations to national and sectoral socio-economic development priorities | |
| | | 1.1.2 Workshop on inter-linkages | International consultants Workshops STEAs |
| | 1.2 Priorities and indicators for research and applied implementation activities established | 1.2.1 Workshop(s) to discuss the analyses and set priorities for research and applied implementation activities | International consultants Workshops STEAs |
| | | 1.2.2 Working sessions with CPC and MoF to ensure that priority activities are integrated into national plans and budgets | STEAs |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|--|--|--|---|
| Output 2 Consolidated national mechanism for coordinating inter-sectoral implementation of MEAs | Year 1 2.1 National coordinating mechanism established | Year 1 2.1.1 National workshop to discuss and agree on NCM | International consultants Workshops STEAs |
| | | 2.1.2 Clear written descriptions of responsibilities of each member of NCM based on agreed priorities (see 1.2.1) and agreed indicators for monitoring each member's performance | International consultants Workshops STEAs |
| | | 2.1.3 First NCM meeting(s) | STEAs TPR & NCM meetings |
| | Years 2 -5 2.2 National coordinating mechanism meeting regularly and its performance evaluated | Year 2 2.2.1 Monthly NCM meetings Years 3-5 2.2.2 Quarterly NCM meetings | STEAs TPR & NCM meetings |
| | | Years 2 & 4 2.2.3 External evaluation of NCM | National consultant International consultants STEAs |
| | Years 2-5 2.3 Provincial level representation on NCM expanded | Year 2 2.3.1 NCM to work with provinces with no PECs to determine how to incorporate their input | In-country travel |
| | | Years 2-5 2.3.2 Encourage formation of PECs in provinces where they have not yet been created | STEAs |
| | Years 2 -5 2.4 Issue management matrix and priorities reviewed and updated | Years 2 -5 2.4.1 NCM to review and update issue management matrix and priorities annually | STEAs TPR & NCM meetings |
| Output 3 Timetables, action plans, and capacity for MEA negotiation, | Years 1-5 3.1 National delegations prepared for CoPs, subsidiary body meetings, and negotiations for any prioritized new agreements | Years 1-5 3.1.1 Identify and prioritize regional and global MEA meetings and prepare timetable for preparation for and attendance at selected meetings | International consultants STEAs |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|--|---|--|--|
| ratification and implementation | | 3.1.2 Technical orientation sessions prior to each selected meeting | International consultants In-service training STEA |
| | | 3.1.3 Debriefing workshops after selected meetings | Workshops STEA |
| | Year 2 3.2 Timetable for ratifying selected MEAs | Year 2 3.2.1 Workshop on economic analysis | International consultants Workshops STEA |
| | | Years 2-5 3.2.2 Analysis of costs and benefits of ratifying and implementing selected MEAs | International consultants STEA |
| | | 3.2.3 Workshop(s) to discuss costs and benefits and prioritize MEAs for ratification | Workshops International consultants STEA |
| | Years 2-5 3.3 Selected MEAs ratified | Years 2-5 3.3.1 Ratification recommendations submitted to MoFA/NA | STEA |
| | Years 2-5 3.4 Existing legislation reformed and new legislation enacted to integrate MEA obligations | Years 2-5 3.4.1 Comparative analysis of provisions of existing legislation with MEA provisions and gap analysis | International consultants STEA |
| | | 3.4.2 Workshop(s) for priority setting for legislative action | International consultants Workshops STEA |
| | | 3.4.3 Recommendations for amending existing legislation and for new legislation | International consultants Workshops STEA |
| | | 3.4.4 Draft amendments and laws submitted to NA | STEA |
| Years 2-5 3.5 Implement and evaluate NCSA Action Plan | Years 2-5 3.5.1 Implementation activities to be determined by NCSA Action Plan | According to NCSA Action Plan | |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|---|---|--|--|
| | | 3.5.2 Evaluate implementation of NCSA Action Plan after first full year of activities | International consultants STEA |
| | Year 3 3.6 Action plan for capacity building for MEAs not covered by NCSA consolidated with NCSA Action Plan | Years 2-3 3.6.1 Apply NCSA methodologies to MEAs not covered by NCSA | International consultants National consultant STEA |
| | | 3.6.2 Workshops on capacity needs for MEAs not covered by NCSA | National consultant Workshops STEA |
| | Years 3-5 3.7 Implement and evaluate consolidated MEA capacity building action plan | Years 3-5 3.7.1 Implementation of activities in consolidated action plan | According to consolidated Action Plan |
| | | 3.7.2 Evaluate implementation of consolidated action plan after first full year of activities and recommend improvements | International consultant STEA |
| Output 4 Integrated system for information management for monitoring and reporting on compliance with MEAs | Years 1-2 4.1 MEA information needs identified and prioritized. | Years 1-2 4.1.1 Expand existing data needs analyses to cover MEAs other than CBD, CCD, FCCC | STEA National consultant |
| | | 4.1.2 Workshop(s) to prioritize information needs based on the analyses of 4.1.1 and agreed implementation priorities (see 1.2.1) | International consultant National consultant Workshops STEA |
| | | 4.1.3 Ensure that the results of 4.1.2 are integrated into efforts to create a harmonized national information system (see 4.3.1) | STEA National consultant |
| | Years 1-2 4.2 Coordinated MEA monitoring and reporting system established | Years 1-2 4.2.1 Workshop(s) to establish agreed criteria for determining what constitutes a project/ activity that contributes to MEA implementation/compliance | International consultants Workshops STEA |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|------------------|---|--|---|
| | | 4.2.2 Ensure that national project tracking system integrates coding based on agreed criteria (4.2.1) to enable monitoring projects that implement MEAs | STEA National consultant |
| | | 4.2.3 Ensure that STEA is linked to national project tracking databank | International consultants National consultant Equipment STEA |
| | | 4.2.4 Create and maintain a timetable of reporting requirements for each MEA | STEA |
| | | Years 1-5 4.2.5 Submit timely reports | STEA |
| | | Years 2-5 4.2.6 Create database of all reports to all MEAs and link to a national clearinghouse | STEA National consultant |
| | | Years 3-5 4.2.7 Synthesize MEA reports, link them to national socio-economic development priorities, and include information in each State of Environment Report | International consultants STEA |
| | | Years 1-5 4.2.8 Monitor developments in modular reporting at global level and adapt national reporting system accordingly | STEA National consultant |
| | Year 5 4.3 MEA related data included in a national environmental information clearinghouse | Years 1-5 4.3.1 Use existing catalogue of environment related databases to promote and contribute to developing a harmonized and compatible information system from existing data resources | STEA National consultant |
| | | Years 1-5 4.3.2 Promote and contribute to a national policy on information management and data sharing | STEA National consultant |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|---|--|--|--|
| Output 5 Targeted explanatory materials on MEAs in the Lao language used for public awareness and formal education | Year 1 5.1 Materials targeted at policymakers | Year 1 5.1.1 Using information from Output 1, prepare briefs on MEAs and inter-linkages for Council of Ministers and NA and make appropriate presentations | International consultants National consultant STEA |
| | Years 2-5 5.2 Materials on two MEAs per year | Years 2-5 5.2.1 Design, publish and distribute laypersons' guides to MEAs | International consultants National consultant STEA |
| | Years 2-5 5.3 Existing networks used to build awareness about MEAs and how they relate to national development priorities | Years 2-5 5.3.1 Train the network of national and provincial EPL trainers on MEAs and inter-linkages | International consultants STEA In-service training |
| | | 5.3.2 EPL/MEA trainers to conduct workshops in provinces on links between MEAs, EPL, and national development | STEA Workshops |
| | Years 1-5 5.4 Information on MEAs, their inter-linkages, and implications for national development incorporated in formal education curricula at primary, secondary and tertiary levels | Years 1-5 5.4.1 Assist MoE and MoIC in updating draft EEA strategy to include MEA/ inter-linkages information and specific examples from the Lao context, provide information, and assist with development of materials | International consultants STEA Publications |
| Output 6 – Efficient and effective programme management, continuously monitored and regularly evaluated | Year 1 6.1 Start-up team functioning effectively. | Year 1 6.1.1 Mobilize start-up team 6.1.2 Prepare Year 1 workplan and budget 6.1.3 Prepare Performance Measurement Framework and Monitoring Plan | STEA International consultants |
| | Year 1 6.2 NFPs, PMU and NCM have the equipment and information resources and support needed to manage the programme effectively | 6.2.1 Recruit and contract technical advisors 6.2.2 Identify administrative support staff requirements, recruit and hire staff. 6.2.3 Procure equipment. | STEA Equipment |

| Intended Outputs | Output Targets for (years) | Indicative Activities | Inputs |
|------------------|--|--|--|
| | | Year 1-5 6.2.4 Prepare progress reports 6.2.5 Prepare yearly workplans and budgets | STEA Reporting costs |
| | Years 2/3 and 5 6.3 Recommendations of programme evaluations used improve programme performance | Year 2/3 6.3.1 External mid-term programme evaluation | Mid-term evaluation International consultant National consultant |
| | | Year 5 6.3.2 External outcome/sector evaluation | Terminal evaluation International consultant National consultant |

SECTION III: THE TOTAL WORKPLAN AND BUDGET

| EXPECTED OUTPUTS ¹ & MONITORING ACTIVITIES ² | Key Activities List all the activities to be undertaken during the year towards stated output | TIMEFRAME | | RESPONSIBLE PARTNER | PLANNED BUDGET | | | | | |
|---|--|-----------|-----------|---------------------|-----------------|-------|---|--|--------------------------------------|-----------------------------------|
| | | 2004 | 2005-2009 | | Source of Funds | Donor | Budget Description | 2004 | 2005-2009 | |
| 1. Issues and priorities for MEA implementation that are reviewed and updated annually | 1.1.1 Analysis of relationships of MEA obligations to national and sectoral socio-economic development priorities | X | | LAO-NEX | 04000 | 00012 | 71200 71600 74500 | International Consult. Travel Miscellaneous | 8,000 2,600 1,000 | |
| | 1.1.2 Workshop on inter-linkages | X | X | LAO-NEX | 04000 | 00012 | 71200 71600 72100 74200 74500 | International Consult. Travel Contractual Serv-Com Audio visual&print prod costs Miscellaneous | 7,000 2,600 2,000 1,000 | 20,000 25,000 5,000 |
| | 1.2.1 Workshop(s) to discuss the analyses and set priorities for research and applied implementation activities | X | X | LAO-NEX | 04000 | 00012 | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | 3,000 1,600 | 5,000 3,000 3,000 1,000 |
| | 1.2.2 Working sessions with CPC and MoF to ensure that priority activities are integrated into national plans and budgets | | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | | 2,000 |
| 2. Consolidated national mechanism for coordinating inter-sectoral implementation of MEAs | 2.1.1 National workshop to discuss and agree on NCM | | X | LAO-NEX | | | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | | 5,000 4,000 3,000 1,500 |
| | 2.1.2 Clear written descriptions of responsibilities of each member of NCM based on agreed priorities (see 1.2.1) and agreed indicators for monitoring each member's performance | | X | LAO-NEX | | | 74500 | Miscellaneous | | 1,000 |
| | 2.1.3 First NCM meeting(s) | | X | LAO-NEX | | | 74200 74500 | Audio visual&print prod costs Miscellaneous | | 78500 1,500 1,500 |

¹ State the outputs that the project is expected to achieve/contribute to. Include relevant indicators/benchmarks

² List monitoring activities such as Field Monitoring Visits, Technical backstopping missions, Evaluations, Annual Project Report

| | | | | | | | | | | |
|--|--|---|---|---------|-------|-------|-------|----------------------------------|-----|--------|
| | 2.2.1 Monthly NCM meetings | | X | LAO-NEX | | | 74200 | Audio visual&print prod costs | | 3,500 |
| | 2.2.2 Quarterly NCM meetings | | | | | | 74500 | Miscellaneous | | 2,500 |
| | 2.2.3 External evaluation of NCM | | X | LAO-NEX | | | 71200 | International Consult. | | 4,500 |
| | | | | | | | 71300 | Local consultants | | 2,000 |
| | | | | | | | 71600 | Travel | | 2,000 |
| | 2.3.1 NCM to work with provinces with no PECs to determine how to incorporate their input | | X | LAO-NEX | | | 71600 | Travel | | 5,000 |
| | | | | | | | 74500 | Miscellaneous | | 1,000 |
| | 2.3.2 Encourage formation of PECs in provinces where they have not yet been created | | X | LAO-NEX | | | 74500 | Miscellaneous | | 1,500 |
| | 2.4.1 NCM to review and update issue management matrix and priorities annually | | X | LAO-NEX | | | 74500 | Miscellaneous | | 1,000 |
| 3. Timetables, action plans, and capacity for MEA negotiation, ratification and implementation | 3.1.1 Identify and prioritize regional and global MEA meetings and prepare timetable for preparation for and attendance at selected meetings | X | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | 500 | 3,000 |
| | 3.1.2 Technical orientation sessions prior to each selected meeting | X | X | LAO-NEX | 04000 | 00012 | 71200 | International Consult. | | 20,000 |
| | | | | | | | 71600 | Travel | | 10,000 |
| | | | | | | | 74200 | Audio visual&print prod costs | | 5,000 |
| | | | | | | | 74500 | Miscellaneous | 100 | 5,000 |
| | 3.1.3 Debriefing workshops after selected meetings | X | X | LAO-NEX | 04000 | 00012 | 74200 | Audio visual&print prod costs | 200 | 5,000 |
| | | | | | | | 74500 | Miscellaneous | 300 | 5,000 |
| | 3.2.1 Workshop on economic analysis | | X | LAO-NEX | | | 71200 | International Consult. | | 10,000 |
| | | | | | | | 74200 | Audio visual&print prod costs | | 3,000 |
| | | | | | | | 71600 | Travel | | 6,000 |
| | | | | | | | 74500 | Miscellaneous | | 3,000 |
| | 3.2.2 Analysis of costs and benefits of ratifying and implementing selected MEAs | | X | LAO-NEX | | | 71200 | International Consult. | | 10,000 |
| | | | | | | | 71600 | Travel | | 5,000 |
| | | | | | | | 74500 | Miscellaneous | | 2,000 |
| | | | | | | | | | | 118000 |
| | 3.2.3 Workshop(s) to discuss costs and benefits and prioritize MEAs for ratification | | X | LAO-NEX | | | 71200 | International Consult. | | 10,000 |
| | | | | | | | 71600 | Travel | | 5,000 |
| | | | | | | | 74200 | Audio visual&print prod costs | | 2,000 |
| | | | | | | | 74500 | Miscellaneous | | 5,000 |

| | | | | | | | | | | |
|--------------------------|--|---|---|---------|-------|-------|--------------------------------------|---|-------|--|
| | 3.3.1 Ratification recommendations submitted to MoFA/NA | | X | LAO-NEX | | | 74500 | Miscellaneous | | 1,500 |
| | 3.4.1 Comparative analysis of provisions of existing legislation with MEA provisions and gap analysis | | X | LAO-NEX | | | 71200 71600 74500 | International Consult. Travel Miscellaneous | | 10,000 4,000 2,000 |
| | 3.4.2 Workshop(s) for priority setting for legislative action | | X | LAO-NEX | | | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | | 15,000 5,000 10,000 5,000 |
| | 3.4.3 Recommendations for amending existing legislation and for new legislation | | X | LAO-NEX | | | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | | 15,000 5,000 10,000 2,000 |
| | 3.4.4 Draft amendments and laws submitted to NA | | X | LAO-NEX | | | 74200 74500 | Audio visual&print prod costs Miscellaneous | | 10,000 1,500 |
| | 3.5.1 Implementation activities to be determined by NCSA Action Plan | | X | LAO-NEX | | | | According to NCSA document | | |
| | 3.5.2 Evaluate implementation of NCSA Action Plan after first full year of activities | | X | LAO-NEX | | | 71200 71600 | International Consult. Travel | | 5,000 2,000 |
| | 3.6.1 Apply NCSA methodologies to MEAs not covered by NCSA | | X | LAO-NEX | | | 71200 71600 | International Consult. Travel | | 5,000 2,000 |
| | 3.6.2 Workshops on capacity needs for MEAs not covered by NCSA | | X | LAO-NEX | | | 71600 74200 74500 | Travel Audio visual&print prod costs Miscellaneous | | 2,000 4,000 2,000 |
| | 3.7.1 Implementation of activities in consolidated action plan | | X | LAO-NEX | | | | According to action plan | | 140000 |
| | 3.7.2 Evaluate implementation of consolidated action plan after first full year of activities and recommend improvements | | X | LAO-NEX | | | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | | 7,000 3,000 3,000 2,000 |
| 4. Integrated system for | 4.1.1 Expand existing data needs analyses to cover MEAs other than CBD, CCD, FCCC | X | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | 2,500 | 3,000 |

| | | | | | | | | | | |
|---|---|---|---|---------|-------|-------|----------------------------------|--|-------|-------------------------|
| information management for monitoring and reporting on compliance with MEAs | 4.1.2 Workshop(s) to prioritize information needs based on the analyses of 4.1.1 and agreed implementation priorities (see 1.2.1) | | X | LAO-NEX | 04000 | 00012 | 71200 71600 74200 | International Consult. Travel Audio visual&print prod costs | | 10,000 4,000 |
| | | | | | | | 74500 | Miscellaneous | | 4,000 3,000 |
| | 4.1.3 Ensure that the results of 4.1.2 are integrated into efforts to create a harmonized national information system (see 4.3.1) | | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | | 3,000 |
| | 4.2.1 Workshop(s) to establish agreed criteria for determining what constitutes a project/ activity that contributes to MEA implementation/compliance | | X | LAO-NEX | 04000 | 00012 | 74200 74500 | Audio visual&print prod costs Miscellaneous | | 3,000 2,000 |
| | 4.2.2 Ensure that national project tracking system integrates coding based on agreed criteria (4.2.1) to enable monitoring projects that implement MEAs | | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | | 2,000 |
| | 4.2.3 Ensure that STEA is linked to national project tracking databank | | X | LAO-NEX | 04000 | 00012 | 72400 | Communic&audio visual equip | | 3,000 |
| | 4.2.4 Create and maintain a timetable of reporting requirements for each MEA | X | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | 1,500 | 1,000 |
| | 4.2.5 Submit timely reports | X | X | LAO-NEX | 04000 | 00012 | 72500 | Supplies | 700 | 5,000 |
| | 4.2.6 Create database of all reports to all MEAs and link to a national clearinghouse | | X | LAO-NEX | | | 72800 74500 | IT equipment Miscellaneous | | 5,000 2,000 |
| | | | | | | | | | | 65000 |
| | 4.2.7 Synthesize MEA reports, link them to national socio-economic development priorities, and include information in each State of Environment Report | | X | LAO-NEX | | | 71600 72100 72500 74200 | Travel Contractual Services- Companies Supplies Audio visual&print prod costs | | 4,000 6,000 2,000 |
| | | | | | | | 74500 | Miscellaneous | | 4,000 2,000 |
| | 4.2.8 Monitor developments in modular reporting at global level and adapt national reporting system accordingly | | X | LAO-NEX | 04000 | 00012 | 72400 74500 | Communic & Audio Visual Equip Miscellaneous | | 4,000 3,000 |
| | 4.3.1 Use existing catalogue of environment related databases to promote and contribute to developing a harmonized and compatible information system from existing data resources | | X | LAO-NEX | 04000 | 00012 | 71600 74200 74500 | Travel Audio visual&print prod costs Miscellaneous | | 4,000 4,500 2,000 |

| | | | | | | | | | | | |
|--|---|---|---|---------|---------|-------|---|---|---|---|--------|
| | 4.3.2 Promote and contribute to a national policy on information management and data sharing | | X | LAO-NEX | 04000 | 00012 | 74500 | Miscellaneous | | 3,000 | |
| 5. Targeted explanatory materials on MEAs in the Lao language used for public awareness and formal education | 5.1.1 Using information from Output 1, prepare briefs on MEAs and inter-linkages for Council of Ministers and NA and make appropriate presentations | X | X | LAO-NEX | 04000 | 00012 | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | 6,000 2,000 5,000 1,000 | | |
| | 5.2.1 Design, publish and distribute laypersons' guides to MEAs | | X | LAO-NEX | | | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | | 25,000 10,000 40,000 5,000 | |
| | 5.3.1 Train the network of national and provincial EPL trainers on MEAs and inter-linkages | | X | LAO-NEX | | | 71200 71600 72100 74200 74500 | International Consult. Travel Contractual Services- Companies Audio visual&print prod costs Miscellaneous | 7,400 3,000 | 20,000 20,000 10,000 12,200 7,000 | |
| | | | | | | | | | | | 187700 |
| | 5.3.2 EPL/MEA trainers to conduct workshops in provinces on links between MEAs, EPL, and national development | | X | LAO-NEX | | | 71600 74200 74500 | Travel Audio visual&print prod costs Miscellaneous | | 10,000 10,000 4,000 | |
| | 5.4.1 Assist MoE and MoIC in updating draft EEA strategy to include MEA/ inter-linkages information and specific examples from the Lao context, provide information, and assist with development of materials | X | X | LAO-NEX | 04000 | 00012 | 71200 71600 74200 74500 | International Consult. Travel Audio visual&print prod costs Miscellaneous | 6,000 | 7,000 3,000 10,000 2,000 | |
| | 6. Efficient and effective programme management, | 6.1.1 Mobilize start-up team 6.1.2 Prepare Year 1 workplan and budget 6.1.3 Prepare Performance Measurement Framework and Monitoring Plan | X | | LAO-NEX | 04000 | 00012 | 72400 74500 | Comminuc&audio visual equip Miscellaneous | 1,000 1,000 | |

| | | | | | | | | | | |
|--|---|---|---------|---------|-------|-------|---------------------------|-------------------------------|--------|-----------|
| continuously monitored and regularly evaluated | 6.2.1 Recruit and contract technical advisors | X | X | LAO-NEX | 04000 | 00012 | 71100 | CTA | 58,000 | 642,000 |
| | 6.2.2 Identify administrative support staff requirements, recruit and hire staff. | | | | | | 71100 | Knowledge Mgmt Specialist | 40,000 | 440,000 |
| | 6.2.3 Procure equipment. | | | | | | 71300 | Information Specialist | 5,000 | 55,000 |
| | | | | | | | 71400 | Administrative support | 4,000 | 55,500 |
| | | | | | | | 72200 | Transportation equipment | | 29,000 |
| | | | | | | | 72200 | Equipment and furniture | 5,000 | 5,000 |
| | | | | | | | 72800 | Information Technology Equip. | 15,000 | 10,000 |
| | | | | | | | 73400 | Rental&Maint of other equip | | 12,000 |
| | 6.2.4 Prepare progress reports | X | X | LAO-NEX | 04000 | 00012 | 72400 | Communic & audio visual equip | | 7,400 |
| | 6.2.5 Prepare yearly workplans and budgets | | | | | | 74500 | Miscellaneous | | 4,500 |
| 6.3.1 External mid-term programme evaluation | | X | LAO-NEX | | | 71200 | International Consult. | | 15,000 | |
| | | | | | | 71300 | National Consultants | | 5,000 | |
| | | | | | | 71600 | Travel | | 5,000 | |
| | | | | | | 74500 | Miscellaneous | | 3,000 | |
| | | | | | | | | | | 1334400 |
| 6.3.2 External outcome/sector evaluation | | X | LAO-NEX | | | 71200 | International Consult. | | 22,000 | |
| | | | | | | 71300 | National Consultants | | 7,000 | |
| | | | | | | 71600 | Travel | | 6,000 | |
| | | | | | | 74500 | Miscellaneous | | 3,000 | |
| 6.4 Audit | | X | LAO-NEX | | | 74100 | Audit | | | 14,000 |
| 6.5 Management Support | X | X | LAO-NEX | 0400 | 0012 | 73500 | Reimbursement Costs (ISS) | 7,800 | | 95,400 |
| | | | | | | | | | | 147400 |
| Sub-total | | | | | | | | 200,000 | | 2,071,000 |
| TOTAL | | | | | | | | | | 2,271,000 |



SIGNATURE PAGE



GOVERNMENT OF LAO PEOPLE'S DEMOCRATIC REPUBLIC
UNITED NATIONS DEVELOPMENT PROGRAMME LAO PDR

UNDAF Outcome(s)/Indicator(s): C. Sustainable use of natural resources and preservation of cultural heritage

Expected Outcome(s)/Indicators(s): Improved national capacity to negotiate and implement multilateral environment agreements.
(MYFF Goal: 3, Service line: 3.1)

Expected Output(s)/Indicator(s):

Implementing Partner: Science Technology and Environment Agency (STEA)

Other Partners: IUCN

| | |
|-------------------------|---|
| Programme Period: | 2002-2006 |
| Programme Component: | MYFF Goal 3: Energy and environment for sustainable development |
| Project Title: | Coordinating the Implementation of Multilateral Environmental Agreements in Lao PDR |
| Project Short Title: | MEA |
| Project Code: | |
| Project Duration: | 5 years |
| Management arrangement: | NEX |

| | |
|---|--|
| Total Budget: | USD 2,400,000 (subject to resource mobilization) |
| Allocated Resources: | |
| • Government | |
| • UNDP TRAC | USD 500,000 |
| • Other (including in-kind contributions) | |
| ○ Donor | |
| ○ Donor | |
| ○ Donor | |
| Unfunded Budget: | |

| Agreed by: | Signature | Date | Name/Title |
|------------|-----------|-------|---|
| STEA | _____ | _____ | Mr. Noulinh Sinbandhit Vice President of STEA |
| UNDP | _____ | _____ | Mr. Finn Reske-Nielsen Resident Representative |

ANNEXES

ANNEX 1 Existing Government Coordination Mechanisms Related to MEAs

ANNEX 2 MEA Status in Lao PDR

ANNEX 3 Sources of STEA Mandates

ANNEX 4 Institutional Mandates Related to MEA Implementation

ANNEX 5 References

ANNEX 6 Overlapping Obligations of MEAs to which Lao PDR is a Party

ANNEX 7 Interviews

ANNEX 8 Summary of main information requirements

ANNEX 9 Summary of reporting requirements

ANNEX 10 Advisory and Staff Service Schedule

ANNEX 11 Organigram of STEA

ANNEX 12 Timetable

ANNEX 1 EXISTING GOVERNMENT COORDINATION MECHANISMS RELATED TO MEAS

| Institution ¹ | Inter-Ministerial Working Group on Environment IMWGE | National Environment Committee NEC created by Decree 09/PM 02.02.02 | Lao National Mekong Committee LNMC <i>Mekong Agreement</i> | Water Resources Coordination Committee WRCC | National Committee Conservation of National Cultural, Historic, Natural Heritage WHC created by Decree 176/PM 24.10.96 | Coordinating Body CCD | National Country Programme Team <i>Montreal Protocol</i> | National Green House Gas Inventory Committee/ Technical Working Group on Climate Change (project committee) <i>FCCC</i> | National Biodiversity Steering Committee (project committee) <i>CBD</i> | National Coordinating Committee <i>Cartagena Protocol</i> | Committee on Environmental Assessment | Environmental Team | National Team for Chemical Waste Disposal |
|--------------------------|--|--|---|---|---|---|---|---|---|--|---------------------------------------|--------------------|---|
| PMO | | Chair | 2 members | member | Vice-Secretary General | | | | LNMC, member | | | | |
| STEAM (PMO) | Secretariat | Permanent Secretary (Secretariat, DoE) | Vice-Chair + 1 additional member (DoE) | Chair + 1 additional member (DoE) | member | Focal Point (DoE) + 1 additional member | Focal Point (Cabinet) Chair | Focal Point (DoE) | Focal Point (DoE) | Focal Point (SRI) | member | member | member |
| MAF | member Head, Environment Division | Deputy Chair | Vice-Chair + 1 additional member | Vice-Chair | member | Members from 4 NAFRI Centers | member | 5 members | member | member | member | member | member |
| MIH | member Head, Env. Division | member | Vice-Chair + 1 additional member | member | | | member | 2 members | | member | member | member | member |
| MCTPC | member Head, Env. Division | member | Vice-Chair + 1 additional member | member | member | | | 2 members | | member | member | | |
| MPH | member Head, Env. Division | member | | member | member | | | 2 members | member | member | member | member | member |
| MoE | member Head, Env. Division | member | | | Vice-Chair | | | | | member | member | | |
| MoF | member Head, Env. Division | member | member | | | | 2 members, (1 Customs Dept.) | | | | | | |
| MoJ | member Head, Env. | member | | member | member | | member | | member | member | member | | |

¹ PMO – Prime Minister’s Office; STEA – Science, Technology and Environment Agency; MAF – Ministry of Agriculture and Forestry; MIH – Ministry of Industry and Handicrafts; MCTPC – Ministry of Communication, Transport, Post and Construction; MPH – Ministry of Public Health; MoE – Ministry of Education; MoF – Ministry of Finance; *MoJ – Ministry of Justice; MoCT – Ministry of Commerce & Tourism; MoIC – Ministry of Information and Culture; MoFA – Ministry of Foreign Affairs; MoI – Ministry of Interior; MoD – Ministry of Defense; MoLSW – Ministry of Labor and Social Welfare; SPC – State Planning Committee; CCO – Central Committee Organization Personnel (Committee for Government Organization Improvement); LYO – Lao Youth Organization; LWU – Lao Women’s Union; LFTU – Lao Federation of Trade Unions; LFNC – Lao Front for National Construction; UNESCO Commission - National UNESCO Commission; NDMO – National Disaster Management Office; CPC – Committee for Planning and Cooperation; NSC – National Science Council; NUoL – National University of Lao PDR; Na.St.Ce. - National Statistics Centre

| Institution ¹ | Inter-Ministerial Working Group on Environment IMWGE | National Environment Committee NEC created by Decree 09/PM 02.02.02 | Lao National Mekong Committee LNMC <i>Mekong Agreement</i> | Water Resources Coordination Committee WRCC | National Committee Conservation of National Cultural, Historic, Natural Heritage WHC created by Decree 176/PM 24.10.96 | Coordinating Body CCD | National Country Programme Team <i>Montreal Protocol</i> | National Green House Gas Inventory Committee/ Technical Working Group on Climate Change (project committee) <i>FCCC</i> | National Biodiversity Steering Committee (project committee) <i>CBD</i> | National Coordinating Committee <i>Cartagena Protocol</i> | Committee on Environmental Assessment | Environmental Team | National Team for Chemical Waste Disposal |
|--------------------------|--|--|---|---|---|-----------------------|---|---|---|--|---------------------------------------|--------------------|---|
| | Division | | | | | | | | | | | | |
| MoCT | member Head, Env. Division | member | | | | | member | | | member | member | | member |
| MoIC | member Head, Env. Division | member | | | Focal Point | | | | | member | | member | |
| | | | | | Chair | | | | | | | | |
| | | | | | Secretary General | | | | | | | | |
| MoFA | member Head, Env. Division | | member | | member | | member | member | | | | | |
| MoI | member Head, Env. Division | | | | | | | | | | member | | |
| MoD | member Head, Env. Division | | | | | | | | | | member | member | |
| MoLSW | member Head, Env. Division | | | | | | | | | | | | |
| SPC | | | member | | | | | | | | | | |
| CCO | | | member | | | | | | | | | | |
| LYO | | member | | | | | | | member? | | | | |
| LWU | | member | | member | | | | | member? | member | | | |
| LFTU | | member | | | | | | | | | | | |
| LFNC | | | | member | | | | | | | | | |
| UNESCO Commission | | | | | Vice-Secretary General | | | | | | | | |
| NDMO | | | | | | member | | | | | | | |
| CPC | | | | | | | | | member | | member | member | |
| NSC | | | | | | | | | | member | | | |
| NuoL | | | | | | | | member | member | | | member | |
| Nat.St.Ce. | | | | | | | | 2 members | | | | | |

ANNEX 2 MEA STATUS IN LAO PDR

| | MEA | Signed | Ratification/Accession/Acceptance | In Force | National Focal Point |
|----|--|----------------|-----------------------------------|------------------|---|
| 1 | World Heritage Convention (WHC) | | 20 March 1987 (ratification) | 20 June 1987 | DoM&A, MoIC Mr. Thongsay Sayavongkhamdy |
| 2 | Framework Convention on Climate Change (FCCC) | -- | 4 January 1995 (accession) | 4 April 1995 | DoE, STEA Mr. Xayaveth Vixay |
| 3 | Agreement on The Cooperation for The Sustainable Development of The Mekong River Basin (Mekong Agreement) | 5 April 1995 | -- | 5 April 1995 | LNMC |
| 4 | Convention on Biological Diversity (CBD) | -- | 20 September 1996 (accession) | 19 December 1996 | DoE, STEA Mr. Xayaveth Vixay |
| 5 | Convention on Combating Desertification (CCD) | 30 August 1995 | 20 September 1996 (acceptance) | 26 December 1996 | DoE, STEA Mr. Kongsaysy Phommasay |
| 6 | Vienna Convention for the Protection of the Ozone Layer | -- | 21 August 1998 (accession) | 21 November 1998 | Cabinet, STEA Mrs. Keobang A Keola |
| 7 | Montreal Protocol on Substances that Deplete the Ozone Layer | -- | 21 August 1998 (accession) | 21 November 1998 | Cabinet, STEA Mrs. Keobang A Keola |
| 8 | Persistent Organic Pollutants (POPs) | 5 March 2002 | | | STEA |
| 9 | ASEAN Agreement on Transboundary Haze Pollution | 10 June 2002 | | | Cabinet, STEA Mr. Ounheuang Phommavixay |
| 10 | International Plant Protection Convention | | 28 Feb. 1955 | | MAF |
| 11 | Plant Protection Agreement for the Asian and Pacific Region | 25 May 1956 | 17 March 1960 (ratification) | | MAF |
| 12 | Kyoto Protocol | | 06 February 2003 (accession) | | DoE, STEA |
| | ASEAN Agreement on the Conservation of Nature and Natural Resources | | | | Department of Forestry, MAF |
| | Cartagena Protocol on Biosafety (Cartagena) | | | | SRI, STEA Dr. Souroudong Sundara |
| | Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) | | | | DFRC, MAF Mr. Sangthong Southammakoth, for the initial phase of evaluating accession |
| | Rotterdam Convention on Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (PIC) | | | | DoA&F, MAF Mrs. Khamphoui LouangLath (Designated National Authority) |
| | Basel Convention on Transboundary Movement of Hazardous Wastes (Basel) | | | | |
| | Convention on Migratory Species (CMS) | | | | |
| | Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar) | | | | |

ANNEX 3 SOURCES OF STEA MANDATES

| | | | | |
|---|---|---|--|--|
| Environmental Protection Law 02/99/NA 3 April 1999 | Decree on the Establishment and Activities of the Science, Technology and Environment Agency No. 68/PM, 13 May 1999 | Decree on the Implementation of the Environmental Protection Law No. 102/PM, 4 June 2001 | Decree on the Establishment and Activities of the National Environment Committee No. 09/PM, 2 February 2002 | Mandate of the STEA Cabinet Notification No. 1137, 31 July 2000 |
| Issue general regulations on procedures and methods for EIA (Art. 8.1) | Issue regulations, provisions, guidelines and call meetings on science, technology and environment pursuant to its role and duties (Art. 3.1) | Issue general EIA regulation (Art. 5) | | |
| Authorize import and transfer of technologies related to environmental protection (Art. 9) | Authorize the transfer of suitable technology from abroad to utilize and develop in the country by various sectors, divisions (Art. 2.3) | | | |
| Issue general regulations and measures on biological diversity management (Art. 15) | Issue regulations, provisions, guidelines and call meetings on science, technology and environment pursuant to its role and duties (Art. 3.1) | Issue regulation for the management of biodiversity in close cooperation with MAF, MCTPC and MPH (Art. 10.1) | | |
| Institution for environment management and monitoring (Art. 35) | | | | |
| Act as Secretary to the Government in making and translating environment strategies and policies into plans, detailed projects, and relevant regulations for the management and monitoring of the environment (Art. 36.1) | Study and elaborate the guidance, policy programs of the Party and Government into plans, workplans, projects, regulations and laws to administer, establish and undertake research study and service on science, technology and environment (Art. 2.1) Formulate the development plan in the areas of science, technology and environment to submit to the Government for approval (Art. 2.2) Transfer the successful result of the study, research, adjustment or development on science, technology within the country Art. 2.3) | Prepare biodiversity management plans and budget for implementing biodiversity resource management in the whole country (Art. 10.1) Issue regulation to define environmental quality standards such as water, soil and air in close cooperation with concerned ministries and agencies (Art. 14) | | Research and disseminate the directives, strategies of the Party and the State and translate them into strategies, programmes, projects and regulations (Art. 2.1) |
| Implement management and monitoring activities (Art. 36.2) | | | | |
| Report the situation of the environment regularly to the Government (Art. 36.2) | | | | |
| Act as coordination centre between the concerned sectors and local administrations for managing and monitoring any environment activities (Art. 36.3) | Coordinate with the different sectors, local authorities, grassroots level and other concerned agencies to monitor, encourage, facilitate activities for management, research and services activity related to science technology and environment (Art. 2.10) | | | |
| Conduct research and identify methods to protect, mitigate and restore the | Study, research on the trends, conservation of nature and environment which are dominant | Implement this decree effectively in accordance with their mandate | | |

| | | | | |
|---|--|---|---|--|
| Environmental Protection Law 02/99/NA 3 April 1999 | Decree on the Establishment and Activities of the Science, Technology and Environment Agency No. 68/PM, 13 May 1999 | Decree on the Implementation of the Environmental Protection Law No. 102/PM, 4 June 2001 | Decree on the Establishment and Activities of the National Environment Committee No. 09/PM, 2 February 2002 | Mandate of the STEA Cabinet Notification No. 1137, 31 July 2000 |
| environment by using appropriate advanced science and technology (Art. 36.4) | or special for the nation, carry out the research on the environment within the country (Art. 2.4) | and duties (Art. 25) | | |
| Monitor and control the implementation of strategies, plans, programs, projects, regulations and laws relating to the environment (Art. 36.5) | | | | |
| Issue or revoke licenses of any organization engaging in environment related services (Art. 36.6) | | | | |
| Instruct development projects and activities to prepare EIA reports according to the EIA regulations (Art. 36.7) | | | | |
| Receive and respond to petitions from the public and other sectors regarding environmental issues (Art. 36.8) | Examine proposals, complaints and requests from various parties and the people on scientific, technological (including IPR) and environmental issues (Art. 2.8) | | | |
| Cooperate with authorized concerned sectors in giving orders to adjust, suspend, remove or close down any activities that cause adverse impacts to human health, human life, animals, plants and the environment (Art. 36.9) | Examine, evaluate, warn, prevent and temporarily suspend the business activities which have negative impact on science, technology and environment (Art. 3.4) | | | |
| Train and upgrade the skills of environment technical staff in close cooperation with the sectoral agencies and local administrations (Art. 36.10) | Study on the working process, strengthening, training and allocating the staff within STEA. Contribute to the human resource development for different levels including central and local in terms of education and training of staff in the area of science, technology and environment (Art. 2.12) | | | |
| Educate and raise environmental awareness for all strata of the population in close cooperation with the sectoral agencies and local administrations (Art. 36.10) | | | | |
| Disseminate, collect and evaluate system of environment and natural resources information to use as inputs in the socio- economic planning process (Art. 36.11) | Collect and analyze data on natural resources and natural disaster to serve as basic information for research and planning on the building of work station to carry out tasks on science, technology and environment (Art. 2.10) | | | |

| | | | | |
|---|---|---|---|---|
| Environmental Protection Law 02/99/NA 3 April 1999 | Decree on the Establishment and Activities of the Science, Technology and Environment Agency No. 68/PM, 13 May 1999 | Decree on the Implementation of the Environmental Protection Law No. 102/PM, 4 June 2001 | Decree on the Establishment and Activities of the National Environment Committee No. 09/PM, 2 February 2002 | Mandate of the STEA Cabinet Notification No. 1137, 31 July 2000 |
| Promote international relations and cooperation related to environmental protection issues (Art. 36.12) | Coordinate and cooperate with foreign countries and international organizations in order to get lessons, experiences, financial support and exchange information related to science, technology and environment (Art. 2.13) Cooperate, meet, negotiate, sign memorandums, protocols and agreements with other countries and international organizations based on the laws and regulations promulgated by the Government (Art. 3.9) | | | Manage, coordinate, cooperate with State agencies, businesses and other parties as well as cooperate with foreign countries, international aid agencies, NGOs, for the purpose of mutual advice, negotiation and facilitate cooperation agreements including the attraction of foreign financial aid and technical aid including exchange of experience including them into the plans and implementation of international conventions on the basis of STEA's or the Government's legislation (Art. 2.11) |
| Perform other rights and duties related to the environmental protection which are assigned by the Government or stipulated in regulations and laws (Art. 36.13) | | | | |
| | Examine, certify and adopt the report on the EIA prior to establishment of factories, undertaking development project and other activities that have impact on the environment (Art. 2.4) | | | |
| | Organize the registration of intellectual property, standardization, metrology and transferring of technology throughout the country (Art. 2.5) Certify the registration of IPR, quality, standardization and metrology for various businesses (Art. 3.2) | | | |
| | Organize the dissemination, publication and services on the result of scientific, technological and environmental research (Art. 2.6) | | | |

| | | | | |
|--|---|--|---|--|
| Environmental Protection Law 02/99/NA 3 April 1999 | Decree on the Establishment and Activities of the Science, Technology and Environment Agency No. 68/PM, 13 May 1999 | Decree on the Implementation of the Environmental Protection Law No. 102/PM, 4 June 2001 | Decree on the Establishment and Activities of the National Environment Committee No. 09/PM, 2 February 2002 | Mandate of the STEA Cabinet Notification No. 1137, 31 July 2000 |
| | Inspect, control and evaluate the implementation of laws, provisions, regulations, plans, projects, budget and other activities pertaining to science, technology and environment, provide comments and recommendations to sectors operating businesses related to science, technology and environment (including IPR) and other issues that have impact on or relate to environment (Art. 2.7) | | | |
| | Collect, record, certify the successful result and creative ideas of Lao scientists and researchers in the area of science, technology and environment and propose for honors and awards (Art. 2.9) Certify and reward the person having innovative ideas, excellent scientists, researchers in science, technology and environment, based on the endorsement of the National Council on Science and Technique (Art. 3.3) Establish the award fund for science, technology and environment activities to encourage successful research to serve national socio-economic development (Art. 3.6) | | | |
| | Participate and give comments in Government meetings and other sectoral meetings on issues related to science, technology and the environment (Art. 3.5) | | | |
| | | Issue regulation to define environmental quality standards such as water, soil and air in close cooperation with concerned ministries and agencies (Art. 14) | | |
| | | Be consulted by concerned ministries and agencies before they give licenses to import poisonous or hazardous chemicals (Art. 15.6) | | |
| | | Cooperate with concerned | | |

| | | | | |
|--|--|--|---|---|
| Environmental Protection Law 02/99/NA 3 April 1999 | Decree on the Establishment and Activities of the Science, Technology and Environment Agency No. 68/PM, 13 May 1999 | Decree on the Implementation of the Environmental Protection Law No. 102/PM, 4 June 2001 | Decree on the Establishment and Activities of the National Environment Committee No. 09/PM, 2 February 2002 | Mandate of the STEA Cabinet Notification No. 1137, 31 July 2000 |
| | | ministries, agencies and local administrations to give direction to and promote concerned sectors and local administrations to protect the environment (Art. 20) | | |
| | | Cooperate closely with MoF before MoF issues regulation for the establishment and management of environmental protection funds (Art. 23) | | |
| | | Implement this decree effectively in accordance with their mandate and duties (Art. 25) | | |
| | | | DoE to serve as Secretariat for NEC (Art. 7) | |
| | | | | Coordinates, facilitates the implementation of project plans and operations of STEA's departments and institutes including the provincial offices (Art. 2.3) |
| | | | | Establishes overall plans for STEA on the basis of plans from the departments, institutes, centers, and provincial STEA offices (Art. 2.4) |

ANNEX 4 INSTITUTIONAL MANDATES RELATED TO MEA IMPLEMENTATION

| Mandate | NEC <i>Decree No.</i> 09/PM, 02.02.02 | STE A - EPL, 02/99/NA, 03.04.99 - STEA Decree 68/PM, 21.05.99 - EPL Decree 102/PM, 04.06.01 | NSC <i>Decree No.</i> 04/PM, 28.01.02 | MAF - MAF Decree No. 89/PM, 22.06.99 - EPL, 02/99/NA, 03.04.99 - EPL Decree 102/PM, 04.06.01 Forestry Law No. 01- 96/NA, 10.96 | MIH - MIH Decree No. 33/PM 13.04.99 - EPL, 02/99/NA, 03.04.99 - EPL Decree 102/PM, 04.06.01 | MCTPC -MCTPC Decree No. 66/PM, 20.05.99 - EPL, 02/99/NA, 03.04.99 - EPL Decree 102/PM, 04.06.01 | MPH -MPH Decree No. 20/PM 19.03.99 - EPL, 02/99/NA, 03.04.99 - EPL Decree 102/PM, 04.06.01 | MoIC -MoIC Decree No. 25/PM 24.03.99 -EPL Decree 102/PM, 04.06.01 |
|------------------------------------|---|--|--|---|---|--|---|--|
| International cooperation | | EPL Art. 36.12 68/PM/Art. 2.13 – coordinate & cooperate for information & funding 68/3.9 – negotiate & sign agreements | Art. 3.8 | EPL Art. 37.9 MAF 3.8 sign agreements with foreign gov'ts & international organizations | EPL Art. 37.9 | EPL Art. 37.9 MCTPC 3.6 | | MoIC Art. 2.9, 3.8 |
| Inter-sectoral coordination | Art. 2, 4.1, 4.4 | EPL Art.36.3 68/PM/Art. 2.10 102/PM, Art. 20, inspection | Art. 3.1, 3.3, 3.4, 3.6, 3.7 | | MIH Art. 2.6 | MCTPC Art. 3.4 | | MoIC Art. 2.6, 3.6 |
| Administrati on | | 68/PM/Art. 1 – at macro level, research and service related to ST&E | Art. at macro level supervise, monitor, evaluate natural & social research | MAF Art. 9.4 at macro level Forestry Law, Art. 60 | MIH Art. 1 at macro level | MCTPC Art. 1 at macro level, 2.7 | | |
| Advisory | Art. 4.2 | | | Forestry Law, Art. 60 | | | | |
| Plans | | EPL Art. 36.1 68/PM/Art. 2.1, 2.2 102/PM/Art. 10.1, biodiv | Art. 3.1 | EPL Art. 37.1 102/PM/Art. 10.2, biodiv 102/PM/Art. 11.2, nat. heritage MAF Art. 2.3, 9.2 | EPL Art. 37.1 MIH Art. 2.1, 2.3 | EPL Art. 37.1 MCTPC Art. 2.1, 10.2, 10.3 | MPH Art. 2.1 | MoIC Art. 2.1, 2.3 102/PM/Art. 11.2, cultural heritage |
| Projects | | 68/PM Art. 2.1 | Art. 3.1 | MAF Art. 2.3, 9.2 | MIH Art. 2.1 | | MPH Art. 2.1 | MoIC Art. 2.3 |
| Laws | | 68/PM Art. 2.1 | | MAF Art. 2.2, 3.6 | MIH Art. 2.2 | MCTPC Art. 2.2, 10.3 | | MoIC Art. 2.2 |
| Regulations | | EPL Art. 36.1 68/PM/Art. 2.1, 3.1 EPL Art. 8.1, EIA 102/PM/Art. 5 EIA EPL Art. 15, biodiv 102/PM/Art. 10.1, biodiv mgmt EPL Art. 23 EQS 102/PM/Art. 14 EQS | Art. 3.2 for managing & promoting scientific research | EPL Art. 8.2, EIA EPL Art. 37.1 102/PM/Art. 5, 6 EIA 102/PM/Art. 8, technology EPL Art. 10, const. & repair 102/PM/Art. 9, tech. stds. for const. & repair EPL Art. 15, PAs Forestry Law, Art. 60 102/PM/Art. 10.2, mgmt of forest cons. areas | EPL Art. 8.2, EIA EPL Art. 37.1 102/PM/Art. 5, 6 EIA 102/PM/Art. 8, technology EPL Art. 10, const. & repair 102/PM/Art. 9, tech. stds. for const. & repair EPL Art. 23 EQS 102/PM/Art. 15.2, | MCTPC Art. 2.2 EPL Art. 37.1 | MPH Art. 2.2 EPL Art. 8.2, EIA 102/PM/Art. 5, 6 EIA 102/PM/Art. 8, technology EPL Art. 10, const. & repair 102/PM/Art. 9, tech. stds. for const. & repair 102/PM/Art. 15.3, drug & med imports | MoIC Art. 2.2, 3.1 102/PM/Art. 15.5, noise stds |

| Mandate | NEC <i>Decree No.</i> 09/PM, 02.02.02 | STEA <i>- EPL, 02/99/NA,</i> 03.04.99 <i>- STEA Decree 68/PM,</i> 21.05.99 <i>- EPL Decree 102/PM,</i> 04.06.01 | NSC <i>Decree No.</i> 04/PM, 28.01.02 | MAF <i>- MAF Decree No. 89/PM,</i> 22.06.99 <i>- EPL, 02/99/NA, 03.04.99</i> <i>- EPL Decree 102/PM,</i> 04.06.01 <i>Forestry Law No. 01-</i> 96/NA, 10.96 | MIH <i>- MIH Decree No.</i> 33/PM 13.04.99 <i>- EPL, 02/99/NA,</i> 03.04.99 <i>- EPL Decree 102/PM,</i> 04.06.01 | MCTPC <i>-MCTPC Decree No.</i> 66/PM, 20.05.99 <i>- EPL, 02/99/NA,</i> 03.04.99 <i>- EPL Decree 102/PM,</i> 04.06.01 | MPH <i>-MPH Decree No.</i> 20/PM 19.03.99 <i>- EPL, 02/99/NA,</i> 03.04.99 <i>- EPL Decree</i> 102/PM, 04.06.01 | MoIC <i>-MoIC Decree No.</i> 25/PM 24.03.99 <i>-EPL Decree</i> 102/PM, 04.06.01 |
|--|---|--|--|--|---|---|--|--|
| | | | | EPL Art. 23 EQS 102/PM/Art. 15.1, pollution MAF Art. 2.2, 3.6 | pollution MIH Art. 2.2 | | & waste | |
| Research | Art. 4.5 | EPL Art. 36.4 68/PM/Art. 2.1, 2.4 administer & carry out | Art. 3.5 undertake research | MAF Art. 2.4 actively study and use scientific technological advances MAF Art. 7B EPL Art. 37.2 | MIH 7.1 EPL Art. 37.2 | MCTPC Art. 2.10 EPL Art. 37.2 | | |
| EIA | | EPL Art. 8, 36.7 Reg. 1770/STEA, 03.10.00 | | EPL Art. 37.3 Reg. 1770/STEA, 03.10.00 | EPL Art. 37.3 Reg. 1770/STEA, 03.10.00 | EPL Art. 37.3 Reg. 1770/STEA, 03.10.00 | Reg. 1770/STEA, 03.10.00 | |
| Monitoring | Art. 4.3 | EPL Art. 35, 36.2, 36.5 68/PM/Art. 2.7 | Art. 3.3, 3.6 | EPL Art. 35, 37.4 102/PM/Art. 21 | EPL Art. 35, 37.4 102/PM/Art. 21 MIH 2.12, 3.5 (inspection) | EPL Art. 35, 37.4 102/PM/Art. 21 MCTPC Art. 2.5 (inspection) | MPH Art. 2.6, 11.4 EPL Art. 35 102/PM/Art. 21 | 102/PM/Art. 21 |
| Reporting | Art. 4.3 | EPL Art. 36.2 68/PM/Art. 9.6, 9.7 | | EPL Art. 37.6 MAF Art. 9.5 | EPL Art. 37.6 MIH Art. 9.3 | EPL Art. 37.6 MCTPC Art. 10.5 | MPH Art. 11.5 | MoIC Art. 9.5 |
| Information | Art. 4.6 | EPL Art. 36.11 68/PM/Art. 2.3, 2.6, 2.10, 2.13 | | EPL Art. 37.8 | EPL Art. 37.8 MIH Art. 2.9 | EPL Art. 37.8 | | MoIC Art. 2.5 |
| Technology Transfer | | EPL Art. 9 68/Art. 2.3 | | | | | | |
| Licensing, suspension, revocation | | EPL 36.6, 36.9 68/PM/Art. 3.4 – suspend business activities | | EPL Art. 37.5 | EPL Art. 37.5 | EPL Art. 37.5 | | |
| Register IPR | | 68/PM/Art. 2.5, 3.2 | | | | | | |
| Awards/ Rewards | | 68/PM/Art. 2.9, 3.3, 3.6 | | | | | | |
| Donor relations | | 68/PM Art. 2.13 | | MAF Art. 2.6 mobilize, manage and use domestic & foreign resources | MIH Art. 2.11 | MCTPC Art. 2.3, 3.6 | MPH Art. 2.9, 3.9 | MoIC Art. 3.2, 3.8 |

ANNEX 5 REFERENCES

1. Agreement on The Cooperation for The Sustainable Development of The Mekong River Basin. 1995. Opened for signature 5 April 1995. (Entered into force 5 April 1995.)
2. ASEAN Agreement on the Conservation of Nature. 1985.
3. ASEAN Agreement on Transboundary Haze Pollution. 2002. Opened for signature 10 June 2002.
4. Asian Development Bank. RRP: Lao 34543: Report and Recommendation of the President to the Board of Directors on a Proposed Loan to the Lao People's Democratic Republic for the Environment and Social Programme, November 2001. (Loan Number 1867-LAO).
5. ———. TAR: LAO 35010: TA No. 3746: Technical Assistance to the Lao People's Democratic Republic for Capacity Building for Environment and Social Management in Energy and Transport, October 2001.
6. ———. TAR: LAO 32022: Technical Assistance to the Lao People's Democratic Republic for Institutional Strengthening of the Water Resources Coordination Committee, April 1998.
7. Boyer, Brook, Jerry Velasquez, Uli Piest. 2002. National & Regional Approaches in Asia and the Pacific. Inter-linkages: Synergies and Coordination among Multilateral Environmental Agreements. Tokyo: United Nations University.
8. Bugna, Sahlee C. 2002. A Profile of the Protected Areas System of Lao PDR. ASEAN Biodiversity. Volume 2, Number 1, January-March: 46-52.
9. Canham, Steve. 2002. Issues and Activities Concerning Project Sector Classification at the Department of International Cooperation (DIC). Lao-Danish Natural Resources and Environment Programme. 22 February.
10. Cartagena Protocol on Biosafety. 2000. Opened for signature 15 May 2000. (On-line). Available: <http://www.biodiv.org/biosafety/protocol.asp>
11. Convention concerning the Protection of the World Cultural and Natural Heritage. Opened for signature 16 November 1972. (Entered into force 17 December 1975.) (On-line). Available: http://www.unesco.org/whc/world_hc.htm
12. ———. 2002. Ratification Status (On-line). Available: <http://www.unesco.org/whc/nwhc/pages/doc/main.htm>
13. Convention on Biological Diversity. Opened for signature 5 June 1992. (Entered into force 29 December 1993.) (On-line). Available: <http://www.biodiv.org/convention/articles.asp>
14. Convention on International Trade in Endangered Species of Wild Fauna and Flora. Opened for signature 3 March 1973. (Entered into force 1 July 1975.) (On-line). Available: <http://www.cites.org/eng/disc/text.shtml#texttop>
15. Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar). Opened for signature 2 February 1971. (Entered into force 21

- December 1975.) (On-line). Available: http://www.ramsar.org/index_very_key_docs.htm
16. Danish International Development Agency. 2002. Human Resource Development Planning at the Environmental Research Institute. Part of the DANIDA National Capacity Building Project at the Science, Technology and Environment Agency (STEA). Draft Report. August.
 17. Duckworth, J.W., R.E. Salter, K. Khounboline (compilers). 1999. Wildlife in Lao PDR: 1999 Status Report. Vientiane: IUCN-The World Conservation Union/Wildlife Conservation Society/Centre for Protected Areas and Watershed Management.
 18. Fairbairn, Martin. 2001. Terminal Project Report on LAO/98/010 Capacity Building Assistance to the Lao National Mekong Committee 1998-2001. Final Version, 11 June. Vientiane.
 19. Fisher, Bill and Virany Sengtianthr. 2001. Catalogue of Environment Related Databases in Lao PDR. National Capacity Building Project, Natural Resource and Environment Program, DANIDA. September.
 20. Government of Lao PDR, DANIDA. 2002. Progress Report 7, 8 & 9. Main Report. National Capacity Building Project. Vientiane. July.
 21. ———. 2002a. Progress Report 7, 8 & 9. Appendix I, DIC Component. National Capacity Building Project. Vientiane. July.
 22. ———. 2002b. Progress Report 7, 8 & 9. Appendix II, MAF Component. National Capacity Building Project. Vientiane. July.
 23. ———. 2002c. Progress Report 7, 8 & 9. Appendix III, MIH Component. National Capacity Building Project. Vientiane. July.
 24. ———. 2002d. Progress Report 7, 8 & 9. Appendix IV, STEA Component. National Capacity Building Project. Vientiane. July.
 25. ———. 2001. Discussion Note on Project Cycle Management. National Capacity Building Project. Vientiane. August.
 26. International Institute for Sustainable Development (IISD). 2001. Summary Report of the Informal Regional consultation on Inter-Linkages: Synergies and Coordination among Multilateral Environmental Agreements, 26-27 February 2001. Vol. 48, Number 01, Thursday, 1 March 2001. (On-line). Available: <http://www.iisd.ca/download/asc/sd/sdvol48num1.txt>
 27. Ir. Goh Kiam Seng. 2000. LAO PDR Country Programme for the Phase-out of Ozone Depleting Substances. 4th Draft, 6 October.
 28. IUCN-The World Conservation Union. 2002. Conservation for Sustainable Livelihoods. A Five-Year Strategic Framework for IUCN's Programme in Lao PDR, 2001-2006. Vientiane: IUCN-Lao PDR.
 29. Keola, Keobang A. 2002. National Report on the Prevention and Resolution of Environmental Conflicts in the Mekong River Basin (Lao PDR). September. Unpublished report.
 30. Kyoto Protocol to the United Nations Framework Convention on Climate Change. 1998. Opened for signature 16 March 1998. FCCC/CP/1997/7/Add.1, 18 March 1998 (On-line). Available:

<http://www.unfccc.int/resource/docs/convkp/kpeng.pdf>

31. Lao People's Democratic Republic, United Nations Development Programme (UNDP). 2001. A Framework for the Use, Protection and Management of Biodiversity in Lao PDR. National Biodiversity Strategy and Action Plan. Project Document. Vientiane.
32. Letchumanan, Raman, Jerry Velasquez, Philip Mathews. 2002. Case Study in the ASEAN Region. Unpublished summary. Inter-linkages Initiative. United Nations University.
33. Malabed, Jong, Jerry Velasquez, Rajendra Shende, eds. 2002. Inter-Linkages Between the Ozone and Climate Change Conventions. Part I: Inter-Linkages between the Kyoto and Montreal Protocols. Tokyo: United Nations University.
34. Milne, Grant. 2002. Evaluation Report: Strengthening Environmental Management Project. SIDA and Department of Environment/STEA, Lao PDR. December 23. Unpublished report.
35. Montreal Protocol on Substances that Deplete the Ozone Layer. 1987. Opened for signature 16 September 1987. (Entered into force 1 January 1989.) (On-line). Available: <http://www.unep.org/ozone/montreal.shtml>
36. Norwegian Agency for Development Cooperation (NORAD). 1996. Lao/93/008-Project Component: "Strengthening of Environmental Legislation". Project Document.
37. Organization for Economic Co-operation and Development. 2002. Integrating the Rio Conventions into Development Co-operation. The DAC Guidelines. (On-line). Available: <http://www.oecd.org/pdf/>
38. The Oxford Dictionary of Current English. 1992. Second Edition. Oxford University Press.
39. Rotterdam Convention on Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade. 1998. Opened for signature 11 September 1998.
40. Science, Technology and Environment Agency (STEA). 2002. Proposal for GEF Funding: National Capacity Needs Self-Assessment for Global Environmental Management. December.
41. Stockholm Convention on Persistent Organic Pollutants. 2001. Opened for signature 23 May 2001.
42. United Nations Convention to Combat Desertification in Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa. 1994. Opened for signature 14 October 1994. (Entered into force 26 December 1996.) (On-line). Available: <http://www.unccd.int/convention/text/convention.php>
43. United Nations Development Programme. 2001. Strategic Results Framework 2000-2003, revised in 2001 (for UNDP Lao PDR).
44. ———. 2001a. National Human Development Report Lao PDR 2001.
45. ———. 1997. Synergies in National Implementation – The Rio Agreements. (On-line). Available: <http://www.undp.org/seed/guide/synergies/index.htm>

46. ———. 1995. Project Document LAO/93/008. Support to inter-ministerial working group on environment.
47. United Nations Development Programme, Global Environment Facility. 2001. Proposal for Review – Expedited Financing for (Interim) Measures for Capacity Building in Priority Areas Part II.
48. ———. 1996. Lao PDR National Greenhouse Gas Inventory Project. Project Document.
49. United Nations Environment Programme (UNEP). 2002. Guidelines on Compliance with and Enforcement of Multilateral Environmental Agreements. (On-line). Available: <http://www.unep.org/DEPI/Compliance&Enforcement.asp>
50. ———. 2001. LAO PDR: State of the Environment 2001. Bangkok: UNEP.
51. United Nations Framework Convention on Climate Change. 1992. Opened for signature 4 June 1992. (Entered into force 21 March 1994.) (On-line). Available: <http://www.unfccc.int/resource/conv/index.html>
52. United Nations University. 1999. Inter-Linkages: Synergies and Coordination between Multilateral Environmental Agreements. Tokyo.
53. Van Toen, Carlene. 2001. Delegates Perceptions on Synergies and the Implementation of MEAs – Views from the ESCAP Region. Paper prepared for the Informal Regional Consultation on Inter-linkages, Kuala Lumpur, 2001. Discussion paper series 2001-2002. Tokyo: United Nations University.
54. Velasquez, Jerry. 2002. National Framework for Inter-Linkages: Bridging Problems and Solutions to Work toward the Further Implementation of Agenda 21. UNU Monitor. Tokyo: United Nations University.
55. Vienna Convention for the Protection of the Ozone Layer. 1985. Opened for signature 22 March 1985. (Entered into force 22 September 1988.) (On-line). Available: <http://www.unep.org/ozone/vienna.shtml>
56. Vientiane Times. 2002. French agency supports CFC elimination in Laos. 13-16 December.
57. Vientiane Times. 2002. Mekong committee talks about training for basin development. 10-12 December.
58. World Conservation Monitoring Centre. 2002. Feasibility Study for a Harmonized Information Management Infrastructure for Biodiversity-related Treaties. (On-line). Available: <http://www.unep-wcmc.org/>
59. Wronski, Ed. National Environment Quality Monitoring Program 2003-2010. Draft, November 2002. National Capacity Building Project-STEPA Component. DANIDA.

ANNEX 6 OVERLAPPING OBLIGATIONS OF MEAS TO WHICH LAO PDR IS A PARTY

| | CBD | CCD | FCCC | Mekong Agreement ¹ | Montreal Protocol | WHC |
|--|-----|-----|------|-------------------------------|--------------------|-----|
| Inventories | | | | | | |
| National/regional strategies, action plans | | | | | | |
| Identification & monitoring | | | | | | |
| Protected areas | | | | | | |
| Legislation | | | | | | |
| Research | | | | | | |
| Education & awareness | | | | | | |
| EIA | | | | | | |
| Clearinghouse for technical information | | | | | | |
| Public participation | | | | | | |
| Information exchange | | | | | | |
| Training | | | | | | |
| Reporting | | | | (notification) | (and notification) | |
| Data collection | | | | | | |
| Assess implementation | | | | | | |
| Technology transfer | | | | | | |

| | |
|----------|--|
| All MEAs | Research Reporting |
| 5 MEAs | National/regional strategies, action plans Legislation Education & awareness Information exchange |
| 4 MEAs | Technology transfer |
| 3 MEAs | Clearinghouse for technical information Public participation Assess implementation Inventories |
| 2 MEAs | EIA Identification and monitoring Protected areas Training |
| 1 MEA | Data collection |

¹ Note that the only obligation that pertains to individual States is that of notification. All other obligations refer to the Joint Committee.

ANNEX 7 INTERVIEWS

| Interviewee | Institution |
|--------------------------------------|---|
| STEA | |
| Mr. Noulinh Sinbandhit | Vice President |
| Mr. Soukata Vichit | DG, DoE |
| Mr. Nheune Sisavad | DG, DISM |
| Mr. Khamphanh Thamphithak | DG, DoS&T |
| Ms. Monemany Nhoybouakong | DG, ERI |
| Dr. Souriodong Sundara | DG, SRI |
| Mr. Pho Muangnalad | DG, TRI |
| Ms. Keobang A Keola | DDG, Cabinet |
| Mr. Xayaveth Vixay | DDG, DoE, CBD & FCCC Focal Point |
| Dr. (Ms.) Viengsavanh Douangsavanh | DDG, DoE |
| Mr. Somlouay Kittignavong | DDG, DST |
| Mr. Kongsaysy Phommasay | DoE, CCD Focal Point |
| Mr. Ounheuane Phommavixay | Director, Cooperation and International Relation Division, Cabinet |
| Mr. Sounadeth Soukchaleun | Cooperation and International Relation Division, Cabinet |
| Mr. Oudasack Lasoukanh | Cooperation and International Relation Division, Cabinet |
| Mr. Walter Lewthwaite | VSA Planning and Project Advisor to Cabinet |
| CPC | |
| Ms. Sisoumboun Ounavong | Chief, UN Division, DIC |
| Mr. Morakoth Vongxay | DDG, Monitoring Div., Dept. of Int'l. Coop. |
| Mr. Sysomphorn Phetdaoheuang | DIC, Japan Desk Official |
| LANIC | |
| Mr. Phonpasith Phissamay | Director, Information Technology Center |
| LNMC | |
| Mr. Sourasay Phoumavong | Director, Operations Division |
| MAF | |
| Dr. Phouang Parisak Pravongviengkham | Deputy Permanent Secretary |
| Mr. Thongsoune Bounphasaisol | Head of Division of International Cooperation |
| Mr. Khamphone Rasachack | Head of Technical Division, Dept. of Forestry |
| Mr. Sangthong Southammakoth | Director, Division of Forest Resource Conservation, Dept. of Forestry |
| Mr. Bounphan Phantavong | NBSAP/NBRU |
| Dr. Monthathip Chanpengsay | NAFRI, Head Research Management Division |
| MCTPC | |
| Mr. Bounmi Souksavath | MCTPC, Division of Roads |
| MoE | |
| Mr. Chandy Phommabouth | Deputy Director, Teacher Training Department |
| MIH | |
| Mr. Virasack Chundara, by telephone | Deputy Head, Division of Industrial Environment |

| Interviewee | Institution |
|----------------------------|--|
| MoIC | |
| Mr. Thongsa Sayavongkhamdy | MoIC, DG Museums and Archaeology Dept., WHC Focal Point |
| MoJ | |
| Mr. Sivath Sengdouangchanh | DDG, Department of Legislation |
| MPH | |
| Dr. Tayphasavan Fengthong | Chief, Environmental Health Division |
| Dr. Onechanh Keosavanh | Officer, Environmental Health Division |
| NDMO | |
| Mr. Phetsavang Sounnalath | Director |
| NSC | |
| Mr. Somphone Phanousith | DG, Cabinet |
| WRCC | |
| Mr. Chantaneth Boualapha | Deputy Director |
| ADB | |
| Ms. Marla Huddleston | Team Leader, Environment and Social Program Loan |
| DANIDA | |
| Mr. Ole Pedersen | Coordinator, Natural Resources and Environment Programme |
| NBSAP | |
| Mr. Guenther Meyer | Planning Advisor |
| SEM Programme | |
| Mr. Hans Lann | Team Leader |
| Ms. Frida Lindemalm | ET&A Advisor |
| Dr. Grant Milne | Consultant, external reviewer |
| Mr. Sivath Sengdouangchanh | Reviewer |
| Mr. Gabor Bruszt | Consultant |
| | |

ANNEX 8

SUMMARY OF MAIN INFORMATION REQUIREMENTS

| INFORMATION | CBD | CITES | CMS | Ramsar | WHC |
|--|------------|--------------|------------|---------------|------------|
| ECOSYSTEMS | | | | | |
| Ecosystems and habitats | | | | | |
| ecosystems | ü | | | | |
| habitat types | ü | | | ü | ü |
| traditional use | ü | | | | |
| SPECIES | | | | | |
| | | #1 | #2 | #3 | #4 |
| Classification, names and identification | | | | | |
| higher taxonomy | ü | ü | ü | ü | |
| scientific name | ü | ü | ü | ü | ü |
| common names | ü | ü | ü | ü | |
| identification materials | | ü | ü | ü | |
| Status | | | | | |
| conservation status | ü | ü | ü | ü | ü |
| protection status (national and international) | ü | ü | ü | ü | |
| Ecology | | | | | |
| range and distribution | ü | ü | ü | ü | ü |
| population data (size and trends) | ü | ü | ü | ü | ü |
| habitat requirements/availability | ü | ü | ü | ü | ü |
| migration routes | ü | | ü | ü | |
| <i>In situ</i> and management activities | | | | | |
| legislation | ü | ü | ü | | |
| <i>in situ</i> conservation and management activities | ü | ü | ü | ü | |
| Threats | | | | | |
| threats (direct, habitat destruction, indirect, etc) | ü | ü | ü | ü | ü |
| illegal trade | | ü | ü | | |
| invasive/exotic species | ü | | ü | | |
| Use | | | | | |
| use of species (medicinal, agricultural, economic etc) | ü | ü | ü | ü | |
| traditional knowledge | ü | ü | ü | | |
| sustainable use (including levels and effect of trade) | ü | ü | | ü | |
| number, quantity and type of specimens being traded | | ü | | | |
| source/destination of specimens and permits details | | ü | | | |
| trade in wetland products | | | | ü | |
| waterfowl hunting statistics | | | ü | ü | |
| GENES | | | | | |
| Genes and genomes | | | | | |
| social, scientific or economic importance | ü | | | | |
| legislative, administrative and policy measures | ü | | | | |
| SITES | | | | | |
| | | #5 | | #6 | #7 |
| Site details | | | | | |
| geographic location | ü | ü | | ü | ü |
| site description | ü | | | ü | ü |
| boundaries and map | | | | ü | ü |
| Ecology of site | | | | | |
| physical features | ü | | | ü | ü |
| <i>In situ</i> and management activities | | | | | |
| legislation | ü | | | ü | ü |
| conservation measures and management of site | ü | | | ü | ü |
| Threats | | | | | |
| threats | ü | | | ü | ü |

| Use | | | | |
|-----------------------------------|---|---|--|---|
| land use | ü | ü | | |
| hydrological values | | ü | | |
| social and cultural values | ü | ü | | ü |
| land tenure/ownership | ü | ü | | ü |
| economic value | ü | ü | | |
| role of site to local communities | ü | ü | | ü |

Key:

- #1 fauna and flora listed in the Appendices of CITES
- #2 migratory species listed in Appendices of CMS
- #3 waterfowl and waders and any threatened/notable species of fauna or flora that occur on Ramsar sites
- #4 any threatened/notable species of fauna and flora that occur on World Heritage sites
- #5 protected sites for certain species (eg. Tiger)
- #6 internationally important wetlands
- #7 sites of cultural or natural importance

Source: World Conservation Monitoring Centre. 2002. *Feasibility Study for a Harmonized Information Management Infrastructure for Biodiversity-related Treaties*, pp. 9-10.

ANNEX 9 SUMMARY OF REPORTING REQUIREMENTS

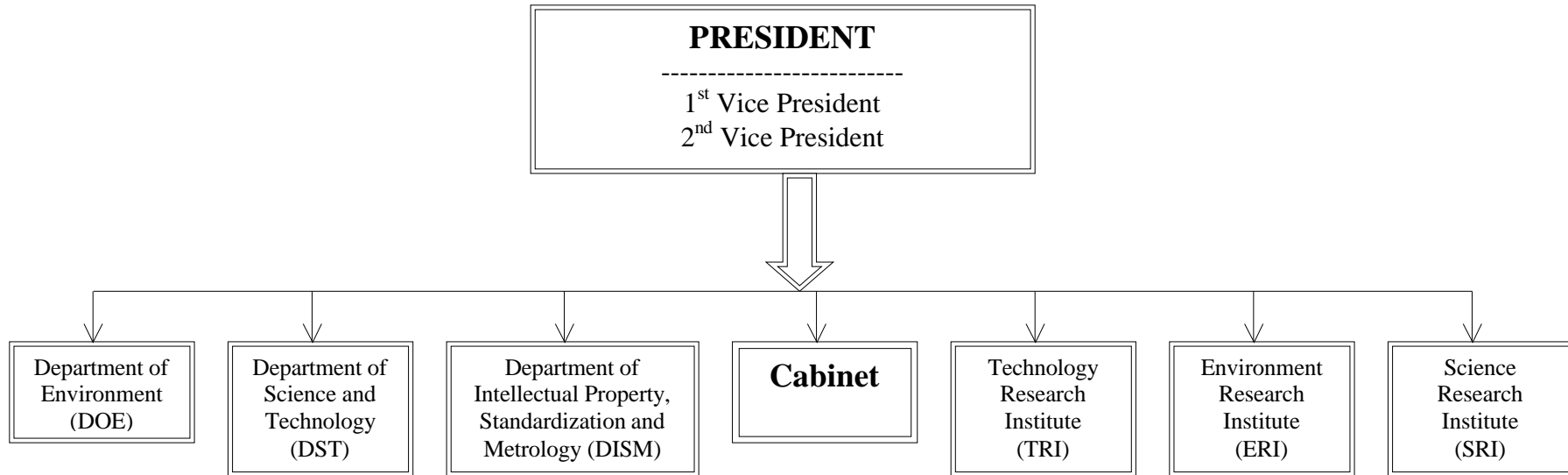
| Description | FREQUENCY/TIMING | Reference |
|---|---|--|
| CBD | | |
| National reports to be submitted for CoP VI and at alternate CoPs thereafter. | Alternate CoPs | Decision V/19 |
| Report on the implementation of Article 6 General Issues. General measures for conservation and sustainable use. | CoP4 (May 1998) | Decision II/17 |
| CITES | | |
| Annual report containing a summary of permits and trade in species included in Appendices I, II and III of the Convention | Annual; by 31 st October of the following year | Article VIII and Notif. No. 788 |
| Biennial report on legislative, regulatory and administrative measures taken to enforce the provisions of the Convention | Biennial; no set rule or recommendation about timing, although the first report of a Party is expected to be submitted two years after the entry into force of the Convention and subsequent reports to be submitted every 2 years. | Article VIII |
| CMS | | |
| Parties to provide the Secretariat with details of the migratory species listed in Appendices I and II the Parties consider themselves to be Range States. | On-going | Article VI |
| Parties to inform the Secretariat of measures they are taking to conserve migratory species in Appendices I and II. | Each CoP; next CoP in 1999 | Article VI |
| Initial comprehensive report by Parties on accession to the convention | Upon signature | Article VI and Res. 4.1 |
| Updating report by Parties | Each CoP; next CoP in 1999 | Article VI and Res. 4.1 |
| RAMSAR | | |
| Completed Ramsar datasheet should be submitted to Bureau upon designation of site | Upon designation of each site. Updates every 6 years. | Article 2, Rec. 4.7 and Res. 5.3 |
| Change in ecological character of a site Monitoring of sites on Montreux Record | As necessary As necessary | Article 3 Res. 5.4 |
| Report for CoP 7 | to Bureau by 1/9/1998; next CoP May, 1999 | Notif. 1998/1 |
| WORLD HERITAGE | | |
| Every Party shall submit to the World Heritage Committee an inventory of property forming part of the cultural and natural heritage. | next meeting of the World Heritage Committee, Dec. 1998 | Article 11-12 and Operational Guidelines |
| Parties shall in the reports they submit to the General Conference of UNESCO on dates and in a manner to be determined by it, give information on the legislative and administrative provisions which they have adopted and other action which they have taken for the application of this Convention | | Article 29 and Operational Guidelines Currently under review WHC-98/CONF.201/2 |

Based on: World Conservation Monitoring Centre. 2002. *Feasibility Study for a Harmonized Information Management Infrastructure for Biodiversity-related Treaties*, p. 12.

ANNEX 10 ADVISORY & STAFF SERVICE SCHEDULE

| Description | Person months | | | | | Agency | Budget Line |
|---------------------------------------|---------------|---------|---------|---------|---------|---------|-------------|
| | Year 1 | 2 | 3 | 4 | 5 | | |
| Chief Technical Advisor | 12 | 12 | 12 | 12 | 12 | UNDP | 11.01 |
| Knowledge Management Specialist | 12 | 12 | 12 | 12 | 12 | IUCN | 11.02 |
| MEA Specialists | 1 | 10 days | 10 days | 10 days | 10 days | IUCN | 11.03 |
| Inter-linkages Specialist | 10 days | 10 days | 10 days | 10 days | 10 days | UNDP | 11.04 |
| Environmental Economist | - | 1 | 10 days | 10 days | 10 days | IUCN | 11.05 |
| Communications & Education Specialist | 1 | 1 | 10 days | 10 days | 10 days | IUCN | 11.06 |
| Information Specialist | 12 | 12 | 12 | 12 | 12 | Project | 17.01 |
| Translator/English Trainer | 12 | 12 | 12 | 12 | 12 | Project | 13.01 |
| Accountant/Secretary | 12 | 12 | 12 | 12 | 12 | Project | 13.03 |
| Driver/Messenger | 12 | 12 | 12 | 12 | 12 | Project | 13.05 |
| | | | | | | | |

**Prime Minister's Office
Science Technology and Environment Agency (STEA)**



ANNEX 12 TIMETABLE

| No. | Activity | Year 1 | | | | Year 2 | Year 3 | Year 4 | Year 5 |
|--|--|--------|----|----|----|--------|--------|--------|--------|
| | | Q1 | Q2 | Q3 | Q4 | | | | |
| Identification and Review of Issues and Priorities | | | | | | | | | |
| 1.1.1 | Analysis of relationships of MEA obligations to national and sectoral socio-economic development priorities | ■ | ■ | | | | | | |
| 1.1.2 | Workshop on inter-linkages | ■ | | | | | | | |
| 1.2.1 | Workshop(s) to discuss the matrices and set priorities for research and applied implementation activities | | ■ | | | | | | |
| 1.2.2 | Working sessions with CPC and MoF to ensure that priority activities are integrated into national plans and budgets | | ■ | | | | | | |
| Coordinating Mechanism | | | | | | | | | |
| 2.1.1 | National workshop to discuss and agree on NCM | | | ■ | | | | | |
| 2.1.2 | Clear written descriptions of responsibilities of each member of NCM | | | ■ | ■ | | | | |
| 2.1.3 | First NCM meeting(s) | | | | ■ | | | | |
| 2.2.1 | Monthly NCM meetings | | | | ■ | | | | |
| 2.2.2 | Quarterly NCM meetings | | | | | ■ | ■ | ■ | ■ |
| 2.2.3 | External evaluation of NCM | | | | | ■ | | ■ | |
| 2.3.1 | NCM to work with provinces with no PECs to determine how to incorporate their input | | | | | ■ | ■ | ■ | ■ |
| 2.3.2 | Encourage formation of PECs in provinces where they have not yet been created | | | | | ■ | ■ | ■ | ■ |
| 2.4.1 | NCM to review and update issue management matrix and priorities | | | | | ■ | ■ | ■ | ■ |
| MEA Negotiation, Ratification, and Implementation Planning | | | | | | | | | |
| 3.1.1 | Identify and prioritize regional and global MEA meetings and prepare timetable for preparation for and attendance at selected meetings | ■ | | | | | | | |
| 3.1.2 | Technical orientation sessions prior to each selected meeting | | | ■ | ■ | ■ | ■ | ■ | ■ |
| 3.1.3 | Debriefing workshops after selected meetings | | | ■ | ■ | ■ | ■ | ■ | ■ |
| 3.2.1 | Workshop on economic analysis | | | | | ■ | | | |
| 3.2.2 | Analysis of costs and benefits of ratifying and implementing MEAs | | | | | ■ | ■ | ■ | ■ |
| 3.2.3 | Workshop(s) to discuss costs and benefits and prioritize MEAs for ratification | | | | | ■ | ■ | ■ | ■ |
| 3.3.1 | Ratification recommendations submitted to MoFA/NA | | | | | ■ | ■ | ■ | ■ |
| 3.4.1 | Comparative analysis of provisions of existing legislation with MEA provisions and gap analysis | | | | | ■ | ■ | ■ | ■ |
| 3.4.2 | Workshop(s) for priority setting for legislative action | | | | | ■ | ■ | ■ | ■ |

| No. | Activity | Year 1 | | | | Year 2 | Year 3 | Year 4 | Year 5 |
|------------------------|---|--------|----|----|----|--------|--------|--------|--------|
| | | Q1 | Q2 | Q3 | Q4 | | | | |
| 3.4.3 | Recommendations for amending existing legislation and for new legislation | | | | | | | | |
| 3.4.4 | Draft amendments and laws submitted to NA | | | | | | | | |
| 3.5.1 | Implementation activities to be determined by NCSA Action Plan | | | | | | | | |
| 3.5.2 | Evaluate implementation of NCSA Action Plan after first full year of activities | | | | | | | | |
| 3.6.1 | Apply NCSA methodologies to MEAs not covered by NCSA | | | | | | | | |
| 3.6.2 | Workshops on capacity needs for MEAs not covered by NCSA | | | | | | | | |
| 3.7.1 | Implementation of activities in consolidated action plan | | | | | | | | |
| 3.7.2 | Evaluate implementation of consolidated action plan after first full year of activities and recommend improvements | | | | | | | | |
| Information Management | | | | | | | | | |
| 4.1.1 | Expand existing data needs analyses to cover MEAs other than CBD, CCD, FCCC | | | | | | | | |
| 4.1.2 | Workshop(s) to prioritize information needs | | | | | | | | |
| 4.1.3 | Ensure that the results of 4.1.2 are integrated into efforts to create a harmonized national information system (see 4.3.1) | | | | | | | | |
| 4.2.1 | Workshop(s) to establish agreed criteria for determining what constitutes a project/activity that contributes to MEA implementation/compliance | | | | | | | | |
| 4.2.2 | Ensure that national project tracking system integrates coding based on agreed criteria (4.2.1) to enable monitoring projects that implement MEAs | | | | | | | | |
| 4.2.3 | Ensure that STEA is linked to national project tracking databank | | | | | | | | |
| 4.2.4 | Create and maintain a timetable of reporting requirements for each MEA | | | | | | | | |
| 4.2.5 | Submit timely reports | | | | | | | | |
| 4.2.6 | Create database of all reports to all MEAs and link to a national clearinghouse | | | | | | | | |
| 4.2.7 | Synthesize MEA reports, link them to national socio-economic development priorities, and include information in each SoE Report | | | | | | | | |
| 4.2.8 | Monitor developments in modular reporting at global level and adapt national reporting system accordingly | | | | | | | | |
| 4.3.1 | Use existing catalogue of environment related databases to promote and contribute to developing a harmonized and compatible information system from existing data resources | | | | | | | | |

| No. | Activity | Year 1 | | | | Year 2 | Year 3 | Year 4 | Year 5 |
|---|---|--------|----|----|----|--------|--------|--------|--------|
| | | Q1 | Q2 | Q3 | Q4 | | | | |
| 4.3.2 | Promote and contribute to a national policy on information management and data sharing | | | | | | | | |
| Development of Materials & Public Awareness | | | | | | | | | |
| 5.1.1 | Using information from Output 1, prepare briefs on MEAs and inter-linkages for Council of Ministers and NA and make appropriate presentations | | | | | | | | |
| 5.2.1 | Design, publish and distribute laypersons' guides to MEAs | | | | | | | | |
| 5.3.1 | Train the network of provincial EPL trainers on MEAs and inter-linkages | | | | | | | | |
| 5.3.2 | EPL/MEA trainers to conduct workshops in provinces on links between MEAs, EPL, and national development | | | | | | | | |
| 5.4.1 | Assist MoE and MoIC in updating draft EE strategy to include MEA information, provide information, and assist with development of materials | | | | | | | | |
| Programme Management | | | | | | | | | |
| 6.1.1 | Mobilize start-up team | | | | | | | | |
| 6.1.2 | Prepare Year 1 workplan and budget | | | | | | | | |
| 6.1.3 | Prepare Performance Measurement Framework and Monitoring Plan | | | | | | | | |
| 6.2.1 | Recruit and contract technical advisors | | | | | | | | |
| 6.2.2 | Identify administrative support staff requirements, recruit and hire staff | | | | | | | | |
| 6.2.3 | Procure equipment | | | | | | | | |
| 6.2.4 | Prepare progress reports | | | | | | | | |
| 6.2.5 | Prepare yearly workplans and budgets | | | | | | | | |
| 6.3.1 | External mid-term programme evaluation | | | | | | | | |
| 6.3.2 | External terminal programme evaluation | | | | | | | | |
| | | | | | | | | | |

