



**COMPONENT 4:
FLOOD EMERGENCY MANAGEMENT STRENGTHENING (FEMS)
July 2008-May 2011**

**FLOOD MANAGEMENT AND MITIGATION PROGRAM (FMMP)
Mekong River Commission Secretariat**

**COUNTRY PROGRESS REPORT
LAO PDR**

**SUBMITTED BY
ASIAN DISASTER PREPAREDNESS CENTER**

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ACRONYMS

ADPC	Asian Disaster Preparedness Center
CDP	Commune Development Plan
CIP	Commune Investment Plan
DDMC	District Disaster Management Committee
DIP	Detailed Implementation Plan
DM	Disaster Management
DRR	Disaster Risk Reduction
DWR	Department of Water Resources
EKM	Emergency Kindergarten
FEMS	Flood Emergency Management Strengthening (Component 4 of the MRC FMMP)
FMMP	Flood Management and Mitigation Programme (of MRC)
FPP	Flood Preparedness Program
FRR	Flood Risk Reduction
GMS	Greater Mekong Sub-region
GPAP-LSP	Governance and Public Administration Reform- Livelihood Strengthening Program
GTZ	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ) GmbH
IEC	Information Education and Communication
JICA	Japan International Cooperation Agency
LMB	Lower Mekong Basin
LNMC	Lao National Mekong Committee
LNMCs	Lao National Mekong Committee Secretariat
MOU	Memorandum of Understanding
MRC	Mekong River Commission
MRCS	Mekong River Commission Secretariat
NBT	Need-Based Training
NDMC	National Disaster Management Committee
NDMO	National Disaster Management Office
NFU	National Flood Unit (of LNMCS)
NGO	Non-governmental Organization (civil society organization)
NMC	National Mekong Committee
PDMC	Provincial Disaster Management Committee
PMU	Programme Management Unit, FMMP
RBM	Result-Based Monitoring
RFMMC	Regional Flood Management and Mitigation Center
SFSP	School Flood Safety Program
STE	Short-term Expert
TNA	Training Need Assessment

ToR	Terms of Reference
ToT	Training of Trainers
WREA	Water Resources and Environment Administration-Lao PDR

TABLE OF CONTENTS

ACRONYMS	i
1. PROJECT BRIEF	1
2. EXECUTIVE SUMMARY.....	2
3. STATUS REPORT ON ACHIEVEMENT OF RESULTS	6
4. EVALUATION OF ACHIEVEMENT OF OBJECTIVES	24
5. INDICATOR ACHIEVEMENT.....	29
6. STATUS OF INDICATOR ACHIEVEMENT AND RESULTS PER COUNTRY, PROVINCE AND DISTRICT	36
7. STATUS OF CONTRIBUTIONS RENDERED.....	39
7.1 Contributions by the MRCS/FMMP.....	39
7.2 Contributions by LNMCS and NDMOs	39
7.3 Contributions by GTZ.....	40
8. RECOMMENDED ACTION (REFERRING TO SECTION 7).....	40
ANNEXES	41
Annex 01: Cooperation agreement and Amendment for Lao PDR	
Annex 02: Letter of agreement between ADPC and Department of Labour & Social Welfare of Khammouane and Savannakhet Province on Installation of Flood Map and PA Post Testing	
Annex 03: Letter of agreement between ADPC and Department of Education of Khammouane and Savannakhet Province on School Flood Safety Program	
Annex 04: Letter of agreement between ADPC and Xaibouly District, Savannakhet Province on Public Awareness Activities at Commune Level.	
Annex 05: Letter of agreement between ADPC and Department Labour and Social Welfare of Khammouane Province on the project implementation.	
Annex 06: Concept Note on Public Awareness And Enhance People’s Capacities On Dealing With Floods	
Annex 07: Concept Note on Installation of Hazard map/Flood Map and PA Post Testing	
Annex 08: Concept Note on Installation of Billboard post Testing & Hazard mapping/Flood Map	
Annex 09: Outline of District Workshop On Development And Implementation Of Flood Preparedness Program (FPP) at District Levels	
Annex 10: Concept Note on Need Based-Training Course On Community-Based Flood Management (CBFM)	

- Annex 11: Concept Note on Trans-boundary Flood Preparedness & Emergency Cooperation between Khammouane Province of Lao PDR and Nakhon Phanom Province of Thailand
- Annex 12: Concept Note on International Workshop People Centered Approach in Flood and Land Management in the Mekong Basin, Luang Prabang, Lao PDR
- Annex 13: Training Report on Community-Based Flood Management (CBFM) in Hinboun District, Mahaxay District, Ngommalath District and Xaibouly District.
- Annex 14: Training Needs Assessment Form
- Annex 15: Training Needs Assessment on Disaster Management of Official of Khammouane and Savannakhet province, Lao PDR
- Annex 16: National ToT on Flood Preparedness and Emergency Training Course Report
- Annex 17: List of Potential Training Institution in Lao PDR
- Annex 18: Mission Report to Hinboun, Mahaxai, Yommalath and Xaibouly districts on Commune Public Awareness
- Annex 19: Activity Report of SFSP program in School
- Annex20: Country Paper Integrating Disaster Risk Reduction Into The National And Local Development Planning Process In Lao PDR
- Annex 21: List of Priority Program and Project of Hinboun District 2010-2015
- Annex 22: An assessment of National Framework in Mainstreaming Flood Preparedness and Emergency Management in Lao PDR
- Annex 23: Minutes Of Meeting on Trans-boundary Cooperation on Flood Preparedness and Emergency Assistance between Provincial Disaster Management Committee, Khammouane Province, Lao PDR and Provincial Disaster Prevention and Mitigation Office and Team, Nakorn Phanom, Thailand
- Annex 24: Minutes Of Meeting on 3 on Flood Education and Awareness through Schools in the Lower Mekong Basin
- Annex 25: Beneficiary List for Lao PDR

1. PROJECT BRIEF

GTZ-MRC-ADPC Cooperation on Flood Emergency Management Strengthening – Component 4 of MRC’s Flood Management and Mitigation Program (FMMP)-Phase 2

Project Duration: May 2008-December 2010

Project Processing No: 07.2125.8-002.00

Agreement No: 81075161

Date of submission: 14 June 2011

The German Government’s contribution to FMMP Component 4 “Flood Emergency Management Strengthening” (FEMS) contributes to the FMMP objective “The civil and socio-economic losses due to floods and flooding are prevented, minimized or mitigated, while preserving the environmental benefits of floods” and more specifically to the overall objective of “Emergency management systems in the Riparian countries are more effectively dealing with Mekong floods”.

The project focuses on the relevant authorities (district, province and national level) and other stakeholders and supports them to have enhanced capacities in flood preparedness and emergency management with overall objective “Competence of civil authorities at various levels, emergency managers, and communities in flood preparedness and emergency management is strengthened”. The core areas of intervention are:

- 1. Flood Awareness and Education**
- 2. Flood Preparedness Program Development and Priority Activity Implementation**
- 3. Integration of Flood Risk Reduction into local development planning process**
- 4. Enhance practical knowledge in flood preparedness and emergency management**
- 5. Standardize Training Curriculum and Capacity Building for Flood Risk Reduction**
- 6. Flood Knowledge Sharing and Documentation**
- 7. Trans-Boundary (Province to Province) Joint Planning and Information Exchange**
- 8. Assessment of Flood Preparedness and Emergency Management within national framework of Flood Risk Reduction**

Different from the first phase (2004-2008), the focus is more on the relevant line ministries/department and officials at different levels to enhance their capacities to mainstream of flood preparedness and emergency management measures in each of the four Member Countries. The Cooperation Agreement for the implementation of the Phase 2 of the FEMS (FEMS-II) and the amendment of the Cooperation Agreement are given in Annex 01 and 02 respectively.

2. EXECUTIVE SUMMARY

The Mekong River Commission Secretariat (MRCS) has completed the implementation of the Phase I of GTZ-funded Flood Emergency Management Strengthening (FEMS) project, Component 4 of the MRC's Flood Management and Mitigation Program (FMMP) with technical support from the Asian Disaster Preparedness Center (ADPC). The project started from September 2004 to April 2008.

The findings of the GTZ Project Progress Review (PPR) suggested that the FEMS-Phase 1 has contributed to strengthened capacity of local disaster management authorities in developing and implementing local Flood Preparedness Program (FPP) and as recommended by the MRC member countries the existing activities needs to be intensified in Cambodia and Vietnam and experiences expanded in more target areas in Lao PDR and Thailand under the FEMS-Phase 2 (FEMS-II).

FEMS-II in Lao PDR focused on four target districts of two target provinces: the districts of Hinboun, Mahaxai and Yommalath in Khammouane province and Xaibouly district in Savannakhet province.

The public awareness activities in FRR is relatively new for the target districts. Innovative approaches were applied in the Lao context. The existing IEC materials were studied and best practices in the region applied. The IEC materials (posters, booklets, teachers' kit, etc.) were developed through a consultative process with concerned line agencies and partners to have common materials that can be used by wide range of users and beneficiaries. The materials were produced and used in the public awareness training, village campaign and in school flood safety programmes. The provincial and district departments of education, PDMC and DDMC jointly conducted ground activities to integrate FRR in school curriculum, school activities organized by school teachers, students and their parents, etc.

Community flood information bill boards were installed in appropriate location within the communities where people can see it often as part of daily life. The bill boards carry the household safety measures as depicted in the flood posters. Additionally, the village bill boards of hazard maps were also installed by the villagers to be aware of hazard areas, risk of these hazards to household and infrastructure as well as of safer route for evacuation in times of high floods. The national ToT curriculum also includes the module on planning and conducting public awareness on FRR which were taught in the National ToT training and the four NBTs.

Creative ideas and cost-effective approaches practices by local authorities and the beneficiaries who participated in the community public awareness campaign are overwhelmed and should be continuously promoted beyond the project time frame. The experiences gained from project areas are now applied in other areas of the Lao PDR (i.e. Sayaboury province). The public awareness materials were widely disseminated to the provincial, district authorities, to the villages and other partners. Several requests for reproduction were received.

The development and implementation of the FPP are one of the key achievements of the project. Apart from the completion of all district FPPs, the DDMC took time to go through a learning-by-doing process while implementing the FPP priority activities. The update of the FPP is an iterative process based on the lessons learnt only from the practical FPP implementation. The DDMC members and its Secretariat are now clear about its roles and responsibilities stated in the FPP. The DDMC Secretariat has shown its first functional roles in the finalisation of the FPP through the participation of the sectoral members of DDMC.

Even though the FPP implementation is a new concept, the sectoral departments who are members of the DDMC were able to integrate a number of FRR projects in the district development plans. This is done due to better understanding of the needs by the DDMC and its members. Based on a series of consultation with NDMO and MPI, a remarkable achievement was reached at the national level in integrating FRR/DRR in the 7th NSEDP. This has a huge positive implication in the overall DRR activities in the years to come.

The NBT was designed based on the TNA conducted at the beginning of the FEMS-II. Four NBTs were organized, one in each target district, at the district/village levels, participated by members of DDMC and VDPU of the selected vulnerable villages. Key subjects of the trainings were the FPP planning, CBDRR and public awareness. The trainers were from the provincial and district core trainer group who were trained by the National ToT Training. The NBT aimed at strengthening the DDMC's and VDPU's capacity in FPP planning.

The National ToT Training has produced more than 20 competent trainers from the national level (including the lecturers from the National University of Laos, WREA, LNMCS), provincial and district levels. This has demonstrated that the provincial and district trainers could become national trainers once their experiences reach a maturing stage. It shows that the provincial and district champions are not beyond reach.

The National ToT curriculum was developed by a technical working group, formed and led by NDMO. The curriculum is the first standardized training materials on flood preparedness and emergency management containing four volumes on developing training skills for trainers, manual for development and implementation of FPP, planning and conducting public awareness on FRR and integration of FRR into development planning. The involvement of the National University of Laos and the MPI's Training Center for the Economic Planning and Management (NCEPM) has triggered the process of integrating FRR/DRR into the curriculum at the national level. The NCEPM has already included DRM in its regular annual training program which is participated by the provincial and district planning officers nationwide. The Department of Water Resource Engineering and the Department of Environmental Science are in the process of taking DRM issues into the curriculum. In the absence of specific DRR training institution, the core group of trainers lead by NDMO would be valuable pool of resources in supporting FRR training program of NDMO, other line ministries, PDMC and DDMC.

Training curriculum was distributed to partners who have used the materials with appreciation and more copies are subsequently needed. Comments and feedback are also required by the users for future update and improvement.

The International Workshop on People Centered Approaches in Flood and Land Management in the Lower Mekong Basin: Sustained Implementation and Planning for Future Challenges at the Sub-National Levels was organized in Luang Prabang, Lao PDR (23-25 February 2011). The 7 Safer Communities good practice document (vol. 9-16) were published in May 2011. Film ,‘When the Mekong Rises’ was updated by adding contents from Thailand and Lao PDR and translated into 4 country languages. The FMMP Component 4 webpage was improved. Documents and project implementation details are available at www.adpc.net/FPP.

A trans-boundary Province to Province meeting was held in Khammouane province on 10 Nov 2010. It was attended by 27 participants who are members of Khammouane PDMC and Nakorn Phanom DDDPM, representatives from LNMCS, TNMCS, NDMO, The Lao Department of Meteorology and Hydrology (DMH) and ADPC team. the meeting agreed that the above key areas of cooperation needs to be concerned on country security and relevant laws, therefore, the study on technical issues and laws needs to be done carefully. The areas of cooperation are beyond provincial governors’ decision and should be submitted for consideration and decided by Ministerial level. Moreover, both provinces have no budget support for the implementation. Therefore, the meeting agreed to use this meeting to discuss and share their resources and capacity, required cooperation, limitations and opportunity for cooperation in future.

Representatives of Khammouane province, Lao PDR and Nakorn Phanom, Thailand, found opportunity for flood preparedness and emergency assistance cooperation along the Mekong River. The possible cooperation which could be proceeded includes 1) Continuing information exchange which has been shared so far; 2) Setting up Provincial Information Sharing and Coordination Team and focal points (Khammouane Provincial Labour & Social Welfare Office and Nakorn Phanom Disaster Prevention and Mitigation Office as focal points); 3) Sharing information on early warning; and 4) Sharing information on tributary water discharge in case of exceeding maximum storage level.

Both sides agreed to report the trans-boundary cooperation on flood preparedness and emergency assistance to provincial governors and bring this issue for discussion as an agenda of the regular border committee meeting which is conducted once every three years. Concept note of Evacuation Drill and Study tour were drafted.

The national framework assessment reports of the four MRC member countries were completed. The main purpose of the report is to assess the existing capacities and needs to mainstream the flood preparedness and emergency management activities in the Lao PDR. The report looked into the existing national institutional framework in support to the flood preparedness and emergency management and make recommendations on how the institutions could take up the activities initiated by the project in its regular activities, particularly with regards to awareness-raising and

enhancing of people's capacities in dealing with floods, flood preparedness programs (FPP), and the development plans containing flood preparedness and emergency management.

3. STATUS REPORT ON ACHIEVEMENT OF RESULTS

Output 1:

Selected relevant authorities and other stakeholders in Lao PDR raised public awareness and enhanced people's capacities in dealing with floods and are enabled to continue doing it without external support.

Indicator 1:

3 Months after the end of phase II, 50% of the population in 4 districts* in 1 provinces is aware of risks caused by floods and has a basic understanding of how to react at household level before, during and after floods. *Lao PDR: 4 new districts.

Key Activity1.

Train and support authorities and other stakeholders in developing and conducting measures to raise awareness and enhance people's capacities on dealing with floods.

Activity1.1. Train and support district authorities to organize public awareness activities using the information, education and communication (IEC) materials developed in Laos.

Public awareness activities in Lao PDR were carried out in the 4 target districts, such as training on flood risk reduction which included public awareness at national and local levels, orientation workshops for the school teachers, conducting school flood safety programs at selected flood vulnerable villages, conducting poster campaign at commune level, distribution of IEC materials and dissemination of flood information Kits.

Public awareness on flood risk reduction has been included as an important module of the National ToT Curriculum. The real experiences in Lao PDR and from other MRC member countries on public awareness activities were compiled and turned into a training volume as part of the overall training manuals in Lao PDR. This was developed by trainers' team led by NDMO. The content of the training course was tested at National ToT Training in Vientiane Capital held in May 2010. There were 20 participants including 6 participants from line Ministries, 6 from Khammouane and Savannakhet provinces, 2 each from the districts of Hinboun, Mahaxai, Yommalath and Xaibouly. The training subjects dealt with public awareness on flood risk reduction. After the National ToT Training, the training course content was revised by incorporating some comments and recommendations from various partners and the participants of the training.

The public awareness on flood risk reduction was an important module of the need based training (NBT) at district/village level (Links to activity4.4). The module was delivered by the provincial and district trainers trained by the National ToT Training. Four NBTs were conducted, one in each target district. More than 120 participants including the members of VDPU of 20 target villages (5 villages per district) and DDMC members of the four target districts were trained on public awareness on flood risk reduction..

A consultation meeting on implementation plan for public awareness and priority activities was organized by PDMC in Khammouane province. participated by the DDMC members from the 4 target districts. At the meeting each DDMC proposed to do public awareness in 5 target villages. DDMC members set up their plans then submitted to the project through PDMC Secretariat.

The public awareness campaigns at commune level were conducted in 20 villages of the four target districts of Hinboun, Mahaxai, Yommalath and Xaibouly by DDMC members in cooperation with PDMC and project team. On the first day all villagers were called for a meeting arranged by the village head in cooperation with DDMC team. This activity was attended by village organizations including village committee, Military, Public Security, Woman Union, Youth Union, etc. The table below provided information of beneficiaries on the public awareness at village level. It was attended by 2,246 villagers included 966 women, 284 children and 151 elderly people. A report on the community public awareness campaign is given in the Annex 03.

Table: Numbers of beneficiaries on the public awareness at village level

No	Total Participants	Total	Women	Children	Olderly
1	Mahaxai District	814	481	21	46
2	Yommalath District	373	22	87	37
3	Hinboun District	358	193	95	32
4	Xaibouly District	701	270	81	36
	Total	2,246	966	284	151

Source: activity report of four target districts

Firstly the team presented background of the project and the objectives of the meeting then showed the video on disasters caused by the Typhoon Ketsana in three provinces in September 2009, floods in 2008 in Vientiane Capital, in Lao PDR and school public awareness campaign. Next, villagers were asked to share the experiences on flood management within their villages. For Example, the villagers in Ban Kangsavang, Mahaxai district shared their experiences on flood in the village located along Xebangfai river. The main source of villager's family income is from rice plantation. The biggest floods were in 1972 and 1991, and in some subsequent years the high water level overtopped the Xebangfai river banks and flooded the villages. The villagers had to move their animals, and properties to higher ground.

Table: IEC materials distributed in each village during the village public awareness campaign

No	Descriptions	Quality	Unit	Remarks
1	Flood Booklets	5	books	
2	Poster (60X80cm)	5X5=25	sheets	
3	Post A4	10	sheets	
4	DVD/CD	1		

The above table shows that the IEC materials were used for the public awareness activity at commune level. The 5 flood booklets and 5 (A4) posters were provided to village organization. 5 (60X80) posters were posted on the wall. The team explained the contents of the posters which deal with household flood safety (what to do before, during and after floods). .

The IEC materials were mainly distributed to the key persons working on FRR such as the members of the Disaster Management Committees (DMC) at different levels: National, provincial, district and NGOs partners. During implementation of activities the IEC materials were also distributed to villages and schools. The table below shows the number of IEC materials distributed to different audiences who are working directly and relevant to FRR at different levels, including the most vulnerable villages and schools.

Table: Summary of the distribution of IEC materials:

No	Description	Kits	Flood Booklets	SFSP booklets	Poster A4	Posters 60X80cm
1	Khammouane PDMC and Secretariat members	36	86	86	430	220
3	Hinboun DDMC and Secretariat members	25	25	25	125	125
4	Mahaxai DDMC and Secretariat Members	28	28	28	140	140
5	Yommalath DDMC and Secretariat Members	30	30	30	150	150
6	Xaibouly DDMC and Secretariat Members	27	27	27	135	135
7	Schools in Hinboun District	50	50	50	250	250
8	Schools Mahaxai District	45	45	45	225	225
9	Schools in Yommalath District	30	30	30	150	150
10	Schools in Xaibouly District	50	50	50	250	250
11	Education Department of Savannakhet province	1	10	10		150
12	LSW Department of Savannkhet	1	1	1	5	55
13	NDMO	1	1	1	5	5
14	LNMC	1	1	1	5	5
15	MOE	1	1	1	5	5
16	NT2	1	1	1	5	5
17	KDP	1	1	1	5	5
18	Nabo Schools in Thakhek District	1	1	1	5	5
19	Provincial Education Department Khammouane Province		100	150	1000	500
20	20 target villages		100	100	100	100
21	FRC/LRC		2	2	10	5
22	Oxfam Belgium		1	1	5	5
23	Oxfam Australia		1	1	5	5
24	Care International		1	1	5	5
25	ADB		1	1	5	5
26	WB		1	1	5	5
27	Lao National University		1	1	5	25
28	Poverty reduction Fund		1	1	5	5
	Total	329	597	647	3,035	2,540

With assistance of Secretariat of PDMC the posters, booklets, flood information kits were disseminated to DDMC members, target villages, schools in Khammouane and Savannakhet provinces, Hinboun, Mahaxai, Yommalath and Xaibouly districts by the departments of education of Khammouane and Savannakhet provinces, Secretariat of DDMC and district education offices of target districts. Some IEC materials were distributed through teacher orientation workshops, school flood safety campaigns, public awareness at commune level and other meetings. All IEC materials were not only disseminated in the target provinces, districts and villages, but also distributed at national level and are interested by other NGOs partners and poverty reduction fund for use in their projects in other provinces. Besides these, the soft copies of IEC materials were shared with Save the Children Australia (SCA), French Red Cross (FRC), Lao Red Cross (LRC) for wider publication and use in their project activities in Sayaboury, Khammouane and Vientiane provinces.

Activity 1.2. Where additional IEC material is needed; develop it in cooperation with the responsible authorities in the four countries.

Based on results of the survey the existing IEC materials on DRR were not much available in the Lao context, if compared to many available regional and international IEC materials. The existing national, regional and international IEC materials were collected. More importantly the existing IEC materials from Cambodia, Vietnam and Thailand were reviewed by the project team together with NDMO and PDMC. The IEC materials including 5 types of poster (household safety measures before flood, household safety measures during flood, household safety measures after flood, child protection against drowning, school flood safety), flood booklet and SFSP teacher information booklet were produced by the project in cooperation with NDMO, PDMC and DDMC.

The messages to be put on the posters were prepared by the project, but the design of the posters was done by the Artist. The consultation workshop under MDRD and MRC- ECHOIV was conducted on May 7, 2009 to review the illustrations of the posters. The workshop was attended by school teachers from national, provincial and district levels, and representatives of the Ministry of Education, NDMO, Lao Red Cross, Save the Children etc. The designer revised the illustrations based on the comments from the workshop. The revised poster design was presented to the PDMC and DDMC at the consultation meeting on Flood Preparedness Program (FPP) completion in Khammouane province on 10-12 June 2009. The posters were presented to selected children and adults to have a test for audience's understanding. The posters and flood booklets have been officially approved by the Ministry of Information and Culture .

The flood booklet in Lao language was prepared by the project. A design of the flood booklet was made by a local artist, while the SFSP teacher information booklets in Lao language was developed and designed by the project. Real experiences on FRR measures in Lao PDR, Vietnam, Cambodia and Thailand were compiled into the booklets. The draft versions was shared with various partners, including the NDMO, LNMCS, the Ministry of Education, PDMCs, provincial education department, DDMCs and NGOs (in particular with Save the Children Australia) by hard copy and soft copy. Comments from partners were incorporated in the final version. The final version of SFSP teacher information booklet was used for teacher orientation workshop in all target districts in October 2009. Flood information kits were developed and properly enclosed in special types of plastic bags.

There were 5,000 copies of posters (60X80cm), 5,000 copies of posters A4 size, 1000 flood booklets and 1000 SFSP teacher information booklets were published in July, 2009 with co-funding support from GTZ and ECHO.

1.3. Institutionalize in all target countries school flood safety programs including swimming lessons. Discuss with the responsible national authorities their integration into school curricula.

SFSP is new for Lao PDR, particularly in Khammouane and Savannakhet provinces. The concept note of SFSP was developed and shared with PDMCs, provincial education department and DDMCs and district education offices at the consultation meeting on FPP completion in Khammouane province on June 10-12, 2009. DDMC members as well as the district education office (DEO) fully agreed to strengthen teachers' capacity in flood safety measures. DDMC also reported that some school teachers have already been trained on disaster management in Bolikhamxay province under the project "Mainstreaming Disaster Risk Reduction in the Education Sector"-Phase 1 which was implemented by the MoE, NDMO, ADPC and UNDP with funding from ECHO.

The Department of Education of Khammouane Province represented by Deputy Director Department of Education of the Khammouane Province and DEO in Xaibouly District, Savannakhet Province represented by Head of Education Office in Xaibouly District, Savannakhet Province took the lead in conducting the School Flood Safety Program (SFSP).

Three one- day SFSP teacher orientation workshops were conducted in three target districts of Mahaxai , Xaibouly and Hinboun on 13, 15 and 16 October 2009 respectively. The workshops were organized by the district education offices of each target district, led by the provincial education departments and Secretariat of PDMCs and chaired by vice district governor. The three workshops were attended by 82 participants from 50 schools. The final version of SFSP teachers' information booklet and flood booklet, posters were distributed at the workshops. The participants were oriented on SFSP activities and the mainstreaming flood risk reduction into school curricula; household safety measures before, during and after flood, Dos and Don'ts for child protection against drowning; community early warning system, disease prevention measures during and after flood.

The SFSP Campaigns were conducted in 27 schools in Khammouane and Savannakhet provinces. The provincial education departments of Khammouane and Savannakhet provinces implemented the SFSP in 27 schools (17 schools in Khammouane province and 10 schools in Savannakhet province). The IEC materials ,i.e. posters; flood booklets and teacher information booklets developed were extensively used to support the SFSP.

- *Hinboun District, Khammouane Province. Totally 6 schools (Vanghouapa Pr., Thakhan Pr., Banmainampakan Pr., Nongboua Pr., Phakhong, and Phonthong) were supported to conduct the campaign on 28 December 2009. The total attendants were about 518 students (225girls), 80 teachers and parents. (Reported by Hinboun district education office in Lao language.)*
- *Mahaxai District, Khammouane Province Totally 8schools (Nathan Pr., Mahaxai Pr., Mahaxai Sc., Phova Pr., Dang Sc., Nakiev Pr., Ilan Pr. And Somsanouk Pr.) were supported to conduct school campaign. The participants are 53teachers (22women) and 1523 students (711girls). Village organization from 7villages there were about 11 people. Lao front and Women Union 20 people, student parents 92people included 40women. (Reported by Mahaxai district education office in Lao language.)*

- ***Yommalath District Khammouane Province**, has primary 10 schools are located in flood prone areas and totally 4schools (Phonsed Pr., Kangmouang Pr., Banhai Pr., Nakatang Pr.) were supported to conduct school campaign. Totally 728participants (375women) included 13teachers (6women) and 543students (274girls). Village organizations 172 people (95women). (Reported by Yommalath district education office in Lao language.)*
- ***Xaibouly District Savannakhet Province** has 24schools are located in flood prone areas and totally 10schools (.) were supported to conduct school campaign. Totally participants (women) included village organization about 10people, Lao front & women Union-35people (12 women), student parents- 124 people (100 women), children outside school – 50 (30 girls), teachers from 10 schools- 67 people (40women). The student from primary school and Kindergarten – 1,507 (763 girls). The campaign was conducted in two days on 28-29 December 2009. On 28 December 2009, 4 schools were conducted and the six schools conducted on 29 December 2009. (Reported by Xaibouly district education office in Lao language.)*

The capacity and knowledge on flood risk reduction of students, school teachers, student parents, village organizations and education authorities in flood prone villages were significantly built through the SFSP. The most popular activities of the SFSP are painting, explaining pictures from the posters, question & answers, telling flood short stories, fishing game, song competition, poem writing etc.

1.4. Support district authorities to install and maintain Flood Information Boards at suitable locations in selected communes in 4 districts.

The billboards were prepared by PDMC of Khammouane province and the technical support from the project. The draft design was shared with DDMC of target districts, NDMO, LNMC and ADPC team for comments. A total of 20 Billboards were installed in four target districts such as Hinboun, Mahaxai, Yommalath and Xaibouly from November to December 2009.

- ***Hinboun District, Khammouane Province:** the billboards are located at the Check point between Hinboun district and Thaouthen, NakornPhanom province where the connection between Nampakanh rive and Mekong river, Ban Nalao along Street No 13 South; Three Junction to Ban Pakteuk, Three Junction to Phonetiev mining and Nahin Market.*
- ***Mahaxai District, Khammouane Province:** the billboards are located at Former Market in Ban Mahaxai, Ban Phanang, Three junction to Ban Nathan, Ban Kangsavang and Ban Phouva.*
- ***Yommalth District, Khammouane Province:** the billboards are located at Former Market in Yommalath, New Market in Yommalath, Ban Naveng, At School in Ban Nongyen, At school in Ban Haiphavieng.*
- ***Xaibouly District, Savannakhet Province:** the billboards are located at the temple in Ban Nasang, Ferry port in Ban Navang, Ban Veun, the school in Ban Dangsavanh, Three junction to Ban Maknao*

Output 2:

Selected provincial and district authorities in Lao PDR developed and implemented flood preparedness programs and are enabled to up-date them continuously without external support.

Indicator 2:

By the end of phase II, flood preparedness programs have been or are being developed and/or implemented by the responsible authorities in at least 4 districts in Khammouane province

Key Activity2.

Provide support to selected provincial and district authorities in developing and/or implementing flood preparedness programs.

2.1. Support the district authorities and other relevant stakeholders of 4 new districts in Khammouane and Savannakhet provinces to prepare flood preparedness programs.

The DDMCs of the 4 target districts in Khammouane province (Hinboun, Mahaxai and Yommalath districts) and Xaibouly, Savannakhet province completed the flood preparedness programs (FPP) and got approval by respective chair persons of DDMC or the district vice governors. The DDMC Secretariat was key in the coordination of the consultation, development and final endorsement of the FPP.

The copies of each FPP are distributed to DDMC members and district workshops on FPP Implementation were organized. The FPPs of the four target districts were implemented by the DDMC during the flood in 2010. The experiences on FPP development from Nongbok district and from the region brought in by the project were fully utilized by the four new target districts.

To prepare the workshop on FPP development the half day internal meetings on FPP template orientation in each district were held in Hinboun district on 12 February 2009 with attendance of 15 participants (2 women). On 18 February 2009 the meeting was held in Mahaxai district with 17 participants (3 women) and Yommalath district with 12 participants (2 women). On 27 February 2009 the meeting was held in Xaibouly district with 13 participants (3 women) who are members of DDMC. The meeting in each district was chaired by the Vice Governors of each district. The objective of the meeting was to enable DDMC to develop and agree on each district template for FPP. The existing FPP template of Nongbok district was shared.

The district level FPP development workshops were conducted to improve the understanding of DDMC and their members about disaster risk management, strength and weakness of the DDMC, their roles and responsibilities and flood preparedness planning and to discuss and present the first draft FPP.

- ◀ 16-17 March 2009, in Hinboun district, chaired by the Vice governor and attended by 27 participants (6 women and 1 disabled person, DDMC & Secretariat members).
- ◀ 19-20 March 2009, in Yommalath district, chaired by the district Vice Governor and attended by 27 participants (1 woman)
- ◀ 26-27 March 2009, in Mahaxai district, chaired by the district Vice governor and attended by 22 participants (2 women)
- ◀ 31 March – 1 April 2009, in Xaibouly district, chaired by the district governor and attended by 24 participants (6 women).

The DDMC and Secretariat members of each district shared their own responsibility and interest in the FPP development plan. They themselves organized the meeting and workshop. The workshops were led and chaired by respective Chairs of DDMCs.

The NDMO coordinated the district meetings by sending official letters and attending the workshops in Yommalath and Xaibouly districts. The most important thing was the active cooperation of PDMC of Khammouane and Savannakhet province, who served as main focal point in the organization of the workshops.

The workshops benefited from the shared experiences from experts at NDMO, PDMC of Khammouane and Savannakhet provinces and Nongbok DDMC. They showed great interest in the local government's role in developing FPP. The most interesting feature was that in Xaibouly and Yommalath districts the governor and Vice governor respectively were present all the time and took lead in the 2-day workshops. In the past the DDMC did have an annual flood response plan, but it was not as comprehensive as FPP.

The active participation of both Khammouane PCDM and Nongbok DDMC signified the creation of a culture of knowledge sharing and exchange among the districts and provinces in Lao PDR. Even though the new target districts have limited capacity but they have been enthusiastic because of successful examples of Nongbok FPP implementation. Moreover the leadership and strengthened FPP development and implementation capacity of Khammouane PDMC shows promising sign of continuity of future expansion into other non-target districts within Khammouane province and beyond.

The Consultation meeting on FPP completion was organized by the PDMC Secretariat, Khammouane province on June 18-19, 2009. Thirty seven (37) participants including the Vice District Governors, PDMC, DDMC and Secretariat of both provinces participated in the meeting. The participants presented shared the outputs and experience on FPP development at the district level.

2.2. Support these authorities and other stakeholders also in the implementation of priority activities identified under the flood preparedness programs (e.g. safe area development, community early warning system, emergency kindergarten, critical facilities, etc.).

Since a Village Disaster Prevention Unit (VDPU) is still not available in every vulnerable village and the VDPU is main organization responding to disaster management at village level, so DDMC of the target districts of Hinboun, Mahaxai, Yommalath and Xaibouly took the opportunity to propose to PDMC to first set up the VDPU in the five most vulnerable villages.. The concept was agreed at the provincial consultation meeting. The meeting was chaired by Mr. Bounsieng Sapakdee Deputy Head of LSW department and Secretariat of PDMC and attended by 2 representatives of DDMC of the fourth target districts.

The official letter on establishment VDPU was approved by Chairman of DDMC which specifies the the roles and responsibilities of VDPU . The selection of VDPU members was done at the village meeting in which the VDPU members were selected. A total of 7 people were chosen by villagers : deputy Head of the village, representatives from women Union, Youth Union, Military, security, volunteers and etc.

After the establishment of the VDPU, all 7 VDPU members were assisted by the team to prepare village FPP based on the village FPP template. Representatives from the PDMC and DDMC Secretariat and the project team provided necessary technical support and facilitation in the village FPP development process. The completed FPP was approved by village Head and submitted to the district

Through the process the DDMC was satisfied with the increased knowledge and capacity of the VDPU of the selected 20 villages in the development of the village FPP.

Under Government cooperation fund with Theun Hinboun fund, Hinboun district finished the relocation of 5 vulnerable village clusters to flood safety areas at Phoumaneng. The relocated people were provided water and sanitation system. An irrigation system will be constructed for the new settlement to support rice cultivation in dry season.

One more activity implemented under district FPP was the installation of billboards on hazard maps in 20 villages of four target districts. The installation was completed from 22nd Nov to 30th Dec 2010. Under the guidance of PDMC & DDMC, the VDPU installed the billboards of the village hazard maps developed during the NBT in June 2010. The VDPU updated the village hazard map in consultation with villagers. The hazard maps were painted on the wooden board which contributed by the villagers. The locations of the boards were co-identified by VDPU and villagers. The village hazard maps show hazard areas of the village along with village infrastructure, safe areas and evacuation route that could be used during floods.

2.3. Support the responsible line agencies at national level in Lao PDR to develop a validated template for flood preparedness programs adapted to the country's specific conditions (such as legal frame and administrative structure).

As requested by NDMO the guideline of FPP was developed and included in the National ToT Training Manual, developed under output5. The document has been used by DDMC Secretariat members as guidelines for developing new district FPP for the new target districts.

Output 3:

Selected provincial, district and commune authorities in all riparian countries are regularly integrating flood preparedness and emergency management in their development planning (link to component 2).

Indicator 3:

By the end of phase II, flood preparedness and emergency management have been significantly integrated in at least 2 districts in Khammouane provincial development plan by the responsible authorities in two districts

Key Activity3.

Provide technical support to selected provincial and district authorities in integrating flood preparedness and emergency management into their development plans.

3.1. Facilitate the dialogues with planning, development and micro-finance institutions at national and provincial levels for integrating flood preparedness and emergency management into existing local development planning practices at province, district and commune level.

- Discussions on the integration of flood preparedness and emergency management measures in selected sectors were held in a meeting with Ministry of Planning and Investment, Agriculture and Education.
- In March 2009 the project facilitated the dialogue with the Training Center for Planning and Investment of the Ministry of Planning and Investment (MPI) to include a training session on disaster/flood management, flood preparedness planning and integration of this into development plan in their overall training program, held in Vientiane from 22 April to 25 June 2009. The participants of the training were planning officials from 47 poorest districts. ADPC and NDMO jointly delivered the session on disaster management on 12 June 2009.
- Several discussions with MPI on the inclusion of disaster risk reduction in the 7th National Socio-Economic Development Plan (NSEDP) were held and detailing of flood and disaster risk reduction is now being integrated in the upcoming 7th NSEDP.

3.2. Provide technical support to selected provincial and district authorities in integrating flood preparedness and emergency management into their development plans.

- In the FPP development workshops held in each district in March 2009, the NDMO, PDMC, and ADPC encouraged the district line departments who are members of DDMC to include flood risk reduction activities in their annual development plan. The experiences of integration were also share by DDMC of Nongbok district. The DDMCs in the new target districts of Khammouane and Savannakhet provinces would need times to learn and gain experiences through the process of developing and implementing their FPP. The issue of integration of the FPP into the development plans became easier to comprehend by the DDMC and their members after the implementation of the FPP. Lessons learnt from the FPP implementation, especially on how to sustain the FPP process reflected the needs of integrating FPP activities in the development planning.
- Representatives from the three new target districts of Khammouane province (districts of Hinboun, Mahaxay and Nhommalath) and one new district of Savannakhet province (Xaibouly district) participated in the Multi-stakeholder Consultation Meeting on Flood Preparedness Program and Linkage with Khammouane Development Strategy, conducted under the ECHO IV project in December 2008.
- On June 12, 2009 NDMO and ADPC served as resource persons for a one-day training session on flood preparedness planning and integration of DRR into the local development plans. The session was part of the training course organized by the Training Center for Planning and Investment of the Ministry of Planning and Investment (MPI).
- The course was held in Vientiane from April 22 to June 25, 2009 for planning officials from 47 poorest districts of Lao PDR. The project took this opportunity to facilitate the dialogue between NDMO and MPI in including DRR in this important training program. The training center and NDMO subsequently agreed to include DRR in the regular training program of the center.
- Integration of flood risk reduction into development planning was developed under national training curriculum output5. And this booklet will continue to be used for training by other projects and partners such as the LANGOCA project and the GFDRR/World Bank funded project entitled “ Operationalisation of National Strategic Plan in Lao PDR” (OSPDM).

- Through the involvement in the training curriculum development and National ToT Training, the Department of Water Resource Engineering and the Department of Environment of the National University of Laos, are in the process of including the flood and disaster risk reduction in its curriculum.

3.3. In cooperation with the responsible authorities at national level prepare guidelines on flood preparedness and emergency management integration into local development planning.

Draft Country paper on Integration in Lao PDR was prepared by the project and it was presented on National Workshop on integration DRR into Socio-Economic Development plan. The paper provides general guidelines on approaches of integrating FRR into overall development planning process in Lao PDR.

3.4. Initiate a discussion on the integration of flood preparedness and emergency management measures in selected sectors (e.g. agriculture, health, education, and women affairs).

- District Socio- Economic Development Plan existed in Lao language included few activities in FPP
 - The District Planning office of Yommalath district has integrated of FPP priority activity into district development plan: rural development on poverty reduction program includes three projects: Village development fund, strengthening on village administration and data collection and statistics on social-economic and cultural development.
 - Hinboun district office integrated three projects in the 5 year district development plan : 1. Development of curriculum on strengthening capacity on disaster management; 2. Establishment of environmental monitoring system and assessment of environmental impact and alert in emergency cases; 3. Public awareness at village level risk reduction ; 4. Rehabilitation and recovery of local people in 14 vulnerable villages; 5. Preparation of needed facilities for flood response (Human power, equipments etc.); Disaster response at 14 vulnerable villages. Besides these, the structural mitigation measures such as dykes, land slide protection etc. Are already included in the sectoral plan.
 - Xaibouly district has integrated the following projects: 1. Upgrading of flood gates and dykes and 2. Community roads. These priority activities are being taken up for implementation under the World Bank supported MIWRM Program.
 - Mahaxai district has reported that the priority activities under the FPP have already been integrated into district development plan, especially in the district programs.

3.5. Support the responsible line agencies at national level in all four riparian countries to develop a validated template for the integration of flood related issues into development planning adapted to each country's specific conditions (such as legal frame and administrative structure).

Output 4:

Selected relevant authorities and other stakeholders in all member states have enhanced practical knowledge in flood preparedness and emergency management (trainings linked to output 1, 2 and 3).

Indicator 4:

By the end of phase II, 50% of the relevant staff of relevant institutions in 4 districts (district and commune level) in Khammouane province (provincial level) of all district gained additional practical knowledge in at least one field related to disaster risk reduction or emergency management.

Key Activity4.

Build capacity at provincial, district and commune level based on documented needs assessments.

4.1. Develop an approach on how to identify training needs (knowledge, skills and attitudes) while working with authorities and other stakeholders.

The Training Need assessment was conducted in all four target districts. The TNA questionnaires were developed by the project team and shared with NDMO and PDMC. The finalized version with compilation of all comments and the secondary data was collected. The TNA recommendations were used as a basis for the development of the training curriculum.

4.2. Conduct and documentation of training needs assessment.

The TNA was completed and a report was shared with partners. The TNA was conducted by ADPC in cooperation with PDMC and DDMC. The questionnaires were distributed to PDMC of Khammouane and Savannakhet province by the focal points. The selected members of PDMC and DDMC filled up the questionnaires and sent back to the project team through the focal points.

The Summary of the findings are as follow:

- Based on the survey more than half of total respondents have never attended any flood preparedness and emergency management courses
- Many of them are confused about who provided the training courses
- Majority of respondents have insufficient capacity, knowledge, experiences in disaster management, so they need to learn about many subjects such as Emergency relief and response, disaster management, flood preparedness, flood emergency management, flood preparedness program/plan development, flood Mitigation, participation, flood early warning and community organization for DRM.
- Most of all target districts have ad-hoc flood preparedness plan which are used during flood occurred. Some districts developed flood preparedness plan before the flood in 2000.
- Regarding the public awareness, half of total respondents have never attended the training course. Public awareness mostly organized by LRC in Khammouane province and other organizations such as tourism department, natural participatory preservation, education department, provincial police, planning and investment department and other NGOs based in Khammouane. The training subjects were mainly flood preparedness, fire, public relations, self development and health.

- Public awareness audiences are population, children, civil servants, poor and the most vulnerable groups.
- Difficulties were faced in public awareness during the implementation due to lack of understanding of flood impacts, hazard, as well as how to do the public awareness and no experiences in getting involvement of local people from different education background.
- More than half of the respondents have never joined the TOT. The rest of participants were trained by LRC, Agriculture department, World Vision, and ILO-IPEC, etc.. The subjects were : Facilitation skill, Demonstration skills, Visual aid development, Training methodologies, Classroom management, Presentation skills, Adult learning techniques, Training curriculum development, Lecturing skills, Session plan development, General topics were: First Aid, Community Based Flood Assessment.
- More than half of total respondents have never been trained. Only some of them were trained on Proposal writing, Report writing, Project management, Monitoring and evaluation, Public Awareness Methodology and First Aid

The subjects of the training courses were proposed:

1. *Flood Preparedness and Emergency Management*
2. *Flood Preparedness Program/ Plan*
3. *Public Awareness Raising*
4. *Training of Trainers*

4.3. Based on needs assessments, develop training courses on the development and implementation of flood preparedness programs, the integration of flood preparedness and emergency management into development planning, creating and implementing awareness campaigns, and on enhancing people’s capacities for authorities and practitioner’s organizations from all 4 target districts in Khammouane province .

Links to 4.4.

4.4. Conduct need-based trainings (on the job training and training courses) for relevant participants from provincial/district and commune levels based on priority needs arising from the implementation of flood preparedness programs, the integration of flood preparedness and emergency management into development planning, creating and implementing awareness campaigns, enhancing people’s capacities etc.

Based on the TNA the four 3-day need based trainings for the Village Disaster Protection Units (VDPU) and key members of the DDMC of all four target districts were conducted in June 2010 by the trained trainers. About 25 participants attended each district training (around 20 from the VDPU and 5 from DDMC). The trainings were conducted by the group of trained trainers under output5 in cooperation with PDMC Secretariat and DDMC of the target district and led by the project team. The training covered basic concept of CBDRM, FPP, and public awareness. The training materials in Lao language was compiled in one training document for VDPU and some booklets and posters were distributed.

Output 5:

A training manual on flood preparedness and emergency management adapted to national conditions for all relevant authorities and other stakeholders has been developed in all riparian countries and a core group of trainers from sustainable organisations has been trained.

Indicator 5:

Each of the four riparian countries disposes of a training manual on flood preparedness and emergency management adapted to national conditions for all relevant authorities and other stakeholders. After having identified sustainable organisations to do the training, a core group of 5 trainers per country has been trained.

Key Activity5.

Develop training manuals on flood preparedness and emergency management adapted to national conditions for relevant authorities and other stakeholders and train trainers in Lao PDR where sustainable organisations to do the training are available.

5.1. Prepare and publish training manuals that are adapted to the specific situation in Lao PDR.

The existing training materials on DRM were collected and revised. The modules were delivered in ToT training in Xebangfai district under MRC-ECHOIV and Manual on FPP development in Lao language were the main documents to revised and compiled. Led by NDMO a technical working group was set up consisting of representatives from various stakeholders to jointly develop a National ToT Training Curriculum. The curriculum became the first standardized curriculum on FRR in Lao PDR.

5.2. Develop a ToT training curriculum.

The national ToT training curriculum was started with preparing the outline of the curriculum by ADPC then shared with partners such as NDMO, PDMCs, NGOs for comments. Finally the curriculum was developed in four volumes as follows:

- 1) *Developing Training skills for Trainers,*
- 2) *Development and Implementation of Flood Preparedness Programs*
- 3) *Planning and Conducting Public Awareness on Flood Risk Reduction and*
- 4) *Integration of Flood Risk Reduction into Development Planning.*

The first volume was developed to serve as ToT manual based on the ToT training experiences from the MRC-ECHO IV project and past training events.

Volume 2: Development and Implementation of Flood Preparedness Programs was updated from training manual in Lao language by putting more real experience in FPP implementation in Khammouane province and Nongbok district. In addition, the guideline for FPP development was included to be more appropriate with Lao condition.

Volume 3: Planning and Conducting Public Awareness on Flood Risk Reduction is a newly developed curriculum with more practical examples from the experience on public awareness done under the project in Khammouane and Savannakhet provinces. Some regional experiences were included.

Volume 4: Integration of Flood Risk Reduction into Development Planning is also a newly developed context and knowledge for Lao PDR based on the developed integration paper combined with the real experiences from the regions gained through ADPC regional mainstreaming program. This volume gives example of the integration of FPP into Nongbok district socio-Economic development plan.

The National ToT Training Manual was completed through a National Consultation meeting in September 2010. The meeting was hosted by NDMO and participated by experienced trainers from NDMO, LNMCS, MPI, Lao Red Cross, Lao National University (Two lecturers from the Department of Water Resources Engineering and one from the Department of Environment), and PDMC of Khammouane province, DDMC from Nongbok district and ADPC.

The manual is one of the first standardised training set that has adapted FRR concept in the Lao context. It can be widely used for ToT and FRR/DRR training by NDMO, University, DRR practitioners and other stakeholders.

200 sets (200X4=800 copies) of the National ToT training manual were published, and was widely distributed with letter's distribution based on the prepared list. The manual has been warmly welcome by FRR practitioners.

5.3. Identify at least one sustainable organisation in Lao PDR to take over the training/capacity building.

5.4. Discuss the possible options for national training institutions with FMMP programme coordinator and chief technical advisor and jointly select one institution in Lao PDR.

A list of potential training institutions on FRR was prepared by the project in consultation with NDMO. Generally, DRM is in charge by NDMO. However it is also a cross-sectoral activities that involve the Ministries of National Defense, public security, agriculture and forestry, public works and transport, education, health, information and culture, water resource and environment, post and telecommunication, etc.

It was agreed that currently there is no training institution specifically in charge of DRR training. An appropriate approach to ensure training sustainability is to have a core group of DRR trainers led by NDMO and strong involvement of DRR stakeholders, the National University of Laos and the the National Training Center for Economic Planning and Management (NCEPM). The NDMO could therefore pull training resource persons from this core group when doing planning and implementation of its training program. The membership of the trainers from the Department of Water Resource Engineering and the Department of Environmental Science have further strengthened the capacity of the core group and indicate a positive and initial step in integrating FRR/DRR in the national curriculum at the university level in the long-run.

5.5. Conduct ToT trainings for relevant authorities and stakeholders.

A five day National Training of Trainers (ToT) Training on Flood Preparedness and Emergency Management was held between 17-21 May 2010 at the MPI's National Training Center for Economic and Planning Management (NCEPM) in Vientiane. The training was conducted jointly by NDMO, LNMCS, MPI and ADPC. Total participants was about 20 including 6 participants from line Ministries, 6 from Khammouane and Savannakhet provinces, 2 from each district: Hinboun, Mahaxai, Yommalath and Xaibouly districts. The training objectives were:

- *To enhance the capacity of the selected participants from government to be the further trainers in provincial and district levels.*
- *To enhance the capacity of the trained trainers in section design and continue for further training on Flood Preparedness and Emergency*
- *To assist trained trainers in developing training plan*

To be able to carry out the training course in the local language and to provide the opportunities to the government staff in terms of sharing experience in flood preparedness and emergency, the resource persons were invited from national level, Khammouane province and Nongbok district those who were involved in flood preparedness and emergency management. One day consultation meeting was conducted on 10 May 2010 for all resource persons to prepare for the training course. The resource person team was Mrs. Vilaykham, Mr. Kindavong from NDMO, Mr. Bounsieng Sapakdee from Khammouane PDMC, Mr. Saleumsack Keochanthala from Nongbok DDMC and Dr. Sytha, Head of the NCEPM and the external recourse person is Mr. Khampakone from MPI who delivered session on planning process in Lao PDR. The resource persons from ADPC were Mr. Thanongdeth Insisiengmay, Ms. Somvath Keokhamphoui and Mr. Keophet Phoumphone.

Output 6:

Relevant authorities and other stakeholders of all four riparian countries exchanged their knowledge and experience in flood preparedness and emergency management.

Indicator 6:

At least 4 national and 1 regional workshops on knowledge sharing have been conducted, and 8 additional good practice documents produced and disseminated.

Key Activity 6:

Facilitate the organization of national and regional workshops and to produce and disseminate good practice documents in all four riparian countries.

International Workshop on People Centered Approaches in Flood and Land Management in the Lower Mekong Basin: Sustained Implementation and Planning for Future Challenges at the Sub-National Levels was organized in Luang Prabang, Lao PDR (23-25 February 2011).

The 7 Safer Communities good practice document (vol. 9-16) were published in May 2011.

Film , 'When the Mekong Rises' was updated by adding contents from Thailand and Lao PDR and translated into 4 country languages.

The FMMP Component 4 webpage was improved. Documents and project implementation details are available at www.adpc.net/FPP.

Output 7:

Trans-boundary province to province cooperation in flood preparedness and emergency management has been deepened.

Indicator 7:

2 joint plans for flood emergency assistance and improved flood preparedness have been developed, discussed and agreed upon between neighbouring trans-boundary provinces (Lao PDR-Thailand and Cambodia-Vietnam).

Key Activity 7:

Facilitate the development of joint plans for flood emergency assistance and improved flood preparedness (addressing among others village to village and district to district cooperation as well as gender issues) in neighboring trans-boundary provinces.

Discussion on starting up the preparatory works for the trans-boundary cooperation has been initiated with both PDMC of Khammouane and Nakorn Phanom Province, e.g. date of the next regular provincial meeting, preparation of internal meeting of each province, etc.

Discussions with PDMC of Khammouane province and Provincial DDPM were held. Khammouane PDMC suggested that the areas of cooperation agreed at the trans-boundary meeting in December 2007 should be endorsed by both provinces first before developing a joint plan. In parallel both sides (at PDMC level) an internal meeting was held to discuss what activities should be included in the joint-plan.

Khammouane PDMC conducted a one day Internal Meeting at Khammouane LSW department on 6 Oct 2010. The meeting was attended by 15 members of PDMC Secretariat to identify the five key areas of cooperation: Establishment of the information sharing and coordination center, Training of Trainers, Academic seminar, Field trip or education tour and Disaster drill.

A joint plan was drafted by including 5 areas of cooperation and shared with LNMC, NDMO, PDMC and Nakorn Phanom DDPM.

A trans-boundary Province to Province meeting was held in Khammouane province on 10 November 2010. It was attended by 27 participants who are members of Khammouane PDMC and Nakorn Phanom DDDPM, representatives from LNMCS, TNMCS, NDMO, The Lao Department of Meteorology and Hydrology (DMH) and ADPC team. the meeting agreed that the above key areas of cooperation needs to be concerned on country security and relevant laws, therefore, the study on technical issues and laws needs to be done carefully. The areas of cooperation are beyond provincial governors' decision and should be submitted for consideration and decided by Ministerial level. Moreover, both provinces have no budget support for the implementation. Therefore, the meeting agreed to use this meeting to discuss and share their resources and capacity, required cooperation, limitations and opportunity for cooperation in future.

Representatives of Khammouane province, Lao PDR and Nakorn Phanom, Thailand, found opportunity for flood preparedness and emergency assistance cooperation along the Mekong River.

The possible cooperation which could be proceeded includes 1) Continuing information exchange which has been shared so far; 2) Setting up Provincial Information Sharing and Coordination Team and focal points (Khammouane Provincial Labour & Social Welfare Office and Nakorn Phanom Disaster Prevention and Mitigation Office as focal points); 3) Sharing information on early warning; and 4) Sharing information on tributary water discharge in case of exceeding maximum storage level.

The cooperation on training of trainers and field trips/education tour could be implemented in case budget is available so that both sides agreed to discuss in detail in case of available budget case by case.

For the disaster drill, concerning country security and relevant laws which needs to be careful and it is beyond the provincial governors decision, MRC and ADPC proposed that both provinces should consider conducting the table top exercise instead of disaster drill and volunteered for technical assistance support and training and finding budget. The meeting accept proposal on technical assistance to develop SOP from MRC and ADPC.

Both sides agreed to report the trans-boundary cooperation on flood preparedness and emergency assistance to provincial governors and bring this issue for discussion as an agenda of the regular border committee meeting which is conducted once every three years. Concept note of Evacuation Drill and Study tour were drafted.

Output 8:

In each of the three riparian countries Cambodia, Vietnam, Lao PDR and Thailand an assessment of the national framework of

- awareness-raising and enhancing of people’s capacities in dealing with floods,
- flood preparedness programs, and
- development plans containing flood preparedness and emergency management,

Indicator 8:

Assessments and recommendations for improvement of the national framework of

- awareness-raising and enhancing of people’s capacities in dealing with floods,
- flood preparedness programs, and
- development plans containing flood preparedness and emergency management have been done/provided in all member states.

Key Activity 8:

Develop and conduct assessment of existing capacities and need to mainstream the flood risk reduction activities in the three countries

National framework assessment was conducted by National Consultant in Lao PDR. The consultant interviewed the FMMP, ADPC project team, NDMO, MPI, Ministry of Education (MOE), FRC, UNDP, etc to understand the planning policy in Lao PRD, existing mechanism and system of the country related to flood and disaster management and impacts of project. Activities reports, VDO clips interviewed the stakeholders and beneficiaries in Khammouane province, Lao PDR (derived

from film updating process) and other relevant documents were shared with the Consultant for more information.

The main purpose of the report is to assess the existing capacities and needs to mainstream the flood preparedness and emergency management activities in the Lao PDR. The report looked into the existing national institutional framework in support to the flood preparedness and emergency management and make recommendations on how the institutions could take up the activities initiated by the project in its regular activities, particularly with regards to awareness-raising and enhancing of people's capacities in dealing with floods, flood preparedness programs (FPP), and the development plans containing flood preparedness and emergency management.

4. EVALUATION OF ACHIEVEMENT OF OBJECTIVES

Indicator of Output1: 3 Months after the end of phase II, 50% of the population in 4 districts* in 1 provinces is aware of risks caused by floods and has a basic understanding of how to react at household level before, during and after floods.

In Lao PDR, a special volume on public awareness on FRR of the national training manual was part of an effort to consolidate the past experiences on FRR public awareness activities implemented C4 projects, both under ECHO and GTZ, and by other partners. It immediately becomes valuable material and tools for FRR public awareness that can be widely used by concerned stakeholders. The experiences and IEC materials have been shared with national and NGO partners for further replication in other vulnerable areas.

Through the training on public awareness on flood risk reduction 20 participants included 6 participants from line Ministries, 6 from Khammounane and Savannakhet provinces, 2 from each district: Hinboun, Mahaxai, Yommalath and Xaibouly were trained those people can further train and conduct further public awareness on FRR when the condition was facilitated. One of the great achievements is that the provincial and district trained trainers of Khammouane and Savannakhet provinces were able to conduct training by themselves on public awareness on FRR in four target districts for around 100 VDPU members. Those people will be the main communication channel to transfer the FRR measures from theory into real practice in their villages. This would have big impacts on sustaining the capacity at local level in which knowledge transfer can be continuously done in wider audiences, in particular among additional members of the DDMC and VDPU.

In Lao PDR the public awareness activities in the vulnerable communities and schools are new, but a lot enthusiasms and breakthrough have initiated. A wealth of unlimited innovative approach within the communities, school and local authorities needs to be tapped. PDMC and DDMC have to keep the momentum and continue to promote the institutionalization of the activity.

Conduct of public awareness activities has enabled the partners and relevant authorities in raising public awareness on flood risk reduction. Provincial education departments and district education offices under Khammouane and Savannakhet province show excellent cooperation in meeting the project activity objectives. It is also significant to note that partner NGOs have actively participated in the above activities.

Totally 2,246 villagers included 966 women, 284 children and 151 elderly people in four target districts were built the awareness on FRR.

In Lao PDR, even though this is a new activity but it has been a useful and remarkable initiative that was well accepted by DDMC and the district and provincial department of education, in particular by vulnerable schools in the target communities. The involvement of the Ministry of Education in the preparation of IEC and teaching materials and capacity building of local teachers has made important step toward institutionalization in Lao PDR. School children are the main communication line to transfer FRR to parents, cousins, relatives, and friends.

The billboard assessment was conducted in 20 villages from 22 Nov to 30th Dec 2010 by PDMC secretariat of Khammouane and Savannakhet provinces in collaboration with DDMC of the target districts and the report was compiled by PDMC secretariat of Khammouane and Savannakhet provinces. The results were that almost all billboard locations are within the all vulnerable villages and villagers from that villages can access to the information. However, only a few billboards are a bit far from affected villages, some children and old people from that village are hard to access to the information, but several people from other places can access it. Now DDMC still discusses among themselves about moving closer to where vulnerable affected people. In terms of illustrations on the boards it was reported that the messages are understandable. VPDU said that it is one thing to enable and educate local people on FRR instead of conducting the training, billboards are the most useful to raise the awareness of local people on flood risk reduction. The quality of every billboard is still good. VPDU had signed an official letter and submitted to Secretariat of PDMC on the responsibility on the management and maintenance of the billboards. They also have thinking that if they have budget they want to produce more to install in other vulnerable villages where no DRR has existed. The assessment was done by the team: PDMC secretariat and focal point, DDMC members. The reports in Lao language were submitted to the project through PDMC Secretariat.

Indicator of Output2: By the end of phase II, flood preparedness programs have been or are being developed and/or implemented by the responsible authorities in at least 4 districts in Khammouane provinces

Under this project, the FPP of Hinboun, Mahaxai, Yommalath and Xaibouly districts were approved by the District governors and have been disseminated to DDMC members.

PDMC and DDMCs see FPP as very important reference document for flood preparedness activities, projects and programs. The other project design was based on the scope of FPP, so after the GTZ-MRCII ended the some activities under FPP of Mahaxai and Yommalath were implemented under supported by World Vision continue doing public awareness activities in other villages, training on flood preparedness by focusing on priority vulnerable villages identified under FPP. Following the risk identified by the FPP Hinboun district relocated some vulnerable villages out from flood vulnerable areas.

In Lao PDR the FPP template became part of the training volume on “Development and Implementation of the FPP”. FPP implementation of all districts begin with fundamental capacity building with a focus on establishment of VDPU and the VDPU members of selected villages were trained on conducting community public awareness raising and FPP preparation.

The DDMC Secretariat was the key in the data collection, coordination and development of the FPP. The experiences and lessons learnt from the process of developing and implementing the district FPP has demonstrated that local authorities are capable to initiate a good model of FRR. Local capacity and condition should be carefully taken into account. The approach of learning-by-doing and local leadership are key factors to success.

A World Bank funded Integrated Water Resource Management (IWRM) project is being implemented in Khammouane province. The FPP planning capacity built by the project has benefitted to the IWRM project and many of the FPP activities were taken up for further implementation.

Indicator of Output3: By the end of phase II, flood preparedness and emergency management have been significantly integrated in at least 2 districts in Khammouane provincial development plan by the responsible authorities in two districts

The PDMC and the Provincial Department of Planning and Investment (PDPI) of Khammouane province assist the district authorities in integrating DRR measures into their development plans. National, provincial and district planning and investment department were invited to participate in Integration of DRR into planning process workshops and trainings.

Some institutions at national level initiated included the integration of DRR into the training curriculum, while the school new construction considered DRR reported by DDMC of Mahaxai district.

The topics of “Integration of FRR into Development Planning” have been properly incorporated into the national training manual for the first time and in Lao language. This will surely help strengthening the understanding of the national and local authorities on FRR integration.

Some activities under FPP of target districts were included in district socio-Economic Development plan clearly, in reality FPP/ FRR was integrated into provincial socio-economic development plan, but there are not indicated in provincial socio-Economic Development Plan.

Great efforts were made at the national level to integrate FRR/DRR into the NSEDP through various dialogues and consultation with NDMO and MPI. Within a relative shorter period of times the FRR/DRR has been finally included in the 7th upcoming NSEDP. This achievement will have immediate impacts on the national projects and programs in the next five years from 2011 to 2015.

Indicator Output4: By the end of phase II, 50% of the relevant staff of relevant institutions in 4 districts (district and commune level) in Khammouane province (provincial level) of all district gained additional practical knowledge in at least one field related to disaster risk reduction or emergency management.

TNA provided what are the needs for training in order to strengthen the the capacity at local and national levels. After National ToT, PDCM and DDMC have capacity to conduct the Need Based Training on FPP development and implementation, CBDRM, public awareness on flood risk reduction. Totally 100 participants included VDPU and DDMC members of four target districts were enhanced the knowledge on village FPP, CBDRM, how to conduct public awareness. Some trained trainers became resource person for several the trainings organized by other partners.

Compared to the situation before the project, the knowledge and capacity of the PDMC and DDMC were greatly improved and they immediately became an asset to local authorities in the continuation of updating and implementing the FPP as well as in the replication of the activities initiated by the project in the other areas.

Indicator of Output5: Each of the four riparian countries disposes of a training manual on flood preparedness and emergency management adapted to national conditions for all relevant authorities and other stakeholders. After having identified sustainable organisations to do the training, a core group of 5 trainers per country has been trained.

This activity has three main achievements: training curriculum developed, published and distributed to various partners for further training and teaching, capacity building of the trained trainers of national, provincial and district level to continue further training of DDMC members and VDPU members.

Various training materials are being compiled in preparation for the conduct of the ToT courses. The training course on Development of trainers' skills, flood preparedness program and integration and public awareness were identified based on the needs assessments.

In Lao PDR, the development of the national training manual has involved key experienced trainers as well as on the past training records to date. NDMO appreciated the first involvement of the Lao National University, the NCEPM and representatives of PDMC and DDMC from the target provinces. The trained trainers are from various provincial and district departments and organizations, including the provincial Lao Red Cross Chapter and Mass organisation such as Youth Union. The results of the need based training have shown that provincial and district trainers need to work as a team when conducting local trainings and if required national trainers can play a backup support role. The capacity of the PDMC's and DDMC's champions have reached the level where they can be resources persons at the national ToT and assist the trained trainers in conducting the need based trainings. They have actively provided inputs into the finalization of the training manual. These examples of PDMC's and DDMC's champions have increased the self-esteem of these individuals. It is a unique and demonstrative example to the national level of the underlying potentials within the PDMC and DDMC and at the same time the reflection to the sub-national level that it is always possible to built local capacity that can gradually reach the same capacity of the national level. This achievement has put a new milestone in the journey of FRR/DRR capacity building in Lao PDR. Local PDMC and DDMC have demonstrated that they can also become the National Trainers sided by side with other National Trainers from the line ministries and National University. The champion from Khammouane province has become a good example of FRR/DRR activity in Lao PDR. Up to date there has been several study tours organized by the partners to visit Khammouane province to learn FRR/DRR lessons and experiences from PDMC and DDMC there.

Lao PDR has adapted the national ToT training manual developed on flood preparedness program. The role played by the national authorities, especially by NDMO, is satisfying with the fact that the ownership is increased. However, the consultation process is taking a lot of time. The contents of the training was tested at the national ToT training and NBTs before the national ToT training manual was finalised and printed for dissemination.

In Lao PDR, a 5-day national training of trainers (ToT) course was conducted for 20 participants. The trainees are from different levels: 6 trainers at national level, 3 trainers from Khammouane province, 3 trainers from Savannakhet province, and 2 trainers from each of the four target districts. These trained trainers have capacity to serve the future trainings in Khammouane ,Savannakhet and in other provinces if required.

Indicator of Output 6: At least 4 national and 1 regional workshops on knowledge sharing have been conducted, and 8 additional good practice documents produced and disseminated.

IEC Materials developed in Lao PDR were distributed and experiences on DRR were shared with international participants in Regional Workshops in Luang Prabang in 2011. The experiences and lessons learnt from the project were captured in form of good practice documents. The regional workshop provided unique opportunities for the MRC member countries and stakeholders from the national, regional and international levels to share valuable experiences.

Good practices of the FEMS was shared with the partners in Lao PDR, namely Care International, Oxfam Belgium and French Red Cross during the project formulation for DiPECHO funding in 2010. These three projects were approved and now being implemented> The FEMS experiences are now duplicated in other parts of the country and implemented by other partners.

Indicator of Output 7: 2 joint plans for flood emergency assistance and improved flood preparedness have been developed discussed and agreed upon between neighbouring trans-boundary provinces (Lao PDR-Thailand).

In the trans-boundary cooperation meeting between Khammouane and Nakorn Phanom provinces was identified the possible cooperation which could be proceeded includes 1) Continuing information exchange which has been shared so far; 2) Setting up Provincial Information Sharing and Coordination Team and focal points (Khammouane Provincial Labour & Social Welfare Office and Nakorn Phanom Disaster Prevention and Mitigation Office as focal points); 3) Sharing information on early warning; and 4) Sharing information on tributary water discharge in case of exceeding maximum storage level.

The trans-boundary meeting between Khammouane and Nakorn Phanom provinces has deepened the mutual understanding of potential cooperation in times of floods. Detailed proposal were discussed and practical solution for provincial collaboration at higher level proposed. This is a sensitive issue and need more times to materialise.

Output 8: Conduct assessments of National Framework of:

- awareness-raising and enhancing of people's capacities in dealing with floods,
- flood preparedness programs, and
- Development plans containing flood preparedness and emergency management have been done / provided in all member states.

The assessment of the national framework for mainstreaming the project activities looked into a broader status of the national institutions and make recommendations of taking forward in integrating the activities initiated by the project in the national regular works.

The recommendations provide the insight and possible measures that can be taken by the national institutions as well as partners to take up the continued initiatives at the national and local levels.

5. INDICATOR ACHIEVEMENT

Indicator (1)	Status quo achievement (in words) (2)	Findings from the monitoring (in words) (3)	Achievement (In %) (4)	Corrective action/ necessary measures (5)
<p>1. 50% of the population in 18 districts in at least 7 provinces of all riparian countries is aware of risks caused by floods and has a basic understanding of how to react at household level before, during and after floods.</p>	<p>The public awareness activities were successfully implemented in four target districts in the Lao PDR. By working directly with the provincial and district departments of information and culture, the PDMC and DDMC respectively) the sustainability of this activity has been ensured due to strengthened leadership and technical capability in conducting the activities. This is also the on-the-job training exercise for local authorities who were involved at every step of the works and thereby having in-depth knowledge for future public awareness programs of the district FPP.</p> <p>With technical support from the project the Department of Information and Culture (instead of by the project team) has reached wide</p>	<p>The findings from the RBM conducted by GIZ:</p> <ul style="list-style-type: none"> -The community participation was good especially in the Lao PDR. -Villagers satisfied with the quality of the awareness-raising in Lao PDR. -Contents are relevant for communities and the villagers are happy with the awareness methods used for public awareness. <p>The activities contributed to build safety culture and resilience of people who is living in flood prone communities in dealing with flood and to build capacity and roles of local authority in implementing flood preparedness</p>	<p>The RBM could only be conducted twice in October 2009 and in March 2010. The RBM was conducted in selected numbers of villages and exact percentage of people's awareness was not therefore determined. From the project perspective it is certain that the activities contributed significantly to the increase of awareness of core number of the population in the most vulnerable villages.</p> <p>It is also important to note that a good and innovative approaches have been practiced which formed a firm basis for future public awareness activity which would be included in the respective district annual FPP.</p> <p>The public awareness experiences of</p>	<p>Promote more initiatives in innovative approaches in public awareness by fully utilizing local traditions and wisdom to quickly reach the communities with better and understandable messages.</p> <p>Continue to geographically expand the activity as permanent non-structural measure of the district FPP implementation. Conduct the activity in a culturally sound and cost-effective manner.</p> <p>The experiences should be replicated in the other new districts within Khammouane and Savannakhet provinces.</p> <p>The uniqueness of the public awareness activities is the existence of local cultural heritage and annual events that can be fully utilized with low cost, local context and maximum community</p>

	<p>range of beneficiaries in the target villages. Awareness of the communities was built through innovative community-based approaches i.e. installation of flood information bill board, dissemination of posters on flood household safety measures, etc.</p> <p>The Provincial and District Department of Education conducted a series of orientations of school teachers who conducted school flood safety campaign with their pupils in most flood vulnerable villages. The flood risk reduction subject was integrated into school curriculum.</p> <p>For the first time in the Lao PDR, public awareness on flood risk reduction was included in the National ToT Training curriculum. The subject was the key component of the district training for the members of the DDMC who would continue to take over the future public awareness</p>	<p>program.</p>	<p>Khammouane province has been applied in the province of Sayaboury under a separate AusAID funded program called Lao-Australian NGO Cooperation Agreement (LANGOCA), implemented jointly by Save the Children Australia and ADPC. The project is being implemented from 2007-2012.</p>	<p>participation.</p>
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	activity in their respective district.			
2. By the end of phase II, flood preparedness programs have been developed and/or implemented by the responsible authorities in at least 18 districts [same as in indicator 1] in at least 7 provinces of all riparian countries.	The DDMCs of all four target districts has developed their FPPs with the guidance of the PDMCs and technical support by the project. The FPPs were developed by the DDMC's members and with strong involvement of the DDMC Secretariats. Lessons from Nongbok district have been shared. The FPPs were implemented and through the process the DDMC members have gained practical experiences and understanding valuable to sustain this iterative practice.	After the completion of the district FPPs there was no RBM conducted. Changes in the membership of DDMC led to inaccurate information on the involvement of the DDMC members in the FPP development which were fully participatory. DDMC members and its Secretariat developed the FPP in a consultative manner, led by Chair of DDMC who is also the district Vice-Governor.	100% Achievement. The FPPs of all districts were completed and priority activities of the FPPs were implemented by the DDMCs in collaboration with the district line departments.	Continue to maintain the momentum and promote the learning by doing approach and ensure further refinement of the FPP in local context. Stronger Secretariat of the DDMCs should be continuously enhanced by involving the key line departments such as agriculture and forestry, planning and investment, etc. The experiences should be replicated in the other new districts within Khammouane and Savannakhet provinces.
3. By the end of phase II, flood preparedness and emergency management have been significantly integrated in at least 1 provincial development plan per country and 2 district development plans in each of these provinces by the responsible authorities in all four riparian countries.	The FPP activities have been integrated into socio-economic development plan of Khammouane province from 2011-2015. All target districts have integrated several flood risk reduction projects under the district FPPs into their district socio-economic	RBM was not conducted at the time of the completion of integration process. The integration has been documented and shared by PDMC and DDMCs. At the national level the FRR and DRR issues have been integrated into the current 7 th NSEDP.	FRR activities under the district FPPs were integrated in all district socio-economic development plans and in the provincial socio-economic development plan of Khammouane province. The integration of FRR and DRR into the 7 th NSEDP	At the provincial and district level, there is a requirement of strong coordination of the PDMC and DDMC secretariat and the department of planning in the upcoming annual planning to implement the yearly FRR projects. The sectoral departments should play a central role in

	<p>development plans from 2011-2015.</p> <p>At the national level the flood risk reduction (FRR) as well as disaster risk reduction (DRR) as a whole has finally been included in the 7th National Socio-Economic Development Plan (7th NSEDP) by the Ministry of Planning and Investment (MPI). This is one significant moment of the Lao DRR history.</p>		<p>has reached the level beyond the set achievement which will have an overall impact on the national DRR activities in all sectors in the next upcoming five years from 2011 to 2015. It is undoubtedly the remarkable input of the project within a relatively short period of time.</p>	<p>the integration as more importantly in the budget allocation for integrated projects.</p> <p>The experiences should be replicated in the other new districts within Khammouane and Savannakhet provinces.</p>
<p>4. By the end of phase II, at least 50% of the relevant staff of relevant institutions in 18 districts (district and commune level) and at least 7 provinces (provincial level) of all riparian countries gained additional practical knowledge in at least one field related to disaster risk reduction or emergency management.</p>	<p>The need-based training (NBT) was conducted for the DDMC and VDPU members of the target districts and villages. The provincial and district trainers were in charge of the training supported by the project. The subjects of the NBT mainly dealt with how to develop and implement district and village FPPs and how to conduct community level public awareness.</p> <p>A pool of provincial and district trainers of Khammouane and Savannakhet provinces was established consisting of</p>	<p>The last RBM took place in March 2010 before the completion the NBT in June 2010. Evaluation of the Output 4 was not therefore been conducted.</p>	<p>Practical knowledge of DDMC and VDPU members was attained through the NBTs in each district. The training modules were contextualized by the trainers to suit to local conditions. This has allowed the participants to easily grasp the training contents and comfortably apply directly in the village DRR planning and implementation.</p>	<p>The pool of provincial and district trainers became an immediate and valuable asset and needs to be active in supporting the capacity building of the DDMC and PDMC.</p> <p>A regular training program which is part of the FPP must be a core program that could maintain and expand additional numbers of experienced DDMC/PDMC members who would fill the gaps when personnel transfer/promotion or staff turn-over occurs.</p>

	experienced members of PDMC and DDMC.			
<p>5. Each of the four riparian countries disposes of a training manual on flood preparedness and emergency management adapted to national conditions for all relevant authorities and other stakeholders. After having identified sustainable organisations to do the training, a core group of 5 trainers per country has been trained.</p>	<p>A set of national ToT training manual was completed. The process was led by NDMO with technical support from the project. Headed by NDMO a national working group took charge in the curriculum development which now becomes a national ToT curriculum for the flood preparedness and emergency management, now widely distributed to various government line agencies and stakeholders, including Lao Red Cross, national universities, training institutions and NGOs.</p> <p>A core group of more than 20 national, provincial and district trainers was set up as a direct result of the national ToT training.</p> <p>The provincial and district trainers conducted the NBTs in each target district.</p>	<p>The last RBM took place in March 2010 before the completion the development of the national ToT training manual and national ToT training in May 2010. Evaluation of the Output 5 was not therefore been conducted.</p>	<p>The NDMO took the lead in the set up of the working group and the technical meeting of the working group to develop the National ToT Training Curriculum.</p> <p>The National ToT Training produced more than 20 experienced trainers who are from the NDMO, LNMCS, WREA, National University, PDMC of Khammouane and Savannakhet provinces and from the target districts.</p> <p>A set of national ToT training manual became the first Lao standardized training manual on flood preparedness and emergency management. The manual is developed under the leadership of NDMO and therefore owned by the country.</p> <p>The lack of national standard training materials is now at least eliminated by the presence of this national</p>	<p>The PDMC and DDMC should be thoughtful about the experienced trainers generated by the project in the situation of changing new staff or staff promotion. A new and inexperienced staff should be trained by the trainers to avoid gaps in their DRR performance and thereby helping to maintain the PDMC and DDMC quality works in the medium and long-terms.</p>

			ToT manual.	
6. At least 4 national and 1 regional workshops on knowledge sharing have been conducted, and 8 additional good practice documents produced and disseminated.	Reported in the regional activities	Reported in the regional activities	Reported in the regional activities	Reported in the regional activities
7. 2 joint plans for flood emergency assistance and improved flood preparedness have been developed, discussed and agreed upon between neighbouring trans-boundary provinces (Lao PDR-Thailand and Cambodia-Vietnam).	<p>Trans-boundary meetings between Khammouane and Nakorn Phanom provinces were held with participations of high ranking officials from the two provinces and the LNMCS and TNMCS.</p> <p>Due to legal requirements and limitations of the relevant provincial DM authorities a proposed joint plan could not be endorsed. Instead the key cooperation areas will be proposed by PDMC of Khammouane and PDDPM of Nakorn Phanom to the provincial authorities for including in future cooperation agenda.</p> <p>In addition, a draft joint plan has been prepared and shared with both provinces.</p> <p>In order to prepare a basis</p>	No evaluation done because of the absence of RBM.	<p>The trans-boundary meetings were held and agreed minutes of the meetings showed their commitments to continue and pursuit the cooperation at the highest level of provincial authorities in the future.</p> <p>The cooperation areas have been refined and better understanding of trans-boundary cooperation has been reached which formed a good basis for including the flood preparedness and emergency management into regular agenda of the provincial cooperation.</p>	<p>Both, PDMC of Khammouane and PDDPM of Nakorn Phanom to explore the legal framework that could make practical trans-boundary cooperation possible focusing on provincial cooperation context.</p> <p>This can start with a downscale cooperation at lower level such as district where informal collaboration is much practical and easy to pursuit. This good example of district cooperation does already exist between Nongbok and That Phanom districts.</p>

	for immediate cooperation several concept documents were prepared and submitted to the NMCs for seeking funding for implementation, i.e. concept documents on simulation exercise training, exchange of visit, etc.			
8. Assessments and recommendations for improvement of the national framework of - awareness-raising and enhancing of people's capacities in dealing with floods, - flood preparedness programs, and - development plans containing flood preparedness and emergency management have been done/provided in all member states.	An assessment for the improvement of the national framework was conducted which identified key strengths to be maintained and challenges in the future implementation of the three key activities initiated by the projects namely - awareness-raising and enhancing of people's capacities in dealing with floods, - flood preparedness programs, and - development plans containing flood preparedness and emergency management have been done/provided in Lao PDR.	No evaluation done because of the absence of RBM.	The assessment report was completed. The assessment process involved key stakeholders who were involved in the project implementation and are in charge in the maintenance of the future activities initiated by the project. The project model has been duplicated in different parts of the countries. The experiences were taken up by NGO partners in the project formulation stage for 6 th DiPECHO Action Plan and three on-going projects under the DiPECHO are being implemented by Care International in Sekong, French Red Cross in Khammouane and Oxfam Belgium in Vientiane province.	The NDMO and relevant line agencies should study the gaps identified in the assessment report and continue to have effective implementation of flood preparedness and emergency management program in line with the upcoming 7 th NSEDP implementation and budget allocation.

6. STATUS OF INDICATOR ACHIEVEMENT AND RESULTS PER COUNTRY, PROVINCE AND DISTRICT

Area	Status of cooperation	Biggest challenge	Corrective action
Lao PDR			
National	<p>There is good cooperation in facilitation of the conduct of project activities in these aspects:</p> <ul style="list-style-type: none"> - Coordination with NDMC members - Support to PDMC on FPP Development and implementation - Ensuring the integration of FPP into national and local development plan - Support the Preparation and organization of SFSP program in Khammouane and Savannakhet province <p>-The cooperation and coordination between the project and LNMCS, NDMO has been going well. Even though the national FMMP coordinator was busy but LNMCS' representative was sent to participate in the project activities. NDMO has constantly put its effort to actively taken the lead in the project implementation in all key project activities, such as the public awareness, FPP development and implementation, integration of the FPP in the development plans, need based trainings in the target districts, national ToT training and development of the training curriculum, trans-boundary cooperation as well as the conduct of the assessment report on the national framework.</p> <p>The cooperation with other partners were extremely valuable to enhance synergy among the on-going programs funded by different or same donors.</p>	<ul style="list-style-type: none"> - Limited resources of the key line agencies, i.e. NDMO, PDMC and DDMC, especially human resources, has sometimes caused delay in the delivery of the activities. <p>Ownership</p> <ul style="list-style-type: none"> - The national counterparts still do not have sufficient fund to be allocated for the continuation of the activities in the future. - The integration of FRR/DRR into the 7th NSEDP would improve the financial status of the FRR/DRR activities. However the NDMO and the line agencies need to continue to work out the national projects and programs to materialise the goals of the NSEDP. <p>Focal point has many responsibilities within the office and many times</p> <ul style="list-style-type: none"> - Comments and feedback on project activities are sometimes difficult to obtain 	<p>Explain to focal point nature of project activity and how to go about in conducting the activity</p> <p>Prepare the plans well in advance together with the national and local counterparts to ensure that the dates of activities are fixed early and the counterparts are therefore committed to follow the agreed dates.</p> <ul style="list-style-type: none"> - Get our partners involved as much as possible and request focal point to perform more tasks - Request decision makers to help solve some difficulties

Provincial	<p>In all project period there were very good cooperation in facilitation, support and implementation of all activities by concerned national and local authorities:</p> <ul style="list-style-type: none"> - Have better ownership on project implementation - Preparation and organization of FPP development workshops - Coordinates with DDMC of target districts on FPP Development and implementation. -The Secretariat of PDMC was active and played crucial roles in the consultation, development and finalization of the district FPP. - Integration of FPP into local development - Preparation and organization of SFSP program in Khammouane and Savannakhet province - Coordinates with district education offices of target districts, supports and guides on teacher orientation workshops and conducted SFSP Campaign - Assisting in distribution of IEC material to target districts and schools -The PDMC and DDMC remain active and cooperative. The participation of PDMC and DDMC in the need based training and the finalisation of the training manual have put a new achievement milestone in the journey of FRR/DRR capacity building in Lao PDR. -active in design of Billboards and post-evaluation of the IEC materials. 	<p>There is a limited number of staff in the LSW department at provincial and district levels.</p> <p>The focal points have much work to do within their offices, and conduct of some project activities depend on the time that they are available to attend to these activities.</p> <p>During the project implementation Provincial focal point of Savannakhet province was replaced 3 times and the old focal point did not translate the task and explain the project to the other, so it was very hard to coordinate with.</p> <p>If compared to Khammouane province, the DRR capacity of Savannakhet province is still weak with lower degree of participation from PDMC. This is mainly due to lack of experienced staff and limited DRR capacity.</p> <p>-changes in staff position remained a biggest challenge. In many cases trained staff get a new position after his/her knowledge has been improved.</p>	<ul style="list-style-type: none"> - Take the lead to visit the target districts - Explain to focal point project activities before meeting with DDMC. Then the focal point can further explain to DDMC, and ADPC team add clarifications when needed - ADPC team provides technical support to every activity conducted by the focal point - Clarify to the focal points their role and responsibility in the project - A linkage between national, provincial and district trainer's needs to be maintained and activated when implementing the FPP and other relevant activities. - Need to have a knowledge transfer approach within the authorities to ensure experience transfer to a new person.

	<p>-comments on flood booklet, SFSP teacher information booklet and posters.</p> <p>-Very good cooperation between the provincial and district training. Supported by the provincial trainers the district trainers helped each other in the organizations of the NBTs.</p>		
<p>Districts: Hinboun, Mahxai, Yommalath & Xaibouly</p>	<p>Good cooperation in all activities:</p> <p>-Take ownership in holding the, teacher orientation workshops at district level and taking lead school campaigns.</p> <p>-Quick comments on billboard design</p> <p>-The DDMCs have strengthened their FRR/DRR knowledge. Good cooperation has been rendered by them. They gradually become an asset for the district authorities in implementing disaster management in their respective localities. It is common that once the capacity has been improved people tend to be promoted and they subsequently change the position, leaving a gap to DDMC.</p> <p>-DDMC needs to enhance coordination and cooperation among the DDMC members.</p>	<p>- One district is remote and there was difficulty in communication.</p> <p>-Setting the dates for the activities were a challenge due to busy schedule of the focal points and the higher authorities. Delay usually occurred in delivering planned activities.</p> <p>-Moreover, during this time the target districts are organizing General meeting, so the project activities need to be postponed.</p> <p>-Due to district office of Xaibouly district coordination made very hard. The focal point is not active in implementation of activities and sends activity report late.</p> <p>-changes in staff position remained a biggest challenge. In many cases trained staff get a new position after his/her knowledge has been improved.</p>	<p>DDMC to ensure the trained staffs continue to participate in the project activities or an internal training be conducted before any mobilisation of the trained staff.</p> <p>DDMC to get more backup support and guidance from the PDMC of Savannakhet.</p> <p>Need to have a knowledge transfer approach within the authorities to ensure experience transfer to a new person.</p>

7. STATUS OF CONTRIBUTIONS RENDERED

7.1 Contributions by the MRCS/FMMP

Target: To ensure coordination between FMMP components.

- To facilitate information sharing and smooth communications and coordination with LNMCS.
- To provide support in project implementation.
- To participate in meetings and workshops at local levels
- To provide guidance to ADPC
- To keep the project informed of the progress of FMMP Components
- To enhance the coordination among the FMMP Components.

Actual:

- Regular FMMP Program Coordination Committee (PCC) Meeting held.
- The quarterly reports shared with the NMCs.

Biannual report prepared and shared.

7.2 Contributions by LNMCS and NDMOs

For LNMCS

Target:

- To ensure that project implementation in the Lao PDR are effectively coordinated.
- To support/participate in provincial/district activities/workshops.
- To coordinate the project implementation with concerned line agencies
- To provide effective guidance to the project team

Actual:

- Coordinated the meetings and discussion with concerned line agencies, e.g. regional meeting on public awareness in flood risk reduction
- Provided inputs for the finalization of the Cooperation Agreements
- Participated in meeting and workshops at local levels when available
- Provided comments on key project documentation
- Facilitated the coordination with relevant line agencies

For NDMOs

Target:

- To ensure the project implementation in the Lao PDR are effectively implemented.
- To co-operate and conduct meetings and workshops at different levels.
- To be responsible for processing and finalizing the Cooperation Agreement by providing national inputs
- To finalize the selection of the target districts
- Organized and participated in the Technical Meetings and FPP workshops at local levels
- To provide guidance to local authorities in the implementation.
- To participate in the national and sub-national level activities
- To provide guidance to the project team

Actual:

- To ensure the project implementation in the four MRC member countries are effectively implemented.
- To co-operate and conduct meetings and workshops at different levels.
- Finalized and signed the Cooperation Agreement
- Selection of the target districts completed
- Organized and provided inputs to the regional meeting on public awareness activities in flood risk reduction
- Organized and participated in the Technical Meetings and FPP workshops at local levels
- Participated and organized national-level activities and events
- Actively took lead in the project implementation

7.3 Contributions by GTZ

Target:

- To maintain the mechanism of conducting regular information sharing process between GTZ, MRC and ADPC.
- To be in charge of RBM

Actual:

- Regular information sharing is being facilitated.
- The RBM system conducted.

Provide overall guidance to ADP

8. RECOMMENDED ACTION (REFERRING TO SECTION 7)

8.1 Consequences and action required by the Recipient – ADPC

- Together with the FMMP, NMCs and NDMOs and its sub-national authorities and other partners, to implement the ground activities and mobilise resources.
- To apply a monitoring mechanism to systematically monitor the progress of implementation in accordance with the RBM requirement and to participate in the RBM monitoring.

8.2 Consequences and action required by the GTZ

- To maintain the mechanism to conduct regular information sharing process between GTZ, MRC and ADPC.

8.3 Consequences and action required by MRCS/FMMP

- To ensure coordination between FMMP components, MRCS, NMCs, NDMOs and ADPC.
- To facilitate information sharing with NMCs.
- To provide support in project implementation.
- To participate in the project implementation events at different levels.

8.4 Consequences and action required by the NMCs

- To provide coordination support to the project implementation
- To support/participate in flood preparedness program implementation.
- To participate in project events as required.

8.5 Consequences and action required by the NDMOs

- To work with the project in flood preparedness program development and implementation
- To coordinate and implement the project activities
- To provide technical and political support and guidance to provincial and district DM authorities in the ground implementation

To play the key roles in coordinating with other line ministries in integrating f FPP into development plan

ANNEXES

- Annex 01: Cooperation agreement and Amendment for Lao PDR
- Annex 02: Letter of agreement between ADPC and Department of Labour & Social Welfare of Khammouane and Savannakhet Province on Installation of Flood Map and PA Post Testing
- Annex 03: Letter of agreement between ADPC and Department of Education of Khammouane and Savannakhet Province on School Flood Safety Program
- Annex 04: Letter of agreement between ADPC and Xaibouly District, Savannakhet Province on Public Awareness Activities at Commune Level.
- Annex 05: Letter of agreement between ADPC and Department Labour and Social Welfare of Khammouane Province on the project implementation.
- Annex 06: Concept Note on Public Awareness And Enhance People's Capacities On Dealing With Floods
- Annex 07: Concept Note on Installation of Hazard map/Flood Map and PA Post Testing
- Annex 08: Concept Note on Installation of Billboard post Testing & Hazard mapping/Flood Map
- Annex 09: Outline of District Workshop On Development And Implementation Of Flood Preparedness Program (FPP) at District Levels
- Annex 10: Concept Note on Need Based-Training Course On Community-Based Flood Management (CBFM)
- Annex 11: Concept Note on Trans-boundary Flood Preparedness & Emergency Cooperation between Khammouane Province of Lao PDR and Nakhon Phanom Province of Thailand
- Annex 12: Concept Note on International Workshop People Centered Approach in Flood and Land Management in the Mekong Basin, Luang Prabang, Lao PDR
- Annex 13: Training Report on Community-Based Flood Management (CBFM) in Hinboun District, Mahaxay District, Ngommalath District and Xaibouly District.
- Annex 14: Training Needs Assessment Form
- Annex 15: Training Needs Assessment on Disaster Management of Official of Khammouane and Savannakhet province, Lao PDR
- Annex 16: National ToT on Flood Preparedness and Emergency Training Course Report
- Annex 17: List of Potential Training Institution in Lao PDR
- Annex 18: Mission Report to Hinboun, Mahaxai, Yommalath and Xaibouly districts on Commune Public Awareness
- Annex 19: Activity Report of SFSP program in School
- Annex20: Country Paper Integrating Disaster Risk Reduction Into The National And Local Development Planning Process In Lao PDR
- Annex 21: List of Priority Program and Project of Hinboun District 2010-2015

- Annex 22: An assessment of National Framework in Mainstreaming Flood Preparedness and Emergency Management in Lao PDR
- Annex 23: Minutes Of Meeting on Trans-boundary Cooperation on Flood Preparedness and Emergency Assistance between Provincial Disaster Management Committee, Khammouane Province, Lao PDR and Provincial Disaster Prevention and Mitigation Office and Team, Nakorn Phanom, Thailand
- Annex 24: Minutes Of Meeting on 3 on Flood Education and Awareness through Schools in the Lower Mekong Basin
- Annex 25: Beneficiary List for Lao PDR