



# INCEPTION REPORT



***“Addressing CC Risks on Water Resources and Food Security in  
the Dry Zone of Myanmar”***

**UNITED NATIONS DEVELOPMENT PROGRAMME  
MYANMAR**

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## 1. List of Acronyms

ADRA:	Adventist Development and Relief Agency
AF:	Adaptation Fund project
QPR:	Quarterly Progress Report
AWP:	Annual Work Plan
BAJ:	Bridge Asia Japan
CC:	Climate Change
CO:	Country Office
CSO:	Civil Social Organization
DEX:	Direct Execution
DG:	Director General
DMH:	Department of Meteorology and Hydrology
DOA:	Department of Agriculture
DRD:	Department of Rural Development
DRR:	Disaster Risk Reduction
DZGD:	Dry Zone Greening Department
ECCDI:	Ecosystem Conservation and Community Development Initiative
ECODEV:	Ecology and Economic Development Company Limited
ERBM:	Enhanced Result Based Management
FAO:	Food and Agriculture Organization
FD:	Forest Department
FMNR:	Farmer-Managed Natural Regeneration
GEGG:	Green Economy Green Growth
GRET:	Group de Recherche et d'Echanges Technologiques
ICDP:	Integrated Community Development Project
IDE:	International Development Enterprise
INGO:	International Non-Governmental Organization
LBVD:	Livestock Breeding and Veterinary Department
LNGO:	Local Non-Governmental Organization
LPAC:	Local Project Appraisal Committee
M&E:	Monitoring and Evaluation
MIE:	Multilateral Implementing Entity
MOECAAF:	Ministry of Environmental Conservation and Forestry
NGO:	Non-Governmental Organization
PPR:	Project Performance Review
PSC:	Project Steering Committee
PT:	Project Team
RRD:	Relief and Resettlement Department
TAG:	Technical Advisory Group
UN:	United Nation

UNDP:	United Nation Development Programme
UNDP APRC:	Asia-Pacific Regional Centre of United Nations Development Programme
UNDP CO:	United Nations Development Programme Country Office
UNDP EEG:	United Nation Development Programme - Environment and Energy Group
WRUD	Water Resources Utilization Department

## **2. Introduction and Purpose**

The purpose of the Inception Report is to review the progress of the project during inception phase, as well as document the changes made to the project document based on feedback from all the stakeholders. In particular the report will dwell on the recommendation and decisions made during the inception workshop and serve as a key reference document that will be annexed to the signed project document and shared with participants to formalize various agreements and plans decided during the meeting. All the changes in the project document that have been proposed and agreed are attached to this inception report as annexures.

The inception report will be used as a key reference document during the implementation of the project, as well as for any assessments/evaluations conducted during implementation and after the completion of the project.

## **3. Project Overview:**

UNDP Myanmar, with funding from Adaptation Fund is initiating the implementation of a CC adaptation project - "Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar." The project aims to reduce the increasing impacts of climate change on agricultural and livestock production cycles in the dry zone of Myanmar - the impacts of increasing temperature and evaporation, declining water availability, and intensifying weather events especially flash floods and cyclones.

The project will operate in five townships in the Sagaing, Mandalay and Magway Regions – Shwebo and Moneywa townships in the Sagaing region, Myingyan and Nyaung Oo townships in the Mandalay Region, and Chauk Township in the Magway Region. The townships were selected on the basis of observed temperature extremes, frequency of drought per year, and the impacts of climatic parameters on food security. An additional criterion for township selection was the potential to access ground and surface water resources – vital prerequisites for small irrigation and water management schemes. The direct beneficiaries of the project are marginal farmers in rain-fed areas and landless workers whose access to arable land is severely threatened by erosion and land degradation. Special emphasis is placed on women and female-headed households within this vulnerable group.

The project target sites consist of approximately 50,000 households from 280 villages with a high percentage of landless households and marginal/small farmers. Many of these landless and marginal/small farmers will benefit directly from the proposed project. Among them, approximately 85% of the total population is estimated to be impoverished landless and marginal farmers' households on rain-fed lands who are prone to critical losses of livelihood assets from recurring droughts and crop failures. While impoverished and marginal farmers with land-use rights will benefit from the project through additional investments in natural and productive capital (such as improved water supply on drought-prone fields; access to diversified and improved crops for fields and home gardens; expanded agro-forestry services; diversified livestock rearing; arrested soil erosion and watershed protection), landless people will benefit from diversified livestock assets, improved ecosystem services (such as

greater availability of non-forest products and more reliable freshwater supply), as well as through greater opportunities for manual labor in water-, forestry- and agroforestry-related components of the project. An important element of the proposed project is to strengthen the participation and stakes of landless people in Community-based Organizations, especially forest resource users groups and water resource users groups.

By the end of the four-year period, the project aims to ensure continuous freshwater resource during the dry seasons in 280 villages in the Dry Zone, promote and enhance climate-resilient agricultural and livestock practices and ensure timely and quality dissemination of climate risk information through use of short-term weather forecasts, medium-term seasonal forecasts, and longer-term climate scenario planning.

The project was signed between UNDP and Adaptation Fund on August 6, 2014. However, actual implementation started only in 2015. This was due to time taken in mobilizing the project, as well as delays in recruitment of key project personnel. The project was officially launched on 17 February 2015 in Sedona Hotel, Mandalay. The Inception Workshop was held on 26 August 2015.

The following are the outcomes and outputs of the project:

**Outcome 1: Continuous freshwater availability ensured during the dry season in 280 villages in the dry zone**

*Output 1.1: Water capture and storage capacities in 280 villages enhanced to ensure sufficient irrigation and potable water supply during dry periods*

*Output 1.2: 4,200 hectares of micro-watersheds are protected and rehabilitated through Farmer-Managed Natural Regeneration (FMNR) to increase natural water retention and reduce erosion*

*Output 1.3: Community-based agroforestry plots established on 5,100 hectares of private and communal lands to conserve soil and water*

**Outcome 2: Climate-resilient agriculture and livestock practices enhanced in Myanmar's dry zone**

*Output 2.1: Drought-resilient farming methods introduced to farmers to enhance the resilience of subsistent agriculture in the Dry Zone*

*Output 2.2: Resilient post-harvest processing and storage systems introduced to reduce climate-induced post-harvest losses (drought and floods)*

*Output 2.3: Climate resilient livestock production systems introduced in 6,300 landless households to buffer the effects of flooding and drought on rural livelihoods*

**Outcome 3: Timeliness and quality of climate risk information disseminated to dry zone farmers enhanced through use of short-term weather forecasts, medium-term seasonal forecasts, and longer-term climate scenario planning**

*Output 3.1: Climate hazard maps and risk scenarios are developed in each township to support community-based climate risk management and preparedness planning*

*Output 3.2: Local level climate and disaster risk management framework strengthened for timely and effective communication of climate risk and early warning information*

#### **4. Progress:**

The following is a summary of the progress till date.

##### **4.1. Project Mobilization**

During the second half of 2014, the Country Office initiated recruitment of key project personnel such as National Project Manager, Technical Specialist, Sector Specialist (Agriculture, Environment and Forestry, Livestock and Soil Conservation and Water Harvesting), Monitoring and Evaluation Officer and Project Assistant. By December 2014, the four Sector Specialists and Project Assistant were recruited and they joined the project office in Mandalay and Nyaung U in December 2014. The project office was temporarily located in the UNDP Area Office in Mandalay.

The procurement of office equipment (computers, photocopiers, furniture, etc) were also initiated in the second half of 2014. The construction of the office annex building in the Dry Zone Greening Department was also initiated in late 2014 and completed in April 2015.

The project team moved to the new office location in the Dry Zone Greening Department compound in Patheingyi, Mandalay on 25 May 2015. Currently, the project staff, except for the Environment and Forestry Specialist and Soil Conservation and Water Harvesting Specialist are all operating out of the Patheingyi office in the Dry Zone Greening Department compound.

As of August 2015, the following is the status of personnel recruitment under the project:

<b>Sn</b>	<b>Name</b>	<b>Position</b>	<b>Entry on Duty</b>	<b>Remarks</b>
<b>Recruitment Completed</b>				
<b>1</b>	Van Lal Ruat Pwee Yee	Project Assistant	1 Dec 2014	Stationed in Patheingyi, Mandalay
<b>2</b>	Yan Naing Tun	Soil Conservation and Water Harvesting Specialist	10 Dec 2014	Stationed in Nyaung U
<b>3</b>	Myint Zaw	Agricultural Specialist	15 Dec 2014	Stationed in Patheingyi, Mandalay
<b>4</b>	Khin Maung Htay	Environment and Forestry Specialist	15 Dec 2014	Stationed in Nyaung U
<b>5</b>	Khin Maung Lwin	Livestock Specialist	24 Dec 2014	Stationed in Patheingyi, Mandalay
<b>6</b>	Karma Lodey Raptan	Technical Specialist	24 Apr 2015	Stationed in Patheingyi, Mandalay
<b>7</b>	Myint Wai	National Project Manager	25 Aug 2015	Stationed in Patheingyi, Mandalay
<b>Pending Recruitment</b>				
<b>8</b>		Monitoring and	Pending	Position re-advertised due

	Evaluation Officer	to limited applicants
9	Driver	Recruitment completed

As is apparent from the table above, the mobilization of the entire project team took some time due to limited staff capacities at the CO level, as well as due to limitations in expertise in the local market. Except for the recruitment of the Monitoring and Evaluation Officer, the project team is now more or less well-established. The office location in Patheingyi is also fully established despite initial challenges in securing connectivity and communication facilities.

An office car (Toyota Land Cruiser) has also been ordered to facilitate movement of staff in the field. The project vehicle is expected to arrive in Mandalay sometime in December 2015. The appointment of the driver has been delayed so as to time the offer of appointment with the arrival of the project vehicle.

#### **4.2. Local Project Appraisal Committee Meeting**

The Local Project Appraisal Committee Meeting was held on 30 April 2014 at the Dry Zone Greening Department, Patheingyi Township, Mandalay. The meeting was co-chaired by U Htay Aung, Director General, Dry Zone Greening Department and Lat Lat Aye, Team Leader (Pillar II) UNDP. Present at the meeting were representatives of Dry Zone Greening Department (DZGD), Department of Rural Development (DRD), Forest Department (FD), Water Resources Utilization Department (WRUD), Department of Meteorology and Hydrology (DMH), Livestock Breeding and Veterinary Department, Department of Fisheries, Department of Agriculture (DOA), Relief and Resettlement Department (RRD). UNDP was represented by Mr. Igor Bosc, Senior Programme Advisor, Lat Lat Aye, Team Leader, Pillar II, Khin Ma Ma Gyi, Programme Analyst (DRR), Pillar II, and Aung Lin, Area Office Coordinator, Mandalay.

During the meeting, participants reviewed the project document in detail considering relevance of the project content vis a vis government policies, institutional, political, social, economic, or local contexts in the dry zone area during the one and half years of the lapsed time. The LPAC meeting endorsed the objective of the project, the key components and the outcomes. The participants also highlighted the need to have detail discussions on the implementation arrangements during the inception phase and suggested minor adjustments to the project document. A detail minutes of the LPAC meeting is included as Annex 1.

#### **4.3. Green Economy and Green Growth Forum**

The project contributed and participated in the Mandalay segment of the Fourth Green Economy Green Growth, GEGG FORUM which was conducted in two segments (Nay Pyi Taw segment on 3 & 4 February 2015 at MICC- 2 and Mandalay Segment on 5 & 6 February 2015 at Mandalay University). The topics of the forum and the project objective and outputs are closely linked to each other and as such there is a lot to learn from each other's experiences. The project supported the participation of 32 government participants from the 3 regions of Mandalay, Sagaing and Magwe, which are the focus regions for the AF project.



More specifically, the project participated in the session on “Climate Resilience livelihoods and sustainable natural resource management.” The session explored the vulnerabilities of the livelihoods in the dry zone at risk of climate change and how to overcome the vicious cycle interacting between poverty, economic development and natural resource management. The key departments and agencies implementing the development projects on the ground and UNDP exchanged experiences of the Dry Zone and the other countries’ experience and strategies in similar context.

The GEGG Forums provide a professional and objective process to increase awareness on critical determinants for promoting and accelerating green growth and sustainable development policies & strategies; application of science, technology & management practices for implementation; foster capacity building; catalyze and facilitate cooperation amongst national stakeholders as well as with international partners.

The Fourth GEGG Forum was Organized by GEGG Myanmar (Not for profit) Association.

#### **4.4. Project Launch**

The project was officially launched on 17 Feb 2015 in Mandalay (See report on the launch ceremony – Annex 2). The launch ceremony was attended by 165 participants from government departments, INGOs, LNGOs, CSOs, Universities and institutions. Present at the launch were the Union Minister of the Ministry of Environmental Conservation and Forestry, Chief Minister of Mandalay Region, UNDP Deputy Assistant Administrator and Deputy Regional Director for Asia and the UN Resident Coordinator and UNDP Resident Representative of Myanmar.

The main objective of the project was to raise awareness and introduce the Adaptation Fund Project to key partners such as government counterparts –at national, regional and local levels; non-governmental organizations, community-based organizations and other development partners present in Myanmar. During the launch, UNDP presented the objectives, expected outcomes and outputs of the Adaptation Fund Project among key partners and solicited feedback and comments on the project content and implementation arrangements.

#### **4.5. Establishment of Project Baseline**

During February – March 2015, the four Sector Specialists visited and met with local authorities, government technical departments and INGOs/CSOs in the five project townships and collected secondary data from technical government departments. The data collected thus were organized, analyzed, and shared within the office, as well as maintained in the project database. During the same period, the Sector Specialists also gathered media reports and relevant information and assisted in the translation of these into English. These data and information will serve as an important baseline in planning project activities once the project starts implementation on the ground.

#### **4.6. Communications Strategy for the Project**

In an effort to enhance overall UNDP visibility as well as promote the project and its results, a communication strategy for the project was developed in April-May 2015 through the recruitment of a

consultant by the Bangkok Regional Hub. The strategy aims to highlight project activities on the ground, including supporting with systematically documenting the project's evolution and progress through photo and video media and include both domestic and external (international and donor) communication strategies. The strategy also consists of an internal communication guideline to ensure that communications among the various government departments, the project team and the UNDP Myanmar Country Office, are maintained in a smooth and effective manner.

The communication strategy also includes specific communication products to be produced with guidance on timing/frequency, target audience, budget and responsible party(ies). The Strategy was developed based on a consultation basis with key project stakeholders (such as the project staff and UNDP program manager and Regional Technical Advisor).

Results from the project will be disseminated within and beyond the project intervention zone, through existing information sharing networks and forums. The project will identify and participate (where relevant and appropriate) in scientific and policy-based networks, along with any other distribution networks deemed suitable, which will ultimately serve to support project implementation. The project will identify, analyse, and share lessons learned when beneficial in the design and implementation of similar future projects. Finally, there will be a two-way flow of information between this project and other projects of a similar focus.

The communications strategy is designed to cover in specific detail the first two years of the project implementation, and give a broad framework for years three and four, but should remain relevant for the entire lifecycle of the project. Building on the communications already conducted for the project, this communications strategy is designed to support the project team in continuing and enhancing project visibility.

As part of the above initiative, a two-day face-to-face training on communication was also organized for the project team in Mandalay. During the training, the project team was exposed to various communications methodologies and tools, including those for social media.

#### **4.7. Selection of Project Target Villages**

As per the Project document, the AF project will focus its interventions in 280 villages, out of the 998 villages in five townships. While the 5 townships were pre-identified during project design, the target villages were not selected at the time. Therefore, in order to select the 280 target villages for the project, local consultation meetings in all the townships were conducted from 9-18 June 2015.

The main objective of the consultation was to explain the project goals and related field interventions as outlined in the project document, as well as to consult with all relevant stakeholders at the regional and township levels and finalize the target villages under the different regions. The identification of the target villages will enable the project team to plan and implement specific interventions in the identified villages, as outlined in the project document. The consultation meetings in project townships were conducted with the approval of the concerned Regional Governments in the project area.

Regions	Townships	Total villages *	Project Villages	No. of Households	Population
Sagaing	Shwebo	168	60	12,318	64,906
	Monywa	194	50	8,347	48,759
Mandalay	Myingyan	186	60	12,447	51,579
	Nyaung U	220	70	12,455	63,140
Magwe	Chauk	230	40	5,072	26,176
<b>Total</b>		998	280	50,639	254,560

**\* Source: Total number of villages per each township is confirmed by Township General Administration Department.**

There are a total of 168 villages in Shwebo, 194 in Monywa, 230 in Chauk, 220 in Nyaung U and 186 in Myingyan. Out of this, the project will support 60 villages in Shwebo, 50 in Monywa, 60 in Myingyan, 70 in Nyaung U and 40 in Chauk. For the purpose of identifying target villages, a selection criterion was developed to cover the eight outputs of the project under three components:

- Are there noticeable impacts of CC – e.g. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/productivity?
- Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?
- Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?
- Are there incidences of extreme poverty and food insecurity in the village?
- Are there significant numbers of women-headed households in the village?
- Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?
- Are other development partners/INGOs/NGOs/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)

Participants were required to provide ratings for each village, based on a scale of 1 to 10 - 1 depicting minimum scale and 10 depicting maximum scale. Besides the above seven criteria, participants were also reminded to consider villages based on proximity with each other and distance from road head.

While the list of project target villages were compiled, the following results were obtained in terms of target population and target households. The numbers in black font represent the initial estimates from the project document, while the numbers in red font represent actual numbers after the finalization of the target villages. The final list of selected villages have been endorsed by the respective Regional governments of Sagaing, Mandalay and Magwe.

<b>Township</b>	<b>Total Villages (Actual)</b>	<b>Project Villages (Target)</b>	<b>No. of Households</b>	<b>Population</b>
Shwebo	168	60	12,318 (10,939)	64,906 (55,526)
Monywa	194	50	8,347 (7,637)	48,759 (33,665)
Chauk	230	40	12,447 (6,471)	51,579 (32,249)
Nyaung U	220	70	12,455 (14,193)	63,140 (65,304)
Myingyan	186	60	5,072 (9,994)	26,176 (52,196)
<b>TOTAL</b>	<b>998</b>	<b>280</b>	<b>50,639 (49,234)</b>	<b>254,560 (238,940)</b>

A more detailed report of the consultation meetings along with the final list of project target villages is attached as Annex 3.

#### **4.8. Inception Workshop**

The Inception Workshop of the project was held on 26 August 2015 in Hotel Amara, Nay Pyi Taw. The main objective of the inception workshop was to discuss and confirm with key partners on project objectives and outcomes, project implementation arrangements, and to finalize the annual work plan for 2015. Among others, the Inception Workshop also addressed a number of key issues including to:

- assist partners to fully understand and take ownership of the project, as well as discuss the roles and responsibilities of different stakeholders within the project's decision-making structure, including reporting and communication lines, and conflict resolution mechanisms;
- review and revise (if necessary) the project results framework and finalize the first annual work plan;
- provide a detailed overview of reporting, monitoring and evaluation (M&E) requirement.
- discuss financial reporting procedures and obligations, and arrangements for annual audit.

The Inception Workshop brought together approximately 67 (58 male, 9 female) representatives from Government (national, regional, district and township) as well as officials from UNDP. The key stakeholders of the project – including Ministry of Environmental Conservation and Forestry (Dry Zone Greening Department, Environmental Conservation Department, Forest Department), Agriculture Department, Department of Rural Development, Livestock Breeding and Veterinary Department, Water Resources Utilization Department, Relief and Resettlement Department, Department of Meteorology and Hydrology and General Administration Departments from respective townships were represented at the workshop.

The opening ceremony of the Inception Workshop was attended by U Khin Maung Ye, Permanent Secretary, Ministry of Environmental Conservation and Forestry – on behalf of the Government of the Union of Myanmar and Ms. Thuy Hang Thi To, Deputy Resident Representative (Operations), United Nations Development Programme, Myanmar. Also present were senior officials from the Ministry of Environmental Conservation and Forestry and other departments relevant to the project.

The participants of the workshop reviewed the project results framework as well as the outcome and outputs and endorsed the same with some minor changes. A copy of the revised results framework for the project is attached as Annex 4. In general, the participants were of the view that the objective, outcomes and outputs of the project were still relevant and in line with government policies and plans. They suggested keeping the outcomes and outputs as such.

The Inception Workshop also considered the implementation arrangements for the project and suggested some recommendations. The details of the recommendation will be dealt with under the section on Implementation Arrangements.

The annual work plan for 2015 was also presented at the Inception Workshop along with the tentative budget. Participants endorsed the annual work plan for 2015. The work plan for 2015 is attached as Annex 5.

The minutes of the Inception Workshop is attached as Annex 6.

## **5. Pipeline Activities:**

UNDP is proposing to have the 1<sup>st</sup> Project Steering Committee meeting shortly. The Ministry of Environmental Conservation and Forestry has been informed of this and the project team is waiting for the confirmation of the date of the 1<sup>st</sup> Project Steering Committee meeting. While the date of the 1<sup>st</sup> Project Steering Committee meeting is yet to be fixed, the project team has planned the following activities, in order to prepare itself for the implementation of the project.

### **5.1. Target Village Consultations to Identify Priorities**

The project team will be conducting local-level consultation meetings at the village level to identify priorities for the selected villages for possible support through the project. The aim is to conduct a more focused and inclusive discussions with beneficiaries to assess the actual needs on the ground, as well as collect relevant village profile data and information to be used by the project team in identifying keep interventions through the project. The consultation meetings is expected to be conducted during the week of 21 September and 28 September 2015. The township administrators have been contacted and the meeting dates have been finalized.

### **5.2. Monitoring and Evaluation Framework**

In an effort to ensure that project results are achieved by the end of the project period, the project intends to develop a robust and practical monitoring and evaluation framework. Among others, the monitoring and evaluation framework is expected to ensure that results achieved are in line with the

stated objectives and outcomes of the project, as well as the results and resources framework prepared during the design phase. The framework will also consist of an implementation plan that will capture quantitative impact of some of the planned interventions of the project.

The recruitment of two M&E consultants (one international and one local) have been initiated. The objective of the assignment is to design a M&E framework and implementation plan for the AF project. It will include development of an overall implementation plan for data collection and sampling methodology according to the project result framework and developing, as a sub-component of the overall framework, an experimental (or quasi-experimental) design to capture quantitative impact of some of the planned interventions of the project. In addition, the consultant will assist the UNDP Country Office to identify and procure a suitable institution that can administer household survey at the baseline, mid-term and termination of the project.

### **5.3. Video Documentary of the Project Baseline**

In line with the communication strategy and to enhance visibility of the project, the project team also intends to document results in the form of visual aids and success stories. Video documentaries will be produced at the beginning and end of the project to compare the development situation of the project target areas to ensure that results achieved are in line with the stated objectives and outcomes of the project, as well as the results and resources framework prepared during the design phase. The video documentaries will also be used to enhance visibility of UNDP and its partners in line with the project communication strategy.

The objective of this assignment is to document and produce a video documentary depicting the current/pre-project situation and development status and livelihood options of rural communities in the Dry Zone of Myanmar - in the project target villages in the townships of Shwebo and Monywa under Sagaing Region, Myingyan and Nyaung U under Mandalay Region and Chauk under Magwe Region. The video documentary will be utilized later at the end of the project to compare and situation in the Dry Zone of Myanmar and document the changes brought about by the project and the various interventions under it.

The recruitment of a documentary producer is also currently ongoing. The objective of the assignment is to produce an 8-10 minute video on the current development situation in the Dry Zone of Myanmar, against the backdrop of climate change impacts and the challenges associated with it, as well as to:

- raise awareness about the development situation and challenges faced due to climate change in the Dry Zone of Myanmar;
- explain how the Adaptation Fund project will address some of the challenges through adaptation interventions to improve resilience of local communities and enhance food security and livelihoods in the region;
- show the added value of UNDP and the partnership with the Government of Myanmar and other actors;
- highlight the collaborative effort invested during the formulation and the specific impact that the Adaptation Fund project is expected to bring about; and

- identify and give visibility to additional support that is needed from development partners in this area

#### **5.4. Project Steering Committee Meeting**

The project team is also preparing for the 1<sup>st</sup> Project Steering Committee meeting which is proposed for end September. The date of the meeting has not yet been confirmed by the government. The 1<sup>st</sup> Project Steering Committee will, among others review the project objectives, outcome and outputs and review and endorse the implementation arrangements for the project and the annual work plan for 2015. The recommendations of the Inception Workshop, as well as the LPAC meeting will all be considered during the meeting.

#### **5.5. Preparations for Project Implementation**

The project activities is planned to be delivered through the engagement of NGOs/CSOs, who will play a critical role in the proposed AF project as service providers, community organizers, and repository of knowledge and lessons learned from the project. Their contributions towards sustainable human development in Myanmar and collaborative working relationship with government agencies and UNDP, have been demonstrated, inter alia, in the ICDP and the Inle Lake Rehabilitation project.

While stakeholder consultations at national, regional and local-levels during the project preparation phase identified potential NGOs and CSOs which are thought to have sufficient capacity to carry out some of the project activities, the project team has made additional efforts to refine the list of potential NGOs/CSOs. The selection of and modalities of engagement of these entities will be discussed within the country office shortly as per UNDP rules and regulations. A revised list of potential NGOs/CSOs with their capacity and areas of expertise is attached as Annex 7.

The project team is also in the process of preparing detailed terms of reference for the engagement of potential implementing partners in the different areas of work as outlined in the different outcomes and outputs of the project.

### **6. Implementation Arrangements**

In Myanmar, UNDP works under a special mandate from the UNDP Executive Board which focuses exclusively on programmes with village- and grassroots level impact. The entire UNDP programme is directly executed (DEX) by the UNDP Country Office to ensure technical and financial accountability for the funds entrusted by multilateral and international donors. Although the recent political and democratic transition of Myanmar provides new opportunities for UNDP to scale up partnerships with public institutions in Myanmar, the modality of Direct Execution remains the most effective option to ensure delivery of AF resources to vulnerable farmers in Dry Zone villages.

Reflecting the longstanding work and experience of UNDP in working directly with grassroots communities, and considering the past success that UNDP's direct execution modality has had in advancing community-based development and disaster risk reduction in vulnerable areas, the

Government of Myanmar has explicitly endorsed this AF project to be executed by UNDP directly, with a focus on delivery through local-level institutions (NGOs, CBOs).

### **6.1. UNDP's Role in the Project**

UNDP's role in this project is two-fold:

- As MIE for the Adaptation Fund (for which an MIE fee of 8.5% is provided), UNDP has supported the Government of Myanmar to appraise urgent adaptation needs in the Dry Zone, scope out an AF concept, develop a full AF proposal (based on extensive consultations in the project areas), mobilize project stakeholders, develop township-level coordination mechanisms and partnerships, and mobilize resources from the AF for urgently needed adaptation actions. During the project implementation phase, UNDP's MIE role will include independent project oversight and implementation support through Specialized Technical Support Services and Quality Assurance provided by UNDP Asia-Pacific Regional Center (Bangkok) and UNDP Headquarters (New York). The details of services and cost positions covered by the MIE fee are listed in Annex C of this proposal.
- At the request of the Government of Myanmar, UNDP will serve as Executing Entity for this project. In this capacity, UNDP will be responsible for the execution of the proposed AF project in collaboration with local NGOs and CBOs, which requires the administration and delivery of financial inputs. Any inputs related to Project Execution (which covers the costs of project management staff for the duration of the project; costs for project inception, Steering Committee and township-level coordination meetings; costs for field offices in 5 townships; costs of independent external evaluations; and costs for monitoring/evaluation-related travel of project staff to the field sites) have been costed and apportioned between AF and UNDP. The proportion requested from the AF to support project management costs has been reduced to 4.9% of the overall budget.

### **6.2. Project Steering Committee**

At the national level, the Project will be supported by a Project Steering Committee (PSC). The PSC will oversee and keep abreast of project progress and facilitate the implementation of the project in partnership with co-financing institutions. Direct implementation of the project and decisions regarding the allocation of resources and assistance under the project will be taken by UNDP as the executing agency under the overall direction of the PSC, in consultation and partnership with the Government of Myanmar. As per the Project document, the PSC is to be chaired by UNDP and include Director Generals from the Ministry of Environmental Conservation and Forestry (MOECAF), Director Generals from Water Resources Utilization Department and Department of Meteorology and Hydrology, and the Chair of the Environment Thematic Working Group.

During the Inception Workshop, participants suggested changes to the project steering committee structure – as follows:

- include a government co-chair instead of UNDP chairing the PSC;
- inclusion of additional members not included during the project design phase, in particular the DGs of Department of Rural Development, Department of Agriculture, Livestock Breeding and Veterinary Department and Relief and Resettlement Department. This will then be proposed to the 1st Project Steering Committee for endorsement and approval.



- to reduce the frequency of Project Steering Committee meetings to twice a year. This proposal will also be submitted to the 1st PSC for consideration.

A detail terms of reference including the list of Project Steering Committee members is attached as Annex 8.

### 6.3. Technical Advisory Group (TAG)

To assist the PT on technical questions, a Technical Advisory Group (TAG) will provide guidance and advice on technical questions related to water management, agriculture, forestry, food security and risk information/communication. The main objective of the TAG is to identify technical strengths and weaknesses of the project, take stock of available and required technical know-how under different project components, and provide technical backstopping and quality control throughout the project period. As per the project document, the TAG includes representatives from local farmer organizations and NGOs, technical staff from Government Departments (such as the Department of Meteorology and Hydrology, the Ministry of Agriculture and Irrigation, the Dry Zone Greening Department (DZGD), the Forest Department (FD), the Livestock Breeding and Veterinary Department), UNDP, and other UN agencies such as FAO.

During the Inception Workshop, participants suggested the following changes in the composition of the TAG:

- to correct the names of ministries/departments under the membership for the Technical Advisory Group – in particular for the Ministry of Livestock, Fisheries and Rural Development;
- To include Water Resources Utilization Department, Department of Rural Development and the Relief and Resettlement Department;
- to reduce the frequency of the meetings of the TAG to twice a year.

A detail terms of reference along with the list of members of the TAG is attached as Annex 9.

### 6.4. Project Team

This project will be implemented under Pillar II of UNDP, Myanmar. According to the project document the project team consists of the following:

Sn	Position	Station
1	Project Assistant	Yangon
2	Soil Conservation and Water Harvesting Specialist	Nyaung U, Mandalay Region
3	Agricultural Specialist	Monywa, Sagaing Region
4	Environment and Forestry Specialist	Nyaung U, Mandalay Region
5	Livestock Specialist	Monywa, Sagaing Region
6	National Project Manager	Yangon
7	Monitoring and Evaluation Officer	Yangon
8	Driver	Yangon

During the inception phase, it was decided to position the project team as follows. This arrangement was also presented and agreed by the participants during the Inception Workshop:

Sn	Name	Position	Station
1	Van Lal Ruat Pwee Yee	Project Assistant	Patheingyi, Mandalay
2	Yan Naing Tun	Soil Conservation and Water Harvesting Specialist	Nyaung U, Mandalay Region
3	Myint Zaw	Agricultural Specialist	Patheingyi, Mandalay
4	Khin Maung Htay	Environment and Forestry Specialist	Nyaung U, Mandalay Region
5	Khin Maung Lwin	Livestock Specialist	Patheingyi, Mandalay
6	Karma Lodey Raptan	Technical Specialist	Patheingyi, Mandalay
7	Myint Wai	National Project Manager	Patheingyi, Mandalay
8	Pending	Monitoring and Evaluation Officer	Position re-advertised due to limited applicants
9	Pending	Driver	Recruitment completed

The project has two locations – one main office within the Dry Zone Greening Department compound in Patheingyi, Mandalay Region and the other in Nyaung U, Mandalay region. The sub-office in Nyaung U has been established due to its proximity to Chauk, Myingyan and Nyaung Oo.

The detail terms of reference of all the project team members are attached as Annex 10.

## 7. Monitoring and Evaluation Framework:

The project M& E activities and budget is provided in the table below. The M&E framework set out in the Project Results Framework in Part III, Section D of the project document is aligned with the UNDP M&E frameworks. Project progress will be tracked and monitored through quarterly operational reports in the UNDP Enhanced Results Based Management (ERBM) Platform. Annual Project Performance Report (PPR) is an extensive key report which will be prepared to monitor progress made since project start and in particular for the previous reporting period (on a rolling basis). The PPR will include, but is not limited to, reporting on the following: (a) Progress made toward project objective and project outcomes - each with indicators, baseline data and end-of-project targets (cumulative); (b) Project outputs delivered per project outcome (annual); (c) Lesson learned/good practice; (d) AWP and other expenditure reports; (e) Risk and adaptive management; (f) ATLAS QPR; (g) Portfolio level indicators are used by most focal areas on an annual basis as well. Periodic monitoring through site visits: UNDP CO and the UNDP APRC will conduct visits to project sites based on the agreed schedule in the project's Inception Report/Annual Work Plan to assess first hand project progress.

In addition, an independent Mid-Term Review will be conducted at the mid-point of project implementation. The Mid-Term Review will determine progress being made toward the achievement of outcomes and will identify course correction if needed. It will focus on the effectiveness, efficiency and timeliness of project implementation, and provide an independent review of UNDP's role as an

Executing Entity for this project. An independent End of Project Terminal Evaluation will take place three months prior to the final PSC meeting. The final evaluation will focus on the delivery of the project's results as initially planned (and as corrected after the mid-term evaluation, if any such correction took place). The final evaluation will look at impact and sustainability of results, including the contribution to capacity development and the achievement of global environmental benefits/goals. A Project Terminal Report will also be prepared towards the end of the project to summarize the results achieved (Objectives, Outcomes, Outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results.

Results from the project will be disseminated within and beyond the project intervention zone through existing information sharing networks and forums. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.

The project will be audited in accordance with UNDP Financial Regulations and Rules and applicable audit policies.

Type of M&E activity	Responsible Parties	Budget US\$	Time frame
<b>Inception Workshop and Report</b>	<ul style="list-style-type: none"> <li>• Project Manager</li> <li>• Project Team</li> <li>• UNDP CO</li> </ul>	Indicative cost: \$10,000	Within 2 months of project start
<b>Measurement of Means of Verification of project results</b>	<ul style="list-style-type: none"> <li>• UNDP CO/Project Manager will oversee the hiring of specific institutions and delegate responsibilities to relevant team members.</li> <li>• Project Team, especially M&amp;E Specialist</li> </ul>	To be finalized in Inception Phase	Start, mid and end of project and annually when required
<b>Measurement of Means of Verification for Project Progress</b>	<ul style="list-style-type: none"> <li>• Oversight by Project Manager</li> <li>• Project Team, especially M&amp;E Specialist</li> </ul>	To be determined as part of the Annual Work Plan	Annually prior to APR/PIR and definition of annual work plans
<b>Annual Project Performance Report (PPR)</b>	<ul style="list-style-type: none"> <li>• Project Manager and team</li> <li>• UNDP CO</li> <li>• UNDP APRC</li> <li>• UNDP EEG</li> </ul>	None	Annually
<b>Periodic status/progress reports</b>	<ul style="list-style-type: none"> <li>• Project Manager and Team</li> </ul>	None	Quarterly

<b>Mid-term Review</b>	<ul style="list-style-type: none"> <li>• Project Manager and Team</li> <li>• UNDP CO</li> <li>• UNDP APRC</li> <li>• Independent external evaluators</li> </ul>	Indicative cost: \$20,000	At the mid-point of project implementation.
<b>Terminal Evaluation</b>	<ul style="list-style-type: none"> <li>• Project Manager and Team</li> <li>• UNDP CO</li> <li>• UNDP APRC</li> <li>• Independent external evaluators</li> </ul>	Indicative cost: \$20,000	At least three months before the end of project implementation
<b>Audit</b>	<ul style="list-style-type: none"> <li>• UNDP CO</li> <li>• Project Manager and Team</li> </ul>	Indicative cost: \$15,000	Yearly
<b>Visits to field sites</b>	<ul style="list-style-type: none"> <li>• UNDP CO</li> <li>• UNDP APRC (as appropriate)</li> <li>• Government representatives</li> </ul>	To be determined as part of the Annual Work Plan	Yearly for UNDP CO, as required by UNDP APRC
<b>TOTAL indicative COST Excluding project staff time &amp; UNDP staff/travel expenses: US\$ 65,000</b>			

## 8. Project Stakeholders and Engagement Plan

Whereas the project will be implemented by UNDP on a direct implementation modality (DIM), government collaboration and ownership is key to the successful implementation. As such, the project will involve key government departments and agencies in the implementation of activities under the different project outcomes and outputs. As agreed at the LPAC meeting, and as elaborated during the inception workshop, the project will involve the following key government agencies during implementation:

Components and Outputs	Focal Implementing Partner
<b>Component 1: Response to the climate-induced reduction of freshwater supply</b>	
1.1. Water capture and storage capacities in 280 villages enhanced to ensure sufficient irrigation and potable water supply during dry periods	- DZGD - WRUD - DRD
1.2. 4,200 hectares of micro-watersheds are protected and rehabilitated through Farmer- Managed Natural Regeneration (FMNR) to increase natural water retention and reduce erosion	- DZDG - Forest Department
1.3. Community-based agro-forestry plots are established on 5,100 hectares of private and communal lands to conserve soil and water	- DZDG - DOA - Forestry Department
<b>Component 2: Climate-resilient food and livestock production systems</b>	
2.1. Drought-resilient farming methods introduced to farmers to enhance the resilience of subsistent agriculture in the Dry Zone	- DOA

2.2. Resilient post-harvest processing and storage systems introduced to - DOA  
reduce climate-induced post-harvest losses (drought and floods)

2.3. Diversified livestock production systems introduced to buffer the effects - DOL  
of drought on rural livelihoods

**Component 3: Improved climate risk information dissemination**

3.1. Climate hazard maps and risk scenarios are developed in each township to support community-based climate risk management and preparedness planning - RRD

3.2. Local level information dissemination framework strengthened for climate and disaster risk management - DMH

The project activities are planned to be delivered through the engagement of NGOs/CSOs, who will play a critical role in the proposed AF project as service providers, community organizers, and repository of knowledge and lessons learned from the project. Their contributions towards sustainable human development in Myanmar and collaborative working relationship with government agencies and UNDP, have been demonstrated, inter alia, in the ICDP and the Inle Lake Rehabilitation project. The list of potential NGOs/CSOs identified during design phase include the following:

Sn	Name	Capacity and areas of expertise	Project Townships
1	BAJ	It is technically strong and is a leading NGO in the areas of water development issues and availability activities	Operational in target townships
2	Partner	It is technically strong and carry out activities in water availability development issues, and livelihood activities	Currently operational in Chauk but they can expand their operations into other Dry Zone areas
3	GRET	They specialize in water availability, agricultural extension, livestock provision and to some extent of homestead garden, agroforestry	Monywa
4	IDE	It is technically strong in water development issue Nyaung Oo	
5	ADRA	They work on small scale water development issue, reforestation, integrated agricultural farming, and livestock provision activities, agroforestry	They are operational in most targeted Dry Zone townships as per the constitutions and organizational charts
6	ECODEV	Strong at policy advocacy, awareness training and capacity building the farmers, well experienced in dry zone regions	Capable to cooperate for targeted Townships
7	ECCDI	Technically strong at reforestation, community forestry, natural forest conservation and regeneration	Capable to cooperate for targeted Townships
8	Royal Tree Services	Technically strong at reforestation Activities	Nyaung U & Chauk

9	Soil-Water Conservancy Group	Technically strong and well experienced at soil and water conservation activities	Capable to cooperate for targeted Townships
10	PC Livestock Group	Technically competent at livestock sector especially for chicken	Capable to cooperate for targeted Townships
11	Shwe Tha Naung (CSO)	Strong techniques and extensive work on agricultural farming in dry zone area	Capable to cooperate for targeted Townships

While stakeholder consultations at national, regional and local-levels during the project preparation phase identified potential NGOs and CSOs which are thought to have sufficient capacity to carry out some of the project activities, the project team has made additional efforts to refine the list of potential NGOs/CSOs. The selection of and modalities of engagement of these entities will be discussed within the country office shortly as per UNDP rules and regulations. A revised list of potential NGOs/CSOs with their capacity and areas of expertise is attached as Annex 7.

## 9. Conclusions and Lessons Learnt

As is the case for any new projects, the implementation delays in this project was expected. The AF project is one of the first CC projects UNDP is implementing in Myanmar and as such there are no prior project implementation framework to draw lessons from. The project team has been approaching everything on a ‘learning by doing’ basis.

It took longer time than expected for the project team to be fully mobilized. This is due to the limited staff available in the Country Office, as well as limitations in finding qualified candidates for the project positions. The recruitment of the Project Assistant and Sector Specialist was undertaken first and they were already on board by December 2014. It would have been ideal, if the National Project Manager, Project Assistant and the Technical Specialist were recruited first. The Sector Specialists and Project Assistant were based in Mandalay and Nyaung U and were remotely supervised from Yangon. The presence of managerial-level staff would have helped in guiding the Project Assistant and Sector Specialists in their day-to-day tasks, as well as in mobilizing the project. The recruitment of the Monitoring and Evaluation Officer is still pending. Given the importance of this position in assessing and documenting results on the ground, the recruitment of this position should be considered a priority in the next few weeks.

The project office is located in the Dry Zone Greening Department compound in Patheingyi, Mandalay. A sub-office has also been established in the Dry Zone Greening Department compound in Nyaung U (where the Environment and Forestry Specialist and Soil Conservation and Water Harvesting Specialist are stationed). It has been a challenge coordinating between the two offices due to poor connectivity and distance. The situation would have been more appropriate if all the project team members were in one central location, so as to allow for better dialogue and coordination. Given the complex nature of the AF project, the planning of activities require close coordination and discussion among sector

specialists, as well as the project management team. The smooth-implementation of project also depends on a conducive work environment. As is the case anywhere in Myanmar, internet connectivity and communication system in the project office is pretty basic as of now. Once the project activities are in full swing, the demand for a more reliable internet and communication system will be felt. The Project Team is currently receiving good support from the Country Office in Yangon. It is crucial for the project to receive the same kind of support from the Country Office during implementation.

The project Inception Workshop was held only in August 2015. While UNDP had proposed the workshop much earlier than August, it did not happen as planned due to non-availability of government counterparts. UNDP has also proposed the Project Steering Committee meeting in September and is still waiting for confirmation from the government. It is likely that this will happen only in October. While the Inception Workshop and Project Steering Committee meeting were delayed, the project team went ahead and worked on several preparatory activities for project implementation.

Project delivery in 2015 is a real concern. At the beginning of 2015, a total budget of over US\$ 2 million was programmed for the AF project. This was done so with the notion that the inception workshop and project steering committee meeting would happen during the first half of the year. However, this was not the case and therefore resulted in low project delivery. While the project team is trying its best to enhance delivery, it should be noted that new projects in particular often face numerous start-up delays and therefore it is not realistic to assume that a new project can spend significant amounts in the first year.

The delivery model of project activities through engagement of NGOs/CSOs and other entities need to be studied carefully. Although experience do exist in the Country Office in implementing the Micro Capital Grant modality, the complex nature of project activities require an implementation arrangement that goes beyond the Micro Capital Grant modality. Therefore, the project team needs to integrate lessons from similar projects elsewhere and replicate for the project.

Overall, government collaboration and ownership is key to the smooth-implementation of the AF project. The Project team needs to maintain a good relationship with the government, in particular the Dry Zone Greening Department – who is the focal agency for the project.

## 10. Annexes

### Annex 1 - Minutes of the Local Project Appraisal Committee Meeting

#### **Minutes of the Local Project Appraisal Meeting on “Addressing Climate Change Risk on Water Resources and Food Security in the Dry Zone of Myanmar” (Adaptation Fund Project)**

Date:	30 April 2014
Venue:	Dry Zone Greening Department, Patheingyi Township, Mandalay
Time:	09.00 – 12.30 hrs
Objective of the meeting:	To review the Project Document, in the view of the policies or development context changes in Myanmar, and to endorse the project.
Co-chairs:	U Htay Aung, Director General, Dry Zone Greening Department, Daw Lat Lat Aye, Team Leader (Pillar II) UNDP
Participants:	Dry Zone Greening Department (DZGD), Department of Rural Development (DRD), Forest Department (FD), Water Resources Utilization Department (WRUD), Department of Meteorology and Hydrology (DMH), Livestock Breeding and Veterinary Department, Department of Fisheries, Department of Agriculture (DOA), Relief and Resettlement Department (RRD).
UNDP:	Mr. Igor Bosc, Senior Programme Advisor, Daw Lat Lat Aye, Team Leader, Pillar II, Daw Khin Ma Ma Gyi, Programme Analyst (DRR), Pillar II, U Aung Lin, Area Office Coordinator, Mandalay

#### 1. Introduction

U Htay Aung, Director General of Dry Zone Greening Department, gave the opening speech. He mentioned the objective of the project is to reduce the vulnerability of farmers in the Dry Zone to increasing drought and rainfall variability, and to enhance the capacity of farmers to plan for and respond to future impacts of Climate Change on food security. He appreciated UNDP’s support in securing the funding for the project and to implement it in coming four years. He also confirmed the collaboration of the Dry Zone Greening Department for the project.

The objective of the Local Project Appraisal Meeting is introduced by Daw Lat Lat Aye, UNDP. She mentioned that the project proposal and approval time were lapsed about one and half year. The LPAC meeting is intended to review the original scope of the project in the view of the policy, institutional, political, social, economic, or local contexts in the dry zone area during the one and half years of the lapsed time. If the adjustment in the substantive aspects of the project is necessary, the potential changes to the project need to be raised, agreed/rejected, and recorded during the LPAC meeting. And



then, during the inception workshop, such changes will be revisited and will be subsequently shared with the AF Council members to endorse the changes.

## 2. Discussion Points

- The objective of the project, the key components and the outcomes were agreed by the participants, as they are still valid in accordance with the Country’s priorities and the increasing climate change impact in the Dry Zone.
- The participants highlighted the need to have detail discussions for implementation of the project activities; in particular;
  - to have water purification methods to be included for providing water availability for the villages.
  - The diversion dam should be included in the means of providing water for drinking and agriculture use.
  - WRUD suggested to include conservation of catchment area in the activities of Output 1.2.
- Furthermore, WRUD and FD also informed the existence of Township Development Supporting Committee, and the Water User Group at village levels, and suggested to have consultations with them during the project inception.
- The implementing lead government department for each output was identified as follows;

Components and Outputs	Focal Implementing partner
<b>Component 1: Response to the climate-induced reduction of freshwater supply</b>	
1.1. Water capture and storage capacities in 280 villages enhanced to ensure sufficient irrigation and potable water supply during dry periods	- DZGD - WRUD - DRD
1.2. 4,200 hectares of micro-watersheds are protected and rehabilitated through Farmer- Managed Natural Regeneration (FMNR) to increase natural water retention and reduce erosion	- DZDG - Forest department
1.3. Community-based agro-forestry plots are established on 5,100 hectares of private and communal lands to conserve soil and water	- DZDG - DOA
<b>Component 2: Climate-resilient food and livestock production systems</b>	
2.1. Drought-resilient farming methods introduced to farmers to enhance the resilience of subsistent agriculture in the Dry Zone	- DOA
2.2. Resilient post-harvest processing and storage systems introduced to reduce climate-induced post-harvest losses (drought and floods)	- DOA
2.3. Diversified livestock production systems introduced to buffer the effects of drought on rural livelihoods	- LBVD
<b>Component 3: Improved climate risk information dissemination</b>	
3.1. Climate hazard maps and risk scenarios are developed in each township to support community-based climate risk management	- RRD

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and preparedness planning

### 3.2. Local level information dissemination framework strengthened for climate and disaster risk management - DMH

- Participants agreed to keep 280 project villages to implement in (4) Regions at (5) Townships as in the proposal. The detailed discussion on selection criteria is agreed to discuss at Inception workshop together with detailed work plan for 2014.
- Department of Rural Development (DRD) shared about the upcoming “Mya Sein Yaung Project (Greening Project)” to be implemented in the Dry Zone. The Adaptation Project should consult with the DRD during the process of selection of the target villages.
- As per the governance structure of UNDP Country Programme (2013-2015), UNDP is hosting a quarterly Output Board Meeting to discuss the progress and issues of the projects. On this basis, UNDP proposed to have the LPAC’s suggestion on whether a Project steering Committee (PSC) should be constituted or not. Participants suggested to have a Project Steering Committee, as it could provide more space to discuss the AF project issues in-depth. The PSC meeting should be hosted in Nay Pyi Taw, back to back with UNDP Output Board Meeting, quarterly.
- The project is to be implemented through “Direct Implementation Modality (DIM)”, to be executed by UNDP. The participants foresee (4) main means of implementation arrangements under the DIM modality;
  - a. Technical support provided by the project through collaboration with government departments at union and region level.
  - b. Contracting technical consultants/service provider/institution
  - c. Small grants provided to the NGOs, Civil Society Organizations, as per UNDP procedures
  - d. Technical inputs and materials provided by UNDP for the field implementation
- DZGD offered an office space for the AF Project team at Dry Zone Greening Department in Patheingyi Township. The participants also agreed to have two sub-project offices in Nyaung U and Monywa, where DZGD could also share the office space.
- The responsible departments should have the key role in monitoring and supervision of the project. Project monitoring and evaluation throughout the project should be participated by the government departments concerned.
- UNDP also agreed to include DZGD and relevant departments as panel members in the recruitment process. UNDP will prepare the TORs for project team recruitment and share with DZGD.
- The posts for Technical Specialist for Water Engineering Specialist and Soil Conservation Specialist should be merged as one post.
- Deputy Director General of Dry Zone Greening Department suggested to include the academic and working experience on water chemical in the ToR for the Water Engineering and Soil Conservation Specialist.
- It was agreed at the meeting that to organize Inception Workshop after the the Project Manager is recruited.
- Minutes of the meeting will be shared to the Steering Committee

**Ministry of Environmental Conservation and Forestry**  
**Dry Zone Greening Department & United Nations Development Programme**  
**Local Project Appraisal Meeting**  
**"Addressing Climate Change Risk on Water Recourses and Food Security in the Dry Zone of Myanmar"**  
**30 April 2014, Pathein Gyi, Mandalay**

**Attendance list**

<b>Sr</b>	<b>Name</b>	<b>Dept.</b>	<b>Post</b>
1	U Myint Thein	Forest Department	Director
2	U Myo Naing Aung	Depart of Rural Development	Director
3	U Zin Aung	Department of Meteorology and Hydrology	Director
4	U Win San	Water Resources Utilization Department	Deputy Director
5	U Kyein Maung	Department of Agriculture	Deputy Director
6	U Hla Htay	Department of Fisheries	Assistant Director
7	U Nyunt Maung	Forest Department	Assistant Director
8	U Aung Khaing Min	Water Resources Utilization Department	Assistant Director
9	Dr. Mya Hnin Htwe	Livestock Breeding & Veterinary Department	Township Veterinary Officer
10	U Khan Lynn	Relief and Resettlement Department	Staff Officer
11	U Aung Ko Min	Department Meteorology and Hydrology	Staff Officer
12	Daw Zin Myat Oo	Department of Rural Development	Deputy staff officer
13	Dr. Hnin Ei Phyo	Department of Rural Development	Deputy staff officer
14	Mr. Igor Bosc	UNDP	Senior Programme Advisor
15	Daw Lat Lat Aye	UNDP	Team Leader
16	Daw Khin Ma Ma Gyi	UNDP	Programme Analyst (DRR)

## **Annex 2 - Report of the Project Launch Ceremony**

### **Report on Launch Ceremony for Adaptation Fund Project**

#### **Background:**

The dry zone is one of the most climate sensitive and natural resource poor regions in Myanmar. A large portion of the Dry Zone's population is dependent on subsistence farming and small-scale livestock rearing. Their livelihoods are at risk due to combined effects of water scarcity, widespread non-crop practices and unsustainable use of forest resources for fuel, timber and fodder.

Global warming is likely to make the existing livelihood options even more difficult to maintain with increasing intensity of extreme events such as drought and cyclones. In order to address above risks, The Project "Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar" financed by Adaptation Fund will launch and support 50639 households in 280 villages located in 5 townships from 3 regions namely Mandalay, Sagaing and Magway in building capacities to cope with future impact of climate change and will strengthening food and water security.

With the fund support of Adaptation Fund and partnership of Environmental Conservation and Forestry ministry as counterpart national institution, Adaptation Fund Project will be implemented by UNDP (Myanmar).

Therefore, UNDP (Myanmar) is now preparing to organize Inauguration ceremony with the participation of relevant departmental personnel from government ministries and personnel from INGOs, NGOs, CSOs and Media for Adaptation Fund Project in Mandalay jointed assisted by Dry Zone Greening Department under Ministry of Environmental Conservation and forestry.

#### **Objectives:**

- To aware and introduce about Adaptation Fund Project launch to key partners;
- To aware on objectives, expected output and outcomes of Adaptation Fund Project among key partners
- To learn on comments and suggestion from key partners

#### **Expected Output/outcomes:**

- Launch of Adaptation Fund Project aware and introduced to key partners
- Objectives, expected output and outcome of Adaptation Fund aware among key partners
- Comments and suggestion on Adaptation Fund Project learned

#### **Type of Participants:**

- Estimated total Numbers of participants is 150 and
- Participants will be from concerned government departments, local INGOs/NGOs and CSOs.
- List of participants is attached

**Venue:** Sedona Hotel in Mandalay

**Date:** 17February 2015

**Duration:** 14:30 to 17:00

**Methodology:** Presentation Using with computer and power Point and Participatory interaction discussion and Questions and answer for presentation session

## **Program:**

### **Opening, welcoming and vote of thanks**

Initially, Opening remarks was made by Chief minister of Mandalay region, H.E Ye Myint and he said that the project would make significant difference to local communities in the dry zone that increasing suffered from the impacts of climate change-related events, such as prolonged drought and scarcity of water.

Then Union Minister for Environmental Conservation and Forestry H.E U Win Tun made opening speech and described as a “significant milestone for rural development in the central dry zone of Myanmar, particularly on climate change resilience, water resource development and food security of communities living in the region”.

Then Nicholas Rosellini, UNDP Deputy Assistant Administrator and Deputy Regional Director for Asia and the Pacific also delivered speech and he said that the project was of great important to sustainable development in Myanmar. He added that “This is the first active project on the ground which responds to Myanmar’s climate change adaptation needs, recognized by the United Nations Convention on Climate Change (UNFCCC), and alignment with its National Adaptation Programme Action”. It is a stepping stone for Myanmar to build its institutional capacities, and to integrate climate risks in development planning.

Finally, Ms. Renata Lok-Dessallien, UNDP Resident Representative in Myanmar made opening, welcoming and vote of thanks to all participants and she noted that “Climate change impacts are so far-reaching and extensive that we can only aim to address them through a cross-sectional approach. Climate change is challenging us all to adopt new ways of thinking and working. Collaboration of different partners, including the government departments, civil society organizations and participation of communities are critical for accomplishment of this project, as climate change adaptation cannot be promoted through different agencies working independently.

### **Presentation on Adaptation Fund Project**

After opening speech, Group Photo and Tea/Coffee break was done among participants. Then two presentation sessions on Adaptation Fund were followed by Mr. Yusuke Taishi, Regional Technical Specialist and Daw Lat Lat Aye, Team Leader (Environmental Governance and Disaster Resilience).

Mr. Yusuke explained about Adaptation Fund, process and approval of adaptation Fund and Objective, output and outcome of Adaptation Fund Project was followed by Daw Lat Lat Aye .After that Question and answer session on Adaptation Fund was continued among participants. Questions and answers as interactive discussions were mentioned as follows.

### **Key points and response to Interactive Discussion (questions and answers)**

- Methodology and detailed action plan with Specific activities for agriculture, livestock and forestry and selection of target villages in 5 townships from 3 regions namely Mandalay, Sagaing and Magway will be discussed and agreed at follow up inception workshop to be organized with the participation key partners after consultation meeting with regional government ,concerned department.(It may be March 2015)
- Selection criteria for 280 villages selection ,proposed list of villages in 5 townships namely Myingyun, Nyaung U, Monywa, Shwebo, and Chauk in Adaptation Fund Project will be detail discussed and agreed at follow up inception workshop ,responding to question asked by U Tint Thit, chairperson from Sein Yaung So (Environmental related CSO in Mandalay region)(Please contact with

Dry Zone Greening Department in Mandalay, UNDP Area Office of Mandalay for detailed and further information)

- Regarding to role of CSOs/NGOs in Adaptation Fund Project will be 4 different ways with Project Implementation Modality.
  - Implementing Partner with Government department Eg. In Agro-forestry activity, seedling and plantation partnership with forest dept
  - Service Provider as technical NGOs
  - Sub-contractor with UNDP in direct implementation activity Eg. in Climate risk information activities
  - Implementing Partner with UNDP in community level activities

If any NGO/CO who have interest to engage and implement in Adaptation Fund Project, Proposal Application should be submitted with expression of interest form to Adaptation Fund Project Office. Based on priority needs of village communities, action plan and activities will be considered and planned instead of only consideration on either village or activities

Only one township was included in Magway region is result of overall assessment in dry region and based on most prioritized townships to select in dry region with standardized criteria. Based on better performance and results in current target townships, Project will expand additional townships in future.

Project Intend to support both safe drinking water and irrigated water but not intend to support with macro infrastructure, focus only on micro infrastructure as Mini Dam ,Check Dam

Project only intends to support to community with CBOs/NGOs/CSOs but not for individual private sector business .Project 'intention is to support climate change related activities to communities with NGOs/CSOs at community level.

U Win Zaw ,Deputy Director General from Dry Zone Greening Department suggested that it will be effective and successful with the consultation and participation of concerned regional governments through consultation meeting (consultation meeting should be conducted during March 2015).

#### **Follow up action Plan**

- Consultation meeting with 3 different regional governments namely Mandalay,Sagaing and Magway will be conducted during March 2015 for better efficiency and effectiveness for Adaptation Fund Project.
- Inception workshop with key partners including dry zone greening department, concerned government department and local CSOs/NGOs will be follow up by consultation meeting for methodology, village selection and detailed action plan for Adaptation Fund Project.

#### **Conclusion:**

Inauguration ceremony for Adaptation Fund Project as launching ceremony was successfully achieved at 05:00PM on 17February 2015 with active participation of key partners enable to address climate change risks on water and food security for 50639 households in 280 villages of 5 target townships from 3 different regions namely Mandalay,Sagaing and Magway .

**Participants List – Project Launch Ceremony**  
**The Adaptation Fund Project in the Dry Zone**  
**"Addressing Climate Change Risk on Water Resource and Food Security in the Dry Zone of Myanmar"**  
**14:30 - 17:00, 17 February 2015**  
**Sedona Hotel, Mandalay**

Sr.	Department / Organization/ Agency/ Media	No. of participants attended	Gender Ratio	
			Male	Female
1	ADB Project Preparatory Technical Assistant	1	1	0
2	Cooperative Department	1	1	0
3	CSO (Nature Lover)	1	1	0
4	CSO (Sein Yaung So - Mdy)	1	1	0
5	CSO (Brahmaso Humanitarian Assistance Org	1	1	0
6	Department of Administration Department	8	7	1
7	Department of Agriculture	9	6	3
8	Department of Human Settlement and Housing Development	1	0	1
9	Department of Meteorology and Hydrology	3	3	0
10	Rural Development Department	12	9	3
11	Department of Social Welfare	1	0	1
12	Dry Zone Green Department	35	33	2
13	Directorate of Water Source and Improve River System	1	1	0
14	Environmental Conservation Department	4	3	1
15	Fire Service Department	2	2	0
16	Forest Department	21	21	0
17	Irrigation Department	5	5	0
18	LNGO (REAM)	1	1	0
19	Livestock Breeding and Veterinary Department	7	6	1
20	Media Group	18	11	7
21	Myanmar Insurance	1	0	1
22	Myanmar Post and Telecommunication	1	1	0
23	Myanmar Timber Enterprise	3	2	1
24	National Planning Department	1	0	1
25	National Press Enterprise	1	1	0
26	Planning Department	2	1	1
27	Regional Development Affairs	1	1	0
28	Regional Education Office	1	1	0
29	Social Security Board	1	1	0
30	Small Scale Industry Department	1	1	0
31	State Land Record Department	2	2	0
32	UNDP	9	6	3
33	UNICEF	1	1	0

34	University of Mandalay	1	1	0
35	Water Resource Utilization Department	6	6	0
<b>TOTAL</b>		<b>165</b>	<b>138</b>	<b>27</b>



## **Annex 3 – Summary Report of the Village Selection Process**

### **Summary Notes: Local Consultation and Selection of Target Villages Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar**

#### **Background:**

The UNDP – Adaptation Fund project - **Addressing Climate Change Risks on Water Resource and Food Security in the Dry Zone of Myanmar** has been designed with the objective to reduce the vulnerability of farmers in Myanmar’s Dry Zone to increasing drought and rainfall variability, and enhance the capacity of farmers to plan for and respond to future impacts of Climate Change on food security. The project aims to achieve this by reducing risks and effects from the increasingly recurring incidents of drought through an improved water management, crop and livestock adaptation programme in five of the most vulnerable townships of Myanmar’s Dry Zone. The programme is based on principles of local empowerment and implemented by community-based organizations (CBOs) such as Village Development Committees, Water User Committees, farmer groups, communal forest user groups, and local Non-Governmental Organizations (NGOs). The anticipated impact of the project is the reduction of food insecurity and losses from extreme climate events in 50,639 households.

The project will operate in five townships in the Sagaing, Mandalay and Magway Regions – Shwebo and Moneywa townships in the Sagaing region, Myingyan and Nyaung Oo townships in the Mandalay Region, and Chauk township in the Magway Region. The townships were selected on the basis of observed temperature extremes, frequency of drought per year, and the impacts of climatic parameters on food security. An additional criterion for township selection was the potential to access ground and surface water resources – vital prerequisites for small irrigation and water management schemes. The direct beneficiaries of the project are marginal farmers in rain-fed areas and landless workers whose access to arable land is severely threatened by erosion and land degradation. Special emphasis is placed on women and female-headed households within this vulnerable group. The project target sites consist of approximately 50,000 households from 280 villages with a high percentage of landless households and marginal/small farmers. Many of these landless and marginal/small farmers will benefit directly from the proposed project.

Regions	Townships	Total villages *	Project Villages	No. of Households	Population
Sagaing	Shwebo	168	60	12,318	64,906
	Monywa	194	50	8,347	48,759
Mandalay	Myingyan	186	60	12,447	51,579
	Nyaung U	220	70	12,455	63,140
Magwe	Chauk	230	40	5,072	26,176
Total		998	280	50,639	254,560

\* Source: Total number of villages per each township is confirmed by Township General Administration Department.

The project will focus its interventions in 280 villages, out of the 998 villages in five townships (refer table above). While the 5 townships were pre-identified during project design, the target villages were not selected at the time. Therefore, in order to select the 280 target villages for the project, local consultation meetings in all the regions/townships were conducted from 9-18 June 2015.

The main objective of the consultation was to explain the project goals and related field interventions as outlined in the project document, as well as to consult with all relevant stakeholders at the regional and township levels and finalize the target villages under the different regions. The identification of the target villages will enable the project team to plan and implement specific interventions in the identified villages, as outlined in the project document.

#### **Project Target Village Selection Process and Criteria:**

The project will focus on 280 villages in five townships. There are a total of 168 villages in Shwebo, 194 in Monywa, 230 in Chauk, 220 in Nyaung U and 186 in Myingyan. Out of this, the project will support 60 villages in Shwebo, 50 in Monywa, 60 in Myingyan, 70 in Nyaung U and 40 in Chauk. For the purpose of identifying target villages, a selection criterion was developed to cover the eight outputs of the project under three components.

The following selection criteria were applied for the selection of villages:

- Are there noticeable impacts of CC – e.g. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/productivity?
- Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?
- Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?
- Are there incidences of extreme poverty and food insecurity in the village?
- Are there significant numbers of women-headed households in the village?

- Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?
- Are other development partners/INGOs/NGOs/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)

Participants were required to provide ratings for each village, based on a scale of 1 to 10 - 1 depicting minimum scale and 10 depicting maximum scale.

Besides the above seven criteria, participants were also reminded to consider villages based on proximity with each other and distance from road head.

The detail process of the selection is described in the Agenda (See Annex 01). One-day local consultation meeting for project target village selection was conducted in each township. The main focus of the selection process was to come up with a list of selected target villages in a transparent and participatory manner. The consultation meetings in project townships were conducted with the approval of the concerned Regional Governments in the project area. The meeting date, location and number of participants are mentioned below (See detail list of participant in Annex 02).

Township	Date	Venue	Total number of line department, Township Assistant Development, Committee, Parliament representative, Farmer representative GNO, LGNOs, CSOs,	No. of participant		
				M	F	Tot.
o	Jun 2015	Meeting Hall, Water Distribution Department	19	23	10	33
ra	Jun 2015	Meeting Hall, Regional Agricultural Department	12	20	20	40
	Jun 2015	Taw Win Hall	30	42	11	53
U	Jun 2015	Meeting Hall, GAD	22	29	9	38
an	Jun 2015	Meeting Hall, GAD	21	32	8	40
<b>TOTAL</b>				<b>146</b>	<b>58</b>	<b>204</b>

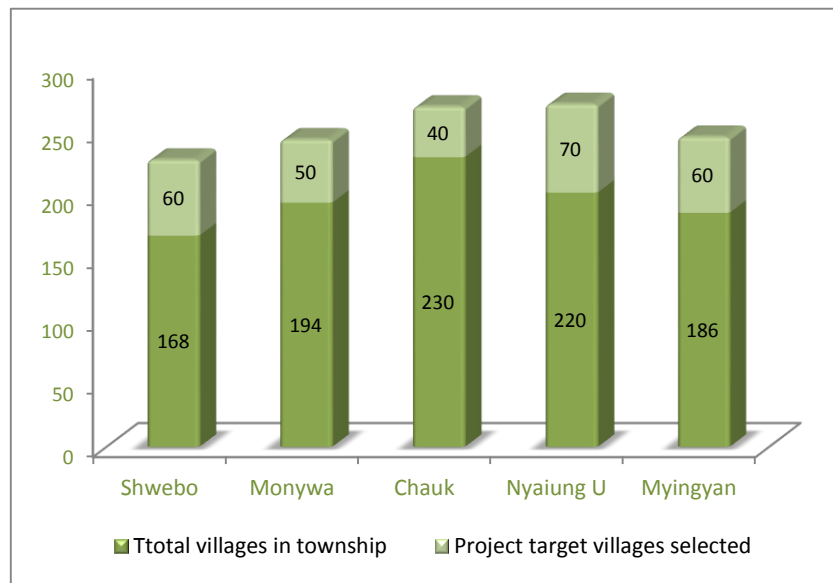
Gender ratio: male (72 %) and female (28 %)

Altogether, 204 people (72% male and 28% female) participated in the consultations including, regional government representatives, township officials, village representative, and NGO and CSO representatives. A total of 25 farmer representatives of rural communities (12%) also participated and made interventions on needs and priorities of the communities, as well as participated in the selection of target villages.

Besides the seven criteria based on sector-wise requirements, additional criteria such as cluster approach, strategic location, accessibility were thoroughly explained during the consultation meeting. Participants had clear understanding on criteria and rating scales before conduction village selection process.

**Results of Consultations:**

The consultation meetings resulted in a set of target villages identified and selected by the people themselves. The selected villages with rating scales under each criterion and total rating scales are presented in Annex 03. The final list of selected villages consists of 60 villages in Shwebo, 50 in Monywa, 40 in Chauk, 70 in Nyaung U and 60 in Myingyan.



**Way forward and Next Steps:**

The following are some follow up actions, following the local consultation meetings:

- Finalize the list of selected villages in each township based on village tract, village codes, households number and population size, etc.;
- Map the selected villages on the township maps for easy identification and reference;
- Compilation of photo documentation and video clips taken during the consultation meetings;
- Inform regional and township authorities of the final selection in respective townships with copies to relevant line departments and other organization through the respective GADs;

- Compilation of baseline village profile with available information and data in consultation with township authorities and line departments; and
- Preparation of a detail work plan for the project and seek endorsement at the inception meeting and from the Project Board, as appropriate.



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**Local Consultation and Selection of Target Villages**  
**The Adaption Fund Project in the Dry Zone**  
**“Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar”**

**AGENDA**

<b>Time</b>	<b>Agenda</b>	<b>Responsible / Facilitator</b>
8:30 – 9:00	Arrival and registration of guests and participants	Project Team
9:00 – 9:15	Opening Speech	Township Administrator
9:15 – 9:30	Opening Remark	Project team
9:30 – 9:45	Project Goals and Objectives	UNDP – AF Project in Dry Zone
9:45 – 10:00	Photo Session	All participants
10:00 – 10:30	Refreshment	
10:30 – 11:00	Current situation of water resources and food security in villages in township	Technical line departments, NGOs / CSOs
11:00 11: 30	Field voices from two participants	Representatives from village communities invited by GAD
11:30 – 11:45	Sum up the holistic current situation of villages	Project team
11:45 -12:30	Village selection criteria - Explanation of set criteria by the project - Discussion on criteria - Internalize the criteria with consensus	Project Team & Participants
12:30 – 13:30	Lunch	
13:00 – 15:00	Participatory project village selection	Facilitated by Project Team
15:00 – 15:30	Refreshment	
15:30 – 16:00	Announcement/finalization of selected villages	Project Team
16:00 – 16:15	Closing remark	Township Administrator
16:15 -16:30	Votes of thanks	Project Team

## Annex 02: Participant List

## "Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar"

## Participant List of Local Consultation and Selection of Target Villages

Sr.	Department	Shwebo			Monywa			Chauk			Nyaung U			Myingyan			Total		
		M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot
1	Civil Society Organization	1		1			0			0			0			0	1	0	1
2	Cooperative Department (Township)			0			0		1	1			0			0	0	1	1
3	Department of Agriculture	1	3	4	4	13	17	2	1	3	3	3	6	3	2	5	13	22	35
4	Department of Rural Development		2	2	1	1	2	3		3	2		2	2		2	8	3	11
5	Dry Zone Greening Department	3	0	3	3	0	3	1		1	4		4	3		3	14	0	14
6	Elders of the Township			0			0	1		1			0			0	1	0	1
7	Education Department (Township)			0			0	1		1			0			0	1	0	1
8	Forest Department	3		3	4		4	1		1	1		1	2		2	11	0	11
9	General Administration Department		1	1	1		1	4		4	1		1	2		2	8	1	9
10	Industrial Crop Development Department		1	1		1	1	2	1	3		2	2		2	2	2	7	9
11	Information & Public Relation Department	1		1			0		2	2	1	1	2	1	1	2	3	4	7
12	Irrigation Department			0		1	1			0			0	2		2	2	1	3
13	Land Record Department (Township)	1		1			0	1		1			0			1	3	0	3
14													1						
15	Livestock Breeding & Veterinary Department	3	2	5	2	2	4	3	1	4	4	1	5	1	3	4	13	9	22
16	Meteorology and Hydrology Department	1		1			0			0	2		2	2		2	5	0	5
17	Myanmar Police Force	2		2			0	1		1			0			0	3	0	3
18	Parliament (Hluttaw)			0			0			0	1		1			0	1	0	1
19	Planning Department	1	1	2	1	1	2	1	1	2	1		1	2		2	6	3	9
20	Recuse and Resettlement Department			0	2	1	3			0		1	1			0	2	2	4
21	Social Security Office (Township)			0			0		1	1			0			0	0	1	1
22	Township Assistant Development Committee			0			0	6		6			0	3		3	9	0	9
23	Township Development Committee			0	1		1	2		2	1		1			0	4	0	4
24	Township Elder			0			0	1		1			0			0	1	0	1

25	Township Election			0			0	1		1			0			0	1	0	1
26	Water Resources Utilization Department (Township)	1		1			0	1	1	2	1		1	1		1	4	1	5
27	World Vision Myanmar			0			0	1	2	3			0			0	1	2	3
28	Zayarseinlan Organization (TWS Private High School)	1		1			0			0			0			0	1	0	1
Sr.	Name of Department	Shwebo			Monywa			Chauk			Nyaung U			Myingyan			Total		
		M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot	M	F	Tot
29	Green Asia Network			0			0			0	1		1			0	1	0	1
30	JICA			0			0			0	1		1			0	1	0	1
31	KOIKA			0			0			0	1		1			0	1	0	1
32	INGO			0			0			0		1	1			0	0	1	1
33	Min Kone Village (Shwebo Tsp.)	1		1			0			0			0			0	1	0	1
34	Peik Taw Village (Shwebo Tsp.)	1		1			0			0			0			0	1	0	1
35	Shar Taw village (Shwebo Tsp.)	1		1			0			0			0			0	1	0	1
36	Ta Ga Nan Village (Shwebo Tsp.)	1		1			0			0			0			0	1	0	1
37	Hpan Khar Kyin Village (Monywa Tsp.)			0	1		1			0			0			0	1	0	1
38	Gway Cho Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
39	Gway Pin Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
40	Myay Pa Don Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
41	Myay Zun Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
42	Nyaung Zin Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
43	Poke Pa Kan Village ((Chauk Tsp.)			0			0	1		1			0			0	1	0	1
44	Sa Lay Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
45	Sin Ka Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
46	Twin Lat Village (Chauk Tsp.)			0			0	1		1			0			0	1	0	1
47	Let Pan Chay Paw Village (Nyaung U tsp.)			0			0			0	1		1			0	1	0	1
48	Nga Tha Yauk Village (Nyaung U Tsp.)			0			0			0	1		1			0	1	0	1
49	Sint Ku Village (Naung U Tsp.)			0			0			0	1		1			0	1	0	1
50	Taung Zin Village (Nyaung U Tsp.)			0			0			0	1		1			0	1	0	1
51	Chay Say Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
52	Gway Pin Yoe Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
53	Kan Chaw Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
54	Ku Ywar Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
55	Nyaung Wun Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1



56	Pin Lel Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
57	Pay Taw Village (Myingyan Tsp.)			0			0			0			0	1		1	1	0	1
	<b>TOTAL</b>	<b>23</b>	<b>10</b>	<b>33</b>	<b>20</b>	<b>20</b>	<b>40</b>	<b>42</b>	<b>11</b>	<b>53</b>	<b>29</b>	<b>9</b>	<b>38</b>	<b>32</b>	<b>8</b>	<b>40</b>	<b>146</b>	<b>58</b>	<b>204</b>

**Gender ratio (Males: Females) 146 : 58**

Project Target Villages Selected by Participants in Shwebo Township

			Criteria							Rating scale	Selected as project target villages (60 villages)	Remark
Township	Village Tract	Village	Are there noticeable impacts of CC - eg. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/productivity?	Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?	Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?	Are there incidences of extreme poverty and food insecurity in the village?	Are there significant numbers of women-headed households in the village?	Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?	Are other development partners/INGOs/NGOS/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)			
			1	2	3	4	5	6	7			
Shwebo	inn Kwet	Min Bay	8	7	8	8	7	8	8	54	1	East Part
Shwebo	Na Maw	Peik Taw	8	7	8	7	7	8	8	53	2	East Part
Shwebo	Tha Pyay thit Cho	Tha Pyay thit Cho	7	7	7	8	7	7	8	51	3	East Part
Shwebo	Min Kyaung	Min Kyaung	8	7	7	6	6	7	8	49	4	East Part
Shwebo	Kan Hpyu	Kan Hpyu	6	6	7	8	7	7	8	49	5	East Part
Shwebo	Tha Kan Thar	Nyaung Kan	7	6	7	8	6	6	8	48	6	East Part
Shwebo	Tha Kan Thar	Tha Kan Thar	7	7	7	7	5.5	6.5	7	47	7	East Part
Shwebo	Inn Kwet	Inn Kwet (West)	6	7	8	6	6	8	6	47	8	East Part
Shwebo	inn Kwet	Inn Kwet (Eest)	6	7	8	6	6	8	6	47	9	East Part
Shwebo	Na Maw	Na Maw	8	7	5	6	5	8	8	47	10	East Part
Shwebo	Boe Daw Taw	Pauk Kan	7	6	8	7	6	5	8	47	11	East Part
Shwebo	Ta Khun Taing	Shwe Ku	6	6	6	8	7	7	6.5	46.5	12	East Part
Shwebo	Thit Cho Pin	Thit Cho Pin	6	5	7	8	5	7	8	46	13	East Part
Shwebo	Kawt	Kawt	6	7	8	5	5	7	8	46	14	East Part



Shwebo	Ta Ga Nan	Ta Ga Nan	6	5	6	5	5	5	7	39	12
Shwebo	Hpoke Kone	Ywar Meik Thar	6	5	4	6	5	5	8	39	13
Shwebo	Sub township	Seik Thar	6	5	4	6	5	5	7	38	14
Shwebo	Seik Kun	Seik Thar	7	5	5	3.4	3	5	8	36.4	15

West Part

West Part

West Part

West Part

"Addressing Climate Change Risks on Water Sources and Food Security in the Dry Zone of Myanmar"

Project Target Villages Selected by Participants in Monywa Township

			Criteria							Rating scale	Selected as project target villages (50 villages)
Township	Village Tract	Village	Are there noticeable impacts of CC - eg. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/productivity?	Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?	Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?	Are there incidences of extreme poverty and food insecurity in the village?	Are there significant numbers of women-headed households in the village?	Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?	Are other development partners/INGOs /NGOS/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)		
			1	2	3	4	5	6	7		
Monywa	Kha Tet Kan (North)	Nyaung Pin Thar	8	7	6	7	5	6	5	44	1
Monywa	Kha Tet Kan (South)	Hle Dar	8	7	6	6	6	6	5	44	2
Monywa	Kyaung Kone	Thar Yar Su	7	6	7	6	5	7	5	43	3
Monywa	Kha Tet Kan (South)	Myaing Si	7	6	7	6	6	6	4	42	4
Monywa	Kyee Oke	Naint Ban Wa	8	6	6	7	5	5	5	42	5
Monywa	Kyoe Kyar Kan	Moke Soe Kone	7	5	7	7	5	6	4	41	6
Monywa	Pa Lin Kone	Kan Oh	6	4	7	5	5	6	6	39	7
Monywa	Kha Tet Kan (North)	Kyauk Kwe	7	6	6	6	5	5	4	39	8
Monywa	Taung Kyar	Nyaung Pin Te	6	6	6	7	4	5	4	38	9
Monywa	Pa Lin Kone	Son Kone	5	4	5	5	5	6	7	37	10
Monywa	In Taing	In Taing	5	7	7	5	3	5	5	37	11
Monywa	Se Gyi Taw	Thit Nyo Pin	6	6	6	4	4	6	5	37	12
Monywa	Hpan Khar Kyin	Hpan Khar Kyin	6	3	5	6	5	5	6	36	13
Monywa	Kyoe Kyar Kan	Kyoe Kyar Kan	6	4	6	6	5	6	3	36	14

Monywa	In Taing	Hnaw Pin (North)	4	6	7	6	4	5	4	36	15
Monywa	Kyaung Kone	Baw Gar	6	5	6	6	3	5	5	36	16
Monywa	Pa Lin Kone	Ma Gyi Kone	5	4	5	5	6	5	5.5	35.5	17
Monywa	In Taing	Hnaw Pin (South)	4	6	7	6	3	5	4	35	18
Monywa	Myin Mee Laung	Myin Mee Laung	5	5	6	6	3	4	5	34	19
Monywa	Myin Mee Laung	Gaw Gyi	5	6	6	6	3	4	5	35	20
Monywa	Myin Mee Laung	Min Ga Lar Kone	5	6	6	6	3	4	5	35	21
Monywa	Yae Kan Su	Pa Me Taw	5	6	6	5	3	5	5	35	22
Monywa	Taung Kyar	Taung Kyar	5	6	6	5	4	5	4	35	23
Monywa	Taung Kyar	Kyauk Khwet	5	6	6	6	4	4	4	35	24
Monywa	Kyee Oke	Ban Si	5	5	5	6	5	5	4	35	25
Monywa	Pa Lin Kone	Pa Lin Kone	5	4	5	5	6	5	4	34	26
Monywa	Pa Lin Kone	Yin Pan (Lin Pan)	5	4	5	5	6	5	4	34	27
Monywa	Pa Lin Kone	Shar Pauk Taw	5	2	5	5	6	5	6	34	28
Monywa	Kyaung Kone	Ywar Thit	6	5	6	6	3	4	4	34	29
Monywa	Yae Kan Su	Yae Kan Su	5	6	6	4	3	5	5	34	30
Monywa	Dan Pin Te	Dan Pin Te	4	5	6	5	3	5	6	34	31
Monywa	Dan Pin Te	Dan Pin Te Ywar Thit	4	5	5	5	3	5	6	33	32
Monywa	Zee Kyun	Tha Pyay Pin	5	5	5	5	2	6	5	33	33
Monywa	Zee Kyun	Kaing Taw	5	5	5	6	2	5	5	33	34
Monywa	Se Gyi Taw	Se Gyi Taw	5	5	5	4	4	5	5	33	35
Monywa	Pa Lin Kone	Min Te	5	2	5	5	6	5	4	32	36
Monywa	Thar Si	Twin Chaung	5	3	6	7	3	4	4	32	37
Monywa	Myin Mee Laung	Oe Kone	5	3	6	6	3	5	4	32	38
Monywa	Ywar Ton	Auk Sant Taw	3	6	6	4	3	5	5	32	39
Monywa	Te Gyi Kone	Te Gyi Kone (East)	5	5	6	4	3	5	4	32	40
Monywa	Te Gyi Kone	Te Gyi Kone (West)	5	5	6	4	3	5	4	32	41
Monywa	Nyaung Pin	Nyaung Pin Ywar Thit	5	5	4	6	3	5	4	32	42

Monywa	Zee Kyun	Pa Lin (South)	5	4	5	4	3	5	6	32	43
Monywa	Zee Kyun	Pa Lin (North)	5	4	5	4	3	5	6	32	44
Monywa	Ma Yoe Taw	Ma Yoe Taw (South)	3	5	6	3.5	3	5	6	31.5	45
Monywa	Kan Pyar	Kan (Pyar	3.5	5	6	4	4	5	4	31.5	46
Monywa	Kyaung Kone	Pha Lan Kyin	5	3	5	6	4	5	4	32	47
Monywa	Yaung Taw Tone	Ah Shey Pyan Kya	4	5	5	5	3	5	5	32	48
Monywa	Taung Mar Taw	Taung Mar Taw Ywar Thit	5	5	4	5	4	5	4	32	49
Monywa	Kyee Oke	Kyee Oke	5	5	4	5	5	4	4	32	50

"Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar"

Project Target Villages Selected by Participants in Chauk Township

			Criteria							Rating scale	Selected as project target villages (40 villages)
Township	Village Tract	Village	Are there noticeable impacts of CC - eg. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/prod activity?	Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?	Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?	Are there incidences of extreme poverty and food insecurity in the village?	Are there significant numbers of women-headed households in the village?	Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?	Are other development partners/ING Os/NGOS/C SOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)		
			1	2	3	4	5	6	7		
Chauk	Myay Sun	Na Lin Kan (East)	7	5	6	8	8	7	8	49	1
Chauk	Ya Thit	Ya Thit	7	7	6	7	7	8	6	48	2
Chauk	Than Bo	Than Bo Ywar Thit	6	5	7	7	8	7	8	48	3
Chauk	Poke Pa Kan	Nat Sin Kan	8	6.5	6.5	6	6	7	8	48	4
Chauk	Kyauk Ye	Aye Ywar	6.5	7	8	6.2	5	8	7	47.7	5
Chauk	Sa Lay	Thit Nyo Kone	7	6	7	8	5	6	8	47	6
Chauk	Gway Pin	Kin Mun Chon	7	5	8	6	7	6	8	47	7
Chauk	Gway Pin	Than Pin (South)	7	5	8	6	7	6	8	47	8



Chauk	Gway Pin	Than Pin (North)	7	5	8	6	7	6	8	47	9
Chauk	Ywar Ma	Chaung U	6	7	7	8	5	6	8	47	10
Chauk	Htein Kan	Wa Ya Kone	7	5	7	8	7	7	6	47	11
Chauk	Poke Pa Kan	Poke Pa Kan	7	6	6.5	7	5	7	8	46.5	12
Chauk	Poke Pa Kan	Kyant Kan	7	6	6.5	7	5	7	8	46.5	13
Chauk	Than Bo	Than Bo (South)	6	5	7	5	8	7	8	46	14
Chauk	Than Bo	Than Bo (North)	6	5	7	5	8	7	8	46	15
Chauk	Ya Thit	Ma Gyi Sauk (East)	7	7.2	6	5.6	5	7	8	45.8	16
Chauk	Kyaung Yar Taw	Kyoet Pin Su	5	7	6	5	7	7	8	45	17
Chauk	Myay Pa Don	San Su	7	8	6	6.5	5	7	5	44.5	18
Chauk	Gway Cho	Taung Nauk	6	5	8	6	5	6.5	8	44.5	19
Chauk	Myay Sun	Myay Sun Ywar Thit	7	6	6.5	5.8	6	5	8	44.3	20
Chauk	Myay Sun	Myay Sun (West)	7	5	6	8	5	7	6	44	21
Chauk	Htein Kan	Sin Ka	5	5	5	8	7	7	7	44	22
Chauk	Ya Thit	Ma Gyi Sauk (West)	7	7.2	6	5.6	5	7	6	43.8	23
Chauk	Nyaung Chaung	Ma Gyi Kan	7	6	5	5	7	6	7	43	24
Chauk	Taung Ba Lu	Pe Toe Chaung	6	7	8	4.5	7	4.5	5	42	25
Chauk	Kyauk Ye	Kyauk Ye Ywar Thit	5	7	5	5	6	5	8	41	26
Chauk	Kyaung Yar Taw	U Yin (West)	5	6	5	7	5.5	7	5.5	41	27
Chauk	Twin Lat	Twin Lat	7	6	5	4	5	7	7	41	28
Chauk	Htein San	Aint Gyi	6	5.6	5.5	5.6	5.8	5	7	40.5	29
Chauk	Chaung Tet	Chaung Tet	6	7	3	3	6	7.2	8	40.2	30
Chauk	Nyee Su	Oke Hpo	7	3	5	7	5	5	8	40	31
Chauk	Nyaung Zin	Nyaung Zin	6	5	7	6	5	6	5	40	32
Chauk	Sar Taung	Sar Taung (East)	6.5	5.5	5.2	6.8	5	5.8	5	39.8	33

Chauk	Wa Thae San	Than Bo	7	6.5	5.2	5	5.8	6	4	39.5	34
Chauk	Gway Pin Gyi	Kyat Kan Ywar Thit	6	6.5	5.2	5	5.6	6	5	39.3	35
Chauk	Htein San	Htein San	5	6	5	5.2	5	7	6	39.2	36
Chauk	Tha Lone Thway	Tha Lone Thway	7	5	5	5	6	7	4	39	37
Chauk	Thit To Kan	Thit To Kan	7	5	5	6	6	5	5	39	38
Chauk	Thit To Kan	San Kan	7	5	5	6	6	5	5	39	39
Chauk	Ma Gyi Kone	Ma Gyi Kone	8	5	4	6.2	5	5.5	5	38.7	40

"Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar"

Project Target Villages Selected by Participants in Nyaung U Township

			Criteria							Rating scale	Selected as project target villages (70 villages)
Township	Village Tract	Village	Are there noticeable impacts of CC - eg. Observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/pr oductivity?	Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?	Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?	Are there incidences of extreme poverty and food insecurity in the village?	Are there significant numbers of women-headed households in the village?	Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?	Are other development partners/INGOs /NGOS/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)		
			1	2	3	4	5	6	7		
Nyaung U	Htee Pu	Htee Pu	6	5	4	5	4	4	5	33	1
Nyaung U	Htee Pu	Kaung Nyo	6	5	4	5	4	4	5	33	2
Nyaung U	Htee Pu	Da Hat Kan	6	5	5	4	4	4	5	33	3
Nyaung U	Htee Pu	Kan Ti (Jun Hle)	6	5	5	4	4	4	5	33	4
Nyaung U	Htee Pu	Kyoet Pin Thar	6	5	4	5	4	4	5	33	5
Nyaung U	Htee Pu	Hman Taw	6	5	4	5	4	4	5	33	6
Nyaung U	Sa Par Thin	Sa Par Thin	6	5	4	5	4	4	5	33	7
Nyaung U	Kyun Khin Gyi	Kyun Khin Gyi	6	5	4	5	4	4	5	33	8
Nyaung U	Da Hat See	Da Hat See	6	5	4	5	4	4	5	33	9
Nyaung U	Nga Min May	Nga Min May	6	5	4	5	4	4	5	33	10

Nyaung U	Nga Min May	Htan Pauk Taw	6	5	4	5	4	4	5	33	11
Nyaung U	Nga Min May	Nga Paing	6	5	4	5	4	4	5	33	12
Nyaung U	Su Ti	Su Ti	6	5	4	5	4	4	5	33	13
Nyaung U	Su Ti	Hta Naung Wun	6	5	4	5	4	4	5	33	14
Nyaung U	Tha Pyay Aing	Tha Pyay Aing	6	5	4	5	4	4	5	33	15
Nyaung U	Tha Pyay Aing	Kone Shey	6	5	4	5	4	4	5	33	16
Nyaung U	Nyaung Ni Kyin	Nyaung Ni Kyin	6	5	4	5	4	4	5	33	17
Nyaung U	Nyaung Ni Kyin	Chay Pu Kan	6	5	4	5	4	4	5	33	18
Nyaung U	Dan	Dan	6	5	4	5	4	4	5	33	19
Nyaung U	Dan	Hin Khwet Aing	6	5	4	5	4	4	5	33	20
Nyaung U	Dan	Than Kyi Kan	6	5	4	5	4	4	5	33	21
Nyaung U	Chaung Shey	Chaung Shey	6	5	4	5	4	4	5	33	22
Nyaung U	Chaung Wa	Chaung Wa	6	5	4	5	4	4	5	33	23
Nyaung U	Chaung Wa	Nga Lin Poke	6	5	4	5	4	4	5	33	24
Nyaung U	Ywar Thit (South)	Ywar Thit (South)	6	5	4	5	4	4	5	33	25
Nyaung U	Pan Kone Pin	Pan Kone Pin	6	5	4	5	4	4	5	33	26
Nyaung U	Kya Oh	Myaung	5	5	5	5	4	4	4	32	27
Nyaung U	Kya Oh	Kan Thar	5	5	5	5	4	4	4	32	28
Nyaung U	Pyawt Kan	Pyawt Kan	6	5	4	4	4	4	5	32	29
Nyaung U	War Khin Gyi	Thea Twin	5	5	4	5	5	3	5	32	30
Nyaung U	Tet Ma (Nyaung Pin)	Oke Hlay Kar	5	5	4	5	5	3	5	32	31
Nyaung U	Tet Ma (Nyaung Pin)	Tha Put Su	5	5	4	5	5	3	5	32	32
Nyaung U	Tet Ma (Nyaung Pin)	Mon Taing	5	5	4	5	5	3	5	32	33
Nyaung U	Taw Ywar	Taw Ywar	5	5	4	5	5	3	5	32	34
Nyaung U	Zee Sa Hmyin	Zee Sa Hmyin	5	5	4	5	5	3	5	32	35

Nyaung U	Zee Sa Hmyin	Yar Taw Gyi	5	5	4	5	5	3	5	32	36
Nyaung U	Kan Ni Pauk	Kan Ni Pauk	5	5	4	5	5	3	5	32	37
Nyaung U	Myay Thin Twin	Let Pan Te (North)	5	4	4	4	5	5	4	31	38
Nyaung U	Myay Thin Twin	Let Pan Te (South)	5	4	4	4	5	5	4	31	39
Nyaung U	Mee Laung Pyar	Lel Kan	5	5	3	5	4	4	5	31	40
Nyaung U	Shwe Ka Hpyu	Shwe Ka Hpyu	5	5	3	5	4	4	5	31	41
Nyaung U	Myay Ni	Myay Ni	5	5	3	5	4	4	5	31	42
Nyaung U	Myay Ni	Bo Kone	5	5	3	5	4	4	5	31	43
Nyaung U	Myay Ni	San Kan	5	5	3	5	4	4	5	31	44
Nyaung U	Myay Ni	Kyun Bo Kan	5	5	3	5	4	4	5	31	45
Nyaung U	Myay Ni	Htet yar Kone	5	5	3	5	4	4	5	31	46
Nyaung U	Pyin Chaung	Pyin Chaung	5	5	3	5	4	4	5	31	47
Nyaung U	Kamma	Kamma	5	5	3	5	4	4	5	31	48
Nyaung U	Kamma	Tha Nut Pin	5	5	3	5	4	4	5	31	49
Nyaung U	Yan San	Yan San	5	4	4	4	5	5	4	31	50
Nyaung U	Yan San	Ywar Thar Aye	5	4	4	4	5	5	4	31	51
Nyaung U	Kyauk Pyin Kan	Kyauk Pyin Kan	5.5	5	3	4	4	4	5	30.5	52
Nyaung U	Tet Ma (Nyaung Pin)	Gon Taw	5	5	4	5.5	5	3	3	30.5	53
Nyaung U	Kyauk Kan	Kyauk Kan	5	5	4.5	5	4	3	4	30.5	54
Nyaung U	Pyta Taing	Pyta Taing	5	5	4	5	4	3	4	30	55
Nyaung U	Kan Thar Yar	Kan Thar Yar	5	4	4	5	4	4	4	30	56
Nyaung U	Sin Thar Mway	Sin Thar Mway	5	4	4	5	4	4	4	30	57
Nyaung U	Sin Thar Mway	Khet Lan Kan (South)	5	4	4	5	4	4	4	30	58
Nyaung U	Taw Pyar	Maung Hkwet Taw	4	4	4	5	4	4	5	30	59
Nyaung U	Kan Ni Gyi	Kan Ni Gyi	5	4	4	5	4	4	4	30	60

Nyaung U	Kan Tein	Kan Tain	5	4	4	5	4	4	4	30	61
Nyaung U	Kan Tein	Tel Pin Te	5	4	4	5	4	4	4	30	62
Nyaung U	Htan Pauk Kone	Htan Pauk Kone	5	4	4	5	4	4	4	30	63
Nyaung U	Myay Ne Gyi	Myay Ne Gyi	5	4	4	5	4	4	4	30	64
Nyaung U	Ywar Pale	Ywar Pale	5	4	4	5	4	4	4	30	65
Nyaung U	Ywar Pale	Hpa Lan kan	5	4	4	5	4	4	4	30	66
Nyaung U	Byu Gyi	Byu Gyi	5	4	4	5	4	4	4	30	67
Nyaung U	Ku Taw	Kyo Pin thar (East)	5	4	4	5	4	4	4	30	68
Nyaung U	Set Set Yo	Set Set Yo	5	4	4	5	4	4	4	30	69
Nyaung U	Set Set Yo	Myet Khar Taw	5	4	4	5	4	4	4	30	70

"Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar"

Project Target Villages Selected by Participants in Myingyan Township

			Criteria							Rating scale	Selected as project target villages (60 villages)
Township	Village Tract	Village	Are there noticeable impacts of CC - eg. observed temperature extremes, frequency of droughts/year, lack of soil and water conservation measures, forest degradation, declining livestock population/productivity?	Is there the potential to access surface and ground water resources, river water-pumped irrigation, community forestry, soil and water conservation activities?	Is the community willing to participate in project interventions and is there a well-established community engagement mechanism?	Are there incidences of extreme poverty and food insecurity in the village?	Are there significant numbers of women-headed households in the village?	Are the intended project interventions aligned with needs of the village, as well as based on local, regional and national priorities?	Are other development partners/INGOs/NGOS/CSOs operating in the village on similar interventions as intended under the project? (Please provide higher points for villages with least support and lower points for those with most support)		
			1	2	3	4	5	6	7		
Myingyan	Gway Pin Yoe	Kyauk Tan	9	8	9	9	4	8	8	55	1
Myingyan	Kun Saik	Ma Gyi Tha Myar	9	9	8	7	4	7	8	52	2
Myingyan	Chay Say	Chay Say	9	9	8	7	4	7	8	52	3
Myingyan	Gway Pin Yoe	Gway Pin Yoe	8	7	8	8	4	8	8	51	4
Myingyan	Pin Lel	Pin Lel	8	8	8	8.5	2	8	8	50.5	5
Myingyan	Pin Lel	Te Gyi	8	8	8	8.5	2	8	8	50.5	6
Myingyan	Gway Pin Yoe	Taung Shey	8	7	8	8	3	8	8	50	7
Myingyan	Chaung Daung	Kyauk Yan	7	8	8	6	5	8	8	50	8

Myingyan	Ywar Si	Thein	7	8	8	7	3	9	8	50	9
Myingyan	Ywar Thar Yar	Ywar Thar Yar	8	8	8	7	3	8	8	50	10
Myingyan	Ywar Thar Yar	Ma Gyi Su	8	8	8	7	3	8	8	50	11
Myingyan	Ywar Thar Yar	Htan Taw Gyi	8	8	8	7	3	8	8	50	12
Myingyan	Kan Chaw	Hnat Cho Taw	8	8	9	8	2	7	8	50	13
Myingyan	Kan Chaw	Gway Cho	8	8	9	8	2	7	8	50	14
Myingyan	Pin Lel	Kyar Kan	8	8	8	8.5	2	7.5	8	50	15
Myingyan	Pin Lel	Ywar Thar Aye	8	8	7.5	8	2	8.5	8	50	16
Myingyan	Kan Chaw	Thein Kone	8	8	8	7	2	8.5	8	49.5	17
Myingyan	Yon Htoe	Ba Leit	8	8	7	8	2	8	8	49	18
Myingyan	Hpet Pin Aing	Son Ywar	8	8	8	7	2	8	8	49	19
Myingyan	Hpet Pin Aing	Kyauk Taing	8	8	8	7	2	8	8	49	20
Myingyan	Kan Ni	Kan Ni	8	8	8	7	2	8	8	49	21
Myingyan	Pay Taw	Kan Pauk (Pay Taw)	8	8	8	7	2	8	8	49	22
Myingyan	Pay Taw	Chaung Lel	8	7	8	8	2	8	8	49	23
Myingyan	Nyaung Wun	Nyaung Wun	9	8	8	7	4	8	5	49	24
Myingyan	Kan Chaw	Chaung U	8	8	8	7.5	1	8	8	48.5	25
Myingyan	Pyawt	Myin Thar	8	8	7	7	2.5	8	8	48.5	26
Myingyan	Pyawt	Bon Ywar	7.5	8.5	7	7	2	8.5	8	48.5	27
Myingyan	Pyawt	Chin Myit Kyin (Pyawt)	8	8	8	6	2.5	8	8	48.5	28
Myingyan	Pay Taw	Kan U	8	7	8	7	2.5	8	8	48.5	29
Myingyan	Ku Ywar	Ku Ywar	8	8	9	5	3	7	8	48	30
Myingyan	Kun Saik	Kun Saik	9	8	8	5	3	7	8	48	31
Myingyan	Koke Ke	Koke Ke Ywar Ma	8	8	8	5	2	9	8	48	32
Myingyan	Koke Ke	Koke Ke Ywar Thit	8	8	8	5	2	9	8	48	33



Myingyan	Koke Ke	Tha Nyit Kan	7	8	8	6	3	8	8	48	34
Myingyan	Koke Ke	Ka Tet Pin	7	8	8	6	3	8	8	48	35
Myingyan	Lel Thit	Du Wun	8	8	7.5	7.5	1	8	8	48	36
Myingyan	Kyee Pin Kan	Kyee Pin Kan	8	8	8	7	2	7	8	48	37
Myingyan	Kyee Pin Kan	Seik Kone	8	8	8	7	2	7	8	48	38
Myingyan	Kyee Pin Kan	Yon Htoe Swe	8	8	8	7	2	7	8	48	39
Myingyan	Na Bu Aing	Shwe Paw Kyun	7	8	8	6	3	8	8	48	40
Myingyan	Mee Pauk	Mee Pauk	8	8	8	6	2	7	8	47	41
Myingyan	Mee Pauk	Du La Bo	8	8	8	6	2	7	8	47	42
Myingyan	Mee Pauk	Kan Ni	8	8	8	6	2	7	8	47	43
Myingyan	Kan Chaw	Kan Chaw	8	8	9	8	2	7	5	47	44
Myingyan	Kan Chaw	Te Pin	8	8	9	8	2	7	5	47	45
Myingyan	Kan Chaw	Lay Yar Kyaw	8	8	9	8	2	7	5	47	46
Myingyan	Nat Htar	Nat Htar	7	8	8	6	2	7	8	46	47
Myingyan	Yon Htoe	Taung Pon	8	8	7	8	2	8	5	46	48
Myingyan	Zee Pin Kan	Kyauk Kan	7	7	8	7	2	7	8	46	49
Myingyan	Pyar	Pyar	8	8	8	5	2	7	8	46	50
Myingyan	Kan Chaw	Son Ywar	8	5	8	8	1	8	8	46	51
Myingyan	Kan Sint	Kan Sint (North)	8	8	8	5	1	5	8	43	52
Myingyan	Kan Sint	Kan Sint (South)	8	8	8	5	1	5	8	43	53
Myingyan	Tu Ywin Bo	Tu Ywin Bo	7	6	8	5	2	7	8	43	54
Myingyan	Sar Khar	Sar Khar	6.5	7	6	5	3.5	5	8	41	55
Myingyan	Kan Chaw	Ngwe Paw Kyun	7	6	8	5	1	6	8	41	56
Myingyan	Ba Lon	Phaung Kar	5	6	7	5	1	8	8	40	57
Myingyan	Ba Lon	Ba Lon	5	6	7	4	1	8	8	39	58

Myingyan	Ba Lon	Lay Ywar Son	5	6	7	4	1	8	8	39	59
Myingyan	Thin Pyun	Te Ywar	8	3	7.5	5	1	6	8	38.5	60





Township Consultation Meeting, Chauk Township



Township Consultation Meeting, Nyaung U Township



Township Consultation Meeting, Myingyan Township

#### Annex 4: Project Results Framework

Project Strategy	Indicator	Baseline	Target at end of Project	Sources of Verification	Assumptions
<p><b>Objective:</b> To reduce the vulnerability of farmers in Myanmar's Dry Zone to increasing drought and rainfall variability, and enhance the capacity of farmers to plan for and respond to future impacts of Climate Change on food security.</p>	<p>% of households in target site implementing climate change adaptation livelihood measures introduced by the project</p> <p>% of Dry Zone farmers with access to early warning information on sudden onset of disasters</p> <p>% of Dry Zone farmers using climate risk information to adjust their livelihood behavior</p>	<p>Current agricultural and livestock rearing practices among subsistence farmers are based on historical climatic conditions and trends and are unsuited to increased drought conditions that are becoming increasingly frequent in the Dry Zone in Myanmar</p> <p>Currently climate risk information on sudden onset of disasters is delivered only to those houses with TV/radio and yet the level of interpretation and response is low. The outreach and understanding of information on slow onset of disasters are even lower.</p>	<p>By the end of the project, at least <b>75%</b> of impoverished farming households<sup>26</sup> or the landless, equivalent to approximately <b>(12,600 agri. plus 6,300 liv) 18,900</b> households, benefit from and implement climate-resilient agriculture or livestock practice</p> <p>At least <b>50%</b> of all households in target location (based on random sampling), equivalent to 25,000 households, report that they have changed their livelihood behaviour based on climate risk information produced by the project</p> <p>At least <b>9075%</b> of all households in target location, equivalent to <del>45,600</del> <b>38,000</b>, receive early warning in a timely manner.</p>	<p>Project evaluation and technical reports</p> <p>Field surveys</p> <p>Periodic field surveys</p> <p>Assessments during periodic mock drills</p> <p>Quarterly and annual project reports</p>	<p>The communal agreement made between livestock management committee and community members about distribution of livestock offsprings is strictly followed</p> <p>Climate-resilient farming practices introduced by the project demonstrate large enough difference compared to non-climate-resilient practices</p> <p>Seasonal climate risk information such as bulletins is produced and disseminated in a timely manner for farmers to adjust their behaviour</p> <p>Climate risks are properly captured and disseminated to township DHM and Disaster Preparedness Committees from the national authorities</p>
<b>OUTCOME 1</b>					

<p>Continuous freshwater availability is ensured during the dry seasons in 280 villages in the Dry Zone</p>	<p>Number of Dry Zone farmers reporting increased freshwater availability during dry periods</p>	<p>74% of households in project targeted townships area currently face shortages of fresh water supply for domestic and agricultural use</p>	<p>At least 80% of households facing water shortages in 280 villages in the five project targeted townships report increased freshwater availability during dry periods</p>	<p>Project evaluation and technical reports Field surveys Project evaluation and technical reports</p>	<p>Governmental department, mainly, Department of Development Affair (DDA) + <b>Department of Rural Development (DRD), Irrigation Department (ID) and Water Resources Utilization Department (WRUD)</b> will cooperate with local NGOs to perform water resources availability  Higher-than-usual dry season rainfall during the implementation period do not distort perceptions of the farmers</p>
<p><b>Output 1.1</b></p>					

<p>Water capture and storage capacities in 280 villages enhanced to ensure sufficient fresh water supply during dry periods</p>	<p>Additional community-based freshwater supply and storage infrastructure put in place in drought-prone villages</p>	<p>0 additional freshwater supply and/or storage infrastructure in drought-prone villages to account for climate change-induced increases in drought</p>	<p>56 canals for water diversion constructed</p> <p>70 small scale water pumping systems installed</p> <p><del>70</del> 56 communal water tanks (equivalent to total capacity 5000 gallon) incl. pipes installed</p> <p>56 shallow tube wells constructed</p> <p>150 communal ponds rehabilitated</p> <p><del>9 deep tube wells</del>  <del>10 deep tube well to be fixed</del>  10 deep tube wells (new &amp; fixed/renovation)</p> <p>1563-ha of land covered with terraces and soil storage dams</p>	<p>Project evaluation and technical reports</p> <p>Field surveys</p> <p>Quarterly and annual project reports</p>	<p>Government Ministers, line departmental staffs, local authorities (administrators) will continue to support in terms of in kind contribution and human resources expertises in water resources availability</p> <p>The project teams, local NGOs and line departments will mobilize women and female-headed households for income generation and soil-water conservancy measures activities.</p>
<p><b>Output 1.2</b>  4,200 hectares of micro-watersheds are protected and rehabilitated through Farmer-Managed Natural Regeneration (FMNR) to increase natural water retention and reduce erosion</p>	<p>Hectares of watershed area protected through community-based afforestation, reforestation and regeneration practices</p>	<p>50 ha of natural forest conservation and community based reforestation practices in the critical watershed area in the project area</p>	<p>2,160 ha of natural forest conservation</p> <p>680 ha of forest plantation on community-managed land</p> <p>1,360 ha of tree planting activities on public land</p>	<p>Field survey and inventory</p> <p>Project evaluation and technical reports</p>	<p>Main responsible department, Forest Department will cooperate for community forestry establishment and 30 years land lease certification process</p>
<p><b>Output 1.3</b></p>					

Community-based agro-forestry plots are established on 5,100 hectares of private and communal lands to conserve soil and water	Hectares of land covered by systematic new agroforestry plantations	160 ha of traditional agro-forestry home garden and 430 ha of farm boundary plantations currently exist in 280 villages in five targeted townships	1,700 ha of homestead gardening/agro-forestry plots established in 110 villages  3,400 <del>3000</del> ha of farm boundary plantations in 100 villages	Field assessment survey  Quarterly and Annual reports  Project evaluation and technical report	The village communities' willing to support to carry out the agro-forestry related activities at their private and communal homestead garden continues throughout the course of the project
<b>OUTCOME 2</b>					
Climate-resilient agricultural and livestock practices enhanced in Myanmar's Dry Zone	Number of climate-resilient agricultural/livestock practices demonstrated to support adaptation of vulnerable farmers	Agricultural and livestock practices and extension services in the Dry Zone do not take into account climate change risks.	By the end of the project, at least 5 discrete agricultural adaptation practices are demonstrated including resilient varieties, on-farm water management techniques, soil management practices, planting techniques, post-harvest processing, and diversified livestock rearing practices.	Field survey assessment  Quarterly and Annual reports  Project evaluation and technical reports	Myanmar Agricultural Services (MAS) and Livestock Department continue their commitment to support agriculture or livestock support activities and technical team and Local NGOs will collaborate with MAS/LD to carry out the tasks
<b>Output 2.1</b>					
Drought-resilient farming methods introduced to farmers to enhance the resilience of subsistence agriculture in the Dry Zone	Number of Dry Zone farmers exposed to and involved in climate resilient farming techniques  Accessibility to drought-resilient seed varieties  Number of project and non-project community members participating in exchange visits and demonstration plots	In project target villages, farmers have not been exposed to climate-resilient farming techniques Only five seed banks are available in the target sites (one per each township)  Currently there is no initiatives in the Dry Zone promoting cross exchange of practical knowledge on climate resilient farming techniques	By the end of the project, at least <del>42,600</del> (11,200 farmers plus 350 others) 11,550 households, extension workers and CSO/NGO members in the target villages are trained on climate-resilient farming methods  At least 140 village-level research farm is operational  At least 20% of community participants in exchange visits and farmers field demonstrations are from non-project target villages	Project evaluation and technical reports Field surveys  Quarterly and annual project reports  Participation lists during filed demonstrations	Improved varieties perform convincing productivity for farmers to adopt new varieties  Volunteer farmers whose lands will be set up as a research farm continue their commitment that they indicated during the consultations



<p><b>Output 2.2</b> Resilient post-harvest processing and storage systems introduced to reduce climate-induced post-harvest losses (droughts and floods)</p>	<p>Number of farmers who report reduced harvest losses due to improved post-harvest processing and storage</p>	<p>No farmers apply improved post-harvest processing techniques</p>	<p>80 80% of target households (10,080 out 12,600 HH) report reduced post-harvest losses through the use of improved processing and storage technology</p>	<p>Project evaluation and technical report  Field Survey  Quarterly and Annual Report</p>	<p>Continued support from MAS and Myanmar Agricultural Machinery Development Association in the use of post harvest machines in cooperation with local NGOs</p>
<b>Output 2.3</b>					
<p>Diversified livestock production systems are introduced in 6,300 households to buffer the effects of drought on rural livelihoods</p>	<p>Number of vulnerable households with increased diversity of livestock</p>	<p>Majority of impoverished farmers (either landless or those with less than 0.8 hectares of land) in the Dry Zone have zero or small number of livestock (the exact number will be updated during the inception phase of the project)</p>	<p>By the end of the project, at least 6,300 vulnerable households have increased the diversity of livestock assets</p>	<p>Field survey  Project evaluation and technical report</p>	<p>Local community enable to adopt cut and carry new system and receive training</p>
<b>OUTCOME 3</b>					
<p>Timeliness and quality of climate risk information disseminated to Dry Zone farmers enhanced through use of short-term weather forecasts, medium-term seasonal forecasts, and longer-term climate scenario planning</p>	<p>% of Dry Zone farmers using climate risk information to adjust their livelihood behavior  % of Dry Zone farmers with access to early warning information on sudden onset of disasters</p>	<p>Currently climate risk information on sudden onset of disasters is delivered only to those houses with TV/radio and yet the level of interpretation and response is low. The outreach and understanding of information on slow onset of disasters are even lower.</p>	<p>At least 50% of all households in target location (based on random sampling), equivalent to 25,000 households, report that they have changed their livelihood behaviour based on climate risk information produced by the project  At least 90% of all households in target location, equivalent to 45,600, receive early warning in a timely manner.</p>	<p>Periodic field surveys  Quarterly and annual project reports  Assessments during periodic mock drills  Quarterly and annual project reports</p>	<p>Seasonal climate risk information such as bulletins is produced and disseminated in a timely manner for farmers to adjust their behaviour  Climate risks are properly captured and disseminated to township DHM and Disaster Preparedness Committees from the national authorities</p>
<b>Output 3.1</b>					

Climate hazard maps and risk scenarios are developed in each township to support community-based climate risk management and preparedness planning	Number of climate risk communication products in active use by township authorities, NGOs and CBOs to improve planning decisions and prioritize investment actions	No climate risk communication products in active use by township authorities, NGOs and CBOs to improve planning decisions and prioritize investment actions	Climate hazard maps and risk scenarios are available in each township  Climate hazard maps updated at least twice during the project lifecycle	Field survey in availability and application of hazard maps, use of instruments  Local communities report on disaster risk preparedness plan  Quarterly and Annual Evaluation and Report  Project evaluation and technical report	NGOs along with Government bodies such as DMH, Myanmar Agricultural Services (MAS) and Ministry of Environmental Conservation and Forestry (MOECAF) cooperate on long term climate risk management planning
<b>Output 3.2</b>					
Local level climate and disaster risk management framework strengthened for timely and effective communication of climate risk and early warning information	Number of local institutions that issue regular warning and forecasting communications to community-based organisations and vulnerable farmers  The number of climate related information materials produced to assist Dry Zone farmers to adjust their livelihood behavior	Currently no such information is available except weekly/monthly weather forecasts broadcasted over TV/radio	70 community based disaster risk management (CBDRM) committee are formed to relay climate early warning information from the Township DPC  5 Climate Risk Information sub-committee established within the Township Disaster Preparedness Committee  At least six agro-meteorological bulletins; two early warning and disaster response bulletins/posters; four guidance notes on resilient agricultural/livestock practices produced	TORs and other official documents noting the establishment of CBDRM Committees and CRI Sub-Committees  Quarterly and Annual Evaluation and Report  Project evaluation and technical report  Quarterly and Annual Report	Continuous commitment from the government is present throughout the life of the project

<sup>26</sup> Impoverished households are defined as those with land-use rights but own less than 0.8 hectares.

Annex 5: Annual Work Plan for 2015

Annual Work Plan: Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar										
2015										
EXPECTED OUTPUTS Baseline, associated indicators and annual targets	PLANNED ACTIVITIES (list activity results and associated actions)	TIMEFRAME				IMPLEMENTING PARTNER	OTHER PARTNERS	PLANNED BUDGET		
		Q1	Q2	Q3	Q4			Funding Source	Budget Description	Amount (USD)
<p><b>Output 6:</b> Capacities to adapt to climate change and reduce disaster risk</p> <p><b>Indicators:</b> a. # of villages that have community based disaster risk management (CBDRM) plans linked with the end-to-end early</p>	<b>1. Continuous freshwater availability ensured during the dry season in 280 villages in the dry zone</b>									
	<b>1.1. Water capture and storage capacities in 280 villages enhanced to ensure sufficient irrigation and potable water supply during dry periods</b>									
	1.1.1. Establish a coordination platform with public institutions and development organizations (CBOs, NGOs) in each township to design and co-finance a simple network of technically and environmentally appropriate and complementary water harvesting, storage, filtering and retention structures to conserve water for dry periods and hold erosion in check			X	X			AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	90,000
	<i>Identify specific locations in target villages for the following adaptation interventions: Canals for water diversion; small-scale pumping systems; communal water tanks; tube wells; pound reservoirs; and soil storage dams.</i>									
1.1.2. In consultation with Village Water User Groups, revise/develop a water management scheme (including a conflict resolution mechanism and collection of user fees)				X			AF	71600-Travel 75700- Trg, workshop and Conf	20,000	

warning system b. # Of communities that are able to act based on CBDRM plans (scorecard system)  <b>Baseline:</b> a. b.	1.1.3. Organize technical trainings targeting Village Water User Groups on the maintenance and management of the water systems as well as periodic monitoring of effectiveness and usage for M&E										
	1.1.4. Organize awareness raising events targeting WUG and community members on climate risks, resilient water use, and participatory management of the water systems				X			AF	71600-Travel 75700- Trg, workshop and Conf	10,000	
	<i>Village-level management scheme formulated which includes the roles and responsibilities of VWUG and distribution agreement across (vulnerable) households</i>										
	<i>At least 50% of women's participation is encouraged to the workshops and participation monitored</i>										
	1.1.5. In cooperation with CBOs, NGOs, community members and government partners establish water capture and storage facilities			X	X			AF	72300-Materials & Goods	318,000	
	1.1.6. Production of a technical report on the effectiveness, success and challenges in enhancing freshwater availability										
	<b>Sub Total for Output 1.1</b>									<b>438,000</b>	
	<b>1.2. 4,200 hectares of micro-watersheds are protected and rehabilitated through Farmer- Managed Natural Regeneration (FMNR) to increase natural water retention and reduce erosion</b>										
	1.2.1. Verification of target locations (pre-identified during the preparation phase) and selection of relevant tree species for conservation/regeneration/afforestation/reforestation in consultation with CFUG, farmer groups, Village Development Committees, foresters, etc.		X	X	X				AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	80,000

<i>Finalize village-wise intervention type and size based on the level of denudation, on-going surface runoff, and topography.</i>									
1.2.2. Facilitated by CFUG and Village Development Committees, finalize in-kind co-financing agreement with local communities participating in FMNR activities			X	X			AF	71600-Travel 75700- Trg, workshop and Conf	10,000
1.2.3. In alignment with 1.1.4., organize workshops on climate risks and linkages of FMNR, erosion control, and natural water control									
<i>At least 50% of women's participation is encouraged to the workshops and participation monitored</i>									
1.2.4. Along with Activity 3.1.3., measure the preconditions of the micro-watersheds and integrate the information in the GIS system									
1.2.5. Soil storage dams and check dams constructed; enrichment planting, improvement felling, pruning, ditch digging, and root cutting carried out in 116 villages for regeneration of existing vegetation cover and conserve remnant natural forests (engaging the bulk of landless labourers in the target area)									
1.2.6. Afforestation and reforestation activities conducted covering 680 hectares of land									
1.2.7. Tree planting in religious and school compounds, along dam boundaries, road sides and gaps in communal areas covering 1,360 hectares									
1.2.8. Provide hands-on trainings to CFUG, farmer groups, village development committees, foresters, rangers and range officers on forest management (initially in alignment with the implementation schedule for 1.2.5 to 1.2.6.)									
1.2.9. Facilitated by Forest Department and NGOs, and using outputs from Activity 3.1.1., formulate a community forestry management plan in line with CFI guidelines									

<i>Roles and responsibilities of women are clearly identified in the community management plans</i>									
1.2.10. Production of a report on the success and challenges of community forestry management plan									
<i>Initial 30-year land lease permission sought and granted for successfully managed community forests</i>									
<b>Sub Total for Output 1.2</b>									<b>90,000</b>
<b>1.3. Community-base agroforestry plots established on 5,100 hectares of private and communal lands to conserve soil and water</b>									
1.3.1. Establish a small village-based agro-forestry group in each target village				X			AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	35,000
<i>Initial call for participation will target primarily women; at minimum, 50% of the member should be women</i>									
1.3.2. Formulate a user-friendly template for community-led inventory of ongoing agro-forestry (agro-silviculture; agro-silvipasture; silvopasture) practices				X			AF	71600-Travel 75700- Trg, workshop and Conf	10,000
1.3.3. Undertake a community-led inventory of agro-forestry practices, agro-silvopastoral systems and non-timber forest utilization and development in 280 villages to be updated along with implementation progress, including economic benefits from the intervention			X	X			AF	71600-Travel 75700- Trg, workshop and Conf	15,000
<i>Information collected on ongoing practices will be gender-disaggregated</i>									

1.3.4. Based on the results of the inventory, community priorities and expert opinions, consult with communities on a locally suitable agro-forestry approach									
1.3.5. Provide trainings to agro-forestry groups, Village Development Committees, CFUGs and other CBOs on planning, implementation and management of small-scale, diversified agro-forestry systems and non-timber forest production techniques									
1.3.6. Provide a diversified suit of relevant crops, tree species and water-saving technologies (such as drip irrigation) to community groups to establish agroforestry and non-timber plots on the basis of recognized and appropriate soil conservation techniques									
<i>1,700 hectare of homestead gardening in 110 villages established</i>									
<i>3,400 hectare of farm boundary planting in 100 villages established</i>									
1.3.7. Undertake exchange visits of community members for information sharing									
1.3.8. Production of a technical assessment report on the effectiveness, success and challenges of climate-resilient agroforestry practices									
<i>Participants of the monitoring visits encourage women's participation</i>									
<i>Production of a report on the success and challenges of community forestry management plan</i>									
<b>Sub Total for Output 1.3</b>									<b>60,000</b>
<b>Misc costs under Outcome 1</b>									
salary, benefits for international staff			X	X			AF	61300 - Salary and post adjustment .IP staff	162,822

procurement of project vehicle				X			AF	72300- Materials & Goods	70,000
<b>Sub Total for Misc costs under Outcome 1</b>									<b>232,822</b>
<b>Total for Outcome 1</b>									<b>820,822</b>
<b>2. Climate-resilient agriculture and livestock practices enhanced in Myanmar's dry zone</b>									
<b>2.1. Drought-resilient farming methods introduced to farmers to enhance the resilience of subsistent agriculture in the Dry Zone</b>									
2.1.1. Organize training events on a range of climate-resilient farming methods targeting Dry Zone farmers and extension workers including drought-resilient crop varieties, optimization of plant population, weed control and crop husbandry techniques, and surface mulching			X	X			AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	35,000
<i>Organize a technical workshop to consolidate existing domestic and international knowledge on drought resilient crop varieties and seed banks inviting technical agencies such as Myanmar Agriculture Services, Univ. of Agriculture, Dept. of Agricultural Research</i>									
2.1.2. Establish and transfer drought-resilient varieties from township agricultural research farms to village-level research farms in 140 villages				X			AF	71600-Travel 75700- Trg, workshop and Conf 72300-Materials & Goods	15,000
2.1.3. Establish a participatory, demonstration plots in 50 villages and undertake field trials of drought resistant crops and drip irrigation techniques to enable local dissemination and transfer of adaptation know-how				X					



2.1.4. Organize exchange visits and farmer's field school involving project and non-project community members, staff from these institutions, agricultural extension officers, Township and District Administrations and NGOs									
2.1.5. Produce at least one technical report capturing lessons learnt on the effectiveness of drought-resilient farming methods									
<b>Sub Total for Output 2.1</b>									<b>50,000</b>
<b>2.2. Resilient post-harvest processing and storage systems introduced to reduce climate-induced post-harvest losses (drought and floods)</b>									
2.2.1. Undertake a participatory assessment to quantify the effects of existing practices and identify loss patterns from current post-harvest practices along the value chain of harvesting, threshing, drying, storing and processing			X	X			AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	40,000
2.2.2. Based on the findings from Activity 2.2.1, provide 140 locally made, community-managed rice threshers to 140 villages in areas where post-harvest loss are highest to increase communal food security and price stability in flood-prone areas				X			AF	72300-Materials & Goods	129,936
<i>Quantitative assessment of current post-harvest process undertaken and reported</i>									
<i>Production of an assessment report</i>									
2.2.3. Introduce improved community-managed crop handling and storage processes and facilities in 36 villages to avoid losses of produce during time of flooding and drought									
<i>Formulate a cost-sharing and maintenance plan in each village for the use of the thresher</i>									

2.2.4. Production of a technical report on the effectiveness, success and challenges of climate-resilient post harvest practices									
<i>Women's participation is encouraged and gender-disaggregated participation record will be produced</i>									
<i>Production of an assessment report on the effectiveness of 2.2.4 and 2.2.5</i>									
<b>Sub Total for Output 2.2</b>									<b>169,936</b>
<b>2.3 Climate resilient livestock production systems introduced in 6,300 landless households to buffer the effects of flooding and drought on rural livelihoods</b>									
2.3.1. Organize training of trainers events targeting Livestock Department officers in diversified livestock rearing, improved fodder preparation and storage, rangeland management, disease control methods, fodder bank and livestock shelter practices				X			AF	71300-local consultant 71600-Travel 75700- Trg, workshop and Conf	20,000
2.3.2. Organize at least 4 training events throughout the course of project in each village-tract aiming at a transfer of technical know-hows on climate-resilient livestock practices from Livestock Department officers to community members, CBOs and NGOs			X	X			AF	71600-Travel 75700- Trg, workshop and Conf	20,000
At least 50% of the participants of the trainings should be women. Gender-disaggregated participant list will be produced.									
2.3.3. Procure high productivity pigs with 62.5% drought tolerant gene; drought tolerant chicken; existing species of goats and sheep; and high-productivity goat/sheep species									
2.3.4. Formulate a community agreement on benefit sharing from diversified and climate resilient livestock practice									

2.3.5. Organize events that demonstrate participatory animal (cross) breeding to conserve essential buffer stocks during extreme events and maintain genetic diversity									
2.3.6. Production of an assessment report on the effectiveness, success and challenges of diversified livestock production systems									
Production of an assessment report on the effectiveness of diversified livestock production systems									
<b>Sub Total for Output 2.3</b>									<b>40,000</b>
<b>Misc costs under Outcome 2</b>									
salary, benefits for international staff			X	X			AF	61300 - Salary and post adjustment .IP staff	79,599
procurement of vehicle				X			AF	72300- Materials & Goods	30,000
<b>Sub Total for misc costs under Outcome 2</b>									<b>109,599</b>
<b>Total for Outcome 2</b>									<b>369,535</b>
<b>3. Timeliness and quality of climate risk information disseminated to dry zone farmers enhanced through use of short-term weather forecasts, medium-term seasonal forecasts, and longer-term climate scenario planning</b>									
<b>3.1. Climate hazard maps and risk scenarios are developed in each township to support community-based climate risk management and preparedness planning</b>									
3.1.1. Synthesize available information on future climate in the Dry Zone (in collaboration with the CRI sub-committees)			X	X			AF	71600- Travel 75700- Trg, workshop and Conf	5,000
3.1.2. Organize a training of trainers event, inviting a regional expert on participatory vulnerability assessments, targeting local NGOs, CBDRM and CRI members, DZGD and Department of Development Affairs									

3.1.3. Carry out vulnerability assessments in township and rapid vulnerability assessments at each village tract									
<i>Vulnerability assessment will look at gender-differentiated vulnerabilities to climate risks</i>									
3.1.4. Using the product from Activity 3.1.3., generate climate hazard, risk and vulnerability maps for all townships targeted under the project taking into account locally-specific socio-environmental conditions such as the extent of poverty, FMNR/micro-watershed management, access to small-scale water infrastructure, adoption of agro-forestry, and agro-silvo-pastural practices									
3.1.5. Update the map at least twice during the course of the project taking into account the progress in Outcome 1 and 2									
3.1.6. Organize town-hall meetings with township administrator, CRI sub-committees and other government departments, CBOs/NGOs, and community members, to discuss climate risk and hazard information and lessons learned from risk reduction measures into rural development planning and investment processes				X			AF	71600-Travel 75700- Trg, workshop and Conf	10,000
<b>Sub Total</b>									<b>15,000</b>
<b>3.2. Local level climate and disaster risk management framework strengthened for timely and effective communication of climate risk and early warning information</b>									
3.2.1. Finalize operational procedures for the Climate Risk Information sub-committee in coordination with the Township Administrator's Office, DPC, Drought Monitoring Centre, member NGOs, and village-level CBDRM Committees									

3.2.2. Organize a national level training targeting DHM at the national, division, district and township level officers on collection, analysis and communication of climate risk information; organize regional training targeting DHM and NGOs in producing climate risk information tailored for agricultural use									
Seasonal agricultural bulletins produced									
3.2.3. Formulate a TOR and communication protocol for CBDRM Committees in coordination with their respective Disaster Preparedness Committee at the township level and local NGOs, detailing the early warning information flow from DMH/Drought Monitoring Centre to CBDRM Committees through DPC				X			AF	71600-Travel 75700- Trg, workshop and Conf	5,000
3.2.4. With support from local NGOs, form Community-based Disaster Risk Management Committees (CBDRM) in at least 70 villages									
<i>CBDRM Committee will have women representatives and they will be assigned specific roles and responsibilities</i>									
3.2.5. Organize community level trainings on interpreting publicly available weather forecasts broadcasted through TV and radio; seasonal forecasts, agro-meteorological bulletins and communal hazard maps from CRI sub-committee; early warning information from DPC and CBDRM Committee									
3.2.6. Establish linkages with national and regional information sources for the Climate Risk Information Sub-committees									
3.2.7. Carry out early warning mock drills to test information flow from the national DMH and National Disaster Preparedness Central Committee, to division/district/township DPCs, to CBDRM Committees, and finally to villagers and practice evacuation (Output 3.1 will identify community evacuation centres as part of hazard map preparation process).									
<b>Sub Total</b>									<b>5,000</b>
<b>Misc costs under Outcome 3</b>									

salary, benefits for international staff		X	X	X			AF	61300 - Salary and post adjustment .IP staff	20,678
procurement of vehicle				X			AF	72300- Materials & Goods	19,000
<b><i>Sub Total for Misc costs under Outcome 3</i></b>									<b>39,678</b>
<b>Total for Outcome 3</b>									<b>59,678</b>
<b>4. Programme Execution Cost</b>									
<b>4.1. PMU established and operational</b>									
4.1.1. Project staff recruited			X	X			UNDP AF	61100- Salary cost- NP Staff 61200- Salary cost- GS Staff 61300- Salary cost- IP Staff 71400- Contract- SC	150,383
4.1.2. Equipment procured, office established			X	X			AF (Outcome 1))	72200-Eqpt and Furniture	10,000

								71600- Travel 72300- Materials and Goods 72400- Communic ation 72500- Supplies 72800-IT Eqpt 73400- Rental and Maint 74200- Audio Visual, printing 74500-Misc 75700- Trasp ship and handling 76100- Foreign exch loss	
4.1.3. PMU operational and managing programme implementation			X	X			UNDP AF		44,527
<b>Sub Total</b>									<b>204,910</b>
<b>4.2. Project Monitoring and Evaluation</b>									
4.2.1. Establishment of M&E systems including additional baseline data collection (where needed)			X	X			UNDP	71200-Int Consultant	10,000
4.2.2. Inception report			X	X			UNDP	74200- Audio Visual &	2,000

								Print Prod Costs	
4.2.3. Quarterly reports									
4.2.4. Annual technical monitoring report				X			UNDP	74200- Audio Visual & Print Prod Costs	1,000
4.2.5. Meetings of National Project Steering Committee			X				UNDP	75700- Trg, workshop and Conf	15,000
4.2.6. Meetings of Technical Working Group			X	X			UNDP	75700- Trg, workshop and Conf	5,000
4.2.7. Meeting of National Environment Coordinating Committee									
4.2.8. Mid-Term Evaluation									
4.2.9. Final Project Evaluation									
4.2.10. Project Terminal Report									
4.2.11. Audits									
<b>SubTotal</b>									<b>33,000</b>
<b>Total for Programme Execution</b>									<b>237,910</b>
<b>GRAND TOTAL</b>									<b>1,487,945</b>



## **Annex 6: Minutes of the Inception Workshop**

### **Minutes Inception Workshop Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar**

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<b>Date:</b>	<b>26.8.2015</b>
<b>Time:</b>	<b>09:00 to 16:00</b>
<b>Venue:</b>	<b>Hotel Amara, Nay Pyi Taw</b>

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#### **Background:**

UNDP Myanmar, with funding from Adaptation Fund is initiating the implementation of a CC adaptation project - **“Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar.”** The project aims to reduce the increasing impacts of climate change on agricultural and livestock production cycles in the dry zone of Myanmar - the impacts of increasing temperature and evaporation, declining water availability, and intensifying weather events especially flash floods and cyclones.

The project will operate in five townships in the Sagaing, Mandalay and Magway Regions – Shwebo and Moneywa townships in the Sagaing region, Myingyan and Nyaung Oo townships in the Mandalay Region, and Chauk township in the Magway Region. The project target sites consist of approximately 50,000 households from 280 villages with a high percentage of landless households and marginal/small farmers. Many of these landless and marginal/small farmers will benefit directly from the proposed project. Among them, approximately 85% of the total population is estimated to be impoverished landless and marginal farmers’ households on rain-fed lands who are prone to critical losses of livelihood assets from recurring droughts and crop failures. While impoverished and marginal farmers with land-use rights will benefit from the project through additional investments in natural and productive capital (such as improved water supply on drought-prone fields; access to diversified and improved crops for fields and home gardens; expanded agro-forestry services; diversified livestock rearing; arrested soil erosion and watershed protection), landless people will benefit from diversified livestock assets, improved ecosystem services (such as greater availability of non-forest products and more reliable freshwater supply), as well as through greater opportunities for manual labor in water-, forestry- and agroforestry-related components of the project. An important element of the proposed project is to strengthen the participation and stakes of landless people in Community-based Organizations, especially forest resource users groups and water resource users groups.

By the end of the four-year period, the project aims to ensure continuous freshwater resource during the dry seasons in 280 villages in the Dry Zone, promote and enhance climate-resilient agricultural and livestock practices and ensure timely and quality dissemination of climate risk information through use of short-term weather forecasts, medium-term seasonal forecasts, and longer-term climate scenario planning.

In order to operationalize and initiate implementation of the project, the Inception Workshop of the project was held on 26 August 2015 in Hotel Amara, Nay Pyi Taw. The main objective of the inception workshop was to discuss and confirm with key partners on project objectives and outcomes, project implementation arrangements, and to finalize the annual work plan for 2015. Among others, the Inception Workshop also addressed a number of key issues including:

- Assist partners to fully understand and take ownership of the project, as well as discuss the roles and responsibilities of different stakeholders within the project's decision-making structure, including reporting and communication lines, and conflict resolution mechanisms.
- Review and revise (if necessary) the project results framework and finalize the first annual work plan.
- Provide a detailed overview of reporting, monitoring and evaluation (M&E) requirement.
- Discuss financial reporting procedures and obligations, and arrangements for annual audit.

The following were the expected outcomes of the Inception Workshop:

- Project objectives, outcomes, outputs and results are understood by all the stakeholders;
- Project implementation principles and functions are clarified with all the stakeholders;
- Project results framework, reporting and monitoring and evaluation requirements are clarified and accepted by all stakeholders;
- An Inception Report is prepared as a key reference document following the workshop

The Inception Workshop brought together approximately 67 (58 male, 9 female) representatives from Government (national, regional, district and township) as well as officials from UNDP.

A copy of the agenda, along with the concept note and list of participants is included at the end of the minutes.

#### **OPENING SESSION:**

The opening ceremony of the Inception Workshop was attended by U Khin Maung Ye, Permanent Secretary, Ministry of Environmental Conservation and Forestry – on behalf of the Government of the Union of Myanmar and Ms. Thuy Hang Thi To, Deputy Resident Representative (Operations), United Nations Development Programme, Myanmar. Also present were senior officials from the Ministry of Environmental Conservation and Forestry and other departments relevant to the project.

In his inaugural speech, U Khin Maung Yee, Permanent Secretary, MOECAAF highlighted that the workshop is an important milestone in the implementation of the first Climate Change Adaptation project in Myanmar and committed MOECAAF's full support and cooperation towards the successful implementation of the project. In doing so, he also called upon all other relevant ministries, departments and organizations to extend their relentless support and cooperation for the smooth implementation of the project. He also added that the project will bring about a number of positive impacts, which will benefit about 50,639 households in 280 villages of the 5 targeted townships of the Dry Zone of Myanmar – such as increased accessibility of clean water in rural villages and thereby reduce outbreaks of diseases due to contaminated water; improved food security through the enhancement of climate resilient agriculture and livestock practices, disaster preparedness systems through increased awareness on climate change events and provide income generating opportunity for the local people.

In her welcome address, UNDP Deputy Resident Representative Ms. Thuy Hang Thi To said that this project is significant because of its sheer outreach to and impact on the lives of the most vulnerable and marginalized populations of Myanmar. She added that the project has the potential to bring adaptation benefits to nearly a quarter of a million people in the 280 target villages across the Dry Zone. She also highlighted that the project has the potential to enhance resilience of dry zone farmers through introduction of community-based climate risk management and preparedness planning and strengthening of local level climate and disaster risk management frameworks for timely and effective communication of climate risk and early warning information. Such a system will provide communities with much-needed information and prepare themselves to cope during extreme climate events, which are a recurring phenomenon in the region.

Copies of the inaugural address by the Permanent Secretary and the welcome remarks by UNDP Deputy Resident Representative are attached as annexures to the minutes

### **TECHNICAL SESSION:**

The technical session of the inception workshop consisted of a number of presentations on project overview, implementation arrangements and way forward for the implementation of the project. The session provided an opportunity for the participants to interact meaningfully and provide inputs and suggestions for the implementation of the project. Copies of the presentations are include as an annexure to the minutes.

#### *1. Overview of the Project:*

The presentation on the overview of the project, including outcomes, outputs and budget was presented by Mr. Yusuke Taishi, Regional Technical Specialist, UNDP Bangkok Regional Hub. Mr. Yusuke also presented the principle of adaptive management in projects and pointed out that in view of the recent floods in Myanmar, there is an opportunity for the project to assist the flood-affected villages in their early recovery efforts. This, he said could be done with very little or no change in the outputs of the project and the project could potentially re-appropriate resources (to the tune of not more than 15%) within outputs, if necessary.

The following is a summary of the discussion points that followed:

- The representative of the Department of Agriculture suggested that while the project is undertaking agro-forestry programme, special emphasis needs to be provided in the selection of locally adaptive tree species to enable local communities to reap multiple benefits like – fuel wood use, food, fodder, non-wood produce, etc so that communities can derive short and long term benefits through income generation in agro forestry activities. The representative also mentioned that under Outcome 2 of the project, the drought-resilient farming methods, the project should also consider introducing the alternative dry and wet irrigation method, which is found to be very effective in the dry zone, especially in paddy cultivation where there is 50% savings in water use.
- A representative of DZGD pointed out that there is no need to change the outputs and activities. The outputs and activities identified in the Prodoc are still valid and relevant and the project should go ahead with implementation, as planned. He added that, any change in the prodoc should be based on the needs of the local communities and in discussions with them. Another representative of DZGD raised concerns on the issue of adaptive management of the project and questioned whether the project had any plans on monitoring and evaluation and how activities would be monitored, including those that are implanted as a result of adaptive management of the project. He also mentioned that the government needs support in the area of research and development.
- The representative of the Department of Hydrology and Meteorology noted that the recent disaster in Myanmar is quite significant and we should not rule out the possibilities of such extreme events in the future. Therefore, he suggested that the project consider adapting to extreme events in the future.
- The representative of the Livestock Breeding and Veterinary Department informed the meeting that the Ministry of Livestock, Fisheries and Rural Development is currently implementing the Rural Development Project (Emerald Green Project) and has plans to provide climate-resilient livestock species to local communities. He mentioned that it would be important to know what the project will provide to the Dry Zone farmers, so as to avoid duplication of efforts. In addition, he suggested that more support in the area of market linkages and livestock diversification is needed in the dry zone area.

- The representative of Water Resources Utilization Department highlighted the importance of having a detail discussion with hydro geologists and local communities before implementing any water infrastructure in the Dry Zone. This is an important lesson from past interventions, where some of the high-cost infrastructure have not rendered the intended outputs as they were not planned well. This, the representative said should not happen again.
- The representative of DZGD pointed out that since UNDP will be directly implementing the project, the government's role seems to be only in the monitoring, evaluation and knowledge-sharing. He suggested that UNDP consider a balanced approach in the implementation of the project so that the capacity of government officials and local communities is built in the process.

*UNDP Response:*

- Participants were reminded that UNDP will be implementing the project in consultation with the relevant government departments and it is therefore important for the relevant departments to propose feasible support options. Government Departments such as Department of Agriculture, Livestock Breeding and Veterinary Department, Water Resources Utilization Department, etc. should be proactive and let the project know about potential support they need in the area of agro-forestry practices, climate-resilient agriculture, water infrastructure and research and development. This will then be incorporated in the project work plans and UNDP will be happy to support these activities in line with the project outcomes and outputs.
- UNDP also added that monitoring and evaluation is an integral part of the project and this is a requirement for AF support. In addition, Government ownership is key to the successful implementation of the project. The current context in Myanmar requires UNDP to provide technical support at various levels of the government and the project is designed to provide just that. It is therefore pertinent for the government to identify and let the UNDP know of any gaps in technical capacity and support the government in implementing the project. It should also be kept in mind that technical know-how and exchange of ideas should be a two-way process between the government and UNDP. The government's role in the project is also important since the government knows best about local context and demands of the local communities.

*Decisions and Follow up Actions:*

- The overview of the project including outcomes, outputs and indicative activities with budget and the results framework of the project was agreed in principle by the meeting. There was no changes proposed on the outcomes and outputs of the project. It was however, noted that changes to project activities may be a possibility based on the changing context and local situations.
- The workshop also agreed that all activities under the project will be implemented in close consultation with relevant departments and intended beneficiaries.

*2. Implementation Arrangements:*

The AF Project in the Dry Zone of Myanmar is a directly implemented project, with UNDP as the executing entity. Under this modality UNDP takes responsibility and accountability over the implementation of the project, including fulfilment of fiduciary and programmatic requirements as prescribed in UNDP policies and procedures. The presentation on implementation arrangements was made by Mr. Karma Lodey Raptan, Technical Specialist, UNDP and included, implementation structure (Project Steering Committee, Technical Advisory Group, Project Team, Country Office Support), reporting mechanisms, monitoring and evaluation framework and implementation principles.

The following is a summary of the discussions under this item:

- The representative of DZGD informed the meeting that the Prodoc does not mention that UNDP will chair the Project Steering Committee. He therefore suggested that the government and UNDP co-chair the Project Steering Committee.
- The representative of DZGD also mentioned that the monitoring and evaluation framework of the project does not take into consideration the cost implications with regard to engagement of government focal departments in the implementation of the different outputs of the project.
- Participants also highlighted that there were certain discrepancies in the assignment of focal agencies under the different outputs of the project. Participants also mentioned that some relevant departments were missing in the Project Steering Committee and the Technical Advisory Group.
- The frequency of the Project Steering Committee meeting was also raised by some participants. Considering the busy schedule of the members, the frequency of PSC meeting on a quarterly basis may need to be reconsidered.

*UNDP Response:*

- Although the Prodoc does mention that UNDP will Chair the PSC, UNDP is open to having the Government Co-chair the PSC.
- UNDP agreed to include the names of the relevant departments in the Project Steering Committee, Technical Advisory Group, as well as the list of focal departments under the different outputs of the project
- UNDP suggested amending the frequency of the project steering committee meetings, as it would be very difficult to have the meeting on a quarterly basis.

*Decisions and Follow up:*

- The proposal to include the Government as Co-chair of the Project Steering Committee will be submitted to the 1<sup>st</sup> PSC meeting for their consideration.
- The proposal to reduce the frequency of Project Steering Committee meetings to twice a year will also be submitted to the 1<sup>st</sup> PSC for their consideration.
- The workshop agreed to correct the names of ministries/departments under the membership for the Technical Advisory Group – in particular for the Ministry of Livestock, Fisheries and Rural Development. The names of the Water Resources Utilization Department, Department of Rural Development and the Relief and Resettlement Department will be added in the Technical Advisory Group.
- The DGs of Department of Rural Development, Department of Agriculture, Livestock Breeding and Veterinary Department and Relief and Resettlement Department will be included in the Project Steering Committee. This will then be proposed to the 1<sup>st</sup> Project Steering Committee for endorsement and approval.
- The Department of Forestry will be added in the list of focal departments under Output 1.3 of the project.

*3. Project Village Selection Process:*

The AF project will focus its interventions in 280 villages, out of the 998 villages in five townships. While the 5 townships were pre-identified during project design, the target villages were not selected at the time. Therefore, in order to select the 280 target villages for the project, local consultation meetings in all the regions/townships were conducted from 9-18 June 2015. The selection of target villages was based on a set of criteria as outlined in the Prodoc.

The presentation on the project village selection process was made by U Myint Zaw, Agriculture Specialist.

The following is a summary of the discussions under this agenda item:

- The representative of the Livestock Breeding and Veterinary Department from Magwe mentioned that the project should cover more villages under Chauk township. In relation to the other project townships, Chauk has a larger geographical area, as well as more villages which are very poor in comparison to other townships. He mentioned that almost all the villages under Chauk would fulfill the criteria that was administered for the selection of the target villages.
- The representative of DZGD from Monywa suggested that the endorsement of the Chief Ministers of Sagaing, Mandalay and Magwe be sought for the list of selected villages. This was important to avoid any misunderstanding in the future during implementation.
- The representative of the Department of Agriculture requested for project support in recovery efforts in the aftermath of the recent floods. This she said was important as the recent disaster is also climate-related and the local communities would benefit from project support. Other participants also suggested that the project provide support to the flood-affected villages and communities.
- Participants mentioned that the village selection process was conducted in a transparent manner and therefore the list of selected villages should not be changed.
- The representative of DZGD highlighted that such natural calamities will occur in future too and therefore project resources should not be used to fund recovery activities. Any recovery needs undertaken should be done through funding from other sources and not through the project.

*UNDP Response:*

- UNDP informed the workshop that it is possible to add more villages to the project. However, there should not be any changes to the list agreed earlier. While proposing inclusion of additional villages, it should be noted that AF resources is not spread too thinly across the target villages. The additional villages under Chauk should be over and above what was already agreed. Once the list for Chauk is ready, it should be submitted to the Project Steering Committee for their consideration and endorsement. The project can consider inclusion of additional villages, may be at Mid Term Review and depending on availability of resources then.
- UNDP informed the workshop that the recovery efforts in the target villages will be covered under funds from other sources and not the AF resources. However, there are possibilities for AF project to provide support to affected population, especially where activities are in line with the project outputs are outcomes – for instance, provision of climate-resilient crops and livestock varieties, supporting post-harvest technology, etc.
- The list of selected villages was not endorsed by the Regional Governments. UNDP conveyed the list to the Chief Ministers after the local consultation meetings and did not request for endorsement. If required, UNDP will be happy to do so after the inception workshop.

*Decisions and Follow up actions:*

- Additional villages under Chauk will be considered and therefore the submission of an additional list of villages can be processed in consultation with UNDP. However, this is not final yet and therefore needs the consideration of the Project Steering Committee, as well it will depend on availability of resources, sometime mid-way during project implementation.
- AF resources will not be utilized to cover recovery efforts in the flood-affected villages.
- UNDP will seek the endorsement of the Chief Ministers of Sagaing, Mandalay and Magwe for the list of selected villages after the inception workshop.

#### *4. Way Forward for the Implementation of the Project*

The presentation under this agenda item included the immediate next steps following the inception workshop, as well as the work plan and budget for the current year. The presentation was made by Mr. Karma Lodey Rapten of UNDP.

The following is a summary of the discussions under this agenda item:

- The representative of DZGD mentioned that the communities in the Dry Zone are most vulnerable to climate change impacts. However, the level of understanding of local communities on the protection of the environment and conservation of water resources is very low. Therefore the interventions of the AF project is very timely and relevant. He thanked the UNDP for initiating this project in the Dry Zone.
- The representative of Water Resources Utilization Department informed the meeting that while provision of water infrastructure like tube wells is important to secure fresh water for the dry zone farmers, it is also equally important for everyone to be cautious about such interventions. In the past there has been instances where proper groundwater availability assessments had not been conducted and resources on such infrastructure have been wasted. The demand for such interventions should be carefully assessed and backed by proper feasibility studies so that costly mistakes are avoided in the future. She highlighted that it should be the responsibility of all government departments, as well as local authorities to make sure that project resources are utilized in a cost-effective manner.
- Some participants of the workshop requested for clarification on the project budget. From the presentation, they were not sure if the activities and budget presented were only for one year or for the whole project period.

#### *UNDP Response:*

- UNDP assured that whatever investments the project makes under the project will be properly assessed and verified to avoid any costly mistakes later on. In addition, UNDP will also ensure that all parties and stakeholders will be consulted in the decision-making process.
- UNDP clarified that the budget presented in the presentation was for 2015 only and does not represent the budget for the project period.

#### *Decisions and Follow up actions:*

- UNDP will ensure proper assessment and verification before making any investments under the project. The project team will ensure that relevant departments in the government are consulted on the project activities during implementation.

#### **CLOSING SESSION:**

The closing of the workshop was graced by U Htay Aung, Director General of the Dry Zone Greening Department. The Vote of Thanks and Closing Remarks are attached as annexures to the minutes.

#### *1. Vote of Thanks*

U Yan Naing Tun, Soil Conservation and Water Harvesting Specialist, AF project proposed the Vote of Thanks. In his remark, U Yan Naing Tun emphasized the importance of a cohesive collaboration through which this project will deliver results and commended the collaboration and support of the Ministry of Environmental Conservation and Forestry in the implementation of the project. He also thanked all the government departments - such as agriculture, livestock breeding, water resources utilization, Hydrology and Meteorology, and non-government agencies who contributed to the formulation of the project and counted on their continued collaboration and also the support of the regional governments in Mandalay, Magwe, Sagaing and the concerned local departments, the Civil Society Organizations and the communities in the project villages for the successful implementation of the project in the coming years. Finally he thanked the Director General of the Dry Zone Greening

Department and his colleagues for their collaboration and support in the organization of the inception workshop.

*2. Closing Remarks by U Htay Aung, Director General, DZGD*

In his closing remarks to workshop participants, U Htay Aung, Director General of the Dry Zone Greening Department thanked all the participants for their active participation in the workshop and requested their continued cooperation in the implementation of the project. The Director General also thanked the relevant government departments for their inputs and requested their support in the implementation of the project. He also added that the participation of local NGOs, CSOs and most importantly local communities are vital for the successful achievement of the project outcomes.



**Inception Workshop**  
**Adaption Fund Project in the Dry Zone**  
**“Addressing Climate Change Risks on Water and Food Security in the Dry Zone of Myanmar”**  
**26 August 2015**  
**The Hotel Amara, Nay Pyi Taw**  
**AGENDA**

<b>INAUGURAL CEREMONY</b>		
<b>Time</b>	<b>Activity</b>	<b>Responsible / Facilitator</b>
09:00 – 09:30	Arrival and registration of guests and participants	Ma Phyo, Hsu Mon, Van Lal Ruat Pwee Ye
09:30 – 09:40	Inaugural Speech	U Khin Maung Yi, Permanent Secretary, MOECAF
09:40 – 09:50	Opening Remarks	Ms. Thuy Hang Thi To, Deputy Resident Representative, United Nations Development Programme, Myanmar,
09:50 – 10:00	Photo Session	
10:00 – 10:30	Tea Break	
<b>TECHNICAL SESSION</b>		
10:30 – 11:30	Overview of the Project: Objectives, Outcomes, Outputs and Activities, including Results and Resources Framework, Budget and Work Plan	Mr. Yusuke Taishi, Regional Technical Specialist, UNDP
11:30 – 12:30	Discussions	All Participants
12:30 – 13:30	Lunch Break	
13:30 – 14:00	Implementation Arrangements	Mr. Karma Raptan, Technical Specialist, UNDP
14:00 – 14:20	Discussions	All Participants
14:20 – 14:45	Village Selection Process and Final list of Project Target Villages for endorsement	U Myint Zaw, Agriculture Specialist, UNDP
14:45 – 15:00	Discussions	All Participants
15:00 – 15:30	Tea Break	
15:30 – 15:45	Way forward for implementation of the project activities	Mr. Karma Raptan, Technical Specialist, UNDP
15:45 – 15:50	Vote of Thanks	U Yan Naing Tun, Water and Soil Conservation Specialist, UNDP
15:50 -16:00	Closing Remarks	U Htay Aung, Director General, Dry Zone Greening Department

**List of Participants:**

Sr.	Participant Name	Position	Department
1	U Aung Myo Lwin		Department of Rural Development
2	Dr. Yan Naing Soe	Regional Veterinary Officer	Livestock Breeding and Veterinary Department
3	U Kyaw Naing Oo		General Administration Department
4	U Mg Mg Kyaw		Forest Department
5	U Zaw Tun Aung	SIO	Environmental Conservation Department
6	U Naing Lin Htet	Deputy District Administrator	General Administration Department
7	Dr. San Hla Htwe	Staff Officer	Department of Agriculture
8	U Kyaw Swa Oo	Executive Engineer	Water Resource and Utilization Department
9	U Kyaw Lin Oo	Director	Department of Meteorology and Hydrology
10	Dr. Myo Chit	Assistant Director	Livestock Breeding and Veterinary Department
11	U Tun Tun	Deputy Township Officer	General Administration Department
12	U Saw Tun Win		General Administration Department
13	Daw Cho Cho Mar	Assistant Director	Department of Agriculture
14	Daw Yu Khin	Deputy Director	Water Resource and Utilization Department
15	U Zaw Min Thant	Staff Officer	Environmental Conservation Department
16	U Myint Thein	Assistant Director	Department of Meteorology and Hydrology
17	U Myint Aung		Dry Zone Greening Department
18	U Kyaw Myo Htwe	Deputy Director	Dry Zone Greening Department (HQ)
19	U Aung Kyaw Htun	Director	Dry Zone Greening Department
20	U Myint Sein 2	Assistant Director	Dry Zone Greening Department
21	U Win Zaw	Deputy Director General	Dry Zone Greening Department
22	U Ba Khin	Assistant Director	Dry Zone Greening Department
23	U Myint Win Thu	Staff Officer	Dry Zone Greening Department
24	U Thet Mg Mg	Staff Officer	Dry Zone Greening Department
25	U Wai Myo Hla	Director	Dry Zone Greening Department
26	U Aung Shein	Staff Officer	Dry Zone Greening Department
27	U Khin Mg Oo	Assistant Director	Dry Zone Greening Department

28	U Zaw Linn Win	Staff Officer	Dry Zone Greening Department
29	U Win Bo	Staff Officer	Dry Zone Greening Department
30	U Kyaw Win	Staff Officer	Dry Zone Greening Department
31	U Tun Nyunt Hlaing	Staff Officer	Dry Zone Greening Department
32	U Soe Han	Staff Officer	Dry Zone Greening Department
33	U Htay Aung	Director General	Dry Zone Greening Department
34	U Ba Kaung	Director	Dry Zone Greening Department
35	Dr. Thwe Thwe Win	Staff Officer	Dry Zone Greening Department
36	Dr. Wei Phyoo Oo	Staff Officer	Dry Zone Greening Department
37	U Myo Aungs	Staff Officer	Dry Zone Greening Department
38	Dr. Myint Oo	Rector	University of Forest
39	Dr. Nyi Nyi Kyaw	Director General	Forest Department
40	U Nay Aye	Director General	Environmental Conservation Department
41	U Khin Mg Yi	Permanent Secretary	MOECAF
42	U Zaw Min	Deputy Director General	Forest Department
43	U Than Tun	Deputy Director	Department of Rural Development
44	U Thiha Soe	Staff Officer	Department of Rural Development
45	Daw Thu Zar Myint	Director	Department of Agriculture
46	U Kyaw Soe		Department of Rural Development
47	U Win Ko Ko	Assistant Director	Environmental Conservation Department
48	U Aung Maw Oo	Assistant Director	FRI, Forest Department
49	U Kyaw Moe Oo	Deputy Director General	Department of Meteorology and Hydrology
50	U Than Oo	Director	Forest Department
51	U Kyaw Soe Win	Staff Officer	Recuse and Resettlement Department
52	Dr. Soe Win	Township Veterinary Officer	Livestock Breeding and Veterinary Department
53	U Mg Shwe Thein	Assistant Township Officer	General Administration Department
54	U Nay Myo Win	Staff Officer	Recuse and Resettlement Department
55	Ms. Thi Hang Thung To	DRR (Operation)	United Nations Development Programme
56	Daw Lat Lat Aye	Team Leader (Pillar II)	United Nations Development Programme
57	Terance Hay Edie	Programme Advisor	United Nations Development Programme
58	Yusuke Taishi	Regional Technical Advisor	United Nations Development Programme
59	Mr. Karma Rody	Chief Technical Specialist	United Nations Development Programme

	Repten		
60	Dr. Myint Wai	NPM	United Nations Development Programme
61	U Khin Mg Lwin	Livestock Specialist	United Nations Development Programme
62	U Khin Mg Htay	Environment & Forest Specialist	United Nations Development Programme
63	U Yan Naing Tun	SCWH Specialist	United Nations Development Programme
64	U Myint Zaw	Agricultural Specialist	United Nations Development Programme
65	Ma Ruat Pwee	Project Assistant	United Nations Development Programme
66	Ma Phyo	Programme Associate	United Nations Development Programme
67	Ma Su Mon	Project Assistant	United Nations Development Programme

**Inaugural speech delivered by U Khin Maung Yee, Permanent Secretary, Ministry of Environmental Conservation and Forestry at the Inception Workshop of the Project for “Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar”**

**The Hotel Amara, Nay Pyi Taw**

**26 August 2015**

Ms. Thuy Hang Thi To, Deputy Resident Representative, United Nations Development Programme, Myanmar,  
Representatives from Regional Government,  
Representatives from UNDP, NGOs and CSOs,  
Officials from related Government Agencies,  
Distinguished Guests, Ladies and Gentlemen!

A Very Good Morning!

This is my great pleasure to warmly welcome you all to this Inception Workshop of the Project for “Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar.” On behalf of the Government of the Union of Myanmar, it is our privilege to co-organize this Inception Workshop together with UNDP-Myanmar. I do believe this inception workshop is an important milestone in the implementation of the first Climate Change Adaptation project in Myanmar funded by Adaptation Fund of Global Environment Facility. The main objective of the workshop is to discuss and confirm with the project key partners on the project objectives and outcomes, implementing arrangements, and to finalize the annual work plan. It therefore brings together government agencies and implementing partners to digest well on the project objectives, outcomes and outputs, as well as to understand their roles and responsibilities in project implementation.

On behalf of the Ministry of Environmental Conservation and Forestry, I would like to extend our full support and cooperation towards the successful implementation of the project. I would also like to call upon all other relevant ministries, departments and organizations to extend their relentless support and cooperation for the smooth implementation of the project.  
Distinguished Guests, Ladies and Gentlemen,

As we all are aware, the Dry Zone is one of the most climate-sensitive and natural resource scarce region of Myanmar. This dry environment with other limitations has led to increasing food insecurity and severe environmental degradation in the area. About 25% of the country’s total population, living in central dry zone of Myanmar suffers various socio-economic drawbacks due to the impact of climate change-related events. Recently, the natural circumstances like torrential rains and flash floods hit many regions of the country including the dry zone.

The Government of the Union of Myanmar set the poverty reduction and rural development tasks as the priority programs for the wellbeing of Myanmar people and is currently implementing in close collaboration and cooperation with UN Organization, Non-Governmental Organizations and Civil Society Organizations.

Distinguished Guests, Ladies and Gentlemen,

We are very pleased to express that Global Environment Facility (GEF)/ Adaptation Fund, United Nation Development Programme (UNDP), and the Government of the Union of Myanmar jointly funded a total account of 8.46 million US Dollar for this Project which is scheduled to implement in

five townships, Shwebo and Monywa townships of Sagaing Region, Chauk township of Magway Region and Myingyan and Nyaung-U townships of Mandalay Region.

Three main components of this project, clean water development, climate resilient agriculture and livestock practices and community-based early warning systems against natural disasters will be implemented with the main objectives to reduce the vulnerability of farmers in the dry zone and to enhance their capacity to plan and respond to negative impacts of climate change in the near future. We expect the project activities shall bring a number of positive impacts, which will benefit about 50,639 households in 280 villages of the 5 targeted townships of the Dry Zone of Myanmar. The Project will surely contribute to increased accessibility of clean water in rural villages and thus reduce the outbreaks of diseases due to contaminated water; improve food security through the enhancement of climate resilient agriculture and livestock practices, develop disaster preparedness system through increased awareness on climate change events and provide income generating opportunity for the local people.

Distinguished Guests, Ladies and Gentlemen,

Under the close supervision and guidance of the Government of the Union of Myanmar and respective Regional Governments, and effective and efficient implementation by UNDP through collaboration and cooperation with concerned government organizations, NGOs, CSOs and more importantly with the local communities I firmly believe that this project will achieve its goals and objectives. Moreover, the outputs of this project will ultimately contribute to the national policy of poverty alleviation which is closely linked to the Millennium Development Goal of “Ending Poverty and Hunger” and ensuring environmental sustainability.

In conclusion, as a representative of Focal Ministry I would like to extend our sincere thanks to GEF, UNDP, related Government Agencies, NGOs, CSOs for all your kind arrangements, supports and participation to make this Inception Workshop fully materialized. I would also like to reaffirm the Government’s full support on successful implementation of this project in timely and harmonious manner. Again, kindly let me call upon all participants present here today to actively participate in this daylong workshop and, as well as in the implementation of the project on ground. I wish you all fruitful deliberations.

Thank you very much!

**Welcome Remarks delivered by Ms. Thuy Hang Thi To, Deputy Resident Representative, United Nations Development Programme, Myanmar, at the Inception Workshop of the Project – “Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar”**

**The Hotel Amara, Nay Pyi Taw**

**26 August 2015**

U Khin Maung Yi, Permanent Secretary, Ministry of Environmental Conservation and Forestry, Government of the Union of Myanmar,  
Representatives from the UN, Non-Governmental Organizations (NGOs) and Civil Society Organizations (CSOs),  
Officials from related Government Agencies,  
Distinguished Guests; Ladies and Gentlemen!  
A Very Good Morning to All and Mingalabar,

It is a great honor for me to be here today at the inaugural session of the Inception Workshop of the Project – “Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar.” On behalf of the United Nations Development Programme, I would like to extend a very warm welcome to all the participants gathered here and thank you all for making it possible to attend the workshop. I would also like to thank the Permanent Secretary for gracing the Inception Workshop, and for sparing his valuable time to be with us today, despite his busy schedule. Let me also take this opportunity to express our deep concern and sympathy to the communities affected by the recent flood. We thank the participants, especially those who have joined us from the Regional level for making it to this workshop, despite your busy schedule in the flood response and recovery activities.

As was highlighted by Mr. Nicholas Rossellini during the launch ceremony of this project in February 2015, UNDP considers this project very strategic for both the Government of Myanmar and UNDP. First, this is the first active project on the ground which responds to Myanmar's climate change adaptation needs, recognized by the United Nations Convention on Climate Change (UNFCCC), and in alignment with Myanmar's National Adaptation Program of Action. Through this project, the Government of Myanmar demonstrates its commitment to the Kyoto Protocol that it is a party to, and under which the Adaptation Fund was established. The project is a stepping stone for Myanmar to build its institutional capacities, and to integrate climate risks in development planning. Therefore, this is an important initiative, which will help increase access to additional climate change finance from funds such as the Green Climate Fund. UNDP considers the partnership with the Government of Myanmar to be an important first step towards strengthening national capacities to address climate change risks and vulnerabilities and build a solid foundation for future investments in this important area of our work with the Government.

Second, this project is significant because of its sheer outreach to and impact on the lives of the most vulnerable and marginalized populations of Myanmar. It is expected that small-scale water management infrastructure will be developed for 280 villages to cope with droughts. This will include canals and community ponds to foster livelihood activities, and water pumps and tube wells for drinking water. In addition, the project will also contribute towards improved watershed management practices through protection and rehabilitation of over 5,000 hectares of watershed areas to improve water retention and control erosion. The project will also contribute to food security in the Dry Zone through promotion of climate-resilient agriculture and livestock practices, as well as introduction of climate-resilient post-harvest processing and storage systems to reduce climate-induced post-harvest losses.

Overall, the project has the potential to bring adaptation benefits to nearly a quarter of a million people in the 280 target villages across the Dry Zone. The people who live here are the ones whose lives and livelihoods are most dependent on the natural environment. So poverty reduction, and the potential of the project to provide food security is of enormous importance.

What would be most significant about the project is the potential it has to enhance resilience of dry zone farmers through introduction of community-based climate risk management and preparedness planning and strengthening of local level climate and disaster risk management frameworks for timely and effective communication of climate risk and early warning information. Such a system will provide communities with much-needed information and prepare themselves to cope during extreme climate events, which are a recurring phenomenon in the region.

The project is, by design, a directly implemented project, where UNDP assumes overall management responsibility and accountability for project implementation. However, Government ownership is the main driving force behind the success and sustainability of this and any other development initiative. It is therefore of paramount importance that the Government of Myanmar - particularly the relevant stakeholder Ministries and Departments -- provides continuous strategic guidance in implementing the project; promotes the active engagement of vulnerable communities in decision-making; and where necessary, provides human and financial resources for the achievement of the project's expected results. The presence today of the Permanent Secretary of the Ministry of Environmental Conservation and Forestry is a testament of the government's commitment, and UNDP looks forward to strengthening this partnership further.

As the development arm of the United Nations, UNDP's vision is focused on supporting countries to simultaneously achieve the eradication of poverty and significantly reduce inequality and exclusion. Supporting the Government of Myanmar and its citizens in building resilience to the effects of global warming in the most vulnerable part of the country, such as the Dry Zone, is an integral part of UNDP's mandate.

In closing I would once again, like to thank the Ministry of Environmental Conservation and Forestry and other relevant government ministries and departments for the useful collaboration in this project and look forward to our joint efforts in implementing this Adaptation Fund project.

I wish you all a very fruitful workshop.

Thank you very much!



**Vote of Thanks**  
**The Inception Workshop of the Adaptation Fund Project in the Dry Zone**  
**“Addressing Climate Change Risk on Water Resources and Food Security in the Dry Zone of Myanmar”**

**26 August 2015**

**Hotel Amara, Naypyitaw**

Distinguished Guests, Participants, Ladies and Gentlemen!

Mingalarbar!

It is a great privilege for me to extend the vote of thanks at the successful conclusion of the inception workshop of the Adaptation Fund Project - “Addressing Climate Change Risk on Water Resources and Food Security in the Dry Zone of Myanmar.” It is indeed extremely encouraging to see the level of commitment and participation of the Government, both at the Union level and regional level. We are hopeful that this spirit will continue and that the project will bring about tangible development impact for the people of Myanmar.

This project stems from a constructive partnership between the Government, led by the Ministry of Environmental Conservation and Forestry and UNDP – right from the conception of the idea and throughout the detailed design phase of the project, and now the initiation of its implementation.

I would like to echo the other distinguished speakers and emphasize the importance of a cohesive collaboration through which this project will deliver results. We at UNDP value this partnership with the Government of Myanmar and look forward to your continued collaboration and support in the implementation of the project.

Resilience-building is a long-term investment and the resources and hard work we put in today will stand to benefit the people, especially those who are more vulnerable to climate-change related shocks. I am happy to note that this project will contribute to building resilience of the people of Myanmar, especially those residing in the Dry Zone of Myanmar, which is one of the most climate-stressed regions of Myanmar. While this project focuses more on addressing immediate adaptation needs of the Dry Zone, we should use this as a platform for dialogue to discuss long-term climate-related development solutions for Myanmar, and how the Government should identify, combine and sequence technical and financial resources from the United Nations Systems, other donors, development partners and private sector. UNDP has an extensive network and experience in supporting countries in building resilience, and we stand ready to broker knowledge and experience through the engagement of all key stakeholders and donors.

Excellencies, ladies and gentlemen,

Let me express our sincere gratitude and appreciation to the Government of Myanmar, for their dedication and partnership. Our special thanks go to the Ministry of Environmental Conservation and Forestry, Forest Department, Dry Zone Greening Department and Environmental Conservation Department for supporting us in each and every step from project formulation process and submission to the Adaptation Fund Board since the beginning of the formulation process in 2011.

We would also like to thank all the government departments - such as agriculture, livestock breeding, water resources utilization, Hydrology and Meteorology, and non-government agencies who contributed to the formulation of the project. We count on you for closer collaboration and the

support of the regional governments in Mandalay, Magwe, Sagaing and the concerned local departments, the Civil Society Organizations and the communities in the project villages for the successful implementation of the project in the coming years.

Excellencies, ladies and gentlemen,

Let me also take this opportunity to thank the Director General of the Dry Zone Greening Department and his colleagues for your useful collaboration and support in the organization of today's inception workshop. We are confident that the Dry Zone Greening Department will continue to provide the same kind of support in the implementation of the project as well.

Finally, our thanks also go to the management and staff of Hotel Amara, for the wonderful support we received in conducting the inception workshop.

Thank you.

**Closing Remarks delivered by Director General, Dry Zone Greening Department at the Inception Workshop of the Project – “Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar”**

**The Hotel Amara, Naypyitaw  
2015**

**26 August**

Excellencies, Distinguished Guests, Ladies and Gentlemen!

First of all, I would like to express my sincere gratitude for your kind participation and active contributions to this inception workshop of the project – Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar.

In fact, Ministry of Environmental Conservation and Forestry and UNDP have initiated the formulation of this project since 2012. And it is my great pleasure and honor to deliver closing remarks at this milestone development of our project.

As you all know, UNDP will implement this multi-disciplined project with generous supports of regional governments and line government departments including Dry Zone Greening Department, Forest Department, Agriculture Department, Livestock Breeding and Veterinary Department, Water Resources Utilization Department, Rural Development Department, Meteorology and Hydrology Department and the Relief and Resettlements Department. Therefore, we, the Dry Zone Greening Department under Ministry of Environmental Conservation and Forestry, as Government Counterpart agency of the project sincerely believe that it is paramount important to get kind support from all concerned parties to get successful results by the project.

We also noted that willful participation of local NGOs, CSOs, and most importantly local communities are vital to get sustainable achievements and long term benefits out of project activities.

I do believe that today’s discussion is very productive and useful for the project implementation in needy Central Dry Zone of Myanmar. I deeply appreciated your kind contributions to this long-day workshop through active participation and in depth discussions. As a result of this workshop, we have pin-pointed target villages and project activities and working calendars are also scheduled for each activity.

As we all aware that, Myanmar, Including parts of central dry zone area has severely affected by recent flood and heavy rain. Main theme of our project is to achieve higher community resilience on such climate change impacts. I strongly believe that timely and efficient implementation of our project activities could help dry land local communities to get better climate change mitigation and adaptation capabilities in the near future.

Before concluding, I would like to take this opportunity to call upon all of you to make guidance, suggestions, and active participation throughout the four year project period just like today. Finally, on behalf of Ministry of Environmental Conservation and Forestry, I would like to express our utmost gratitude and appreciation to all contributions agencies of workshop and participants to today’s event.

Thank you very much.

## Annex 7: Revised list of potential NGOs/CSOs with their capacity and areas of expertise

Sr.	Organization Name	Organization Type	Expertise	Remark
Agriculture				
1	DEAR Myanmar	National NGO/CBO	Agriculture	
2	Food Security Working Group	NGO Network	NonAgricultural Livelihoods/Infrastructure	
3	Myanmar Agro Action	National NGO/CBO	NonAgricultural Livelihoods/Infrastructure, Others	
4	Swanyee Development Foundation	National NGO/CBO	Emergency Release and DRR; Rural Development & Poverty Reduction; Livelihood; Environmental Conservation; Microcredit	
5	FBD Technical Group	NGO	Agriculture, Soil Conservation, Climate Change	
6	Proximity Designs (Formerly IDE)	International NGO	Agriculture	
7	Department of Agriculture [Post-harvest Technology Training Center]	Govt. Department	Post-harvest Technology Training Center	To get approval from Regional Director
8	Department of Agriculture (Agricultural Extension)	Govt. Department	Technical Transfer, Demonstration plots, Crop Trails, etc.	
9	Department of Agriculture (District)	Govt. Department	Technical Transfer, Demonstration plots, Crop Trails, AWST with JICA, DoA -ACIAR Project on pulses crop development etc.	
10	Department of Agriculture (Agricultural Extension)	Govt. Department	Technical Transfer, Demonstration plots, Crop Trails, DoA -ACIAR Project on pulses crop development, etc.	
11	Department of Agriculture (Agricultural Extension)	Govt. Department	Technical Transfer, Demonstration plots, Crop Trails, etc.	
12	Department of Agriculture (Agricultural Research Farm)	Govt. Department	Agricultural Water Saving Technology, Source of dry land crop varieties [Pulses and Oil Crops]	
13	Department of Agricultural Research (DAR)	Govt. Department	Source of dry land crop varieties, Technical backstopping, Research, Dry land Farming	
14	Department of Agriculture (Agricultural Research Farm)	Govt. Department	Agricultural Water Saving Technology, Source of dry land crop varieties [Pulses and Oil	

			Crops]
<b>15</b>	Yazin Agricultural University	Govt. Department	Climate Change, Water Saving Technology (Alternative Dry and Wet), Technical support
Livestock			
<b>16</b>	Group of Development Research and Index	National NGO/CBO	Multi-sectors
<b>17</b>	Sympathy Hands Community Development Organization	National NGO/CBO	Multi-sectors
<b>18</b>	Lanthit Foundation	National NGO/CBO	Multi-sectors
<b>19</b>	Community Development Association	National NGO/CBO	Coordination, Multi-sectors
<b>20</b>	World Vision Myanmar	International NGO	Multi-sectors
<b>21</b>	Groupe de Recherche et d'Echanges Technologiques	International NGO	Food Security and Livelihoods
<b>22</b>	Pact	International NGO	Coordination, Health, WASH, Multi-sectors
Environment and Forestry, SCWH, Renewable Energy			
<b>23</b>	Renewable Energy Association Myanmar	Local NGO	Environment and Forestry, SCWH, Renewable Energy
<b>24</b>	Sein Lan Myay Group (Insein)	Local NGO	Multi
<b>25</b>	Green Life Alliance for Development	Local NGO	Environment and Forestry, SCWH
<b>26</b>	Friends of Rainforests in Myanmar	Local NGO	Environment and Forestry,
<b>27</b>	Biodiversity And Nature Conservation Association	Local NGO	Environment and Forestry
<b>28</b>	Istituto Oikos	International NGO	Environment and Forestry
<b>29</b>	World Vision Myanmar	International NGO	Multi Sector
<b>30</b>	The Regional Community Forestry Training Center for Asia and The Pacific	International NGO	Environment
<b>31</b>	WCS Myanmar Program	National NGO/CBO	Environment and forestry, Wildlife conservation
<b>32</b>	Lanthit Foundation	Local NGO	Multi-sectors
<b>33</b>	Ecosystem Conservation and Community Development Initiative	Local NGO	Environment
<b>34</b>	Royal Tree Services Co. , Ltd	Company	Reforestation Activity
<b>35</b>	Community Development	Local Ngo	Forestry and development

Action			
Soil Conservation & Water Harvesting			
<b>36</b>	Bridge Asia Japan	International NGO	Non-Agricultural Livelihoods/Infrastructure, Disaster Risk Reduction
<b>37</b>	Japan International Cooperation Agency	Donor	Multi-sectors
<b>38</b>	Farm Business Development Technical Group	Local NGO	Agriculture, Soil Conservation & Water Harvesting, and Climate Change
<b>39</b>	Adventist Development and Relief Agency Myanmar	International NGO	NonAgricultural Livelihoods/Infrastructure
<b>40</b>	World Vision Myanmar	International NGO	Multi-sectors
<b>41</b>	Renewable Energy Association Myanmar	Local NGO	Environment and Forestry, SCWH, Renewable Energy
<b>42</b>	Green Life Alliance for Development	Local NGO	Environment and Forestry, SCWH
<b>43</b>	Dry Zone Development Group	Local NGO	Multisectors
<b>44</b>	Aung Zay Yar	CSO	Social/Health, DRR response, Coordination for multisectors
<b>45</b>	Proximity Designs (Formerly IDE)	International NGO	Agriculture

## **Annex 8: Terms of Reference of the Project Steering Committee**

### **Terms of Reference for Project Steering Committee (PSC)**

#### **Adaptation Fund Project – Addressing Climate Change Risks on Water Resources and Food Security in the Dry Zone of Myanmar**

The Project Steering Committee will be formed to keep abreast of project progress and facilitate the implementation of the project, while direct implementation of the project and decisions regarding the allocation of resources and assistance under the project will be taken by UNDP as the implementing agency, in partnership with Government entities.

The Project Steering Committee will:

- Facilitate the implementation of the project to achieve progress on time, on scope and on budget;
- Review progress reports submitted by the Project Team and advise the project team to be able to run the project smoothly;
- Liaise and coordinate between Union and Regional level government to be able to implement the project activities efficiently and effectively

#### **Project Steering Committee Members:**

- Country Director, UNDP (Co-Chair)
- Deputy Minister, Ministry of Environmental Conservation and Forestry (Co-Chair)
- Director-General, Dry Zone Greening Department
- Director-General, Forest Department
- Director-General, Environmental Conservation Department
- Director-General, Water Resources Utilization Department
- Director-General, Department of Meteorology and Hydrology
- Director General, Department of Rural Development
- Director General, Department of Agriculture
- Director General, Livestock Breeding and Veterinary Department
- Director General, Relief and Resettlement Department

#### **Project Steering Committee Meetings:**

The Steering Committee will meet quarterly throughout the lifetime of the project and may meet more often as required. A calendar of meetings will be developed at the project inception workshop.

#### **Secretariat Function:**

UNDP will provide secretariat services for the Project Steering Committee by coordinating meetings, producing documentation and meeting minutes, managing correspondence, information management/dissemination and related tasks.

Documents will be made available to Steering Committee members at least one week (five working days) prior to the meeting. Minutes of the meetings will be prepared by UNDP. Members of the Steering Committee will share information with non-member stakeholders.

## **Annex 9: Terms of Reference of the Technical Advisory Group**

### **Terms of Reference for Project Technical Advisory Group (TAG)**

The Technical Advisory Group (TAG) will be formed to provide technical assistance and advice on technical issues to the Project Team (PT) and Project Steering Committee (PSC). The Technical Advisory Group will:

- Analyze technical gaps in the project and propose technical specifications to address them;
- Propose strategies to update and adjust technical elements of the project;
- Provide assistance and advice to the Project Team (PT) to correctly assess the technical feasibility of specific project activities and courses of action
- Provide quality assurance for technical documents and studies produced by the project

#### **Project Technical Advisory Group Members:**

- Representatives from Ministry of Environmental Conservation and Forestry (Planning & Statistic, DZDG, FD and Environmental Conservation)
- Representatives from Ministry of Agriculture and Irrigation (DOA, DAR and WRUD)
- Representatives from Ministry of Livestock, Fisheries and Rural Development (DRD and LBVD)
- Representative from Department of Meteorology and Hydrology, Ministry of Transport
- Representative from Relief and Resettlement Department, Ministry of Social Welfare
- University and Agriculture, University of Forest, University of Animal Husbandry and Veterinary Science
- Forest Research Department
- Representatives from UN Agencies (UNDP, FAO and UN-HABITAT)
- Donor Representatives
- Assistant Resident Representative, UNDP Myanmar
- Chief Technical Advisor, UNDP – AF Project
- Project Manager and Technical specialists, UNDP – AF Project
- Representatives from Farmer Groups and NGOs

#### **Technical Advisory Group Meetings:**

The Technical Advisory Group will meet biannual throughout the lifetime of the project and may meet more often as required. A calendar of meetings will be developed at the project inception workshop.

#### **Secretariat function:**

UNDP will provide secretariat services for the Project Technical Advisory Group. This entails coordination of meetings, documentation of deliberations and meeting minutes, management of Group correspondence, information management/dissemination and related tasks. Preparatory documents will be made available to Technical Advisory Group members at least one week (five working days) prior to the meeting. Minutes of the meetings will be prepared by UNDP. Members of the Technical Advisory Group will share information with non-member stakeholders.



## **Annex 10: Terms of Reference for the Project Team**

### **10.1. Terms of Reference of the Technical Specialist**

<b>Location :</b>	Patheingyi Township, Mandalay Region with regular visits to all project areas, Shwebo, Monywa, Myin Chan, Nyaung Oo, Chauk, MYANMAR
<b>Application Deadline :</b>	09-Nov-14
<b>Type of Contract :</b>	FTA International
<b>Post Level :</b>	P-4
<b>Languages Required :</b>	English
<b>Duration of Initial Contract :</b>	One Year Initially

#### **Background**

UNDP Country Programme in Myanmar (2013-15) aims to promote poverty reduction and sustainable development that are rights-based, gender-sensitive, inclusive and equitable by strengthening institutional capacity of national and local governments and non-state actors. UNDP's programme in Myanmar focuses on three areas: local governance, disaster resilience and environmental governance and democratic governance.

Pillar II focuses on strengthening capacities at local, regional and national level to manage and utilize natural resources in a sustainable way, and to enhance resilience and adaptive capacity to long-term climate change – including variability impacts and to reduce the associated risk of natural disasters. One of the components of the pillar II is to develop the “capacities to adapt to climate change and reduce disaster risk at the local, regional and national level”.

In this regard, UNDP formulated a project in consultation with the Ministry of Environmental Conservation and Forestry and the Adaptation Fund. This project, underlying the present TOR, aims to address climate change risks on water resources and food security in the dry zone of Myanmar. It intends to reduce the risks and effects from the increasingly recurring incidents of drought through improved water management, as well as a crop and livestock adaptation programme in five of the most vulnerable townships of Myanmar's Dry Zone. The principle objectives of this project are to:

- Respond to the climate-induced reduction of freshwater supply
- Introduce climate-resilient food and livestock production systems
- Improve the dissemination of climate risk information

This project will last five years and has a total available budget of 7.91 million US Dollars. The Technical Specialist will operate in a highly complex environment requiring coordination of interventions involving five different line ministries, State and township authorities as well as community based organizations in Sagaing, Magway and Mandalay Regions. This project is based on principles of local empowerment and implemented by community-based organizations (CBOs) such as Village Development Committees, Water User Committees, farmer groups, communal forest user groups, and local Non-Governmental Organizations (NGOs). The anticipated impact of the project is enhanced climate risk management in the Dry Zone through the reduction of food insecurity and improved access to water of 50,639 households.

Reporting to the Pillar II Team Leader, the Technical Specialist will work closely with the National Project Manager (N-PM) in coordination with the Regional Technical Specialist – Adaptation Green Low Emission Climate Resilient Development Strategies in Asia-Pacific Regional Centre of UNDP.

**Summary of key functions:**

- Take the lead in the technical design and implementation;
- Provide technical assistance for effective monitoring and evaluation and timely reporting to UNDP, the Government of Myanmar and donors;
- Knowledge Management;
- Partnership Development, Advocacy and Resource Mobilization.

**Take the lead in the technical design and implementation:**

- Support the National Project Manager with technical advice in the day-to-day management of the project;
- Support the National Project Manager with oversight of the Project's technical activities and come up with technical solutions;
- By providing technical advice, liaise between the Project's technical advisory bodies and the project team;
- Support the project team in activity formulation and networking to ensure that the project is relevant and responsive to changes in the Dry Zone;
- Provide continuous detailed technical advice based on changes in the national and international policy contexts;
- Identify opportunities and areas for technical inputs, manage and oversee the work of consultants and other experts for delivering results;
- Serve as the international expert on specific adaptation options envisaged in the project document; identify needs for external technical support for effective implementation; and assist the N-PM in carrying out necessary recruitments;
- Provide technical guidance and training to project staff in areas related to watershed management, food security with an emphasis on conservation and rehabilitation of dry lands;
- Manage the inputs of national and international consultants by planning of missions and development of corresponding TORs for provision of high quality inputs in technical areas;
- Identify strategic opportunities for the project to achieve greater development impact through partnerships building and adaptive management;
- Ensures close collaboration and creation of synergies between program components within the pillar program as well across pillars of the UNDP program.

**Provide technical assistance for effective monitoring and evaluation and timely reporting to UNDP, the Government of Myanmar and donors:**

- Continuously monitor and set up effective reporting systems on program implementation and results achieved;
- In coordination with the N-PM and Pillar II Team Leader, ensure monitoring and evaluation activities are carried out according to the agreed M&E framework;
- Report to APRC focal point on the delivery of project results, financial delivery;
- Assist the National Project Manager and Project M&E Officer in completing the annual project progress review with a focus on the Project's technical aspects;
- Work closely with the Technical Advisory Group and UNDP's Technical Assurance providing advice to the project team and reporting to the project steering committee on a regular basis.

**Knowledge Management:**

- Introduce innovation and best practices to enhance project performance;
- Support the technical capacity-building of national counterparts. Provide timely quality information and technical advice to stakeholders and counterparts, mainly line ministries, implementation partners, civil society and the private sector;
- Share knowledge on the Project and its achievements. Promote identification and synthesis of

best practices and lessons learned from Project implementation, for organizational sharing and learning. Promote a knowledge sharing and learning culture;

- Produce materials with lessons learnt and best practices and participate in knowledge based tools;
- Contribute to the analytical work of UNDP and ensure high quality knowledge products. Promote the substantive quality of all knowledge products, reports and services, and ensures effective integration thereof with other pillars;
- Identify, synthesize and publish best practices and lessons directly linked to country program goals in the subject area. Contribute to preparation and provides contributions to UNDP Myanmar policy briefs in the substance area;
- Contribute to the process of knowledge creation and dissemination related to national and international know-how in the subject area. In this context, partner with other practitioners and UNDP global and regional networks;
- Ensures continuous and mutually reinforcing knowledge sharing with other pillars in UNDP CO;
- Organize formal and informal internal and external networks or communities of practice involving experts in government, academia, think tanks, private companies, NGOs, development partners and the UN system.

#### **Partnership Development, Advocacy and Resource Mobilization:**

- Represent UNDP in national and sub-national multi-stakeholder forums and other key meetings and events, as designated to speak on program issues in the area of local development, participate in policy dialogue, discuss policy initiatives, report on progress achieved and/or present policy papers/ideas to influence setting of agenda in the area of local development and local governance and promote UNDPs competencies and mandate;
- Maintain active relationships and partnerships with the Government, NGOs, UN system and agency partners, intergovernmental and international non-governmental organizations, academia, media, and the private sector on national priorities in the area of Climate Change Adaptation to enhance collaboration, resource mobilization, sharing of ideas and to influence agenda and priority setting;
- Advocate for UNDP with government counterparts at all levels; develops critical relationships, networks and builds and effective partnerships with government and with development partners in the subject area;
- Develop and provide the Government of Myanmar with evidence-based policy recommendations on Climate Change Adaptation, Food Security and access to water;
- Establish and maintain contacts with other relevant projects in the region and country, encouraging exchange on good practices;
- Constantly review policy development in the country in the context of climate change and disaster risk reduction, and identify opportunities for the project and UNDP for greater policy support;
- Develop strategies to secure new partnerships and mobilize additional resources based on program requirements and emerging opportunities.

#### **Expected Impact of Results: It is anticipated that the work of the Technical Specialist will have the following impacts:**

- Increased understanding of the Project amongst key stakeholder within government and outside;
- UNDP contribution to Climate Risk Management is effectively coordinated with work of other programmes, projects and related issues;
- The Project Management Unit is functioning effectively;
- Information gained from Project implementation is shared at, both, country and international levels;
- Enhanced capacity within Myanmar to further develop and implement a national approach to

Climate Risk Management in dry areas.

## **Competencies**

### **Corporate Competencies:**

- Demonstrates integrity by modeling the UN's values and ethical standards;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favoritism.

### **Functional Competencies:**

#### **Knowledge Management and Learning:**

- Contributes to UNDP Practice Areas and actively works towards continuing personal learning and development;
- Builds knowledge in at least one practice areas, and shares;
- Ability to provide top quality policy advice services on related issues;
- In-depth practical knowledge of inter-disciplinary development issues, in particular in the sectors of Climate Change Adaptation, Climate Risk Assessment, Water Resources Management, Food Security, and Dry Zone management;
- Promotes knowledge management in UNDP and a learning environment in the office through leadership and personal example;
- In-depth practical knowledge of development issues in the context of Myanmar;
- Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills;
- Seeks and applies knowledge, information, and best practices from within and outside of UNDP.

#### **Development and Operational Effectiveness:**

- Ability to lead formulation of strategies and their implementation;
- Ability to negotiate with partners and internal units; ability to identify and analyse trends, opportunities and threats to the implementation of the project;
- Excellent drafting and presentation skills;
- Ability to plan and organize work programme;
- Ability to work with minimum supervision;
- Ability to apply RM and partnerships building theory to the specific country context;
- Strong IT skills.

#### **Management and Leadership:**

- Focuses on impact and result for the client and responds positively to critical feedback;
- Encourages risk-taking in the pursuit of creativity and innovation;
- Leads teams effectively and shows conflict resolution skills;
- Consistently approaches work with energy and a positive, constructive attitude;
- Demonstrates strong oral and written communication skills with diverse culture and traditions;
- Builds strong relationships with clients and external actors;
- Demonstrates openness to change and ability to manage complexities;
- Remains calm, in control and good humored even under pressure;
- Proven networking, team-building, organizational and communication skills.

**UNDP Certification programmes Prince2, RMG.**

## **Required Skills and Experience**

### **Education:**

- Master's degree or higher in Environmental Science, Natural Resource Management, Environmental Economics, Geography or Social Sciences, Forestry or similar.

### **Experience:**

- At least 7 years of work experience of which three years of senior-level management responsibilities of similar size and complexity;
- The incumbent should have extensive work experience in a relevant sector;
- The incumbent should have professional experience with rural/community development initiatives;
- Management experience in UNDP or UNDP-assisted projects is an advantage;
- Experience in working closely with Government counterparts in least developed countries is an advantage;
- Experience in managing projects financed by climate change adaptation vertical fund (AF, LDCF or SCCF) is an advantage;
- The incumbent should have excellent command of MS Office suite applications (Word, Excel, Access, and Power Point);
- The proven ability to lead and manage a large team and to plan and organize work productively with the team as well as strong communication, facilitation and coordination skills will be considered an advantage;
- Experience of working in multinational teams;
- Knowledge of the Adaptation Fund and related UNFCCC and COP-decisions will be an asset.

### **Language Requirements:**

- Excellent command of written and spoken English;
- Myanmar language skills are highly desirable;
- A second UN language is desirable.

## 10.2. Terms of Reference of the National Project Manager

### Position Information

Job Code Title: National Project Manager (Addressing Climate Change and Risks on Water Resources and Food Security in the Dry Zone of Myanmar)

Department: Pillar 2 - Environmental Governance and Disaster Resilience

Reports to: Team Leader - Pillar 2

Reports: Required

Post Category: Fixed Term Appointment

Position Status:

Duration of assignment: 1 year initially

Supervision: Chief Technical Advisor

Current Grade:

Approved Grade: NO-B

Position Classified by:

Duty Station: Patheingyi Township, Mandalay Region with regular visit to all project areas, Shwebo, Monywa, MyinChan, Nyaung Oo, Chauk

Classification Approved by:

### II. Organizational Context

UNDP Country Programme in Myanmar (2013-15) aims to promote poverty reduction and sustainable development that are rights-based, gender-sensitive, inclusive and equitable by strengthening institutional capacity of national and local governments and non-state actors. UNDP's programme in Myanmar focuses on three areas: local governance, disaster resilience and environmental governance and democratic governance.

Pillar II focuses on strengthening capacities at local, regional and national level to manage and utilize natural resources in a sustainable way, and to enhance resilience and adaptive capacity to long-term climate change – including variability impacts and to reduce the associated risk of natural disasters. One of the components of the pillar II is to develop the “capacities to adapt to climate change and reduce disaster risk at the local, regional and national level”. In this regard, UNDP formulated a project in consultation with the Ministry of Environmental Conservation and Forestry and the Adaptation Fund. This project, underlying the present TOR, aims to address climate change risks on water resources and food security in the dry zone of Myanmar. It intends to reduce the risks and effects from the increasingly recurring incidents of drought through improved water management, as well as a crop and livestock adaptation programme in five of the most vulnerable townships of Myanmar's Dry Zone. The principle objectives of this project are to:

- ☑ Respond to the climate-induced reduction of freshwater supply
- ☑ Introduce climate-resilient food and livestock production systems
- ☑ Improve the dissemination of climate risk information

This project will last five years and has a total available budget of 7.91 million US Dollars. The National Project Manager (N-PM) will operate in a highly complex environment requiring coordination of interventions involving five different line ministries, regional and township authorities as well as community based organizations in Sagaing, Magway and Mandalay Regions. This project is based on principles of local empowerment and implemented by community-based organizations (CBOs) such as Village Development Committees, Water User Committees, farmer groups, communal forest user groups, and local Non-Governmental Organizations (NGOs). The anticipated impact of the project is the reduction of food insecurity and losses from extreme climate events in 50,639 households.

The Project Team is composed of one Chief Technical Advisor (international), one National Project Manager, 4 Technical Specialists (national), one Monitoring and Evaluation Officer, one Project Assistant. The National Project Manager will be responsible for overall day to day management of project implementation and will report to the Chief Technical Advisor.

### **III. Functions / Key Results Expected**

Under the supervision of the Pillar II Team Leader, the National Project Manager (N-PM) is responsible for the direction of the Project's activities from design through implementation.

#### **Summary of key functions:**

- 1. Ensure the direction of the Project's activities from design through implementation**
- 2. Assume responsibility for the day-to-day management of the project**
- 3. Reach out to project counterparts**
- 4. Ensure knowledge building and management**

#### **1. Ensure the direction of the Project's activities from design through implementation**

- Coordinate planning, project implementation and reporting, taking into account the evolving political, social and economic situation in the country;
- Promote thematic and sectoral synergies and coordinate project activities with the rest of the UNDP programme;
- lead the project team in activity formulation and networking to ensure that the project is relevant and responsive to changes in the Dry Zone and country contexts;
- identify approaches and modalities to achieve the objectives of the project;
- participate quarterly on behalf of the project team in Steering Committee meetings. Report more often on behalf of the project team to the Steering Committee if needed;
- in close collaboration with the **technical specialist** and the Programme Officer, establish a monitoring, reporting and evaluation system for optimum management of project activities that will be based on and/or compatible with the UNDP programme-wise M&E system, including Atlas requirements;
- carry out regular monitoring of project sites for annual donor reporting, in close collaboration with the technical specialists;
- monitor and ensure cost-effective use of project resources meeting the achievement of objectives;
- prepare an implementation plan according to the agreed project results framework, which details inputs to project activities, timing, location, budget and partners for implementation and prepare multi-year and annual work plans, monthly and quarterly reports, budget forecasts and revisions;
- prepare Terms of Reference for the recruitment of project staff, consultants and collaborating NGOs;
- Identify potential critical risks for the project, and in consultation with the technical specialist, UNDP, the Government and other relevant partners, formulate a risk mitigation strategy; regularly assess risks and updates risk logs.

#### **2. Assume responsibility for the day-to-day management of the project**

- By overseeing the Project, manage UNDP's commitments within the Results and Resources Framework, ensure effective application of RBM tools, monitor unit work plans, project effectiveness and achievement of results, maintain regular contact with project and programme counterparts;
- regularly report to Team Leader of Pillar II on the delivery of project results and financial delivery, ensuring transparent financial management vis-à-vis progress;

- ensure the integrity of financial systems, review budget requirements and the consistent application of rules and regulations; ensure cost-recovery system for the services provided by the CO to projects in close collaboration with Operations. Routinely monitor financial transactions. Provide exception reports for unusual activities and investigate anomalies. Inform Pillar II team leader of the results of the investigation when satisfactory answers are not obtained.

### **3. Reach out to project counterparts**

- support partnership building for UNDP;
- advocate for UNDP with government counterparts, donor community, international financial institutions and the UN;
- represent UNDP in inter-agency meetings and in international fora;
- liaise and coordinate project activities with partners including NGOs and other UNDP projects working in the same or related sectors, and with relevant line departments to complement and support related initiatives in addressing watershed management and other priority concerns.

### **4. Ensure knowledge building and management**

- Advocate for UNDP with Government counterparts and ensures access to best available expertise;
- promote identification and synthesis of best practices and lessons learned from Project implementation, for organizational sharing and learning;
- support capacity-building of national counterparts;
- promote a knowledge sharing and learning culture;
- assist in assessing immediate and future training and extension needs related to watershed management, environmental conservation and socio economic development for communities, and measures to address these needs, including organising on the job training, seminars and workshops.

## **IV. Impact of Results**

Impacts and results of this project determine the standing and reputation of UNDP in Myanmar. The N-PM monitors the implementation of all activities and tasks as outlined in the project document that has been approved by UNDP and the Adaptation Fund. S/he manages, in coordination with the national counterpart, the implementation of the project. For this purpose, the N-PM also coordinates among the project's collaborators and all stakeholders. The N-PM is also responsible for the preparation, planning of project activities, as well as their monitoring, reporting and updating risk logs.

The N-PM is responsible for necessary course correction in response to changes in the Project's context and new programme or project. When requested by the Pillar II Team Leader, the the N-PM represents UNDP in international and national fora, liaises with external clients and a broad range of constituencies and UNDP counterparts in the Government, local and international media, civil society as well as counterparts from other international organizations.

The key results have an impact on the overall success of the UNDP's country programme. In particular, the key results have an impact on the design, operation and programming of activities, creation of strategic partnerships as well as reaching resource mobilization targets.

## **V. Competencies**

### **Corporate Competencies:**

- Demonstrates integrity by modeling the UN's values and ethical standards



- Promotes the vision, mission, and strategic goals of UNDP
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Treats all people fairly without favoritism

#### **Functional Competencies:**

##### **Knowledge Management and Learning**

- Contributes to UNDP Practice Areas and actively works towards continuing personal learning and development
- Builds knowledge in at least one practice areas, and shares
- In-depth practical knowledge of inter-disciplinary development issues, in particular in the sectors of Climate Change Adaptation, Climate Risk Assessment, Water Resources Management, Food Security, and Dry Zone management
- Promotes knowledge management in UNDP and a learning environment in the office through leadership and personal example
- In-depth practical knowledge of development issues in the context of Myanmar
- Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills
- Seeks and applies knowledge, information, and best practices from within and outside of UNDP

##### **Development and Operational Effectiveness**

- Ability to lead formulation of strategies and their implementation
- Ability to negotiate with partners and internal units; ability to identify and analyse trends, opportunities and threats to the implementation of the project
- Excellent drafting and presentation skills
- Ability to plan and organize work programme
- Ability to work with minimum supervision
- Ability to apply Resource Mobilization and partnerships building theory to the specific country context
- Strong IT skills

##### **Management and Leadership**

- Focuses on impact and result for the client and responds positively to critical feedback
- Encourages risk-taking in the pursuit of creativity and innovation
- Leads teams effectively and shows conflict resolution skills
- Consistently approaches work with energy and a positive, constructive attitude
- Demonstrates strong oral and written communication skills with diverse culture and traditions
- Builds strong relationships with clients and external actors
- Demonstrates openness to change and ability to manage complexities
- Remains calm, in control and good humored even under pressure
- Proven networking, team-building, organizational and communication skills

#### **VI. Recruitment Qualifications**

**Education:** The incumbent should have a postgraduate degree in natural resources management, environmental sciences, climate change adaptation, community development, and management-related field of studies.

**Experience:** The incumbent should have at least 2 years of management experience in the related field of work. Working experience in rural/community development initiatives. Prior work in international teams will constitute an advantage. Proven ability to lead and manage a large team and to plan and organize work productively with the team. Prior work in the Dry Zone will be

considered as preferable but is not mandatory. Excellent command of MS Office suite applications (Word, Excel, Access, and Power Point)

Language Requirements: Good oral and written command of English and Myanmar.

### 10.3: Terms of Reference of the Project Assistant

#### Term of Reference for Project Assistant

Functional Title	Project Assistant
Post Level	SC-5
Duty Station	Mandalay with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall supervision by the National Project Manager, the Project Assistant will be responsible for the following tasks:

1. Support to the management of the AF Project in the Dry Zone;
  - Maintain proper control over various financial records such as commitments and expenditures against budgeted amounts; initiate actions related to the general financial information, travel payments, and procurement transactions;
  - Prepare budget, accounts, financial reports, statistical reports and other reports as required;
  - Prepare cash forecasts for project and operations on a monthly basis, as well as budget revisions;
  - Extract data from financial or accounting systems and other sources, if required;
  - Enter data into financial or accounting systems;
  - Provide assistance to all staff services such as travel, expense claims, document retrieval, etc;
  - Assess project budgets and advise the National Project Manager on budget status
  - Support implementing partners in terms of utilizing budgets based on approved budget lines;
  - Advise the National Project Manager on the status of project agreements, donor requirements and reporting, as well as other compliance systems, as required.
  
2. Administrative support to the project:
  - Liaise and follow-up with relevant counterpart departments on administrative and programme matters;
  - Prepare correspondence to/from field in English-local language, relevant departments, implementing partners, UNDP Units, and UN agencies;
  - Produce correspondence and other documents including reproduction by copiers;
  - Receive and direct visitors; receive and direct incoming calls and visiting staff; receive and deliver telephone messages for staff on missions;
  - Maintain incoming and outgoing correspondence register and track circulation of letters and memos; maintain up to date chronological files and office files in a systematic manner;
  - Assist in monitoring the use of office equipment, furniture, machinery and other inventory and ensure timely service and repairs, in coordination with DEX Service Team;
  - Provide administrative support to organization of conferences, workshops, retreats and other events;
  - Prepare routine correspondence, faxes, memoranda and reports in accordance with CO guidelines;

- Document project and technical meeting, keep record of attendance, keep minutes of meetings, and keep track and follow up submission of relevant reports;
- Extract, input, copy, and file data from various sources;
- Check documents, field reports and plans for completeness, inform and follow up missing sections/attachments when necessary;
- When necessary assist projects on data base access/entry, PMIS, monitoring and reporting;
- Maintain files in the project office/hardcopy and electronic filing of all supporting documentation, project documents;
- Coordinate with DEX Team for procurement of logistics needs;
- Ensuring availability logistics for Yangon-based staff travel, meetings, and trainings;
- Ensure field staff follows the procedures for travel and Security clearances;
- Assist in proper control of supporting documents for payments and financial reports for DEX projects;
- Any other duties assigned by the National Project Manager.

### **Qualifications and experience**

Education:	The incumbent must hold at least a high school degree and should ideally also have a Bachelor's degree, although the latter is not mandatory. A certificate in Business Administration, Accounting or Finance would be ideal but is not obligatory.
Experience:	At least 5 years of financial/administrative/secretarial experiences with development projects. Experience with international organization is an asset. Experience in the use of Microsoft Office package (MS Word, Excel, etc.) is essential. Prior work with UNDP as well as ATLAS and/or IPSAS certificates constitute an advantage.
Language Requirement:	Working knowledge in the English language. Fluency in the national language of the duty station.

#### 10.4. Terms of Reference of the Agriculture Specialist

##### Terms of Reference for Agricultural Specialist

Functional Title	Agriculturist
Post Level	SC-8
Duty Station	Mandalay with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall guidance of the National Project Manager and in close consultation with the Technical Advisors and Technical Advisory Group, the Agriculturist will:

- i. In close collaboration with the implementing partners, take the lead in Participatory Planning Exercises in selected villages, the preparation of technical Terms of Partnership for agreed upon interventions, provide guidance on planning issues related to the development of agriculture and take overall responsibility for the preparation of community based sub-watershed management plans in the township;
- ii. Develop sector policy and strategy in consultation with National Project Manager and Technical Advisors;
- iii. Liaise with technical departments and research institutions, studying ways of introducing applied research results and disseminate the results in the project area;
- iv. Provide technical guidance to implementing partners in all project townships in subjects relating to the specialists technical skills and competence for livelihood support activities;
- v. Assist the implementing partners in the establishment of sustainable agriculture practices and demonstrations in the project townships and the design of technical packages for implementation and provide technical guidance to livelihood support particularly in the field of;
  - environmental friendly income generation,
  - small scale irrigation and composed making,
  - environmental friendly agriculture practices(i.e., Sloping Agricultural Land Technology),
  - organic farming and Integrated Pest Management (IPM),
  - agro-forestry
- vi. Conduct technical trainings, prepare technical manuals in selected subject areas and disseminate information, education, communication materials (IEC) to target beneficiaries, NGOs and CBOs;
- vii. Take responsibility for the preparation of annual and quarterly work plans and budgets together with contributions from CBOs and NGOs;
- viii. Prepare monthly and quarterly monitoring reports and an-end of assignment report;
- ix. Review the availability and potential of national technical service providers that might be subcontracted to provide technical/ training inputs;
- x. Facilitate the timely and sequential provision of required technical inputs in support of Township Plans;
- xi. Analyze township reports in terms of problems and actions needed and submit consolidated progress report to the National Project Manager;
- xii. Ensure a high standard of quality control is applied to the related activities; and
- xiii. Undertake any other assignment given by the Project Manager.

## **Qualifications and experience**

**Education:** The incumbent should have a Bachelor's degree in agriculture with at least 2 years of experience in the sector, including a rural / community development initiatives.

A Master's Degree in either of the above subjects is desirable but not mandatory.

In addition, the incumbent should be able to handle MS Office suite applications (Word, Excel, Outlook, and Power Point).

**Experience:** Minimum 2 years of experience in the sector

**Language Requirement:** Excellent oral and written command of English and Myanmar language.

## 10.5. Terms of Reference of Livestock Specialist

### Terms of Reference for Livestock and Veterinary specialist

Functional Title	Livestock Specialist
Post Level	SC-8
Duty Station	Mandalay with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall guidance of the National Project Manager and in close consultation with the Technical Advisors and Technical Advisory Group, the Livestock Specialist will:

- i. In close collaboration with the implementing partners, take the lead in Participatory Planning Exercises in selected villages, the preparation of technical Terms of Partnership for agreed upon interventions, provide guidance on planning issues related to the development of fishery and livestock and take overall responsibility for the preparation of community based fishery and livestock plans in the township;
- ii. Develop sector policy and strategy in consultation with National Project Manager and Technical Advisors;
- iii. Liaise with technical departments and research institutions, studying ways of introducing applied research results and disseminate the results in the project area;
- iv. Assist the implementing partners in the establishment of livestock and fishery activities and demonstrations in the project townships and the design of technical packages for implementation;
- v. Provide technical guidance to implementing partners particularly in fodder management, promoting improved animal husbandry and health, aquaculture, designing integrated technological packages, designing and implementing on-farm experimentation and livestock and fishery extension;
- vi. Conduct technical trainings, prepare technical manuals in selected subject areas and disseminate information, education, communication materials (IEC) to target beneficiaries, NGOs and CBOs;
- vii. Take responsibility for the preparation of annual and quarterly work plans and budgets together with contributions from CBOs and NGOs;
- viii. Prepare monthly and quarterly monitoring reports and an-end of assignment report;
- ix. Review the availability and potential of national technical service providers that might be subcontracted to provide technical/ training inputs;
- x. Facilitate the timely and sequential provision of required technical inputs in support of Township Plans;
- xi. Analyze township reports in terms of problems and actions needed and submit consolidated progress report to the National Project Manager;
- xii. Ensure a high standard of quality control is applied to the related activities; and
- xiii. Undertake any other assignment given by the Project Manager.

## **Qualifications and experience**

**Education:** The incumbent should have a Bachelor Degree in zoology or veterinary sciences, with minimum 2 years of experience in the sector, including in rural/community development initiatives. A Master's Degree in either of the above subjects is desirable but not mandatory. In addition, the incumbent should be able to handle MS Office suite applications (Word, Excel, Outlook, and Power Point).

**Experience:** Minimum 2 years of experience in the sector

**Language Requirement:** Excellent oral and written command of English and Myanmar language.



## 10.6. Terms of Reference of Environment and Forestry Specialist

### Terms of Reference for Environment and Forestry Specialist

Functional Title	Environment and Forestry Specialist
Post Level	SC-8
Duty Station	Nyaung U Township with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall guidance of the National Project Manager and in close consultation with the Technical Advisors and Technical Advisory Group, the Environment and Forestry Specialist will:

- i. In close collaboration with the implementing partners, take the lead in Participatory Planning Exercises in selected villages, the preparation of technical Terms of Partnership for agreed upon interventions, provide guidance on planning issues related to the development of environment and forestry and take overall responsibility for the preparation of community based sub watershed management plans in the township;
- ii. Develop sector policy and strategy in consultation with National Project Manager and Technical Advisors;
- iii. Provide technical guidance to implementing partners and fully comprehend the sector policy guideline and Terms of Partnership for all technical subject areas;
- iv. Liaise with technical departments and research institutions, studying ways of introducing applied research results and disseminate the results in the project area;
- v. Assist the implementing partners in the establishment of natural resources activities and demonstrations in the project townships and the design of technical packages for implementation and provide technical guidance on biodiversity conservation, decentralized nursery, community forest plantation, natural forest management, agro-forestry, energy efficiency and forestry extension;
- vi. Provide technical guidance and facilitate the implementing partners in the field of promoting environmental sanitation and community ecotourism;
- vii. Conduct technical trainings, prepare technical manuals in selected subject areas and disseminate information, education, communication materials (IEC) to target beneficiaries, NGOs and CBOs;
- viii. Take responsibility for the preparation of annual and quarterly work plans and budgets together with contributions from CBOs and NGOs;
- ix. Prepare monthly and quarterly monitoring reports and an-end of assignment report;
- x. Review the availability and potential of national technical service providers that might be subcontracted to provide technical/ training inputs;
- xi. Facilitate the timely and sequential provision of required technical inputs in support of Township Plans;
- xii. Analyze township reports in terms of problems and actions needed and submit consolidated progress report to the National Project Manager;
- xiii. Ensure a high standard of quality control is applied to the related activities; and
- xiv. Undertake any other assignment given by the Project Manager.

## **Qualifications and experience**

Education: The incumbent should have a Bachelor Degree in an environmental sciences related subject. A Master's degree in forestry with a focus on rural/community development initiatives would be desirable but is not mandatory.  
In addition, the incumbent should be able to handle MS Office suite applications (Word, Excel, Outlook, and Power Point).Point).

Experience: Minimum 2 years of experience in the sector

Language Requirement: Excellent oral and written command of English and Myanmar language.

## 10.7. Terms of Reference of the Soil Conservation and Water Harvesting Specialist

### Terms of Reference for Soil Conservation and Water Harvesting Specialist

Functional Title	Soil Conservation and Water Harvesting Specialist
Post Level	SC-8
Duty Station	Nyaung U Township with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall guidance of the National Project Manager and in close consultation with the Technical Advisors and Technical Advisory Group, the Soil Conservation and Water Harvesting specialist will:

- i. In close collaboration with the implementing partners, take the lead in Participatory Planning Exercises in selected villages, the preparation of technical Terms of Partnership for agreed upon interventions, provide guidance on planning issues related to the development of soil conservation and water harvesting and take overall responsibility for the preparation of community based subwatershed management plans in the township;
- ii. In close collaboration with the implementing partners, assess the current water resources availability status of project areas in Dry Zone area, monitor the progress and prepare analytical and critical reports including proposals for improvements in operation and the scope of programmes; contribute technical assistance on planning issues related to the water resources availability, design, and management plans;
- iii. Conduct policy dialogue with governments that may be deemed necessary to create the enabling environment for improved delivery of water supply services; develop sector policy and strategy in consultation with National Project Manager and Technical Advisors; Produce technical guidelines and support implementing partners on the formation of CBOs (i.e. Forest User Groups) that will ensure effective implementation of community based water resources scheme and water resources mapping programmes and build the capacity of local NGOs and CBOs in water resources management scheme
- iv. Liaise with technical departments and research institutions, studying ways of introducing applied research results and disseminate the results in the project area;
- v. Assist the implementing partners in the establishment of small scale irrigation and demonstrations in the project townships and the design of technical packages for implementation and provide technical guidance to soil conservation and water harvesting;
- vi. Conduct technical trainings, prepare technical manuals in selected subject areas and disseminate information, education, communication materials (IEC) to target beneficiaries, NGOs and CBOs;
- vii. Contribute to preparation of monitoring tools and evaluation design/plan for the participatory water resource scheme to design a network of environmentally, locally and technically relevant measures for programmes. Including supporting the analysis of monitoring information to assess process and progress against objectives, support learning and the identification of areas for modification and opportunities for further developments;

- viii. Liaise with project implementing unit and undertake visits to monitor project outputs and benefits, provide technical assistance in order to ensure that progress is made in the achievement of project objectives;
- ix. Collect, compile and analyze data from each of the project technical areas and support the project management in presenting recommendations to the Project manager/ Steering Committee for improvements in implementation;
- x. Support the National Project Manager in preparing annual and quarterly work plans and budgets, drawing upon contributions from CBOs and NGOs;
- xi. Support the National Project Manager in preparing monthly and quarterly monitoring reports and an end-of-assignment-report;
- xii. Facilitate the timely and sequential provision of required technical inputs in support of Township Plans;
- xiii. Analyze township reports in terms of problems and actions needed and submit consolidated progress report to the National Project Manager.
- xiv. Provide overall assessment report of the available and potential water resources status of project area in the first three months of the project period;
- xv. Ensure a high standard of quality control is applied to the related activities;
- xvi. Undertake other duties as assigned by the National Project Manager.

### **Qualifications and experience**

Education:	The incumbent should have a Bachelor degree in an environmental sciences-related subject. Master degree in a related subject is desirable but not mandatory. In addition, the incumbent should be able to handle MS Office suite applications (Word, Excel, Access, and Power Point).
Experience:	The incumbent should have minimum 2 years of experience in the sector, including in rural/community development initiatives with focus on water and soil protection.
Language Requirement:	Excellent oral and written command of English and Myanmar language.

## 10.8. Terms of Reference of the Monitoring and Evaluation Officer

### Terms of Reference for Monitoring and Evaluation Officer

Functional Title	Monitoring and Evaluation Officer
Post Level	SC-8
Duty Station	Mandalay with regular visits to all project areas and villages
Duration of Assignment	Till December 2015, with possibility of extension

Under the overall guidance of the National Project Manager and in close consultation with the UNDP M&E Unit, the Monitoring and Evaluation (M&E) Officer will:

#### I. Set up an M&E framework for the Project

#### II. Monitor implementation, maintain and analyze data and produce information on project impact and progress

#### III. Supports general information management

##### I. Set up an M&E framework for the Project

- In coordination with all technical specialists, review the project Result Framework (RF) and identify data collection requirements and methods for establishing a baseline for each Output indicator in the RF
- Undertake baseline data collection and oversee the initial data collection for establishing project baselines in coordination with all technical specialists
- Develop a list of data to be collected in the course of project implementation for reporting progress towards Outcomes and Outputs, data collection methodologies including a data collection sheet, timing and frequency of data collection, and responsible agencies. (Note: Data to be collected should be gender-disaggregated where it makes sense and is feasible).
- Revise the M&E framework as needed upon approved changes in the SRF
- Build and maintain rapport with local administrations, NGOs and other groups to facilitate data collection on the ground.
- In coordination with all technical specialists, set up a database system relevant to livestock breeding, environmental pollution, water management, forest management, agricultural management, soil conservation and climate change adaptation activities.

##### II. Monitor implementation, maintain and analyze data and produce information on project impact and progress

- Design methodology for the collection of relevant data in close collaboration with all technical specialists
- Take a lead in data collection. Carry out data collection and routinely visit the project sites and process all data/information with technical specialists.
- In coordination with all technical specialists, collect data on a small number of households which are not part of the project for comparison
- Ensure follow-up on the retrieval of data from the sources identified via the methodology
- Based on the M&E framework described above, design an Excel- (or Access-) based database that helps maintain data collected over the course of project implementation

- Convert received information on project progress into disaggregated data, i.e. data which can be analyzed by the means of a computer database by applying the principle of standardized data
- Monitor for data inaccuracies and seek clarifications when needed
- Upon request by the National Project Manager, Project Board, and/or UNDP produce a summary statistics or other types of information to demonstrate the progress and impact of the project
- Ensure data is clean, i.e. remove irrelevant and duplicate entries
- Manage data storage infrastructure, such as for example libraries, archives, servers and online user interfaces
- Ensure data is safely stored and backed up

### **III. Supports general information management**

- Review carefully the template for Project Progress Review (PPR) and identify data to be reported to demonstrate the progress of the project
- Coordinate with other project staff to obtain qualitative information. For example, collaborate with the UNDP media unit when processing human stories, anecdotes, etc. into communications materials
- Run computerized statistical analyses of the data
- Generate information products such as graphs and tables based on analysis
- Support key stakeholders, in particular government counterparts set up and maintain their monitoring system
- Train project and counterpart staff
- Help translate documents as required
- Perform any other duties as assigned by the manager

### **Qualifications and experience**

Education:	The incumbent should have a Bachelor degree in social sciences. A Master degree or Diploma or certified training in statistics is an advantage.
Experience:	2 years of experience in monitoring, reporting and evaluation. Working experience in environmental conservation, natural resource management, disaster risk reduction, social science, rural/community development is an advantage. Excellent command of MS-Office software applications (Word, Excel, Access, Outlook and Power Point).
Language Requirement:	Excellent oral and written command of English and Myanmar language