




LAO RED CROSS
COMMUNITY- BASED DISASTER PREPAREDNESS (CBDP)
PROGRAMME

Quarterly Progress Report
(April to June, 2007)

29 June, 2007

LAO RED CROSS	 INTERNATIONAL FEDERATION OF RED CROSS & RED CRESCENT SOCIETIES
Setthathirath Road Impasse XiengNhune Vientiane, Lao PDR Tel: +856 21 21 66 10; 25 00 00 FAX: +856 21 241 228	Southeast Asia Regional Delegation 5 th Floor, Ocean Tower I, 170/11-12 Sukhumvit Soi 16, Ratchadapisek Road, Klong Toey, Bangkok 10110, Thailand Telephone: +66 (0) 2 661 8201, Facsimile: +66 (0) 2 661 9322

I. Introduction :

Disaster preparedness for response has been considered as LRCs priority since 2000 when it was incorporated into LRC Strategy 2001-2005 then 2006-2010. After the Agreement for Cooperation in 2007 signed between Lao Red Cross(LRC) and the Federation Regional Delegation (IFRC) Bangkok, LRC CBDP Programme started to implement from Quarter II 2007. The CBDP programme areas in 2007 focused on two

targeted provinces of Savannakhet and Khammuan in the first two years then expand to other provinces. As CBDP Programme starting, this report is particularly described the achievements during the 2nd Quarter of the programme implementation (April to June, 2007).

II. CBDP Objectives :

The main focus of the programme is : to raise public awareness on CBDP issues and expand the programme ideas to other areas. Furthermore, to develop organisational capacity within the Lao Red Cross to effectively and efficiently implement future programmes in disaster management.

The overall **Development Objective** of the Programme is : *To reduce the impact of disasters on the most vulnerable people affected by disasters in Lao PDR by reducing vulnerabilities through community preparedness and response.*

The **immediate Objective** is : *Knowledge and awareness on disaster preparedness and response is increased among the targeted communities, local authorities and LRC staff through grass root workshops and awareness raising campaigns.*

III. Achievements :

As Programme targets and activities, particularly the project activities identified in the second quarter (April to June) of the LRC CBDP Programme Work Plan 2007, the following achievements/results are presented below :

Activity 1 : Capacity building of LRC DM Division, Program Coordinator and Branch DP focal persons

- 1.1 Management training course for LRC key staff and branch focal persons (1 course for 25 persons x 3 days)
- 1.2 English courses (5 LRC staff attend training provided by English training centre)

Activity 2 : Planning and organization of National DM workshop with representatives from Govt, UNDP, NGOs and branches

- 2.1 Organize 1 day introduction meeting of CBDP with representatives From Govt, UNDP, NGOs and branches

Activity 3 : Production of IEC materials (CBDP, CBFA, Hygiene promotion, Climate change)

- 3.1 Design IEC materials
- 3.2 Printing of IEC materials

Activity 4 : Selection of targeted villages and recruitment of village and branch RC volunteers

- 4.1 Recruitment of 10 branch RCVs/each branch in two targeted provinces of Savannakhet and Khammuan.
- 4.2 Selection of 5 targeted villages and recruitment of 5 village RCVs/ each village in two targeted provinces of Savannakhet and

Khammuan.

Activity 5 : Logistics

5.1 Procure office equipments

Detailed explanations of Achievements/Results :

Actual results fit to the various activities above:

Result 1 : Capacity building of LRC DM Division, Program Coordinator and Branch DP focal persons

1.1 Three day-training course on **Project Management for 25 persons** has been organized from 30th of May to 1st June, 2007 in Savannakhet province as programme area. The participants were from 2 targeted branches and 5 neighbouring branches and headquarters technical divisions. The training process and participants involved, please find the Report on Project Management attached.

1.2 **English course :**

Program Coordinator (Dr.Phaypaseuth) started to attend English course at the 21st Century English School.

Result 2 : Planning and organization of National DM workshop with representatives from Govt, UNDP, NGOs and branches

1.1 **National Introduction Meeting** of LRC CBDP Programme was organized on 23 May, 2007 in Vientiane Capital City. The participants were from NDMO, UNDP, NGOs, 4 targeted Branches and headquarters technical divisions. The meeting process and participants involved, please find the Report of National Introduction Workshop on LRC CBDP Programme attached.

Result 3 : Production of IEC materials (CBDP, CBFA, Hygiene Promotion, Climate Change)

3.1 **Design IEC materials**

LRC DM team discussed and shared ideas with Mr.Hungha Regional DM Program Officer(RDMU) on some how to initiate design IEC materials then we decided together as below :

1 poster comprised :

- 4 photos for **BEFORE disaster** with explanations and key messages
- 4 photos for **DURING disaster** with explanations and key messages
- 4 photos for **AFTER disaster** with explanations and key messages

LRC DM team tried to find design company and it spent a lot of time for designing and adjusting the photos as well as discussing with NDMO, sharing with RDMU and submitting the LRC leaders before printing.

3.2 Printing of IEC materials

The posters size identifying mostly focused on the public place and household purpose.

Result 4 : Selection of targeted villages and recruitment of village and branch RC volunteers

4.1 Recruitment of 10 branch RCVs/each branch in two targeted Provinces.

As taking lead in designing and implementing activities in CBDP by the LRC branches and in coordination with concerns, Khammuan and Savannakhet branches team have completely recruited 10 branch RCVs in the respective provinces and the list of RCVs as following :

N°	Name and Surname	Age	Current Position	Organization	Remarks
<u>Savannakhet province</u>					
1.	Mr.Keooudone	33	Head of Planning	Agriculture and Forestry Dept.	Xaybuly district
2.	Ms.Ketsana	39	Technical staff	=	
3.	Mr.Khankeo Inthichak	45	Relief Provision	LSW Dept.	
4.	Ms.Sitpaseuth	32	Secretariat	Youth Dept.	
5.	Mr.Thavixay	23	Youth	=	
6.	Mr.Nuanthong			Women Union	
7.	Mr.Phayvanh	40	Deputy Head	District LSW	
8.	Ms.Malivanh	26	Deputy Head	District Youth	
9.	Mr.Thonglian	47	PHC	District Health	
10.	Mr.Nanthasen	45	PHC	District Health	
<u>Khammuan province</u>					
1.	Ms.Vilack Suliyakhot	35	Ag. technical staff	Ag-Forestry Dept.	Hinboun district
2.	Mr.Sisouk Inthachack	33	Secretariat	LSW Dept.	
3.	Ms.Oulayvanh	32	Org.Personnel	Education Dept.	
4.	Ms(Dr) Odeth Simukda	40	Health staff	Health Dept.	
5.	Mr.Nhan Saysavang	24	Info.Tecnical staff	Women Union	
6.	Mr.Phouthavong	36	Head of Info.	Youth Dept.	
7.	Mr.Keooudone	28	Labour protecting	Fed Trade Union	
8.	Mr.Ketmany	37	Technical staff	Dist. Ag-Forestry	
9.	Mr.Veun Chansomphu	42	Administrator	Mahaxay district	
10.	Mr.Orth Vongvilay	42	Org.Administrator	LRC branch	

4.3 Selection of **5 targeted villages** and recruitment of **5 village RCVs/each village** in two targeted provinces of Savannakhet and Khammuan.

In coordination with local authorities, these activities taken lead and implemented by the LRC branches, Savannakhet and Khammuan branches team have also completely selected 5 targeted villages and 5 recruited village RCVs/each village in the respective provinces.

Please find list of villages selected and RCVs recruited below :

N°	Name	Age	Occupation	Remarks
	<u>Savannkhet province</u>			
I.	Palai village (Ban)			Xaybuly District
1.	Mr.Xiengdone	48	Village Committee	
2.	Ms. Orathay	23	Volunteer	
3.	Mr. Heuang	47	Villager	
4.	Mr.Lae	27	Villager	
5.	Mr. Kiengkham	23	Villager	
II.	PhakPheua village(Ban)			
1.	Mr.Bountham	45	School teacher	
2.	Mr.Kieng	35	Villager	
3.	Mr.Kongsinh	39	Villager	
4.	Mr.Samly	40	Villager	
5.	Mr.Kavy	46	Chief of village	
III.	Sakong village (Ban)			
1.	Mr.Done		Villager	
2.	Mr. Kham Or		Volunteer	
3.	Ms.Jeo		Volunteer	
4.	Ms. Phor		Volunteer	
IV.	Naxiengkhan village			
1.	Ms.Kai		Volunteer	
2.	Ms.Thongmuang		Volunteer	
3.	Mr.kongma		Commune Health	
4.	Mr.Kitsana		Villager	
5.	Mr.Homxay		Volunteer	
V.	NongHeuathong Neua			
1.	Ms.Lamdouan		Volunteer	
2.	Ms.Buakham		Volunteer	
3.	Mr.Simuang		Villager	
4.	Mr.Thath		Villager	
5.	Mr. Sou		Villager	
	<u>Khammuan province</u>			
I.	Thakhaen village (Ban)			3 villages in Hinboon District
1.	Mr.Bounty Sihalath		Volunteer	
2.	Ms.Bounkanh		Volunteer	
3.	Ms.San		Volunteer	
4.	Mr.Leng		Volunteer	
5.	Mr.Savanh Phanthavong		Volunteer	

II.	Khonekeo village (Ban)			
1.	Mr.Khamlay	45	Volunteer	
2..	Ms.Tam	22		
3.	Ms.Kham	49		
4.	Mr.Phone	50		
5.	Mr.Chanleuth	38		
III.	Napho village (Ban)			
1.	Mr.Mr.Bounthanh	49		
2.	Ms.Bang Orn	30		
3.	Ms.Binh	49		
4.	Ms.Nhang	47		
5.	Mr.Phomma	31		
IV.	Nakiaou village (Ban)			2 villages in Mahaxay District
1.	Mr.Vanthong	50		
2.	Mr.Saoukham	60		
3.	Mr.Khankeo	45		
4.	Mr.Ae	39		
5.	Mr.Aloun	23		
V.	Somsanouk village(Ban)			
1.	Mr.Bounnhang	57		
2.	Mr.Khamchom	35		
3.	Mr.Songkham	29		
4.	Mr.Huan	45		
5.	Mr.Monlady	30		

Result 5 : Logistics

5.1 Procure office equipments

To facilitate the Programme/project work as well as the trainings and workshops, the necessary office equipments including **LCD projector, Laptop** for Program Coordinator **and USB drive** has been procured through the LRC Procurement Committee with application of the Federation procurement procedures.

IV. Lessons learnt and recommendations

- Program Coordinator has been appointed and increasingly understood and familiarized with the ultimate tasks and responsibility.
- The Head of DM Division decentralized the tasks and responsibilities to all staff from the beginning of the programme implementation.
- Programme document translating in Lao version helped understanding for all key staff involved as well as branch focal persons.
- The LRC branches team in targeted provinces actively participated in the workshop and training on the beginning of the CBDP programme.
- The monthly report as well as Quarterly Progress Report prepared by Program Coordinator must be continuously well prepared and on time.
- The CBDP Programme has been introduced and the understanding among the community people and local authorities in targeted villages began from the selection and recruitment of villages and volunteers.

- The daily support allowance (per diem) for LRC branches team and district focal persons and volunteers should be properly increased in comparison with other programme/projects (as recommended by the branches team whilst the field trip for selecting and recruiting targeted villages and volunteers undertaken).

V. Upcoming Plan/Activities

To continue LRC CBDP Programme Work Plan 2007, the Quarter III activities presented below must be encouraged to meeting the achievements/results.

Act. code	Fin. code	Activities	Quarter III 2007			Budget
			July	August	September	
1		CAPACITY BUILDING				
		English training	X	x	x	300
		CBDP public awareness	X	x	x	5,185
		Basic CBDM	X			9,895
		Total 1				15,380
2		VOLUNTEERS & CBDP PLANS				
		Branch volunteers training	X			2,373
		Village volunteers training		x		3,845
		HVCA Assessment		x		2,102
		Total 2				8,320
3		ADVOCACY & PARTNERSHIP				
		Meeting with NDMO			x	100
		Total 3				100
4		PROGRAMME MANAGEMENT				
		Staff support	x	x	x	1,260
		Communication support	x	x	x	420
		Administration	x	x	x	190
		Car maintenance	x	x	x	240
		Car insurance	x			400
		M & E			x	349
		Total 4				2,859
		GRAND TOTAL				26,659



National Introduction Meeting on LRC CBDP Programme in Vientiane



Project Management Training Course in Savannakhet Province

Vientiane, 29 June, 2007

Prepared by : LRC CBDP Programme Coordinator

