



**ROYAL GOVERNMENT OF CAMBODIA
MINISTRY OF INTERIOR**

**TONLE SAP SUSTAINABLE LIVELIHOODS PROJECT
PROJECT No. 39603
ADB GRANTS: No. 0034/0035-CAM**

QUARTERLY REPORT

(4th Quarter: October - December 2008)

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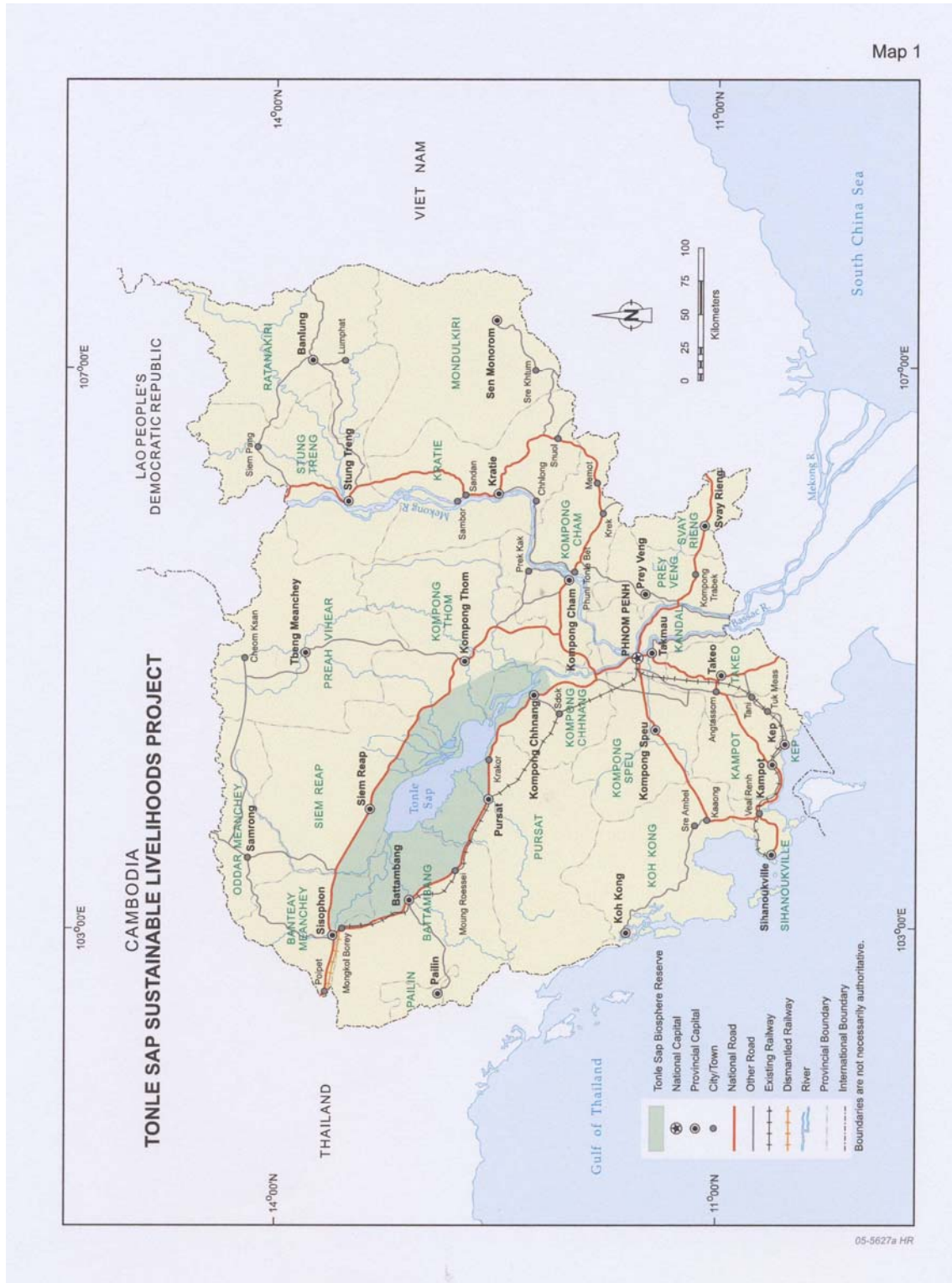
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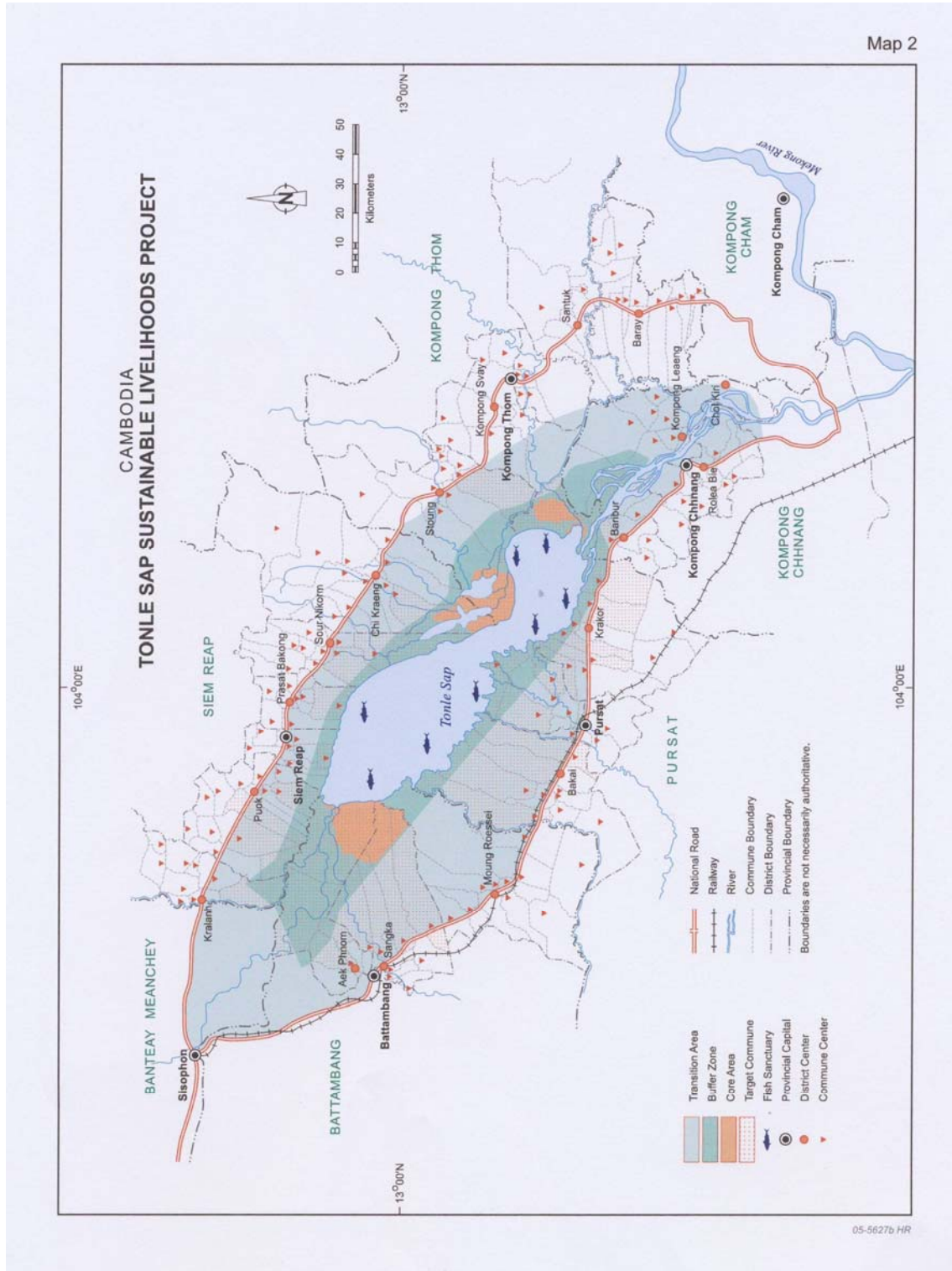
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ACRONYMS AND ABBREVIATIONS

ADB	Asian Development Bank
C/SF	Commune/ <i>Sanghat</i> Fund
CARD	Council for Agriculture and Rural Development
CBNRM-LI	Cambodia Natural Resources Management Learning Institute
CBO	Community Based Organisation
CC	Commune Council
CDP	Commune Development Plan
CDS	Community Development Specialist
CF	Commune Facilitator
CFi	Community Fisheries
CFO	Community Fisheries Organisation
CIP	Commune Investment Program
CLF	Community Livelihood Fund
CLFT	Commune Livelihood Fund Team
CPBC	Commune Planning and Budget Committee
DfID	Department for International Development
DIW	District Integration Workshop
DoE	Department of Environment
DRD	Department of Rural Development
DWA	Department of Women's Affairs
EA	Executing Agency
ETS	Education and Training Specialist
FiA	Fisheries Administration
IA	Implementing Agency
IG	Income Generating
HBP	Household Based Planning
HIP	Household Implementation Plan
HOP	Household Operational Plan
JFPR	Japan Fund for Poverty Reduction
KCDS	Key Community Development Specialist
LLEE	Live and Learn Environmental Education
MoE	Ministry of Environment
MTT	Mobile Training Teams
NEEAC	National Environmental and Educational Awareness Campaign
NGO	Non Government Organisations
NSDP	National Strategic development Plan
OTJ	On-the-Job (Training)
PCCC	Project Communication and Coordination Committee
PMC	Project Management Committee
POG	Project Owner Group
RGC	Royal Government of Cambodia
RIE	Rural Infrastructure Engineer
RLS	Rural Livelihoods Specialist
SHG	Self Help Group
SI	Social Infrastructure
SLA	Sustainable Livelihoods Approach
TA	Technical Assistance
ToR	Terms of Reference
TSCP	Tonle Sap Conservation Project
TSEMP	Tonle Sap Environmental Management Project
TSSLP	Tonle Sap Sustainable Livelihoods Project
TWG	Technical Working Group
WCS	Wildlife Conservation Society





TONLE SAP SUSTAINABLE LIVELIHOODS PROJECT

ADB GRANT Nos. 0034/0035-CAM (SF)

4th QUARTER REPORT 2008

A. INTRODUCTION

1. The Tonle Sap Sustainable Livelihoods Project (TSSLP) is supported by a grant from the Asian Development Bank (ADB) with effective date of 9 June 2006 and completion date of June 2010. The context of the TSSLP is the Tonle Sap Initiative, which is a partnership of organisations and people working to meet the poverty and environment challenges of the Tonle Sap based on the Tonle Sap Basin Strategy. The Project is closely allied to the Tonle Sap Environmental Management Project (TSEMP)¹ and the Commune Council Development Project (CCDP)².

2. The main objective of the TSSLP is to improve livelihoods by increasing access to assets in the five provinces that adjoin the Tonle Sap (Kampong Chhnang, Pursat, Battambang, Siem Reap and Kampong Thom). The Project area encompasses the buffer zone and Core Areas and specifically covers 37 communes, comprising 316 villages with a population of 287,430 in 54,857 households. These communes qualify because they pursue livelihood activities in the buffer zone³.

3. The Ministry of Interior (Mol) is the executing Agency (EA). The Project's Design and Monitoring Framework has three outputs to achieve the following outcomes⁴:

- ✓ **Output 1: Community-driven Development is supported.** Mol is the Implementing Agency for this Output. The purpose of decentralisation and deconcentration is to devolve responsibilities, functions and power to the lowest practicable level to deliver demand driven services more equitably, efficiently and effectively. The first driver of success is the availability of finance to the decentralised bodies. This is being achieved by the direct transfer of capital from central government to the Commune/*Sangkhat* (C/SF) managed by the Commune Councils (CCs). The Project is tasked with the establishment of the Community Livelihood Fund (CLF) to finance small-scale community-driven activities planned and agreed on at village and commune levels. The planning of activities follows the procedures of the Commune Development Plan (CDP). The Project makes allocations from the CLF to the 37 individual communal funds which are disbursed through commune accounts held at district commercial banks. Eligible activities relate to (i) Social Infrastructure (SI); (ii) Income Generating (IG) activities; and (iii) support for Community Fisheries (CFi). Limits have been set on the allocation to each category. The project integrates the planning of activities to be funded through the CLF with the established village and commune planning and provides assistance to demand-based organisations, including Community Fisheries Organisations (CFOs) to formulate proposals for funding under the CLF as well as helping to form village or commune Project Owner Groups (POGs). Activities for funding from the CLF are identified during the preparation of the annual Commune

¹ The Tonle Sap Environmental Management Project (Loan: CAM 33418-01) is designed to enhance systems and develop the capacity for natural resource management coordination and planning, community-based management of natural resources, and conservation of biodiversity in the Tonle Sap Biosphere Reserve (TSBR). TSEMP was completed in December 2008.

² The commune Council Development project (Grant: 0066-CAM) is designed to enable communes to better form their public service roles and establish civil registration systems, increase awareness and understanding of justice and state's laws and increased effectiveness of elected women's councillors.

³ Fifty-seven communes have some land in the buffer zone. The 37 target communes are of two types: (i) 21 have villages in the buffer zone, and (ii) 16 have Community Fisheries and some land area, but no villages, inside the buffer zone. The 20 excluded communes have land but neither villages nor Community Fisheries in the buffer zone.

⁴ Annex 1 contains the Project Design and Monitoring Framework.

Investment Programs (CIPs) which are finalised during the annual District Integration Workshops (DIWs). The performance targets and indicators that can be monitored stipulate that: (i) a CLF is established; and (ii) livelihood investment packages are designed and implemented.

- ✓ **Output 2: Core Areas are safeguarded.** The TSBR Secretariat is the IA for this output. The Core Areas are reservoirs of natural capital that strengthen the Tonle Sap's resilience in the face of ever-increasing pressures and contribute directly to fisheries productivity. The fishing lots which overlap with the Core Areas provide a degree of protection but tend to compromise their conservation function. The intention of the Project is to implement a robust Core Area Management System based on a sound understanding of the biological functions of the Core Areas, the dynamics of resource use and livelihood strategies of any communities within the Core Areas and an effective management framework for the Core Areas. The performance targets and indicators that can be monitored are (i) an information base on the core areas is established; (ii) a management system for the core areas is instituted; and (iii) an improved network of fish sanctuaries is instituted.
- ✓ **Output 3: Skills and Awareness for Sustainable Livelihoods are built.** Decentralisation and deconcentration have boosted local autonomy and participation in national development and the structures that support this effort, at central, provincial, district and commune levels, have received considerable assistance. However, the impact on improved livelihoods, though encouraging, has been modest and there remains a need to strengthen institutions and processes at all levels. The performance targets and indicators that can be monitored stipulate that (i) coordination for community-driven development is improved, for which the Council of Agriculture and Rural Development (CARD) is the IA; (ii) the skills base for community-driven development is enhanced, for which MoI is the IA; and (iii) education for protection of natural resources is delivered, for which Ministry of Environment (MoE) is the IA.

B. FINANCIAL PROGRESS

4. The TSSLP is funded through a grant from the ADB with a total cost of USD20.3 million of which USD15.0 million is granted by ADB, USD4.7 million is funded by the Government of Finland and USD0.6 million is contributed by the Royal Government of Cambodia.

5. The Cumulative Expenditure at the end of the 4th Quarter amounted to USD 3,847,964, USD 20,403 and USD 277,191 under Components 1, 2 and 3 and was equivalent to Disbursement Rates of 21, 3 and 21 percent respectively⁵.

6. Under Component 1 there has been a total of USD 1,992,964 disbursed to the 37 Commune Accounts to provide the funding for the CLF projects. During the quarter two further fund releases were made to the Commune Accounts amounting to USD 750,000⁶. At the end of 4th Quarter there had been cumulative total disbursements of USD 1,992,964 from the Commune Accounts with a total balance in the 37 Commune Accounts amounting to only USD 58,353 remaining. The limited transfer of funds to the Commune Accounts has adversely affected implementation through difficulties with meeting the progress payments to the contractors.

7. During the quarter under Grant N^o. 0034-CAM there were two Withdrawal Applications replenished amounting to USD 824,025. Under Grant N^o. 0035-CAM there was one Withdrawal Application which was paid amounting to USD 302,544 and there were two Withdrawal Applications submitted amounting to USD 336,646 which were paid in January 2009.

⁵ Annex 2 contains Summary Tables of Expenditure and Disbursement Progress.

⁶ Annex 2 also contains Summary Tables of the Status of the Commune Accounts.

C. PHYSICAL PROGRESS

C.1 OUTPUT 1: COMMUNITY DRIVEN DEVELOPMENT IS SUPPORTED

Activity 1: Establishment of Community Livelihood Funds

8. The provincial CLFTs have continued to provide support to the CCs in their management of their CLFs. There is a total of 31 staff assigned to the CLFTs across the five provinces of whom 14 are female and 74 Commune Facilitators (CFs) of whom only 17 are female.

Table 1
Summary of TSSLP staffing levels

Province	Mol Working Group		TA Team								CLFTs		CFs	
			Technical Consultants		Key CDS		CDS		Admin. Assist.		M	F	M	F
	M	F	M	F	M	F	M	F	M	F				
Kampong Chhnang	-	-	1	-	1	-	1	-	-	-	3	2	2	2
Pursat	-	-	1	-	1	-	3	2	-	1	1	7	22	6
Battambang	-	-	-	-	1	-	4	-	-	1	4	2	14	4
Siem Reap	-	-	-	2	1	-	4	-	1	-	6	1	15	4
Kampong Thom	-	-	1	-	-	1	1	-	-	-	3	2	4	1
Total	0	0	3	2	4	1	13	2	1	2	17	14	57	17

9. Further training support on the CLF guidelines is being provided through periodic on-the-job (OJT) training delivered by the TA team in cooperation with the CLFT members for the CFs and the CCs. The CLF Working Group, which was established in mid-2008, is continuing to work on revisions to the CLF guidelines and these will form the basis for the next round of training in 1st quarter of 2009. During the Annual Planning Workshop in December the CLFT members, CF representatives and TA team had the opportunity to discuss and provide further feedback on improving the CLF guidelines. The most substantial changes are the procedures relating to the CLF/Income Generation (CLF/IG) projects including the procedures for the conduct of Environmental analysis.

10. Further on-the-job (OTJ) training also continued in each province focussing on developing the capacity of CLFT members and Commune Facilitators (CFs) to support the CCs in the compilation of CLF project proposals, the collection and analysis of data from the CIPs, the preparation of bidding documents and the conduct of the bidding meetings.

11. The training support for the adoption of the Household Based Planning (HBP) approach continued during the quarter with a series of training activities. The HBP Master Training was conducted in Siem Reap from 6th to 10th October 2008 for selected Community Development Specialists (CDSs), CLFT members and Rural Livelihood Specialists (RLSs) to provide an overview of the procedure and distinct steps of HBP including the analysis of the five livelihoods assets as defined in the Sustainable Livelihoods Approach (SLA), Aspiration Gap Analysis and the preparation of the Household Implementation Plans (HIP) and Household Operational Plans (HOP). This training was followed by additional field work in each province to gain further experience in the application of these techniques.

12. A further workshop was held in Phnom Penh on 27th to 28th October 2008 to review the training modules for the HBP training of other CLFT members and the CFs. The participants were grouped and assigned specific tasks for the design of training materials and related session plans. During this workshop the livelihoods asset indicators, which had been developed during the HBP Master Training, were further refined and adjusted based upon the practical experience gained during the field testing. A final workshop was conducted for the finalisation of the Training Materials in Battambang from 3rd to 5th November 2008. The

objective was to review the training materials and session plans outlined in the previous workshop in Phnom Penh (in October) and final development of the training materials by the provincial Master Trainers. Training materials were prepared on: (i) facilitation tools; (ii) Sustainable Livelihoods Approach; (iii) Household assets assessment; (iv) Aspiration gap analysis; and (v) Household operational planning. The training materials were presented, discussed, adjusted and finalized before being used during the pilot HBP provincial training in Kampong Chhnang province.

13. In **Kampong Chhnang** province the HBP training workshop took place from 1st to 5th December 2008. Aside from the delivery of the training to the CLFT members and CFs this training was also an opportunity to test the training materials and session plans developed during previous workshops in "realtime" conditions in one province with the participation of all Project Master Trainers. The target group of this training was the CLFT members, CFs and CDSs while all the Master Trainers who participated in the previous workshops had the opportunity to apply their skills facilitating the HBP workshop. A one day field exposure, splitting the participants into field work in Chhnok Tru and Trapeang Chan communes, gave them the opportunity to practice their acquired skills.

14. In **Pursat** province the HBP training workshop took place from 15th to 19th December which was delivered by the Master Trainers (KCDS, two CDSs and 2 CLFT) with support from the Training Expert. This had the same training content as that tested in Kampong Chhnang province and was attended by all 28 CFs, 5 CLFT members and 3 CDSs. This training aimed at preparing the participants for conducting HBP data gathering at the field level. In addition the KCDS and RLS developed and drafted some awareness materials on HBP to be used to introduce the HBP approach to CC, village chiefs and villagers in general before actually initiating the data collection. The visual materials referred to (i) an overview Mind Map of the HBP steps; (ii) a graph on the selection procedure of the targeted 25 HBP households; and (iii) a tentative time schedule for conducting the data collection, analysis and development of livelihoods options before the CIP 2010 step 1 will take place in August 2009. These materials will require further refinement as well as complementary visuals that help to generate an overall understanding of HBP and its process.

15. In **Battambang** province the HBP training workshop was conducted from 15th to 20th December by the provincial HBP Master Trainers (KCDS, CDS and 2 CLFT) with support from the Deputy Team Leader (DTL) and the Mol Planning Officer for all CFs, CLFT members and three CDSs. This training aimed at preparing the participants for conducting HBP data gathering at the field level and followed the training session plan used in the previous HBP training in Kampong Chhnang. The field practice for all trainees was conducted in six small groups applying their learning by gathering household data from 12 households in Prey Chek village in Kampong Preah commune. Each group was accompanied in the field by one Master Trainer and presented its results from field work to the whole group for comments and feed-back. The visual materials described for Pursat province were also used to introduce the HBP approach to CC during the monthly meeting on 31 December 2008.

16. In **Siem Reap** province the Master Trainers facilitated the Provincial HBP training from December 22nd to 26th. The trainees included all CFs, CLFT members and all CDS (excluding Master Trainers). Field exercises were conducted with 14 households in Kaey Por commune - six households in the floating village Peam Taour, and eight households in the land-based Raka Yer village.

17. In **Kampong Thom** province the Provincial HBP Training was conducted from 22nd to 26th December. This has the same training content as that tested in Kampong Chhnang province and the trainees included all CFs, CLFT members and CDS. Field exercises were conducted in Chamnar Krom commune.

18. The Key CDSs and one CLFT member from each province attended the HBP coordination and planning meeting with CBNRM-LI in Phnom Penh. CBNRM-LI were briefed

by TSSLP staff on the progress made in formulating asset tables for floating villages and land-based villages during the various training sessions organized by MoI. As CBNRM-LI is also engaging in HBP within the TSSLP target area, close coordination and sharing of approaches is necessary to ensure compatibility of results as well as avoiding overlapping efforts. As a result of the meeting, CBNRM-LI agreed to conduct HBP on poor and very poor households as follows:

- ✓ In **Kampong Chhnang** province in three villages in Chhnok Tru commune with a total of 262 households.
- ✓ In **Pursat** province in three villages in Kanchor, Kampong Pou Sna Ansa communes with a total of 204 households.
- ✓ In **Battambang** province in three villages in Prek Luong, Kampong Preang and Prek Norint communes with a total of 312 households.
- ✓ In **Siem Reap** province in three villages in Sambour, Khaev Por and Kampong Khleang communes with a total of 129 households.
- ✓ In **Kampong Thom** province in three villages in Peam Bang and Chamnar Krom commune with a total of 185 households.

Activity 2: Facilitation of 1st and later cycles of CLF project funding

19. During the quarter there was continued progress achieved in the implementation of the activities supporting the utilization of the CLF for funding small-scale community driven livelihood activities⁷. By the end of the quarter the total of CLF projects identified from the CIPs was as follows: 89 CLF/SI projects, 277 CLF/IG projects and 127 CLF/CFi projects. The main focus of the activity during this quarter has been on CLF/IG projects involving the design, review and Technical Clearance, identification of Service Providers and commencement of implementation and there are now 100 CLF/IG projects under implementation. During the quarter a number of CLF/SI projects have been completed and there are now only 16 still under construction. The identification of the CLF project list from the 2009 CIPs is still underway and it is expected that these lists will be finalised early in 1st quarter of 2009.

20. There have been continuing problems with delayed transfers of funds to the CC bank accounts which in turn has resulted in delays in the payment of progress payments to contractors for CLF/SI projects and to Service Providers for CLF/IG projects and directly to CFOs in the case of the CLF/CFi projects. During the quarter approval was given for an increase in the ceiling of both the Imprest Accounts which are operated by MEF and MoI respectively. Although this permitted an increase in the advance payment there are still delays occurring which are a direct result of the lengthy procedure for the replenishment of the Imprest Accounts. Delays of up to 65 days have been experienced during the review of the Withdrawal Applications by MEF and the transfer of funds from ADB to the 1st Generation Imprest Account.

21. Out of the total of 89 CLF/SI projects now identified 69 have received Technical Clearance and there are now 65 Contract Awards of which 16 are under construction and 46 have been completed.

⁷ Annex 3 contains a Summary of Physical Progress for each province.

Table 2
Status of Community Livelihood Fund/Social Infrastructure Projects (31st December 2008)⁸

Province	Project Design Completed	Technical Clearance Completed	Contract Awarded	Construction	
				On-going	Completed
Kampong Chhnang (10)	10	10	102	2	8
Pursat (38)	37	21	19	2	14
Battambang (9)	9	9	9	2	7
Siem Reap (24)	22	22	20	8	12
Kampong Thom (8)	7	7	7	2	5
Total (89)	85	69	65	16	46

(Figures in parenthesis indicate total number of projects identified)

22. In Kampong Chhnang province there are 10 CLF/SI projects identified within the three communes and contracts have been awarded for all of these projects and two have completed construction. In Pursat there are 38 CLF/SI projects identified across the 13 communes, but contracts have been awarded for only 19 of these projects, 14 of which have completed construction. In Battambang province there are nine CLF/SI projects identified across the 10 communes all of which have contracts awarded and seven have completed construction. In Siem Reap there are 24 CLF/SI projects identified across the 11 communes and contracts have been awarded for 20 of these projects of which 12 have completed construction. In Kampong Thom province there are eight CLF/SI projects identified across the three communes and contracts have been awarded for seven of these projects and five have completed construction.

23. Out of the total of 277 CLF/IG projects identified 223 now have designs/cost estimates prepared and of these 174 have received Technical Clearance. There are now 121 contract awards, most of which have commenced implementation and nine have now been completed. Following the organisation of the meetings and workshops in several provinces there is now evidence of better progress with the design and review of the CLF/IG project proposals.

Table 3
Status of Community Livelihood Fund/Income Generation Projects (31st December 2008)

Province	Project Design Completed	Technical Clearance Completed	Contract Awarded	Implementation	
				On-going	Completed
Kampong Chhnang (16)	10	10	9	4	6
Pursat (115)	71	30	23	15	3
Battambang (42)	42	42	0	0	0
Siem Reap (86)	82	78	78	78	0
Kampong Thom (18)	18	14	11	3	0
Total (277)	223	174	121	100	9

(Figures in parenthesis indicate total number of projects identified)

24. In Kampong Chhnang province there are 16 CLF/IG projects identified of which nine have contracts awarded and six of these are already completed. In Pursat province there are 115 CLF/IG projects identified of which 23 now have contracts awarded and three of these have been completed. In Battambang province there are 42 CLF/IG projects identified and all have received Technical Clearance but none have commenced implementation due to the shortage of funds in the CC accounts. In Siem Reap there are a total of 86 CLF/IG projects identified and there have been 78 contract awards and all of these have commenced implementation. In Kampong Thom there are a total of 18 CLF/IG projects and 11 of these have contract awards but only three have commenced implementation.

25. In the case of the CLF/CFi projects there are now 127 projects identified across the 80 Community Fishery Organisations (CFOs) and 107 of these have project designs completed and there have been 33 agreements signed and 16 have been completed.

⁸ Detailed tables on the status of all CLF projects are shown in Annex 4 and more detailed discussion of the progress in each commune is in the Monthly Reports for October, November and December 2008.

Table 4
Status of Community Livelihood Fund/Community Fisheries (31st December 2008)

Province	No. of CFOs	Project Design Completed	Technical Clearance Completed	Agreement Signed	Implementation	
					On-going	Completed
Kampong Chhnang (7)	3	4	4	4	1	3
Pursat (27)	26	19	14	10	4	3
Battambang (31)	27	31	28	0	0	0
Siem Reap (48)	15	42	15	8	3	5
Kampong Thom (14)	9	11	11	11	6	5
Total (127)	80	107	72	33	14	16

(Figures in parenthesis indicate total number of projects identified)

26. In Kampong Chhnang province there are three CFOs and seven CLF/CFi projects have been identified of which four have been given Technical Clearance and have agreements signed and three have been completed. In Pursat province there are 27 CFOs and 31 CLF/CFi projects identified of which 14 have been Technical Clearance and agreements signed for 10 of which three have been completed. In Battambang province there are currently 31 CFOs and 31 CLF/CFi projects have been identified and 28 of these have received Technical Clearance but none have agreements signed. In Siem Reap province across the 15 CFOs there are now 48 CLF/CFi projects identified and of these 15 have received Technical Clearance and agreement signed for eight of these and five have completed implementation. In Kampong Thom province across the nine CFOs there are now 14 CLF/CFi projects identified of which 11 have agreements signed and five have completed implementation.

27. There is a general concern that the CLF/IG and CLF/CFi projects all focus too much on the acquisition of inputs and/or hardware with far too little emphasis being placed on institutional strengthening and capacity building of the POGs and CFis. One major difficulty being faced is to convince the CCs of the value of investing in this capacity building for the members of the groups which may in turn reflect a lack of understanding of the need to support their sustainability in the future. The poor quality of the CLF/IG project designs remains a key issue for all communes. The capacity amongst the CCs, CFs and CLFT members to design innovative relevant and sustainable designs is weak and also may be an inappropriate role for local government. The process is also very time consuming for the CCs and the CLFT members. The recruitment of technical competent Service Providers to assist the CCs has proved to be a pragmatic solution to the problem although there are issues now emerging regarding the qualification of Service Providers who have assisted in the design of CLF/IG projects to also participate in the bidding process.

28. In the case of every CLF project, POGs have been established with the members comprising the households who participate or benefit directly from the project. For CLF/CFi projects there is no POG formed since all of the members of the CFO benefit from the project. In addition Project Management Committees (PMCs) have been established in each commune which are chaired by the Commune Chief. In the case of the CLF/IG projects, where there may be a number of identical projects, there has normally been only one PMC formed in the commune with representatives from each of the POGs. In Siem Reap province the POGs for the CLF/IG projects are not formed until the Service Provider has been contracted and implementation of the project has commenced. This limits the participation of the households in the identification and design of the CLF/IG projects. More clarity is needed for the selection of POG members for CLF/IG projects and there is a need to set up criteria and select a definite target group to avoid the absolute selection of extreme and ultra-poor households regardless of the project type. The integration of HBP into the commune level planning process during the course of 2009 should ensure that there is a more rational approach to the selection of the CLF/IG projects.

29. Further guidance has been provided to the CLFT members, CDS and CFs on the conduct of the environmental analysis for CLF/IG projects in order to simplify the procedures for the CCs. The international Environmental Specialist together with the domestic

Environmental Expert conducted a brief review of a number of CLF projects through both desk studies and field visits and presented a series of recommendations for improved compliance with the environmental analysis procedures in the CLF guidelines. These included recommendations on (i) actions which can be taken to improve enforcement of the Environmental Management Plan (EMP); (ii) further training for environmental impact identification; and (iii) expansion of the environmental impact templates for CLF/SI, CLF/IG or CLF/CFi projects to enable the CCs and CFs to complete these more easily. The relevant sections of the CLF guidelines are being revised to incorporate the proposed changes⁹.

30. In **Kampong Chhnang** province the Environment Specialist conducted a two day training (16th/17th October 2008) to re-check and revise the environmental documents to ensure quality and provide practical training at the field level for CLF/IG project proposals. A number of the CLFT members and CDS staff attended coaching sessions with the Environment Specialist. They undertook field exercises in facilitation of participatory environmental mapping with CLF/IG POGs in Trapeang Chan commune. In **Pursat** province the Environment Specialist conducted a two day field visit to re-check and revise the environmental documents to ensure quality and to provide practical training at the field level for CLF/IG project proposals. All available CLFT and CDS staff attended the coaching and undertook field exercises in facilitation of participatory environmental mapping with the CLF/IG POGs in Sdok Svay village of Snam Preah commune.

31. The cost estimates for all CLF projects have been developed in consultation with the POGs, PMCs and CCs, but in Siem Reap the cost estimates are being prepared by the CLFT members prior to the technical review by the CLFT/CDSs. The CLF Project Information Sheets continue to be prepared by the CCs but with considerable assistance from the CFs and CLFT/CDSs. The CLF project designs and cost estimates have been reviewed by the CLFT members in cooperation with the CDSs and where necessary additional technical support has been sought from provincial line departments. The project designs are being further revised by the CCs based upon the results of the technical review but again in all provinces this is done with considerable technical support from the CLFT and CDSs. It is very evident that better targeted training and capacity building of the CCs and POGs is needed in project proposal writing, design and preparation.

32. Once finalised the CCs submit the CLF project proposal to the CLFT for Technical Clearance. This final review of the proposal may again involve staff of the provincial line departments where additional technical expertise is required which is not available within the CLFT. During the quarter there was better progress made with the processing of Technical Clearance and 238 proposals had reached that stage. The CLF guidelines state that Technical Clearance should be given within 10 days of submission of the proposal by the CC but this deadline is being exceeded by a wide margin given the large backlog of project proposals which has developed. During 2009 there will be a need to develop a method of streamlining the approval process to ensure that the approval (or disapproval) of CLF project proposals can be achieved in a much more timely manner to avoid constraining the CLF implementation progress.

33. Technical Clearance has been confirmed through the conduct of CLF project review meetings involving both the CLFT and CDSs. During the quarter there were review meetings conducted in all provinces, with the exception of Kampong Chhnang, for nine CLF/SI projects, 141 CLF/IG projects and 45 CLF/CFi projects and there was a substantial reduction in the backlog of CLF project proposals. Once Technical Clearance has been given an official notification has been sent to the CCs to advise them accordingly. However, in the case of Siem Reap this procedure has not been followed and in many cases only a verbal notification has been given to the CCs. Where Technical Clearance is not granted the decision is also communicated to the CC but during this quarter there were only five CLF projects which failed to achieve Technical Clearance.

⁹ A full report of the recommendations of the Environmental Specialist is provided in Annex 5.

34. Commune Procurement Committees (CPCs) have been established by the CCs for every CLF project and during the quarter all CLFTs and CDSs have continued to provide support to the CCs for the preparation of the bid documents. Each CLF project is being publicly announced in both the commune and the province for two weeks in accordance with the CLF guidelines. During the quarter there were bid meetings successfully completed in two communes in Battambang province and one commune in Siem Reap province. There is a continuing tendency to conduct cluster bid meetings which is not in accordance with the CLF Guidelines and there is a need for the CPCs to play a greater role in the organization and conduct of the bid meetings rather than the CLFT/CDSs doing most of the work as occurs in some cases. A similar comment applies to the preparation of the report of the bid meeting reports so that the CC Clerk takes primary responsibility for this task.

35. The preparation of the Contract Implementation Work Plans is the responsibility of the CCs but is done in cooperation with the Service Providers or contractor who has won the bid for each CLF project. However, the CCs are also receiving considerable support from CLFT/CDSs in the formulation of these plans. During the quarter the Contract Implementation Work Plans were prepared for a number of CLF/IG and CLF/CFi projects. In Siem Reap province it was found that Work Plans submitted by Service Providers were lacking in detail and CCs have had to request more detailed schedules from them. Based upon the Contract Implementation Work Plan the CCs have prepared contracts with assistance and support from the CLFT/CDSs and during the quarter contracts were completed for one CLF/SI project, 86 CLF/IG projects and six CLF/CFi projects.

36. At the commencement of implementation of all CLF projects the CC have organized a kick-off meeting with the beneficiaries. During the quarter there were two CLF/SI projects and five CLF/IG projects commenced. During implementation of the CLF Projects the CCs and PMCs have been responsible for contract implementation and monitoring. In each province during the quarter this had included the on-going provision of OJT support to enhance the capacity of the CCs, CFs, CC Clerks and PMC members.

37. Monitoring of contract implementation is the responsibility of the PMCs but their capacity is very weak. There is also a lack of clear procedures for use by the CFs, CLFT and CDS on the monitoring of the Service Providers and of CLF/IG implementation. The revised CLF guidelines will address this deficiency.

Activity 3: Enhancement of Commune Development Planning Capacity

38. The task of preparing profiles of all villages has been accomplished through the conduct of Wealth Ranking procedures in each village. In only one province, namely Kampong Chhnang, has there been a compilation of the profiles of existing Community Based Organisations (CBOs). A report on the final results of the Wealth Ranking across the five provinces is currently under preparation.

39. In order to achieve a mechanism for self-assessment of the capacity of both existing CBOs as well as newly established POGs there is a need for the development of group assessment tools. This is an on-going process for the Project and a consolidated approach has not yet been achieved. The formation of Self Help Groups (SHGs) has been taking place through the initial formation of the POGs for the implementation of the CLF/IG projects. As the implementation of the CLF/IG projects proceeds then the full dynamic of the SHGs will emerge. Once the SHGs have developed there will be an opportunity to facilitate the self-assessment of these groups and this will also be extended to the CLF/CFi projects also.

40. The enhancement of the commune development planning capacity will also be reflected in their ability to support the annual updating of the CIPs. During the quarter assistance was provided by the CLFT/CDSs to all CCs to aid them in this process. This included the preparation of work plans, the application of existing analytical tools for the formulation of the CIP and assistance in facilitating the village meetings for the identification of priority needs. It is intended that the HBP approach will greatly enhance the process of

village level consultation for the preparation of the CIPs for 2010. The CLFT/CDSs have also assisted the CCs in the finalisation of the CIPs and in the prioritization of projects for support from the CLF.

41. The DIWs have been completed in each province:

- ✓ In **Kampong Chhnang** the DIWs in Boribor and Kampong Leng districts were conducted on 7th November 2008. A substantial number of CIP projects in Trapeang Chan, Pralay Meas and Chhnok Tru commune remained for funding, potentially through CLF, as only a few NGOs or Government Departments signed up for project funding in the Project target communes.
- ✓ In **Pursat** province the DIWs were completed during October.
- ✓ In **Battambang** two DIWs were held in Sangke and Ek Phnom districts. During these workshops the CCs presented their 2008 CIP comparing projects planned with projects actually implemented. The project ideas that were not addressed (funded and implemented) during 2008, which was approximately 50 percent of the projects listed, were carried over into the 2009 CIP with the intention of searching for new sources of funding. Once locally operating service providers (NGOs with their own sources of funding) and government line departments have selected their preferred projects from the CCs project lists, together with project staff, will screen the remaining project titles for potential funding through CLF.
- ✓ In **Siem Reap** the DIWs began late October with the Siem Reap DIW being held on the 30th October. Kralanh, Puok, Chi Kraeng, Sotr Nikom and Prasat Bakong DIWs were held during the first week of November. The CLFT members and CDSs attended their respective workshop but no temporary agreements were signed. The 2009 CLF project selection will be based on those prioritized projects that have not received external support or C/S Fund selection.
- ✓ In **Kampong Thom** province the DIWs were held for all TSSL communes on 29th and 30th October. The CLFT members attended each workshop and full information on the updating was provided in December. For Peam Bang commune a total of 22 projects and in Phatsanday 29 projects were identified for implementation in 2009. The agreements between the CCs and CLFT have not yet been finalized.

Activity 4: Project Management Support

42. The regular monthly Review and Planning Meetings have taken place in each provinces during which a range of topics are being discussed including routine monthly progress reporting meeting, the lack of funds in CC project bank accounts and the subsequent substantial delays in payment of installments to contractors, the enrollment for training courses in English Language and Computer Skills training, CIP project earmarking for CLF funding, bidding process, progress reports and issues of project implementation by commune, monitoring requirements for CLF/IG projects in respect of their impact on income, capacity building and organizational strengthening, sign board requirements for CLF/IG projects, CFO equipment inventories, financial management by commune clerks, accountability and transparency, reporting requirements and formats for CC reports. The Finance and Administrative Expert has attended some of these meeting to provide feedback to all participants on field visit findings to all provinces with particular emphasis on the documentation requirements of the Commune Clerks.

43. Regular field monitoring continued to take place during the quarter in each province with meetings held at commune level with CC members, contractors and community members, all of them related to project preparation and monitoring of project implementation.

- ✓ In **Kampong Chhnang** province a series of meetings were held at commune level with CC members, contractors and community members, all of them related to project preparation and monitoring of project implementation. The CLFT chief, selected CLFT

members, CFs and CDSs conducted an in-depth field survey of the pig raising project in Sesslap village, Chhnok Tru commune.

- ✓ In **Pursat** province the RLS reviewed a series of CLF/IG project proposals and provided comments and feed-back to CDS and CLFT staff. The main comments referred to the following: (i) formulation of SMART objectives; (ii) more precise formulation of proposed project output; (iii) design of outputs for organizational strengthening; (iv) sequencing of objectives, outputs and related activities; (v) development of detailed activity matrix for establishment of flow of activities and budgeting; (vi) identification of variety of expertise and services required for project implementation; (vii) cost-benefit analysis in production cycles; and (viii) development of monitoring indicators. Further dedication and coaching in all mentioned areas is required.
- ✓ In **Battambang** province in support of the up-coming bidding process the CLFT organized and facilitated a Forum for the Promotion of CLF/IG and CLF/CFi Projects for Commune Councils and NGO Service Providers. This forum offered both the CC and potential NGO Service Providers an opportunity to learn about and discuss technically cleared CLF/IG and CLF/CFi project proposals. Service Providers who have been working in the TSSL target communes or in similar rural settings with good results were invited to the forum and encouraged to engage in the bidding process with the TSSL target communes.

44. A National level planning workshop was held in Phnom Penh on 11th and 12th December to review all CLF implementation progress for 2008 and develop the 2009 work plan. Participants included representatives from all five CLFTs two CFs from each province, TA team representatives and the MOI working group. Following the Opening Address by H.E. Leng Vy, Project Director, the workshop began with presentations by each CLFT Chief on the implementation of the 2008 Work Plan. This was followed by a short presentation on CLF allocation for 2009. Small working group discussions were also facilitated on (i) CLF Guidelines; (ii) capacity building needs for TSSL staff; (iii) management and operations Issues; and (iv) key activities for 2009. Following the presentations from the small working groups the activity plan indicators were presented and discussed. Each CLFT was tasked with organizing and facilitating provincial planning workshops to familiarize the full team with the draft work plan, to identify Means of Verification for each indicator and to set quarterly targets for each activity in cooperation with Commune Councils.

45. During the quarter the CLFTs have provided regular monthly updates, based upon information received from the CCs, on the current utilization of the CLF. The CLFT/CDSs have also provided monthly updates on the current status of all CLF projects. However, the CCs, CFs and CLFT do have poor reporting mechanisms and this is resulting in difficulty in achieving TA coordination. Arrangements have now been made for the recruitment of a GIS/Database Management Specialist who will provide technical support for the establishment of a formal CLFT database of CLF projects in each province. The guidelines for CLF project evaluation have not yet been finalized and these will need to be incorporated into the CLF guidelines for use by the CCs and POG members.

46. The production of the Project Monthly Progress Reports has been achieved in each province by the Key CDS and RLS based upon the information provided by the CDSs. The Monthly Progress Reports are consolidated into the Quarterly Progress Reports by the TA Team Leader. There remains a need to promote greater participation of the CLFT members in the Project progress reporting procedures.

47. The NIRAS Country Representative conducted a tour of the five provinces to meet with project staff and discuss the current status of implementation and issues and constraints in preparation for the MTR Mission.

48. TSSLP staff joined the three-day field visit and final conference for the Tonle Sap Environmental Project (TSEMP). The field visits were to TSEMP supported livelihood ventures - Ecotourism ventures in both Banteay Meanchey and Battambang and a Naim Processing project also in Battambang. Visits to project sites in Siem Reap were cancelled due to time constraints.

49. The candidates for the two replacement CDS positions in Pursat and Kampong Thom were both deployed in November.

C.2 OUTPUT 2: CORE AREAS ARE STRENGTHENED

50. There remain a number of issues relating to this output which were raised during the previous mission in May 2008. These issues were (i) the current proposed scope does not extend into providing adequate resettlement considerations (most specifically the livelihood plans and budget requirements) for the affected persons in accordance with the ADB's policy on Involuntary Resettlement (1965); and (ii) there was a need to re-examine the proposed scope of work by WorldFish considering that similar work has been done under the component 3 of TSEMP to improve Core Area management. The three Core Area Management plans have been prepared and it is important to assess the added value of the WorldFish proposal in its present form, including the options for seeking different types of inputs. Further discussions were held with ADB and it was decided to obtain information on the additional work which is now being done in the Prek Toal Core Area (including Fishing Lot. No. 2) financed by DfID and implemented through the Wildlife Conservation Society (WCS). A final decision will be taken on the future of direction of this output during the Mid Term Review which is scheduled for March 2009.

C.3 OUTPUT 3: SKILLS AND AWARENESS FOR SUSTAINABLE LIVELIHOODS ARE BUILT

C.3.1 Output 3A: Improve Coordination for Community-driven Development

51. The main activity during October was the visit by a delegation of PSC members, headed by representatives from CARD to Pursat and Battambang from 21st to 24th October. The objective of the visit was to discuss problems and issues encountered by the Project and to understand the Project implementation approach. The visit concluded with a Round Table Meeting in Battambang to discuss the issues identified during the trip. A report on the field tour was prepared by CARD

52. This month the process of Institutional reform has been taken a step further with the first formal meeting among all CARD staff and leaders chaired and presided over by H.E. Dr. Yim Chhayly, Deputy-Prime Minister and Chairman of CARD. During the meeting there was a review of the work achieved over the last 10 years and the future direction of CARD by discussion on the restructuring and strategic development plan of CARD. H.E. Deputy-Prime Minister had provided some recommendations focusing on the identification of role, duties, and leading structure of the departments and secretariat of the CARD. He also advised that CARD should develop a strategic plan for both the short and long term within six months in order to share with line ministries, development partners, civil society and private sector and get them involved in the process for increasing further cooperation with all stakeholders. After the meeting, CARD organized several formal and informal meeting with line departments at the executive level to have further discussion on the draft of the ToRs of the each department and the strategy of CARD. As a result the roles and responsibilities of the Chairman, Vice Chairmen, Secretary General, Deputy Secretary General were defined and the roles and responsibilities of each department will be the subject of further discussion in the future.

53. Besides the internal discussion, CARD has also had field consultations with a number of the heads of the Technical Working Groups (TWGs) related to agricultural and rural development in order to identify issues and challenges, recommendations and the real needs for better coordination and development in the field of agriculture and rural development. The formulation of the CARD strategic plan reflected on the fact finding from the TWGs and was

circulated to all CARD member for feedback and further discussion during the meeting on 18 December 2008.

54. A delegation of Project Steering Committee (PSC), headed by the Council for Agriculture and Rural Development (CARD), from Phnom Penh visited **Pursat** and **Battambang** from 22nd/24th October 2008. The objective of the visit was to find out the problems and issues encountered by the project team, CCs and project beneficiaries and to understand the progress made in project implementation. In each province the Deputy Governor welcomed the PSC delegation and hosted an introductory meeting for PSC and the local Commune Livelihood Facilitation Team (CLFT) and Technical Advisors. The CLFT, with the assistance of the TA team, prepared a Power Point presentation on the project status and prepared a briefing document with key statistics of the project. The PSC delegation visited Sham Preah and Boeung Batkanaol communes in **Pursat** province, and Prey Chas commune in **Battambang** province with the aim of monitoring project field implementation of Social Infrastructure projects and plans for CLF/IG and CLF/CFi projects.

C.3.2 Output 3B: Enhance the Skills Base for Community Driven Development

55. Capacity building support to the CCs is now being provided through the JFPR Grant (CAM 9114), which has the objective of conducting relevant training and display activities in the 37 target communes. Activities to date under the JFPR grant have focussed on the conduct of TNAs in all communes and in the formulation of plans for the conduct of HBP exercises as already noted. There remain concerns about the timing for the JFPR activities as there is an immediate need for training identified through the TNAs already conducted by TSSLP consultants for effective implementation project. Improved linkages with CBNRM-LI will be necessary in order to ensure that there is adequate coordination of the activities.

56. With the support of the Training Specialists of the TA Team the results of the TNAs which were conducted for CLFT members, CDSs and CFs have been analysed and a detailed capacity building training plan has been developed. Some of the priority areas which have been identified for immediate attention include (i) English Language Training; (ii) Computer Skills Training; (iii) procedures for environmental analysis particularly for CLF/IG projects; (iv) financial management skills for CFis; and (v) revised CLF guidelines. All of these trainings are now scheduled to commence during the 1st quarter of 2009.

C.3.3 Output 3c: Education for Protection of Natural Resources

Activity 1: Inception

57. The identification and bringing forward of the achievements and knowledge from previous projects has continued with reflection on past activities for Rapid Assessment of perceptions (RAP) and this has been supplemented by the identification of target communities for RAP data collection. The on-going consultations with government and partners for the identification of focus areas for education resources have included meetings with the Ministry of Environment (MoE) on their involvement in RAP data processing and the Mobile Training Teams. The schedule for RAP has also been further developed and updated. There have also been continuing discussions with MoI for the proposed Request for Contract Variation.

Activity 2: Develop Resources for Natural Resource and Management

58. The task of researching and gathering existing information on natural resources, both locally and internationally, continues with the collection and documentation of relevant resources, discussion of potential partnership with EWB on best practices and the potential recruitment of an IT specialist to assist with database management. The support for the Tonle Sap Conservation Project (TSCP) with the development of visitor and eco-tourism brochures for the five PAM/CAM centres has commenced with some preliminary discussions with TSCP taking place during the quarter. The conduct of the RAP has commenced with initial participation in HBP training activities in Siem Reap, followed by the conduct of RAP in nine selected communes across the five provinces. The report on these Rap activities is

under preparation. There have also been preliminary discussions with MoE regarding the development of documentaries on TSSL initiatives around the Tonle Sap and initial considerations on the identification of a contractor to strengthen the capacity of the MoE video team.

Activity 3: Strengthen Capacity for Natural Resource Management

59. The selection of the Mobile Training Team (MTT) has been finalised after discussions with the MoE which covered the drafting of the selection criteria for the team and their ToR which gained approval of Mol following upon which letters were sent and meeting held with the relevant provincial departments, namely Department of Environment (DoE), Provincial Fisheries Administration Cantonment (FiA), Department of Rural Development (DRD), Department of Women's Affairs (DWA) for the MTT selection process. As a preliminary step in the training of the MTTs discussions have taken place with MoE and the TSSLP Environment Expert on training content and materials. It is intended that the MTTs will evaluate, adapt and expand the NEEAC Community Flipchart Approach (CFA) and during the quarter there was an evaluation of the previous utilisation of the CFA in five commune in Kampong Chhnang, Pursat and Battambang. Graphic design training has involved the international Graphic Designer assisting with schools activities and drafting a schedule for the Graphic design Training as well as the preparation of evaluation indicators.

Activity 4: Support the Integration of Tonle Sap Information into Schools

60. The strengthening of the NEFAC curriculum approach and links with TSCP-EAEO curriculum to increase integration of Tonle Sap information in the curriculum is being achieved through following-up the agreements with the Department of Pedagogy (DoP) on the integration of Tonle Sap information into school textbooks. The review and redevelopment of 'practical tools for schools' tool kits with at least five new sets of teaching materials related to the curriculum is underway with design plan developed, weather and water and waste modules revised and commented on by MoE and the draft Energy and Biodiversity sections drafted and sent to MoE and TSCP for comment. The exposure of Government staff to relevant curriculum links on environment and fisheries has commenced with meetings with textbook writers as well as discussions with the MoE team on a training plan for teachers.

61. Other activities during the quarter have included MoE and Live & Learn cooperation to produce a 2009 Calendar focused on Tonle Sap key messages and distributed to jey stakeholders.

D. ISSUES AND RECOMMENDATIONS

Issues	Recommendations
1. POG Formation and Management	
More clarity is needed for the selection of POG members for CLF/IG projects. TSSL needs to set criteria and select a definite target group to avoid the absolute selection of extreme and ultra poor households regardless of project type.	Project must consider that CLF/IG projects are not always suitable for the poorest households - particularly those projects which require beneficiaries to have access to assets to ensure project success and sustainability. Also, it should be considered that the middle poor (group 2) are usually the central indicator of a communities well-being and to ignore their livelihood requirements will not bring favorable results at the village/commune level.
2. CLF Procedures	
Delays in payments from CC to contractors. In several communes funds were not available at bank accounts for scheduled payments to contractors and service providers. CC's are in need of further fund transfers for payment of contractors; advances to Service Providers and transfers to CFOs. Lack of disbursement is also creating rumors at Commune level within CFOs and POGs that the CCs have funds but are not using them.	MOI should ensure proper and timely budget transfer to CC accounts. Proper budget forecasting needs to be established, and capacities built to allow for smooth and timely transfer of CLF funds from MOI to CC. Fifth transfer should be made as soon as possible. At all costs, it must be made very clear with CFOs, POGs and all project beneficiaries that the slow disbursement is not the fault of Commune Councils but rather due to procedures outside their control.
No formal Technical Clearance procedures followed and Verbal notification only provided to some CC	On submission of project designs to CLFT, dates for Review Meetings should be set with participation from full CLFT and TA representation. CC must receive the formal written notice of Technical Clearance.
CF, CC and CLFT have poor reporting mechanisms which results in difficulty for TA coordination.	Although previously scheduled, training must be provided to CF for report writing and CDS must work closer with CF and CC to develop monthly reports and facilitate monthly CLF updates during CC monthly meetings.
Monitoring of contract implementation is poor. There is no clear monitoring or reporting procedures.	Clear procedures for CFs, CLFT members and CDSs to monitor the Service Providers and CLF/IG implementation. Report Formats for Service Providers need to be drafted and approved.
3. CLF/SI Projects	
Low quality of SI project implementation. The Technical Supervisors who was hired and assigned by the CC chief for monitoring CLF/SI contract implementation did not properly perform their responsibilities., e.g. he did not take action when contractor did not follow the technical specifications as set out in the project documents.	The project should assist in the establishment of the Technical Supervisor contract supervision procedures to ensure the Technical Supervisor properly performs his duty in achieving at least the minimum standard quality of the project implementation.
Miscommunication on the identification and selection of CLF projects for preparation and design, e.g., some communes identified and selected the CLF/SI projects engaging a Technical Supervisor for preparation and design, but the assigned CDS/CLFT of these communes was not aware of this and, thus, could not inform the RIE.	The CLFT/CDS should share information with the CCs to assure that all the information related to CLF projects is also shared within CLFT and the project support team.
Following monitoring home-visits a number of the very poor households who had received water filters in Phatsanday commune had been found to have sold their filters.	A full study of all households should be conducted and households interviewed to understand why they were firstly included in the project and secondly why they chose to sell their filters.
Following Laterite Road construction in Chamnar Krom commune in Kampong Thom province palm trees were felled and to date remain in the rice fields.	The contractor should be informed of the situation and the trees removed before the final 10 percent payment is made.

Issues	Recommendations
4. CLF/IG and CLF/CFi Projects	
CLF/IG and CLF/CFi project proposals still focus very much on hardware acquisition. Complementary project packages for POG organizational strengthening and capacity building of project beneficiaries are needed.	Review of current project designs and develop proposals to address improved organizational strengthening and capacity building.
Poor quality CLF/IG project designs remain a key issue for all Communes. The capacity amongst CCs, CFs and CLFT members to design innovative, relevant and sustainable designs are limited and an inappropriate role for local government. Process is also extremely time-consuming for CC and CLFT.	Review options to recruit technically experienced service providers to design relevant and sustainable project proposals in a timely and easy approach to enhance CC's ability and willingness to administer the CLF in an appropriate manner.
More clarity is needed for the selection POG members for IG projects. At present there are insufficient criteria for selection of members and a focus on the selection of only extreme and ultra poor households regardless of project type.	Project must consider that CLF/IG projects are not always suitable for the poorest households – particularly those projects which require beneficiaries to have access to assets to ensure project success and sustainability. Also, it should be considered that the middle poor (group 2) are usually the central indicator of a communities well-being and to ignore their livelihood requirements will not bring favorable results at the village/commune level.
CLF/IG and CLF/CFi proposals still focus very much on hardware acquisition. Complementary project packages for POG organizational strengthening and capacity building of project beneficiaries are needed.	Review of current project designs and development of proposals to address improved organizational strengthening and capacity building.
POG management structure and composition in Chhnok Tru and Trapeang Chan communes (in Kampong Chhnang province) are not clear, especially for CLF/IG project.	Assess POG and project design documents to restructure POG for transparent and sustainable operation in the future.
A number of CLF/CFi project designs in Kampong Chhnang submitted are of very low quality.	There is a need for further improvement all of these proposals alongside further efforts to enhance capacity building for proposal development.
A number of CFi project designs submitted in October were of very low quality.	Review and improve all 10 CLF/CFi project designs and further efforts made in capacity building for proposal development.
5. Commune Councils	
Commune Clerks require more support to complete administrative work and preparing documentation	CLFT accountant requests that CF support clerks more closely for example ensuring that participant lists are attached with payment vouchers
CC need more support for monthly CLF planning and reporting, administrative works and the preparation of documentation.	CF, CLFT and CDS should always attend the CC monthly meetings and ensure CLF updating and planning are incorporated into the schedule. Meeting facilitation skills should be transferred to CCs. CLFT Accountant requires that CFs should support the CC Clerks more closely for example ensuring that participant's lists are attached with the payment vouchers.
A need has been identified (in Kampong Thom) within the CLFT and CFs to improve facilitation skills since CCs have complained that team members give orders rather than facilitate.	Facilitation skills training should be provided as training in itself rather than just being one feature of the HBP training.
There seems to be some confusion on what the CC Administrative component should be used for and any discussion of this issue has generally focussed on why the CC have not provided snacks to the CLFT/CDS/CF during meetings.	A clear set of guidelines for the use of the 10 percent Administrative Fund should be shared and explained to all of the CCs. Project Team have under no circumstances expect the CCs to provide them with snacks during their work related meetings. This is solely to the discretion of the CCs.

Issues	Recommendations
Some CCs have again raised the need to provide credit projects.	Quality Service Provider proposals should be sought for any credit/CHG project. CLF should not be administered and managed as a credit project. The CLF provides grants to the POGs and they are under no obligation to return these moneys to the CCs.
Some CCs have requested that the project team inform them at least three days in advance prior to a meeting so that there is sufficient time to schedule and organise.	Too much emphasis lies on meetings with the CCs. CLFT/CDS/CF have an obligation to work in the communes and village level without expecting to always be provided with snacks by the CC. Improved planning and coordination is needed, allowing the CC to approve field visits on a monthly basis.
6. CLFT/CDS Coordination	
For several months CLFT members and CF have not been paid salaries, fuel allowance and per diems. CLFT members' working morale is low and their participation in project implementation is less than 100 percent. Their morale is very low.	Assess procedures of salary and per-diem payments and resolve issues to allow for orderly and timely payments.
CF, CC and CLFT have poor reporting mechanisms which results in difficulty for TA coordination.	Although previously scheduled, training must be provided to CF for report writing and CDS must work closer with CF and CC to develop monthly reports and facilitate monthly CLF updates during CC monthly meetings.

TONLE SAP SUSTAINABLE LIVELIHOOD PROJECT
DESIGN AND MONITORING FRAMEWORK

Design Summary	Performance Targets/Indicators	Data Sources/Reporting Mechanisms	Assumptions and Risks
IMPACT Livelihoods Improved	Poverty reduced (compared with baseline survey) ¹⁰ Biodiversity conserved (compared with baseline survey) ¹¹	Government's annual income and poverty surveys Project performance monitoring surveys and project performance audit report	Assumption: The RCG sustains the decentralisation and deconcentration process Risks: The cumulative impact of built structures in the Mekong River basin could disrupt the Tonle Sap basin ecosystem
OUTCOME Access to assets increased in the five provinces that adjoin the Tonle Sap	Community-driven development supported, based on the eligibility criteria specified by the end of Year 4 Core areas safeguarded by the end of Year 4 Skills and awareness for sustainable livelihoods built by the end of Year 4	Design and monitoring framework Project Completion Report Socio-economic indicators in the five provinces	Assumptions: Commune councils function increasingly efficiently, especially with regard to the management and protection of natural resources ¹² RCG maintains its commitment to biosphere reserve zoning principles Risks: The removal of the fishing lots precipitates uncontrolled exploitation in the core areas Corrupt practices divert funds from the CLF
OUTPUTS 1. Community-driven development is supported 2. Core Areas are safeguarded	A community livelihood fund is established by the middle of Year 1 Livelihood investment packages are designed and implemented from the end of Year 1 An information base on Core Areas is established by the end of Year 1 A management system for the Core Areas is instituted by the middle of Year 2 An improved network of fish sanctuaries is instituted by the end of Year 2	Design and Monitoring Framework Grant Review Missions Semi-annual Progress Reports Quarterly Progress Reports Audit Reports Commune Accounts Number of proposals successfully implemented in each category Number of proposals successfully	Assumptions: The proposals put forward to the commune councils reflect community desires Removal of the fishing lots from the Core Areas and the new management system provides sufficient safeguards for the Core Areas Staff of national, provincial, district and commune institutions and villages are receptive to the training and messages imparted

¹⁰ The survey will make use of information from ADB (2003) *Technical Assistance to the Kingdom of Cambodia for the Participatory Poverty Assessment in the Tonle Sap*, Manila

¹¹ The survey will make use of information from Component 3 of the ADB (2002) *Report and Recommendations of the President to the Board of Directors on a Proposed Loan to the Kingdom of Cambodia for the Tonle Sap Environmental Management Project (TESMP)*, Manila

¹² This is the one area of commune council performance that both citizens and councillors deem least satisfactory. See the Asia Foundation (2005). *Commune Councils in Cambodia: A National Survey on their functions and performance, with a special focus on Conflict Resolution*. Phnom Penh

TONLE SAP SUSTAINABLE LIVELIHOOD PROJECT
DESIGN AND MONITORING FRAMEWORK

Design Summary	Performance Targets/Indicators	Data Sources/Reporting Mechanisms	Assumptions and Risks						
<p>OUTPUTS (cont.)</p> <p>3. Skills and awareness for sustainable livelihoods are built</p>	<p>Coordination for community-driven development is improved from the middle of Year 1</p> <p>The skills base for community-development is enhanced from the middle of year 1</p> <p>Education for protection of natural resources is delivered from mid-year 2</p>	<p>implemented in each category</p> <p>Number of proposals successfully implemented</p> <p>Number of proposals put forward to the commune councils each year</p> <p>Village prioritization exercises</p> <p>Removal of the fishing lots from the core areas</p> <p>Gender Action Plan</p> <p>End-of-assignment reports</p> <p>Monthly Progress Reports</p> <p>Training Reports</p> <p>Training and Awareness building materials developed</p>	<p>Risks:</p> <p>Access to the CLF is dominated by better-off interest groups</p> <p>The new management system is not sustained</p> <p>Target groups cannot spare the time to attend training courses</p>						
<p>Activities with Milestones (for details of the activities and their milestones, see the indicative activities schedule and the terms of reference for consultants).</p> <p>1. Community-driven development is supported:</p> <p>1.1 Establish a CLF by the middle of Year 1.</p> <p>1.1.1 Establish a CLFT in each province</p> <p>1.1.2 Prepare the Inception report for livelihood support</p> <p>1.2 Design and implement livelihood investment packages from the end of Year 1.</p> <p>1.2.1 Create village activity and special interest groups</p> <p>1.2.2 Select activities for funding under the CLF (1st cycle)</p> <p>1.2.3 Select activities for funding under the CLF (2nd and later planning cycles)</p> <p>1.2.4 Prepare detailed implementation arrangements (1st and later planning cycles)</p> <p>1.2.5 Implement investment packages (1st and later planning cycles)</p> <p>2. Core Areas are safeguarded</p> <p>2.1 Establish an information base on Core Areas by the end of Year 1</p> <p>2.2.1 Review and describe the operation of fishing lots in the core areas</p> <p>2.2.2 Establish a biological and socio-economic database</p> <p>2.2.3 Build the capacity of the TSBR Secretariat to manage the database</p> <p>2.2 Institute a management system for the Core Areas by the middle of Year 2</p> <p>2.2.1 Develop, conclude and implement a management and protection agreement for the Core Areas</p> <p>2.2.2 Plan and propose a new management system for the Core Areas</p>			<p>Inputs</p> <p style="text-align: right;">(\$ million)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">▪ ADB</td> <td style="width: 50%; text-align: right;">15.0</td> </tr> <tr> <td>▪ RCG</td> <td style="text-align: right;">4.7</td> </tr> <tr> <td>▪ Co-financing</td> <td style="text-align: right;">0.6</td> </tr> </table>	▪ ADB	15.0	▪ RCG	4.7	▪ Co-financing	0.6
▪ ADB	15.0								
▪ RCG	4.7								
▪ Co-financing	0.6								

**TONLE SAP SUSTAINABLE LIVELIHOOD PROJECT
DESIGN AND MONITORING FRAMEWORK**

Design Summary	Performance Targets/Indicators	Data Sources/Reporting Mechanisms	Assumptions and Risks
<p>2.2.3 Identify mechanisms to ensure compliance</p> <p>2.2.4 Propose the incorporation of additional Core Areas identified under Component 3 of the TSEMP</p> <p>2.3 Institute an improved network of fish sanctuaries by the end of Year 2</p> <p>2.3.1 Assess the operation of existing fish sanctuaries</p> <p>2.3.2 Determine the optimum number, location and size of fish sanctuaries</p> <p>2.3.3 Formulate recommendations for improved management of fish sanctuaries</p> <p>3. Skills and awareness for sustainable livelihoods are built</p> <p>3.1 Improve coordination for community-driven development from the middle of Year 1</p> <p>3.1.1 Recommend institutional arrangements to strengthen the CARD</p> <p>3.1.2 Formulate a work plan and operating guidelines for CARD</p> <p>3.1.3 Build the capacity of CARD to carry out its functions</p> <p>3.2 Enhance the skills base for community-driven development from the middle of Year 1</p> <p>3.2.1 Raise the awareness of agencies at the national, provincial, district and commune levels</p> <p>3.2.2 Train provincial, commune and village staff in project implementation</p> <p>3.2.3 Train commune facilitators in participatory project implementation</p> <p>3.3 Educate for protection of natural resources from Year 2</p> <p>3.3.1 Assemble educational materials on natural resources management</p> <p>3.3.2 Hold environmental awareness forums</p> <p>3.3.3 Prioritize villages on the basis of their potential impact on resource extraction</p> <p>3.3.4 Assemble, train and equip a mobile training team</p> <p>3.3.5 Deliver the environmental awareness program</p> <p>3.3.6 Conduct monitoring and evaluation</p>			

TSSL - Tonle Sap Sustainable Livelihoods Project
Grants N° 0034/0035-CAM

PMR 1: Project Monitoring Report: Uses of Funds By Category for the Quarter Ending

31st December 2008

(Note: Q = Quarter, YTD = Year to date, CTD = Cumulative to date)

(Quarterly Report. In USD)

Category	Approved Budget	Unliquidated Obligations	Actual Expenditures			Budget Balance
			4Q 2008	YTD 4Q 2008	CTD 4Q 2008	
	(1)	(2)	(3)	(4)	(5)	(6)=(1)-(2)-(5)
Component 1: Support Community-Driven Dev.						
I- INVESTMENT COSTS						
A. Civil Works	198,000	0	3,928	43,049	78,564	119,436
B. Livelihood Grants	11,881,000	3,638,198	1,110,000	2,054,802	2,054,802	6,188,000
C. Vehicles	321,000	-	-	22,900	241,720	79,280
D. Equipment & Furniture	93,000	(415)	3,019	77,679	79,866	13,549
E. Consulting Services Contract	3,410,000	2,658,513	375,591	806,623	1,023,421	(271,934)
F. Workshop & Training	121,000	-	2,186	38,240	65,196	55,804
Sub Total (I): Investment Costs	16,024,000	6,296,297	1,494,725	3,043,294	3,543,570	6,184,134
II. RECURRENT COSTS						
A. Invironmental Oversight	139,000	-	-	-	-	139,000
B. Project Administration/ Operating Costs	1,370,000	-	57,943	162,892	246,501	1,123,499
C. Operations and Maintenance	646,000	-	16,664	57,421	57,894	588,106
Sub Total (II): Recurrent Costs	2,155,000	-	74,606	220,312	304,394	1,850,606
TOTAL COMPONENT 1	18,179,000	6,296,297	1,569,331	3,263,606	3,847,964	8,034,739
Component 2: Safeguard Core Areas						
I- INVESTMENT COSTS						
A. Study inputs						
A.1. Interanational Consultant	482,000	-	-	-	-	482,000
A.2. Domestic Consultants	118,000	-	-	-	-	118,000
A.3. Travel	5,000	-	-	-	-	5,000
A.4. Logistics (Incl. Communication, Office Eqpt, Dualcab Vehicles, Boat, Field Survey Eqpt, Field Operations, Workshop & Meeting)	115,000	-	-	-	18,200	96,800
Sub Total (I): Investment Costs	720,000	-	-	-	18,200	701,800
II. RECURRENT COSTS						
A. TSBR/ MoE Office Costs	26,000	-	853	2,203	2,203	23,797
B. National Project Director and Staff	64,000	-	-	-	-	64,000
Sub Total (II): Recurrent Costs	90,000	-	853	2,203	2,203	87,797
TOTAL COMPONENT 2	810,000	-	853	2,203	20,403	789,597
Component 3. Build Skills and Awareness for Sustainable L.						
I- INVESTMENT COSTS						
A. Strengthening of CARD (a)	306,000	-	24,901	61,040	93,947	212,053
B. Training for Community-Driven Development	539,000	-	24,268	24,268	24,268	514,732
C. Educate for Protection of National Resources (b)	472,000	-	100,000	100,000	118,200	353,800
Sub Total (I): Investment Costs	1,317,000	-	149,169	185,308	236,415	1,080,585
II. RECURRENT COSTS						
A. Project Management	22,000	-	-	-	-	22,000
B. CARD Office Costs	10,000	-	583	583	1,577	8,423
Assigned Ministry Staff-CARD (c)	-	-	3,390	19,867	39,199	(39,199)
Sub Total (II): Recurrent Costs	32,000	-	3,973	20,450	40,776	-
TOTAL COMPONENT 3	1,349,000	-	153,142	205,758	277,191	1,071,809
GRANT TOTAL	20,338,000	-	1,723,326	3,471,567	4,145,558	9,896,146

(a) = Inclusive one unit of Pick up truck for CARD= USD18,200)

(b) = Inclusive one unit of Pick up truck for MoE/ LLE= USD18,200)

(c) = Using RGC's fund to cover the expenditures. Mutual agreement between the MEF & Mol)

TONLE SAP SUSTAINABLE LIVELIHOODS PROJECT
Financial Status Report - 4th Quarter 2008
Planned and Actual Allocations, Contract Awards and Disbursements by Commune

Province/ Commune	Total Planned Allocation (2008/09)	Cumulative Transfers		Cumulative to date	Disbursements				% Total Fund Utilisation			
		Total Amount	% of Planned Total Allocation		Oct-08	Nov-08	Dec-08	Cumulative Total	Cumulative to date	4th Qtr	Cumulative Total	
Kompong Chhnang												
Chhnok Tru	175,960	94,672	53.8%	43,910	25,913	153	15,833	85,809	25.0%	261.9%	48.8%	
Trapeang Chan	182,475	77,516	42.5%	30,486	8,586	1,571	25,334	65,977	16.7%	139.2%	36.2%	
Pralay Meas	181,564	96,668	53.2%	24,274	9,946	170	253	34,642	13.4%	42.3%	19.1%	
Sub-total	540,000	268,856	49.8%	98,670	44,445	1,894	41,420	186,428	18.3%	133.0%	34.5%	
Pursat												
Boeng Bat Kandaol	440,393	104,907	23.8%	41,065	25,744	229	43,723	110,761	9.3%	152.5%	25.2%	
Me Tuek	490,151	88,829	18.1%	25,345	901	20	48,185	74,452	5.2%	148.8%	15.2%	
Ou Ta Paong	530,277	41,144	7.8%	33,568	1,961	222	186	35,937	6.3%	-	6.8%	
Snam Preah	540,439	142,479	26.4%	56,094	27,601	407	56,992	141,094	10.4%	146.6%	26.1%	
Kanhchor	413,506	51,790	12.5%	35,260	1,438	199	354	37,252	8.5%	-	9.0%	
Reang Til	360,922	32,119	8.9%	1,941	41	5	204	2,190	0.5%	1.9%	0.6%	
Srae Sdok	443,490	108,770	24.5%	46,156	25,387	137	37,897	109,576	10.4%	169.6%	24.7%	
Ansa Chambak	371,999	38,603	10.4%	24,687	5,887	28	4,031	34,632	6.6%	142.1%	9.3%	
Kompong Luong	394,826	20,806	5.3%	18,211	180	0	0	18,390	4.6%	-	4.7%	
Kompong Pou	368,331	30,410	8.3%	1,290	36	32	576	1,934	0.4%	5.9%	0.5%	
Kbal Trach	397,093	34,925	8.8%	3,327	494	1,300	153	5,274	0.8%	13.9%	1.3%	
Ou Sandan	343,808	57,617	16.8%	32,792	13,139	1,888	9,364	57,183	9.5%	256.7%	16.6%	
Sna Ansa	345,765	48,521	14.0%	29,415	3,608	154	5,145	38,323	8.5%	141.4%	11.1%	
Sub-total	5,441,000	800,921	14.7%	349,152	106,416	4,620	206,809	666,996	6.4%	173.1%	12.3%	
Battambang												
Kaoh Chiveang	193,558	88,500	45.7%	35,372	11,742	49	14,643	61,805	18.3%	100.5%	31.9%	
Preaek Luong	186,987	82,954	44.4%	31,750	6,368	6,885	11,387	56,390	17.0%	90.9%	30.2%	
Preaek Norint	216,183	107,092	49.5%	45,934	788	490	498	47,710	21.2%	7.5%	22.1%	
Prey Chas	152,862	69,555	45.5%	28,018	9,983	0	13,323	51,324	18.3%	108.4%	33.6%	
Kompong Preah	184,503	88,123	47.8%	38,101	695	210	6,676	45,683	20.7%	41.2%	24.8%	
Kompong Preang	186,926	81,950	43.8%	31,700	9,676	4,313	15,998	61,686	17.0%	124.4%	33.0%	
Roka	179,302	77,549	43.3%	32,186	10,329	123	4,229	46,867	18.0%	73.0%	26.1%	
Ta Pon	214,679	105,113	49.0%	44,903	1,068	140	n.a.	46,111	20.9%	5.1%	21.5%	
Sub-total	1,515,000	700,835	46.3%	287,963	50,650	12,209	66,754	417,576	19.0%	70.1%	27.6%	
Siem Reap												
Anlong Samnar	374,441	118,732	31.7%	54,090	25,075	551	15,234	94,950	14.4%	140.9%	25.4%	
Sambuor	294,050	103,495	35.2%	42,467	10,120	18,150	2,749	73,486	14.4%	110.8%	25.0%	
Kompong Phluk	243,893	44,852	18.4%	12,168	87	5,808	11,764	29,827	5.0%	441.5%	12.2%	
Kaev Poar	294,117	62,499	21.2%	24,109	4,362	5,510	23,427	57,408	8.2%	114.8%	19.5%	
Lvea	351,760	101,536	28.9%	39,499	67	146	11,822	51,534	11.2%	44.6%	14.7%	
Mukh Paen	283,301	71,929	25.4%	33,779	10,362	6,741	5,446	56,328	11.9%	132.6%	19.9%	
Pou Treay	232,827	28,269	12.1%	7,631	4,407	2,515	3,975	18,528	3.3%	68.1%	8.0%	
Chong Khnies	301,991	29,914	9.9%	15,272	7,805	5,585	10,000	38,662	5.1%	167.1%	12.8%	
Dan Run	379,436	125,995	33.2%	63,707	15,565	49	5,511	84,832	16.8%	264.1%	22.4%	
Kompong Khleang	374,183	41,718	11.1%	18,251	8,034	0	22,033	48,317	4.9%	136.7%	12.9%	
Sub-total	3,130,000	728,939	23.3%	310,972	85,885	45,055	111,960	553,872	9.9%	125.2%	17.7%	
Kompong Thom												
Phat Sanday	233,718	38,416	16.4%	14,045	3,213	363	472	18,093	6.0%	25.1%	7.7%	
Chamnar Kraom	317,189	146,715	46.3%	66,459	10,076	148	8,110	84,792	21.0%	61.1%	26.7%	
Peam Bang	209,093	74,918	35.8%	30,970	19,878	802	13,557	65,207	14.8%	143.3%	31.2%	
Sub-total	760,000	260,049	34.2%	111,474	33,166	1,312	22,139	168,091	14.7%	80.9%	22.1%	
OVERALL TOTAL	11,386,000	2,759,600	24.2%	1,158,230	320,561	65,091	449,082	1,992,964	10.2%	3.9%	17.5%	

CUMULATIVE SUMMARY OF PROJECT PHYSICAL PROGRESS (December 2008)
(Output 1: Community Driven Development is Supported)

Scheduled Activity	Status Report
1. ESTABLISHMENT OF COMMUNITY LIVELIHOOD FUNDS	
1.1 Establish CLFT in each province	
1.1/2/3/4/5/6: Establishment of provincial CFLT	All provinces: Provincial CLFTs were formed and office facilities established in each province during 1 st Quarter of 2008.
1.2 Prepare the Inception Report for Livelihood Support	
1.2.1/2: Preparation of Inception Report and Final CLF Guidelines	All provinces: Inception Report was submitted in March 2008 together with approved CLF Guidelines.
1.3: Provide Training on CLF Guidelines	
1.3.1/2: Design and provide training programs on CLF guidelines for all CLF and CDS	All provinces: Training on CLF guidelines has been completed in all provinces for all CLFT and CDS. Follow up refresher training is provided through OJT by CDS.
1.3.3/4/5: Commune Council and Commune Facilitator Training on CLF Guidelines	All provinces: First round of training for all CCs and CFs on CLF Guidelines has already been completed. Follow up training will be provided in 1 st quarter of 2009 based on revised CLF Guidelines.
1.3.6: On-the-job Training	<p>Kampong Chhnang: In Chhnok Tru 5 members of CC, 2 CLFT and 2 CF were coached on how to compile project proposal information. All CFs received further coaching on how to generate, collect and analyze data from CIP. CLF/IG project review meeting was held and CLF/IG (pig raising) project impact assessment framework developed to be implemented in all three pig raising projects in the three target communes. Training on HBP for CLFT members and CFs included OJT sessions in selected village to develop facilitation skills.</p> <p>Pursat: OTJ training provided for CLFT members and CFs in wealth ranking in Srea Sdok and Kanhchor communes. RLS and CDSs reviewed with the CLFT members the currently available CLF project proposals, identifying gaps and improving project proposals. Ongoing coaching and OJT was provided to CLFT members and CF as well as CCs and POG representatives. Field visit was made to Khmer noodle producers group in Phsar Andaet village, Ou Tapaong commune to reviewing and revise project proposal. Training on HBP for CLFT members and CFs included OJT sessions in selected village to develop facilitation skills.</p> <p>Battambang: Four CDSs, five CLFT members and one CF participated in pre-testing HBP data gathering with a cow raising POG of 36 families at Por Battambang village in Roka commune. OJT provided for preparations for bidding process and contracting formalities based on the CLF guidelines were reviewed with CCs and PMCs. Two CDSs and two CLFT members attended HBP training in Kampong Chhnang. Two CDSs and CFs assisted CCs and PPCs to prepare bidding meetings and contracting of service providers for project implementation. Training on HBP for CLFT members and CFs included OJT sessions in selected village to develop facilitation skills.</p> <p>Siem Reap: OJT continues to be provided to CCs, CFs, PMCs and POGs in project design [data gathering; filling information forms; Environmental analysis], and; tasks and responsibilities. Pilot field exercises were held for HBP for Master Trainers. OJT</p>

CUMULATIVE SUMMARY OF PROJECT PHYSICAL PROGRESS (December 2008)
(Output 1: Community Driven Development is Supported)

Scheduled Activity	Status Report
	<p>training was provided to CCs, CFs, PMCs and POGs in project selection for 2009 CLF and project design [data gathering; filling information forms; Environmental analysis]. Mentoring in project design continues with particular emphasis on CFI projects.</p> <p>Kampong Thom: OJT continues to be provided to CLFT members, CCs, CFs, PMCs and POGs in project design, with particular focus on environmental assessments for CLF/IG projects. In Phatsanday coaching was provided this month in CFI agreements to both CFI and CC. Coaching from Service Providers in project design for fish and chicken raising was provided in Chamnar Krom.</p>
1.3.7 Monitor, feedback and adjust CLF Guidelines according to lessons learned from CLF implementation and auditing of CLF use	<p>All provinces: This is an on-going activity. KCDSs all attended the CLF Working Group meeting to identify areas of the CLF guidelines which will need to be updated based on lessons learned over the last six months. There was an identified need for adjustments regarding CLF/IG contract implementation and CLF/CFi technical supervisor. CLFT, CDS and CF representatives had the opportunity to discuss and provide feedback on improving the CLF guidelines during the 2009 Planning Workshop held in MOI in December. The revised CLF Guidelines are expected to be drafted in by February 2009 and approved before the Mid-Term Review.</p>
2. FACILITATION OF 1ST AND LATER CYCLES OF CLF PROJECT FUNDING	
2.1: Facilitate Project Preparation and Design by CCs and POGs	
2.1.1: Review, prioritize and select projects from CIP	<p>Kampong Chhnang: In 2008 a total of 10 CLF/SI projects, 18 CLF/IG projects and seven CLF/CFi projects were identified from the CIPs. During this quarter additional projects were identified from CIP including a new CLF/IG Project in Chhnok Tru commune on fish processing for which information gathering started, Priority project titles for the DIW were also discussed with CCs. In Pralay Meas commune Pig Raising projects were selected for three villages whilst in Chhnok Tru commune the Credit project to support the women's group was changed to one involving Fish Processing and there are now three such projects under preparation. Also in Pralay Meas two projects supporting patrolling materials for the CFO in Koh Rusey and Tadok were selected. Selection of CLF projects from 2009 CIPs is still underway.</p> <p>Pursat: In 2008 a total of 38 CLF/SI projects, 115 CLF/IG projects and 27 CLF/CFi projects were identified. An initial selection of project titles from the 2009 CIP in all communes is still underway.</p> <p>Battambang: In 2008 a total of nine CLF/SI projects, 42 CLF/IG projects and 31 CLF/CFi projects were identified. The selection of project titles from the 2009 CIP has not yet commenced.</p> <p>Siem Reap: In 2008 a total of 24 CLF/SI projects, 86 CLF/IG projects and 48 CLF/CFi projects were identified. The selection of project titles from the 2009 CIP has not yet commenced.</p> <p>Kampong Thom: In 2008 a total of eight CLF/SI projects, 18 CLF/IG projects and 14 CLF/CFi projects were identified. The selection of project titles from the 2009 CIP has not yet commenced.</p>

CUMULATIVE SUMMARY OF PROJECT PHYSICAL PROGRESS (December 2008)
(Output 1: Community Driven Development is Supported)

Scheduled Activity	Status Report
2.1.2: Facilitate formation of PMCs and POGs	<p>Kampong Chhnang: All CLF projects under implementation have PMCs and POGs and the ongoing projects are jointly monitored by them. Insights gained and adjustments discussed are part of the ongoing Committee and Group formation process. In Chhnok Tru commune initial formation of PMCs and POGs for fish processing and, potentially, fish cage culture and flood forest reforestation groups is under way. In Pray Meas and Chhnok Tru communes the PMCs and POGs for Pig Raising and Fish Processing were formed</p> <p>Pursat: The formation of PMCs and POGs is ongoing in all communes as emerging project design, bidding, contracting, implementation and monitoring issues arise.</p> <p>Battambang: The formation of PMCs and POGs is ongoing in all communes as emerging project design, bidding, contracting, implementation and monitoring issues arise.</p> <p>Siem Reap: Complete for all 2008 CLF/SI and CLF/CFi projects. The POGs for CLF/IG projects are in the process of being formed. Many projects will form POGs with facilitation from Service Providers once contracts are signed and implementation has begun.</p> <p>Kampong Thom: All PMCs and POGs formed for CLF/IG and CLF/CFi projects. These are being formed for all projects before proposal are submitted for Technical Clearance.</p>
2.1.3: Provide guidance to CCs and POGs on Environment Impact Assessment and Land Acquisition	<p>Kampong Chhnang: All project designs completed include Environment Assessment, except for the CLF/CFi projects concerned with providing patrolling equipment for CFOs. This includes the new CLF/IG projects for Pig Raising and Fish Processing for which the Environment Assessment has been also completed.</p> <p>Pursat: All project staff have received further training from Environment Expert on Environmental Assessment of CLF/IG projects. The lessons learnt were applied with the CCs and POGs. The CLF/IG project designs were screened to identify gaps and adjust the proposals. Meetings took place in Kanchor and Srea Sdok communes to adjust environmental impact assessment forms. The national and international Environmental Specialists visited the project area reviewing the applied procedures for EIA and recommendations on how to simplify procedures were made. EIA checklists were provided to POGs and CCs and there were further discussions on their application for up-coming CLF projects from CIP 2009.</p> <p>Battambang: The Environment Expert critically checked EIA documents finding that formal symbols to indicate location of project's beneficiary members, as noted in the CLF guidelines, were not being used and this was corrected. The international Environment Specialist, also assisted by the national Environment Specialist reviewed the currently applied procedures regarding EIA and Land Acquisition together with the project team and recommendations for simplifying were made in respect of CLF/IG projects.</p> <p>Siem Reap: The majority of outstanding documentation for Environmental Assessments has been completed and most CLF/IG projects were technically cleared with one sample Environmental Assessment for those projects with similar designs from the same commune and same Service Provider. All 2008 selected CLF projects that require either Environmental Assessment or Land Acquisition procedures have completed this task.</p>

CUMULATIVE SUMMARY OF PROJECT PHYSICAL PROGRESS (December 2008)
(Output 1: Community Driven Development is Supported)

Scheduled Activity	Status Report
	<p>Kampong Thom: Environment Assessments were conducted for Cow Raising and Mushroom Growing CLF/IG projects in Chamnar Krom commune and Pig Raising CLF projects in Phatsanday. All submitted projects are inclusive of Environmental Assessments.</p>
2.1.4: Enable POGs and CCs to estimate project costs	<p>Kampong Chhnang: The project budget preparations were conducted by PMCs during the project design stage. In Pralay Meas commune there are three new CLF/IG projects but the PMC and POG have not yet estimated the project costs. In the case of the CLF/CFI projects for Koh Russey CFO, which supports patrolling equipment and materials, the POG is still being formed. In Chhnok Tru commune for the three new CLF/IG Fish Processing projects the PMC and POG have completed the cost estimates. In Trapeang Chan commune there are no new CLF projects and in Pralay Meas three projects on Pig Raising are under cost estimation the PMC and POG.</p> <p>Pursat: Cost estimates were reviewed for emerging project designs. This is an ongoing process.</p> <p>Battambang: In Kampong Preah commune, in the case of the two CLF/CFI Patrolling Projects for Andong Trach and Srakeo CFOs, the cost estimates for were completed.</p> <p>Siem Reap: Project cost estimates have been prepared by the CLFTs for all submitted CLF projects prior to the technical review by the project team. Cost estimates for the CFO Office in Kaey Por are still under preparation and expected in January.</p> <p>Kampong Thom: Cost estimates completed by the POGs and CCs for all submitted project designs</p>
2.1.5: Enable CC and POG to complete CLF project information form	<p>Kampong Chhnang: In general the CLF project information sheets are being prepared with the participation of the CCs and POGs with assistance from the CFs but technical support is also required from the CDS and CLFT to complete them.</p> <p>Pursat: This is an on-going process in all communes and includes responding to comments made by CLFT and TA staff on how to improve proposal design, in particular for CLF/IG projects.</p> <p>Battambang: In general the CLF project information sheets are being prepared with the participation of the CCs and POGs but technical support is also required from the CDS and CLFT to complete them.</p> <p>Siem Reap: In the case of all CLF/SI and CLF/CFI projects the preparation and designs were compiled by CC with technical assistance and support from CFs, CDSs and CLFT members. CLF/IG project designs are also being compiled by CCs with support from CLFT, CFs and CDSs. Of the CLF projects selected for 2008, two CLF/SI, six CLF/CFI and four CLF/IG projects are still completing design documentation.</p> <p>Kampong Thom: The Information and Technical forms for all CLF/IG and CLF/CFI projects have been completed by the CCs and POGs with support of the CFs and with technical assistance from the CDSs and CLFT members.</p>

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Scheduled Activity	Status Report
2.1.6: Review/verify the Project estimated costs and technical designs	<p>Kampong Chhnang: The designs and cost estimates for all 2008 CLF projects have been reviewed by the CLFT members and the CDSs and where necessary these have been returned to the CCs with recommendations for changes to design and/or changes to the cost estimates. Newly identified CLF projects are currently under review.</p> <p>Pursat: All CLF projects undergo a process of review of the technical designs and cost estimates which is completed by cooperation of the CLFT members and the CDS with the support of the RLS. Where necessary recommendations are made for revision of the design and the cost estimates and returned to the CCs for their consideration.</p> <p>Battambang: All CLF projects under undergo a process of review of the technical designs and cost estimates which is completed by cooperation of the CLFT members and the CDS with the support of the RLS. Where necessary recommendations are made for revision of the design and the cost estimates and returned to the CCs for their consideration. This process is currently on-going for 15 CLF/IG projects and 15 CLF/CFi projects.</p> <p>Siem Reap: All new CLF/CFi and CLF/IG projects undergo a TA review and joint CLFT / TA review prior to being finalized and submitted. Cost estimates and technical designs are reviewed by the relevant departments and the CLFT members. The designs for three Vocational Training projects for Tailoring are currently under review by the TA team.</p> <p>Kampong Thom: The CLFT members and CDSs have provided support to CC to develop, review and finalized cost estimates and technical designs for all CLF projects. Additional support was provided by FiA from Kampong Chhnang for a Fish Raising project in Chamnar Krom and from a local veterinarian for Chicken Raising project also in Chamnar Krom</p>
2.1.7: Support, if needed, CC approval of CLF Project	<p>Kampong Chhnang: Before submission of all CLF project proposals to the CLFT they are approved by the CC but where necessary further revisions may be needed after review by the CLFT members and the CDS.</p> <p>Pursat: All project proposals currently submitted for TC and which are being commented on were approved by CC. In specific cases CC will need to review again before re-submitting for TC. It is evident, that better targeted training and capacity building of CC and POG is needed in project proposal writing, design and preparation.</p> <p>Battambang: All project proposals currently submitted for TC and which are being commented on were approved by CC. In specific cases CC will need to review again before re-submitting for TC.</p> <p>Siem Reap: CLFT provide support to CCs in the preparation of all CLF project designs and these are all approved by the CCs prior to being submitted to the CLFT for Technical Clearance.</p> <p>Kampong Thom: CLFT provide support to CCs in the preparation of all CLF project designs and these are all approved by the CCs prior to being submitted to the CLFT for Technical Clearance.</p>

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Scheduled Activity	Status Report
2.1.8: CC submit CLF project documents to CLF for Technical Clearance	<p>Kampong Chhnang: After completing the technical designs and cost estimates of CLF projects the CCs have submitted to the CLFT for Technical Clearance. There are currently two 19 CLF/IG projects under review.</p> <p>Pursat: After completing the technical designs and cost estimates of CLF projects the CCs have submitted to the CLFT for Technical Clearance. Currently, there are 18 CLF/SI, 88 CLF/IG and eight CLF/CFi project proposals submitted to CLFT for review and awaiting Technical Clearance.</p> <p>Battambang: After completing the technical designs and cost estimates of CLF projects the CCs have submitted to the CLFT for Technical Clearance. Currently there are 28 CLF/IG projects and 46 CLF/CFi projects awaiting Technical Clearance.</p> <p>Siem Reap: After completing the technical designs and cost estimates of CLF projects the CCs have submitted to the CLFT for Technical Clearance. There are currently 15 CLF/CFi and four CLF/IG project designs awaiting Technical Clearance.</p> <p>Kampong Thom: After completing the technical designs and cost estimates of CLF projects the CCs have submitted to the CLFT for Technical Clearance. During the quarter 12 CLF/IG projects were submitted to Technical Clearance.</p>
2.2: Facilitate Technical Clearance for proposed CLF projects	
2.2.1: Receive CLF project documents from CCs	<p>Kampong Chhnang: Once CLF project documents are complete, and after incorporating comments and corrections from the first review by the CLFT, they are submitted to the CLFT for Technical Clearance. During the quarter an additional three CLF/IG project proposals on fish processing were received from the CCs.</p> <p>Pursat Once CLF project documents are complete, and after incorporating comments and corrections from the first review by the CLFT, they are submitted to the CLFT for Technical Clearance. During the quarter there were no reports of new project proposals received from the CCs.</p> <p>Battambang Once CLF project documents are complete, and after incorporating comments and corrections from the first review by the CLFT, they are submitted to the CLFT for Technical Clearance. During the quarter there were no reports of new project proposals received from the CCs. During the quarter a total of 42 CLF/IG and 28 CLF/CFi projects were received from the CCs.</p> <p>Siem Reap: Once CLF project documents are complete, and after incorporating comments and corrections from the first review by the CLFT, they are submitted to the CLFT for Technical Clearance. During the quarter there were no reports of new project proposals received from the CCs. During the quarter two new CLF/SI designs, four CLF/IG project designs and nine CLF/CFi designs were received from the CCS.</p> <p>Kampong Thom: Once CLF project documents are complete, and after incorporating comments and corrections from the first review by the CLFT, they are submitted to the CLFT for Technical Clearance. During the quarter there were no reports of new project proposals received from the CCs. During the quarter eight CLF/IG project designs were received from the CCs.</p>

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Scheduled Activity	Status Report
2.2.2: Conduct CLFT project proposal review meeting	<p>Kampong Chhnang: During the quarter there was no CLFT project review meeting conducted.</p> <p>Pursat: All project proposals submitted for Technical Clearance to CLFT are being reviewed and there were no project review meetings conducted during the quarter.</p> <p>Battambang: During the quarter the CLFT conducted project review meetings to consider In total 42 CLF/IG and 28 CLF/CFi project proposals.</p> <p>Siem Reap: There were no CLFT project review meetings during the quarter.</p> <p>Kampong Thom: The CLFT conducted project review meetings to consider one CLF/SI, four CLF/IG and 2 CLF/CFi project designs</p>
2.2.3: Coordinate with concerned technical line departments for technical clearance if necessary	<p>Kampong Chhnang: Discussions took place with the Provincial Department of Animal Production staff and BSDK for one CLF/IG Pig Raising project and in the case of the Latrine Construction project in Trapeang Chan the CC are cooperating with PDRD.</p> <p>Pursat: There is on-going coordination with a number of line departments during the review of CLF/IG project proposals.</p> <p>Battambang: CLF/CFi project proposals have been reviewed by the CLFT member from FiA before Technical Clearance is given</p> <p>Siem Reap: In the case of all CLF projects the proposals are being submitted to line departments for their review before fiving Technical Clearance.</p> <p>Kampong Thom: Discussions have been held all relevant line departments for reviewing the proposals for CLF projects before Technical Clearance is given.</p>
2.2.4: Verify if project land or environment study is required	<p>Kampong Chhnang: During the quarter the Environment Expert, together with the CLFT members and CDSs have reviewed the environmental assessment procedures and proposed adjustments to the team.</p> <p>Pursat: All CLF projects have completed Environment Analysis and this is attached to each project proposal document. A further input from the Environment Expert during the quarter has allowed CLFT members to revise the environmental analysis documentation. The School project in Kampong Luong was found to be missing Environmental Analysis documentation</p> <p>Battambang: All CLF projects have completed Environment Analysis and this is attached to each project proposal document.</p> <p>Siem Reap: All of the outstanding Environmental Assessments for CLF projects which were incomplete have now been filed with the project</p>

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Scheduled Activity	Status Report
	<p>proposal documents. Kampong Thom: All CLF projects have completed Environment Analysis and this is attached to each project proposal document.</p>
2.2.5: Sign off technical clearance form when cleared	<p>Kampong Chhnang: During the quarter there were no further Technical Clearances for CLF project proposals. Pursat: During the quarter 10 CLF/IG projects, all of which are Chicken-cum-Vegetable projects, were technically cleared from Snam Preah, Boeng Batkandaol and Reang Til communes were technically cleared. Also, three CLF/IG projects, one concrete bridge in Kampong Pou and two Earth Road Construction projects in Sna Ansa commune were technically cleared. Battambang: During the quarter Technical Clearance was given for a total of CLF/42 IG and 28 CLF/CFi projects. Siem Reap: During the quarter five CLF/SI projects, 78 CLF/IG projects and 15 CLF/CFi projects were given Technical Clearance. Kampong Thom: Technical clearance was given for one CLF/SI project in Peam Bang, 11 CLF/IG projects and two CLF/CFi projects.</p>
2.2.6: Send signed technical clearance to CCs	<p>Kampong Chhnang: Official notification of the Technical Clearance has been sent to the CC by the CLFT. Pursat: Official notification of the Technical Clearance has been sent to the CC by the CLFT. Battambang: Official notification of the Technical Clearance has been sent to the CC by the CLFT. Siem Reap: In most cases the CCs are being given only a verbal notification of the Technical Clearance by the CLFT. Kampong Thom: Official notification of the Technical Clearance has been sent to the CC by the CLFT.</p>
2.2.7: If objected, the Technical Officer provides appropriate recommendations to CCs	<p>Kampong Chhnang: Three CLF/IG project proposals for Fish Processing were objected and returned to the CC. Pursat: During the quarter there was on-going checking of CLF project proposals and the outcome of the review was not yet decided. Battambang: All CLF projects submitted for Technical Clearance were approved and now have Procurement Committees appointed to prepare the bidding formalities Siem Reap In the case of the two CLF/CFi project proposals for Motorcycle Procurement in Kaey Por and Lvea communes these did not receive Technical Clearance and were returned to CFOs/CC's. Kampong Thom:</p>

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	During the quarter all CLF project proposals were given Technical Clearance and non were returned to the CCs.
2.3: Support CCs Procurement of Works, Goods and Services for CLF projects	
2.3.1: Form Procurement Committees	<p>Kampong Chhnang: Procurement Committees have been established for all CLF projects.</p> <p>Pursat: Procurement Committees have been established for all CLF projects.</p> <p>Battambang: All projects submitted for Technical Clearance have Procurement Committees that are now preparing bidding formalities and contracting documents for service providers as set out in the CLF guidelines.</p> <p>Siem Reap Each CC has established a Procurement Committee for every CLF project.</p> <p>Kampong Thom: Each CC has established a Procurement Committee for every CLF project.</p>
2.3.2: Support CCs in preparing bidding documents	<p>Kampong Chhnang: CLFT have provided support to the CCs in the preparation of the bidding documents.</p> <p>Pursat: CLFT have provided support to the CCs in the preparation of the bidding documents which during the quarter was for eight CLF/CFI projects.</p> <p>Battambang: CLFT have provided support to the CCs in the preparation of the bidding documents.</p> <p>Siem Reap CLFT have provided support to the CCs in the preparation of the bidding documents for two CLF projects during the quarter.</p> <p>Kampong Thom: Support was provided to each CC during the quarter to prepare for bidding documents for three CLF projects.</p>
2.3.3: Provide facilitation support, as needed, to CCs meeting to select eligible bidders	<p>Kampong Chhnang: Each project is publicly announced for two weeks in accordance with CLF guidelines for bidding activities.</p> <p>Pursat: Bidding meetings were prepared for Snam Preah and Boeng Batkandaol communes and the eight CLF/CFI projects with Technical Clearance were publically announced for bidding.</p> <p>Battambang: Each project is publicly announced for two weeks in accordance with CLF guidelines for bidding activities.</p> <p>Siem Reap Each project is publicly announced for two weeks in accordance with CLF guidelines for bidding activities.</p> <p>Kampong Thom: All necessary support was provided to the Procurement Committee in each commune.</p>

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Scheduled Activity	Status Report
2.3.4: Support to CCs to prepare and conduct bidding meeting	<p>Kampong Chhnang: There were no bidding meetings conducted during the quarter.</p> <p>Pursat: During the quarter the CLFT conducted rehearsals with Procurement Committee of six communes before the conduct of the actual bidding meeting.</p> <p>Battambang: There were no bidding meetings conducted during the quarter.</p> <p>Siem Reap Two successful bidding meetings were held during the quarter month for CLF/ SI projects in Muk Paen commune.</p> <p>Kampong Thom: During the quarter three successful bidding meeting were conducted in Chamnar Krom and Phatsanday.</p>
2.3.5: Enable CCs to prepare bidding report	<p>Kampong Chhnang: There were no bidding meetings conducted during the quarter.</p> <p>Pursat: After the successful bidding meetings which were conducted in six communes bidding reports were prepared by the CCs.</p> <p>Battambang: There were no bidding meetings conducted during the quarter.</p> <p>Siem Reap During the quarter there were two successful bidding meetings held CLF/SI projects in Muk Paen commune and the bidding reports were prepared by the CC.</p> <p>Kampong Thom: The CC (Commune Clerk) was supported to prepare the bidding report for each of the three bidding meetings.</p>
2.4: Support preparation of contracts by CCs	
2.4.1: Enable CCs to prepare contract implementation work plans	<p>Kampong Chhnang: CLFT and CFs have continued to assist the CCs in the preparation of contract implementation work plans in Trapeang Chan for one CLF/IG project.</p> <p>Pursat: All CCs have prepared contract implementation work plans with assistance from the CLFT and CFs.</p> <p>Battambang: The contract implementation work plans are under preparation for all CLF/IG and CLF/CFi projects currently Scheduled for bidding and contracting.</p> <p>Siem Reap: CLFT have supported the CCs in the preparation of contract implementation work plans. Although the Service Providers have submitted implementation work plans to CCs and CLFT these are found to contain insufficient details and the CC's have requested more detailed schedules from Service Providers for approval of field work.</p> <p>Kampong Thom:</p>

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	Contract implementation plans were drawn up between Phatsanday and Chamnar Krom CC's with the Service provider BfDK for income generation projects. with Seurn Chann company for procurement of patrolling equipment and with the contractor for the Water Filter Station in Peam Bang.
2.4.2: Assist the CCs in preparing contract (through assigning a contracted technical supervisor)	<p>Kampong Chhnang: The CLFT have provided support to the Trapeang Chan CC for the preparation of the contract with service provider for CLF/IG project on Vegetable Gardening.</p> <p>Pursat: The CCs have assigned Technical Supervisors for CLF/SI and CLF/IG project contracting and supervision. CCs are being supported and trained as project formulation progresses and contracts need to be drawn up after TC and bidding. The Snam Preah CC also assigned a Technical Supervisor for contracting four CLF/IG projects and two contracts were prepared for Technical Supervisors in Snam Preah and Boeung Batkandaol communes.</p> <p>Battambang: The CLFT have assisted the CCs in communes with CLF/IG and CLF/CFi projects recently given Technical Clearance. The CCs in Kampong Preah and Kampong Preang communes are preparing to hire a Technical Supervisor to monitor the services provider in order to ensure that the project implementation follows the technical specifications.</p> <p>Siem Reap: The CLFT have assisted the CCs in the preparation of contracts for three CLF/SI projects, 74 CLF/IG projects and five CLF/CFi projects all of which had signed contracts during the quarter.</p> <p>Kampong Thom: The CLFT have assisted the CCs during the quarter with the signing of contracts for one CLF/SI projects in Peam Bang, seven CLF/IG projects and one CLF/CFi project.</p>
2.5: Enhance capacity of CCs and POGs to manage CLF Projects	
2.5.1: Facilitate the organization of a public project implementation kick-off meeting	<p>Kampong Chhnang: No CLF projects commenced implementation during the quarter.</p> <p>Pursat: Two Laterite Road Rehabilitation Projects commenced implementation in Snam Preah and Srea Sdok communes. There were also four chicken-cum-vegetable projects commenced implementation by CEDAC..</p> <p>Battambang: No new CLF projects commenced implementation during the quarter.</p> <p>Siem Reap: The CC organized a ceremony for Fingerling Distribution in Chong Kneas commune in November.</p> <p>Kampong Thom: No opening ceremonies for new projects conducted in October.</p>
	<p>Kampong Chhnang: The CLFT/CDs provided support to the PMC in Pralay Meas commune for CFI Patrol Post Construction for implementing contract monitoring work plan whilst in Trapeang Chan support was provided to respective PMCs to prepare contract monitoring work plan.</p>

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2.5.2: Enhance CCs and PMCs capacity for contract implementation monitoring and management	<p>Pursat: During the quarter the CDS/CLFT, with assistance from the RIE, conducted OTJ coaching to CCs, CFs, Commune Clerks and PMCs on contract monitoring and participate in monitoring of the project implementation</p> <p>Battambang: During the quarter several orientation and training packages have been provided throughout CLF/SI project implementation. Currently, the provincial project team is providing OTJ facilitation while monitoring project implementation.</p> <p>Siem Reap: OJT coaching has been provided by CLFT/CDS to CCs and PMCs in contract implementation monitoring and the RIE has provided support to CC and Supervisors in conducting contract progress reviews. It is found that the CCs, PMCs and CFs capacity to monitoring contract implementation is low and needs further support.</p> <p>Kampong Thom: CLFT, CFs, CDS and RIE have conducted field monitoring visits and provided feedback to CCs but monitoring systems still need improvement. Follow-up monitoring needs to be conducted specifically for Household Water Filters project in Phatsanday. Implementation of CLF/IG projects in Phatsanday and Chamnar Krom communes has been delayed until issues of miss-management within the Service Provider are resolved. With the appointment of new CDS for Peam Bang emphasis should be placed on the Water Filter Station project in January.</p>
3. ENHANCEMENT OF COMMUNE DEVELOPMENT PLANNING CAPACITY	
3.1: Prepare profiles of all villages	<p>Kampong Chhnang: Compilation of CBO profiles is already completed as well as the Wealth Ranking in all communes.</p> <p>Pursat: Wealth Ranking has been completed in 10 communes. Due to change in CDS in three communes it is not yet completed in Kampong Luong and Kbal Trach.</p> <p>Battambang: Wealth Ranking as well as profiling of the each village is already completed.</p> <p>Siem Reap: Wealth Ranking is completed (by utilizing the results of the GTZ work) but compilation of the profiles of the villages is no complete.</p> <p>Kampong Thom: Wealth Ranking and profiling of the villages is already completed in all communes.</p>
3.2: Develop group self assessment tools	<p>All provinces: This is an on-going activity in each province and a consolidated approach has not yet been achieved.</p>
	<p>Kampong Chhnang: Contracts have been signed with a number of Service Providers for the implementation of CLF/G projects.</p> <p>Pursat: External Service Providers (Oriental Empire, PK, CEDAC, ATSA as well as knowledgeable individuals) were engaged to assist to design and implementation of IG projects (chicken raising, vegetable cultivation, pig rearing, small business promotion projects)</p>

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<p>3.3: Coordinate with SHG/IG supporting agencies</p>	<p>Battambang: Service providers have been contracted by the CCs to support the implementation of the CLF/IG projects.</p> <p>Siem Reap: Some commune level meetings were held with Service Providers but in general CCs are not satisfied with the coordination efforts to date and request that Service Providers inform them of their plans and schedules prior to working in the villages</p> <p>Kampong Thom: Agreement was reached between CLFT, CCs and BFDK for support in the design and implementation of income generation projects in all three communes. However, due to internal management issues within BFDK there is a need to identify other service providers should be approached for all new CLF/IG projects.</p>
<p>3.4: Facilitate establishment of SHGs for IG where necessary</p>	<p>Kampong Chhnang: CLFT/CDS facilitated discussions in Chhnok Tru commune on the emerging project ideas on a CLF/IG Fish Processing project and Fish Cage Culture projects with interested people who may eventually form POGs. CLFT/CDS continue to work with POGs in monitoring project performance of all ongoing projects.</p> <p>Pursat: During the quarter three new POGs for Cow Raising were initiated and engaged in CLF/IG project design development.</p> <p>Battambang: All CLF project ideas are grouped around SHGs and POG and the establishment of these groups is in progress and will develop full dynamic once the projects have started implementation.</p> <p>Siem Reap: A total of 75 CLF/IG projects have been selected and in the process of design with the active participation of the POG members.</p> <p>Kampong Thom: In Chamnar Krom six new POGs have been formed for Fish Raising and Chicken Raising projects.</p>
<p>3.5: Facilitate self-assessment of SHG for CLF/IG and CLF/CFI projects</p>	<p>Kampong Chhnang: Although no systematic tools have been undertaken as yet the formation of the SHGs contains elements of self-assessment.</p> <p>Pursat: The self-assessment of the POGs and their original Interest groups is built into the Service Provider's project design and work plan.</p> <p>Battambang: There has been no facilitation of self-assessment of SHGs or POGs.</p> <p>Siem Reap: There has been no facilitation of self-assessment of SHGs or POGs.</p> <p>Kampong Thom: There has been no facilitation of self-assessment of SHGs or POGs.</p>

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3.6: Assist the CCs and PBCs in preparing CIP formulation schedule/work plan	All provinces: CLFT/CDS have assisted CCs and PBCs in preparing their work plans but the prioritization of CLF projects for 2009 is not yet complete.
3.7: Assist CCs and PBCs to develop analytical tools for CIP formulation	All province: No specific tools have been developed through the Project but existing procedures have been followed from the previous year's CIP formulation. It is intended that the HBP will enhance the process of village level consultation for the preparation of the CIPs for 2010.
3.8: Assist CCs and PBCs to facilitate the meeting for CIP formulation	All provinces: CLFT/CDS participated in the DIWs as observers and the main facilitators are the provincial Excom staff. However, CLFT/CDS have participated in the refresher training provided by Excom staff for all CCs prior to start of the CIP updating process.
3.9: Assist POGs to prepare for village meeting for CIP formulation process (Step 1)	All provinces: CLFT/CDS provided support to the POGs in the arrangements for the village level meetings at the start of the CIP updating process. This is already completed for 2009 CIP.
3.10: Prepare POGs to prepare C/S Investment Project (Step 2)	All provinces: CLFT/CDS provided support to the CCs in the formulation of the CIPs and in the prioritization of the projects for support from CLF.
3.11: Support CCs in preparing, scheduling and implementing of CIP	All provinces: In each province the DIWs have been completed and the formulation of the CIPs for 2009 is completed. CLFT/CDS have provided support to the CCs throughout the CIP updating process and in the prioritization of the projects for support from CLF.
3.12: Facilitate selection of CLF projects from CIP (Step 2.1.1)	All provinces: During December meetings took place between the CLFT/CDS and the CCs for the selection of the projects from the CIPs for support from the CLF.
3.13: Coordinate and enhance training activities provided by Component 3b Service Provider (CBNRM-LI)	All provinces: The support for this component from the Service Provider CBNRM-LI has been cancelled. The activities have now been subsumed under Contract Packages 1 and 2 to include all of training activities from Component 3B. During the quarter a capacity building training plan was prepared for all provinces based upon the results of the TNAs conducted earlier for all CLFT members, CFs and CDS. The implementation of the capacity building training plan will commence in 2009.
4. PROJECT MANAGEMENT SUPPORT	
4.1: Conduct of regular monitoring and planning meetings	
4.1.1: Conduct CLFT - CDS weekly meeting	All provinces: Rather than regular weekly meetings being held between CLFT and CDS there are occasional meetings being conducted on an as needed basis to discuss issues that arise.
4.1.2: Conduct CLFT - CDS - CF monthly progress review and planning meeting	All provinces: Regular monthly meetings are conducted involving all CLFT members, CDSs and all CFs to review the progress at the end of each month and to formulate the work plans for the following month. CFs are encouraged to actively participate in the meetings present issues that have arisen.

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4.1.3: Conduct CDS meetings at TS basin levels (every two months)	<p>All provinces: A joint CLFT/CDS meeting was organized by Mol in Phnom in December 2008 to review annual progress and to present the Draft Annual Work Plan for 2009.</p>
4.2: Establishment and maintenance of recording system	
4.2.1: Prepare CLF project financial reports	<p>All provinces: CLFT Accountants have provided regular monthly updates, based upon information received from the CCs, on the current utilization of CLF funds.</p>
4.2.2: Design and maintain CLF project management database	<p>All provinces: CLFTs have provided regular updates on CLF projects to enable the preparation of monthly summaries of present status. Arrangements have been made for the recruitment of a GIS/Database Management Specialist who will provide technical support for the establishment of a CLFT database in each province.</p>
4.2.3: Design CLF project evaluation guidelines	<p>All provinces: This has not yet commenced but there have been some post-completion of CLF/IG projects in Kampong Chhnang. During 2009 further consideration will be given to the development of formal post-completion evaluation guidelines which can be used by POGs and CCs.</p>
4.2.4: Conduct CLF project evaluations	<p>All provinces: These exercises will be conducted in other provinces for the first cycles of CLF/IG projects.</p>
4.2.5: Prepare CLF project technical audits	<p>All provinces: Not yet commenced but will commence in 2009 with the completion of the first cycle of CLF/IG projects. A survey of the issues arising in relation to the CLF/SI projects has also been completed for all provinces.</p>
4.3: Production of Progress Reports	
4.3.1: Write weekly progress reports	<p>All provinces: Weekly progress reports are not prepared but CLFT/CDS meetings may occur on as needed basis to resolve issues and for detailed work planning.</p>
4.3.2: Write monthly project progress reports	<p>All provinces: All provinces prepare Monthly Progress Reports which are consolidated into an overall Project Monthly Progress Report. At present the Monthly Reports are being prepared by the TA team but is intended that during 2009 there will be greater participation of the CLFTs.</p>
4.3.3: Write quarterly project progress reports	<p>All provinces: Provincial Monthly Progress Reports are consolidated into a Project Quarterly Progress Report for submission to ADB.</p>

Summary Status of CLF Social Infrastructure Projects (2008)

Province/Commune	Project	Technical	Contract	Construction	
	Design Completed	Clearance Completed	Awarded	On-Going	Completed
Kampong Chhnang					
Chhnok Tru (3)	3	3	3	0	3
Trapeang Chan (4)	4	4	4	1	3
Pralay Meas (3)	3	3	3	1	2
Total (10)	10	10	10	2	8
Pursat					
Ou Tapaong (2)	2	2	1	0	1
Me Tuek (3)	3	1	1	0	1
Boeung Bat Kandaol (2)	1	1	1	0	1
Snam Preah (4)	4	2	2	0	2
Srae Sdok (2)	2	2	2	0	2
Reang Til (1)	1	0	0	0	0
Kanh Chor (2)	2	1	1	0	1
Kampong Pou (4)	4	3	2	1	0
Ou Sandan (3)	3	2	2	0	2
Sna Ansa (4)	4	4	4	0	2
Kbal Trach (5)	5	1	1	1	0
Kampong Luong (2)	2	1	1	0	1
Ansa Chambak (4)	4	1	1	0	1
Total (38)	37	21	19	2	14
Battambang					
Prey Chas (1)	1	1	1	0	1
Koh Chiveang (1)	1	1	1	0	1
Preaek Norint (1)	1	1	1	0	1
Preaek Luong (1)	1	1	1	1	0
Kampong Preang (1)	1	1	1	0	1
Kampong Preah (1)	1	1	1	0	1
Ta Pon (1)	1	1	1	0	1
Roka (2)	2	2	2	1	1
Total (9)	9	9	9	2	7
Siem Reap					
Anlong Samnar (2)	2	2	2	1	1
Sambour (4)	4	4	4	1	3
Kampong Phluk (1)	1	1	1	1	-
Kaev Por (2)	2	2	2	1	1
Lvea (1)	1	1	1	1	-
Mukh Paen (4)	4	4	4	1	3
Pou Treay (1)	1	1	1	1	-
Dan Run (3)	3	3	3	-	3
Chong Khnies (3)	2	2	1	-	1
Kg. Khleang (3)	2	2	1	1	-
Total (24)	22	22	20	8	12
Kampong Thom					
Chamnar Krom (2)	2	2	2	0	2
Peam Bang (4)	3	3	3	1	2
Phatsanday (2)	2	2	2	1	1
Total (8)	7	7	7	2	5
GRAND TOTAL (89)	85	69	65	16	46

(Number in parenthesis is the number of projects identified)

Summary Status of CLF Income Generation Projects (2008)

Province/Commune	Project	Technical	Contract	Implementation	
	Design Completed	Clearance Completed	Awarded	On-Going	Completed
Kampong Chhnang					
Chhnok Tru (5)	2	2	2	0	2
Trapeang Chan (6)	6	6	5	4	2
Pralay Meas (5)	2	2	2	0	2
Total (16)	10	10	9	4	6
Pursat					
Ou Tapaong (8)	8	0	0	0	0
Me Tuek (13)	13	3	0	0	0
Boeung Bat Kandaol (7)	7	4	4	4	0
Snam Preah (17)	11	11	11	11	0
Srae Sdok (6)	3	3	3	0	3
Reang Til (10)	10	10	5	0	0
Kanh Chor (12)	12	0	0	0	0
Kampong Pou (10)	0	0	0	0	0
Ou Sandan (9)	7	7	0	0	0
Sna Ansa (5)	0	0	0	0	0
Kbal Trach (5)	0	0	0	0	0
Kampong Luong (10)	0	0	0	0	0
Ansa Chambak (3)	0	0	0	0	0
Total (115)	71	30	23	15	3
Battambang					
Prey Chas (4)	4	4	0	0	0
Koh Chiveang (7)	7	7	0	0	0
Preaek Norint (6)	6	6	0	0	0
Preaek Luong (5)	5	5	0	0	0
Kampong Preang (5)	5	5	0	0	0
Kampong Preah (5)	5	5	0	0	0
Ta Pon (5)	5	5	0	0	0
Roka (5)	5	5	0	0	0
Total (42)	42	42	0	0	0
Siem Reap					
Anlong Samnar (14)	14	14	14	14	0
Sambour (8)	8	8	8	8	0
Kampong Phluk (4)	3	3	3	3	0
Kaev Poar (7)	7	7	7	7	0
Lvea (12)	12	12	12	12	0
Mukh Paen (6)	6	6	6	6	0
Pou Treay (8)	8	4	4	4	0
Chong Khnies (6)	6	6	6	6	0
Dan Run (10)	10	10	10	10	0
Kg. Khleang (11)	8	8	8	8	0
Total (86)	82	78	78	78	0
Kampong Thom					
Chamnar Kraom (9)	9	5	5	-	-
Peam Bang (4)	4	4	3	3	-
Phatsanday (5)	5	5	3	-	-
Total (18)	18	14	11	3	0
GRAND TOTAL (277)	223	174	121	100	9

(Number in parenthesis is the number of projects identified)

Summary Status of CLF Community Fisheries Projects (2008)

Province/Commune	No. of CFIs	Project Design	Technical Clearance	Agreement Signed	Implementation	
		Completed	Completed		On-Going	Completed
Kampong Chhnang						
Chhnok Tru (0)	0	0	0	0	0	0
Trapeang Chan (1)	1	0	0	0	0	0
Pralay Meas (6)	2	4	4	4	1	3
Total (7)	3	4	4	4	1	3
Pursat						
Ou Tapaong (3)	2	1	1	1	0	1
Me Tuek (4)	4	4	4	4	0	1
Boeung Bat Kandaol (3)	3	3	3	3	3	0
Snam Preah (1)	1	1	1	1	1	0
Srae Sdok (2)	2	1	0	0	0	0
Reang Til (6)	3	3	0	0	0	0
Kanh Chor (1)	1	1	0	0	0	0
Kampong Pou (3)	3	3	3	0	0	0
Ou Sandan (1)	1	1	1	0	0	0
Sna Ansa (1)	4	1	1	1	0	1
Kbal Trach (0)	2	0	0	0	0	0
Kampong Luong (0)	0	0	0	0	0	0
Ansa Chambak (0)	0	0	0	0	0	0
Total (27)	26	19	14	10	4	3
Battambang						
Prey Chas (5)	5	5	5	0	0	0
Koh Chiveang (4)	4	4	4	0	0	0
Preaek Norint (4)	4	4	4	0	0	0
Preaek Luong (4)	4	4	4	0	0	0
Kampong Preang (3)	2	3	2	0	0	0
Kampong Preah (3)	2	3	2	0	0	0
Ta Pon (5)	5	5	5	0	0	0
Roka (3)	1	3	2	0	0	0
Total (31)	27	31	28	0	0	0
Siem Reap						
Anlong Samnar (8)	3	8	-	-	-	-
Sambour (4)	1	1	1	-	-	-
Kampong Phluk (5)	1	5	5	3	2	1
Kaev Poar (4)	2	3	-	-	-	-
Lvea (4)	1	4	-	-	-	-
Mukh Paen (4)	1	2	-	-	-	-
Pou Treay (7)	2	7	7	3	-	3
Chong Khnies (2)	1	2	2	2	1	1
Dan Run (4)	1	4	-	-	-	-
Kg. Khleang (6)	2	6	-	-	-	-
Total (48)	15	42	15	8	3	5
Kampong Thom						
Chamnar Kraom (4)	4	4	4	4	4	-
Peam Bang (6)	3	3	3	3	-	3
Phatsanday (4)	2	4	4	4	2	2
Total (14)	9	11	11	11	6	5
GRAND TOTAL (127)	80	107	72	33	14	16

(Number in parenthesis is the number of projects identified)

Summary of CLF Social Infrastructure Projects (31st December 2008)

Province/Commune	Laterite Road Rehabilitation	Earth Road Rehabilitation	Culvert Construction	Bridge Construction	Dam construction	Irrigation Water Gates	Water Way	Water Supply	Sanitation	Teachers House	Floating Parking	Community Pond with Filter Gallery	Water Filter	Community Meeting Hall	School Construction	Market	Solar Panel	Total
Kampong Chhnang																		
Chhnok Tru	-	-	-	-	-	-	-	2	-	-	1	-	-	-	-	-	-	3
Trapeang Chan	1	-	-	-	-	-	-	1	2	-	-	-	-	-	-	-	-	4
Pralay Meas	-	-	-	-	-	-	-	2	1	-	-	-	-	-	-	-	-	3
Total	1	0	0	0	0	0	0	5	3	0	1	0	0	0	0	0	0	10
Pursat																		
Ou Tapaong (2)	-	1	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	2
Me Tuek (3)	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3
Boeung Bat Kandaol (2)	1	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	2
Snam Preah (4)	1	-	1	-	-	-	-	-	-	-	-	2	-	-	-	-	-	4
Srae Sdok (2)	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2
Reang Tii (1)	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	1
Kanh Chor (2)	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2
Kampong Pou (4)	-	1	-	2	-	-	-	-	-	-	-	-	1	-	-	-	-	4
Ou Sandan (3)	-	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	3
Sna Ansa (4)	1	1	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-	4
Kbal Trach (5)	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5
Kampong Luong (2)	-	-	-	-	-	-	-	-	-	1	-	-	1	-	-	-	-	2
Ansa Chambak (4)	1	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4
Total (38)	6	17	2	4	0	1	1	0	0	1	0	3	3	0	0	0	0	38
Battambang																		
Prey Chas (1)	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1
Koh Chiveang (1)	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	1
Preaek Norint (1)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Preaek Luong (1)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Kampong Preang (1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	1
Kampong Preah (1)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Ta Pon (1)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Roka (2)	1	-	-	-	1 (canal)	-	-	-	-	-	-	-	-	-	-	-	-	1
Total (9)	5	0	0	0	1	0	0	0	0	1	0	0	0	1	1	0	0	9
Siem Reap																		
Anlong Samnar (2)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	2
Sambour (4)	1	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	3
Kampong Phluk (1)	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	1
Kaev Por (2)	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2
Lvea (1)	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Mukh Paen (4)	-	2	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	4
Pou Treay (1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	1
Dan Run (3)	1	-	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	3
Chong Khnies (3)	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	1	-	3
Kg. Khleang (3)	-	-	-	-	-	-	-	1	-	-	-	1	-	-	-	-	1	3
Total (24)	4	5	2	0	0	0	1	1	1	0	0	4	0	0	2	1	2	23
Kampong Thom																		
Chamnar Krom (2)	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2
Peam Bang (4)	-	-	-	-	-	-	-	-	-	1	-	-	2	-	-	-	-	3
Phatsanday (2)	-	-	-	-	-	-	-	-	-	1	-	-	1	-	-	-	-	2
Total (8)	2	0	0	0	0	0	0	0	0	2	0	0	3	0	0	0	0	7
GRAND TOTAL ()	18	22	4	4	1	1	2	6	4	4	1	7	6	1	3	1	2	87

Summary of CLF Income Generation Projects (31st December 2008)

Province/Commune	Pig Raising	Chicken Raising	Chicken & Vegetable Raising	Cow/ Buffalo Raising	Fish Raising	Eel Raising	Duck Raising	Corn production	Vegetable Production	Mushroom Production	Integrated Farming	Vocational Training	Handicrafts	Credit	Traditional Khmer Music	Small Business	Fish Processing	Fish Sauce Production	Khmer Noodle Production	Total
Kampong Chhnang																				
Chhnok Tru (5)	1	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	3	-	-	5
Trapeang Chan (6)	1	-	-	1	2	-	-	-	2	-	-	-	-	-	-	-	-	-	-	6
Pralay Meas (5)	4	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	5
Total (16)	6	0	0	1	2	0	0	1	2	0	0	1	0	0	0	0	3	0	0	16
Pursat																				
Ou Tapaong (8)	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	8
Me Tuek (13)	8	2	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13
Boeung Bat Kandaol (7)	3	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7
Snam Preah (17)	-	7	4	-	-	-	-	-	-	-	-	-	-	-	-	6	-	-	-	17
Srae Sdok (6)	-	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6
Reang Til (10)	5	-	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10
Kanh Chor (12)	5	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12
Kampong Pou (10)	4	5	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	10
Ou Sandan (9)	0	7	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9
Sna Ansa (5)	0	0	-	-	-	-	-	-	-	-	-	-	3	-	2	-	-	-	-	5
Kbal Trach (5)	2	2	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	5
Kampong Luong (10)	5	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10
Ansa Chambak (3)	1	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	3
Total (115)	40	40	4	9	8	0	0	2	0	0	0	0	3	0	2	6	0	0	1	115
Battambang																				
Prey Chas (4)	1	0	-	0	1	1	-	-	0	-	-	-	-	1	0	-	-	-	-	4
Koh Chiveang (7)	1	1	-	0	2	1	-	-	0	-	-	-	-	1	1	-	-	-	-	7
Preaek Norint (6)	3	0	-	1	0	0	-	-	0	-	-	-	-	2	0	-	-	-	-	6
Preaek Luong (5)	2	0	-	2	0	0	-	-	0	-	-	-	-	1	0	-	-	-	-	5
Kampong Preang (5)	1	1	-	1	1	0	-	-	0	-	-	-	-	1	0	-	-	-	-	5
Kampong Preah (5)	1	1	-	1	0	0	-	-	1	-	-	-	-	1	0	-	-	-	-	5
Ta Pon (5)	3	2	-	0	0	0	-	-	0	-	-	-	-	0	0	-	-	-	-	5
Roka (5)	1	1	-	1	0	0	-	-	0	-	-	-	-	2	0	-	-	-	-	5
Total (42)	13	6	0	6	4	2	0	0	1	0	0	0	0	9	1	0	0	0	0	42
Siem Reap																				
Anlong Samnar ()	14	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14
Sambour ()	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8
Kampong Phluk ()	3	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	4
Kaev Poar ()	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7
Lvea ()	10	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	12
Mukh Paen ()	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6
Pou Treay ()	4	-	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8
Dan Run ()	-	-	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6
Chong Khnies ()	2	6	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10
Dan Run ()	-	-	-	-	8	-	-	-	-	-	-	3	-	-	-	-	-	-	-	11
Kg. Khleang ()	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	2
Total ()	54	6	0	2	18	0	0	0	0	4	0	3	0	1	0	0	0	0	0	88
Kampong Thom																				
Chamnar Kraom ()	-	2	-	4	2	-	-	-	-	1	-	-	-	-	-	-	-	-	-	9
Peam Bang (3)	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3
Phatsanday (5)	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5
Total ()	8	2	0	4	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	17
GRAND TOTAL ()	121	54	4	22	34	2	0	3	3	5	0	4	3	10	3	6	3	0	1	278

CLF ENVIRONMENTAL ASSESSMENT - PROGRESS REPORT¹³

A. INTRODUCTION

A.1 Background

The International Environmental Specialist (ES) will make three inputs on TSSLP. The first input was (16th-31st January 2008). This is a report from the second input, from November 3rd to 14th plus November 24th to 28th. The three week input was broken up into two parts to allow for the Asian Development Bank's (ADB) Mid-Term Review.

During the first input, the Environmental Assessment (EA) Guidelines were developed, by the International and Domestic ES. These guidelines included forms which are to be completed for projects funded by the CLF including SI, IG and CFI projects. At the time when the EA guidelines were first drafted, there were no proposals for CLF projects therefore there was an element of second guessing the types of projects to which the guidelines must be applied. The EA guidelines closely followed the C/S Fund guidelines, as the communes were already familiar with this procedure. The documents which comprise the EA guidelines are:

- ✓ checklist to identify environmental impacts
- ✓ map to identify impacts on resources and neighbours
- ✓ environmental management plan
- ✓ environmental monitoring plan

The CLF Guidelines, including those for the conduct of the EA, have been used by project staff and communities for approximately eight months. During this time, as expected, a number of difficulties with the guidelines have arisen, which can now be addressed.

A.2 Purpose of 2nd Input

The key principle on which the EA guidelines were based was to make them accessible for the community groups they are intended for. The key aim of the second input is to take the opportunity to revise the guidelines where required in order to make them easier to use and to ensure that a high enough level of environmental protection is given. As defined in the ToR for the International ES input, the second input included the following tasks:

Table 1 Terms of Reference, 2nd Input

Terms of Reference	Actions Needed
1. Conduct an early review of the adequacy of the environmental safeguarding activities by the commune councils, and make recommendations accordingly.	Visit projects in different stages of development to understand if the safeguarding guidelines are being used to usefully reduce risks to the environment.
2. Ensure that the environmental awareness and capacity building of the Project adequately covers the requirements for environmental safeguarding.	Discussions with Commune Council (CC) and project staff in order to check that the capacity of the stakeholders is appropriate.
3. Remedy any problems that might arise regarding the environmental safeguarding procedures of the Project.	Discussions with the National Environmental Specialist, project team and stakeholders in order to identify problems with the environmental safeguarding.
4. Finalize detailed monitoring requirements and procedures for all activities.	Check on the progress of the monitoring activities of CCs and project implementers.

¹³ Compiled by TSSLP International Environmental Specialist (Ms. Rachel Wildblood) in consultation with Domestic Environmental Expert (Mr. Sour Sethy) during a Mission conducted in November 2008.

A3. Approach

The approach to fulfilling the four tasks in the ToR needed to take into account a number of obstacles which included a week of national holiday (the Water Festival), the mid-term review (subsequently postponed) and numerous workshops which staff were required to attend, such as Household Based Planning and District Integration Workshops. The focus of the work was based on meeting as many project staff and community groups as possible, in order to fully understand how the guidelines are being applied in the field. Provincial visits were a key part of this, as it was important to gain insight from the project CDSs, CLFTs and CFs, as well as the Domestic ES.

The approach taken was as follows:

- ◆ **Week 1** - Field Visits to Battambang, Pursat and Kampong Chhnang Provinces. The activities undertaken in each province included:
 - Team Discussion - with CLFT/CDS/CF on the process of undertaking the Environmental Assessment
 - Document Review - maps, environmental management plans, monitoring plans and checklists.
 - Field Visits - to projects funded by the CLF, including infrastructure, income generating and CFi projects
- ◆ **Week 2** - Write up and drafting proposed revisions to the guidelines, based on the previous week of discussions and field visits. Visits to Siem Reap province, meeting the CLFT and field visits. Discussions with ADB regarding environmental safeguarding and proposed revisions to the environmental assessment guidelines.
- ◆ **Week 3** - Provincial office visit to Kampong Thom province, including meeting CLFT and field visits to a completed infrastructure project and a newly started CFi project. Reporting and final discussions with National Environmental Specialist regarding the revisions to the guidelines based on the discussions with provincial teams.

The aims of the discussions with the team were to identify:

1. How does the process of Environmental Assessment work - Is the assessment done mostly in the field, or in provincial offices or in commune offices, how do the community participate i.e. who actually does the assessment in practice?
2. Difficulties – which aspects of the assessment are not clear? Are there any points which need to be added or amended?
3. Applicability – are the environmental assessment forms in the guidelines relevant to the types of projects being implemented?
4. Training – are there gaps in understanding of any of the team members or community members, which means that adequate environmental safeguards are not in place?

A document review was undertaken to see how the provincial teams had completed the EA and what difficulties they had. Projects from all three categories were

examined and gaps identified. For many of the projects reviewed, the National Environmental Specialist had already reviewed the documents and commented on the quality of information contained within them.

The field visits to implemented projects were undertaken following review of the project EA procedures. The actual visible environmental impacts were compared with those identified in the EA, where possible. Also brief interviews were held with members of the community affected by the impacts from the projects, such as shop owners along rehabilitated roads, children in new school buildings and livestock raisers. The purpose of the interviews was to see how the assessment process was managed, particularly in terms of impact mitigation.

B. FINDINGS

B.1 Findings from Provincial Visits

The discussions with provincial staff were very useful in showing the issues faced by the teams when undertaking the EA and how the process is progressing. The issues were generally similar for each province. In addition, the suggested changes to be made to the EA were also similar from each team.

The specific details from each document reviewed and each project visited are not discussed here. Instead a summary of the key issues and recommendations arising from discussions and field visits are presented.

B.2 Key Issues

i. Enforcement

The provincial teams find that the Environmental Management Plan (EMP) is not enforceable; they also said this was the case with other areas of the project. Currently, the EMP is written for the projects, but there is no mechanism to enforce the mitigation identified in the plan.

There are questions over who is responsible for the enforcement and what, if any, penalties are available for those who do not comply. Examples of a lack of enforcement of EMPs include:

- ◆ Songkai High School, Battambang, new school building. The contractors have finished their work, but had left the school grounds in a poor state, with the soil in the play area churned up and waste from construction littering the school grounds. Although the school staff said that the contractor will return to clean up, this may not actually happen in reality.
- ◆ Dan Run, Siem Reap, community ponds. The dykes retaining the water were not high enough, however the contractor had already sold the excavated soil (for approximately \$900) to private householders, therefore there is not enough soil for the dykes. Project staff said that the contractor will return to build up the dykes, but the contractors finished over a month before the site visit.
- ◆ Srey Rongit, Kampong Thom, re-habilitated road. According to the EMP, road signs slowing the traffic, particularly at corners, should be installed, in order to reduce the likelihood of traffic accidents. Also the contractor should have planted with new trees to replace those destroyed. However the contractor had not put signs in place and there was no evidence of new tree planting.

On a household scale, the provincial teams were similarly concerned about who is responsible if householders do not adhere to management plans, and for example,

allow their livestock to contaminate water supplies or wander into other people's compounds.

It became clear that these issues had not been discussed with the provincial teams and they were unclear as to whether it is the responsibility of the CLFT, CDS, CF, Commune Council (CC) or Project Owner Group (POG), and what could be done to make sure people do act according to the EMP.

ii. Capacity for Assessment of Environmental Impacts

Staff and community members are expected to be able to identify impacts from a project with limited or no environmental training. The evidence from the provincial visits suggests that there is a clear need for more training. For example, the CLFT member from the Provincial Department of the Environment (DoE) office in Kampong Thom province was a DoE administrator, therefore has no experience of environmental management processes or issues.

A further example of limited capacity was found in most documents as the staff were not able to make a link between an action (e.g. using oil or pesticide) and a receptor such as drinking water or soil. The POG and project staff are aware that using the pesticides or oil can have negative impacts on the environment, but it was not clear to them that using pesticide may damage water quality etc. This can partially be addressed through updating the EA forms.

iii. Applicability of EA forms

It is clear that the EA forms need to be updated. Appendix 1 gives a document with considerations regarding updating the forms¹⁴. This document was discussed with the ADB's project representative, in order to ensure that revisions to the forms are not only applicable to the project but also meet the ADB's environmental safeguarding requirements. The main problems with the forms, which were repeatedly identified in all provinces are:

- ◆ Animal Raising – these are small scale household projects with limited environmental impacts. Staff found it difficult to identify impacts based on the current checklist.
- ◆ Checklist – current format is more appropriate for infrastructure projects. No mention of health and sanitation which are the main impacts at the household level.
- ◆ EMP – the costs section for mitigating impacts from small household projects was confusing. Also the divisions for 'design', 'implementation' and 'operation' caused confusion for small non-infrastructure projects.
- ◆ 'Reason for Environmental Study' box at the start of the forms is considered unnecessary.

iv. Use of EA forms for Project Designs Issues

In many of the project documents, general management issues were included in the EA forms. For example the security and maintenance of teachers' accommodation in Peam Bang, Kampong Thom was identified as a problem that needed mitigation.

In order to ensure the sustainability of these projects, these types of management issues should be dealt with, but it was not clear (as the focus of documents translated was on the EA) whether there is an opportunity for these discussions elsewhere during the project design and implementation.

¹⁴ Some considerations have been implemented; some have been discarded following further discussions with the National Environmental Specialist.

v. Practical Mitigation of Impacts

For some projects, the mitigation identified to reduce the environmental impacts may not be practical as the POGs may lack the skills needed. Examples of mitigation which may not work include:

- ◆ Composting cow dung and using for vegetable growing - Project staff said that POGs may not know how to make a useful compost, if no training has been given, meaning that the mitigation would not be practical.
- ◆ Emptying latrines before they are full – if the latrines provided are the type that fill up (i.e. the waste does not leach away, rendered harmless), the POG is unlikely to have the equipment or skills to empty 2m deep tanks of waste, therefore this ‘mitigation’ is not practical.

B.2 Summary of Field Visits

In general the provincial teams have made good efforts at completing the EA. However when looking at projects which have been implemented, it is not always clear whether the EMP has been implemented; this relates to problems with enforcement. The forms have some areas which need more clarity. In particular, identifying the costs of mitigation for small scale projects is not usually necessary and generally confuses the staff. This needs to be simplified and made more relevant. The provincial teams found the identification of impacts difficult, particularly for small low impact projects such as animal raising; see Appendix 1 for a discussion of this issue. Enforcement is an issue for EMP but this problem also extends to other areas of the project, such as ensuring the general quality of work undertaken by contractors and service providers.

B.3 LIMITATIONS

The key limitations to this work are:

- ◆ Difficulties with comparing the environment before, during and after the implementation of the project. The site visits only show the situation as it is on the day of the visit.
- ◆ Understanding the process of undertaking the EA. Discussions with POGs were limited because of the short lead in time to the field visits. This meant that discussions with POGs on the process of the EA and understanding their actual involvement in the field was restricted. Instead, the majority of information on the process was provided by CLFT members.

C. RECOMMENDATIONS

C.1 Introduction

Based on the field work and discussions with project staff, recommendations are made which may be adopted by the Domestic ES and project staff. The recommendations are as follows:

C.2 Actions to Improve Enforcement

Mechanisms could be put in place when the internal rules of a POG are drafted, as happens in other community based groups. Examples of internal enforcement may include exclusion from all future project funding, or re-allocating a proportion of the project funded livestock to other beneficiaries. This would require strong leadership and for all stakeholders to be clear about the consequences of entering into an agreement, such as an agreement to always collect and compost animal dung.

For infrastructure projects, the POGs and project staff should consider possible courses of action if a contractor does not fulfil his/her contract with regards to the

EMP in particular. However it is clear from the example in Siem Reap that the issue of enforcement is not only relevant to the EMP but also to the quality of work in general.

It is recommended that discussions within the project team and with CCs clearly identify the roles, responsibilities and options for enforcing the EMP, and indeed other aspects of the project implementation.

C.3 Environmental Impact Identification Training

For CDS, CF and CLFT, the TNA identified Environmental Impact Assessment training as the lowest priority of all the technical skills included in the TNA. This could be because the provincial teams do not consider the EA a priority or because they feel that they already have enough skills in this field. However during discussions with the provincial teams, it appears that they are open to more training and increasing their capacity in environmental impact identification, however it is not seen as important as other skill areas.

Environmental training, with support from experienced organisations such as Live and Learn, can help staff to identify environmental impacts from different types of project activities. Support for the National ES through a training organisation will mean that more of the CLFT/CDS/CF staff are able to facilitate environmental assessments with POGs.

Training focused on environmental impacts as opposed to the process of form completion will help the staff to understand the purpose and implications of EA. It is important to note that in terms of the ongoing development of the Ministry of Environment's role in the area of Environmental Impact Assessment, TSSLP can help to build the knowledge of government officers in this field. It would be an opportunity missed, if this project did not fully exploit its position in terms of supporting MoE staff development.

It is recommended that specific training on *how to identify environmental impacts* is given to project staff. The link between an action and its impact on water, land or human health needs to be better understood.

C.4 Expanded Common Environmental Impacts 'Templates'

The National Environmental Specialist has produced templates for certain project types, regarding common environmental impacts associated with, for example, pig raising. Project staff said these were useful to them.

These templates could be expanded to also identify additional training needs, which could be funded through the CLF as training projects for the POGs.

For example, Pig Raising: the environmental impacts include water pollution from animal dung, the mitigation currently usually identified is 'composting manure for use on vegetables'. An expanded template may also include complementary projects such as 'training on composting' and 'household based vegetable gardens'.

Table 2 Example of an expanded project template

Impact	Mitigation	Potential Supporting Projects
Animal Raising		
Water pollution from pig dung	Compost pig dung away from water source and use for agriculture	<ul style="list-style-type: none"> - Training on compost production and use - Training on organic vegetable gardens - Provision of seeds/plants and tools for vegetable growing
Latrines		
Water pollution from human waste if not contained	Empty waste tank before it is full	<ul style="list-style-type: none"> - Training on savings groups and procuring services (collect monthly fees from each householder to be saved until the tanks need to be emptied by a professional company)
Soil pollution from human waste if not contained	Empty waste tank before it is full	

This approach would link several projects together, increasing the likelihood of sustainability and would meaningfully mitigate environmental impacts. Without the knowledge or finance to empty 2m deep tanks of human waste, the mitigation suggestion of ‘emptying the tank’ without follow up on what happens to that waste, would be ineffective.

It is recommended that the National Environmental Specialist expand the existing Common Environmental Impacts templates, to include more types of projects and identify supporting activities which will make the project and environmental mitigation more sustainable.

C.5 Revision of Environmental Assessment Forms

i. Key Changes

The assessment forms were developed without the knowledge of the types of projects which were to be implemented. Following discussions with the provincial project staff it is recommended that the EA forms be revised, see Appendix 2.

The main changes to the forms are:

- ✓ **Checklists - Separation of Infrastructure and Non-Infrastructure projects.** This includes a more detailed ‘construction’ related Environmental Impact Checklist for Infrastructure Projects. A simpler checklist, including information on Health and Sanitation is used for Non-Infrastructure projects, as these are usually small scale, household based projects.
- ✓ **EMP - Separation of Infrastructure and Non-Infrastructure projects.** The EMP is simplified for both types of projects, as the provincial teams found the cost section in particular difficult to use. For non-infrastructure projects, the EMP is further simplified to make sure that no unnecessary information is requested.

The changes to the guidelines mean that a number of supporting activities also need to be undertaken:

- ✓ National Environmental Specialist can support the CLFTs by identifying the types of CFI projects which will need to use the Infrastructure Forms and the Non-Infrastructure forms.
- ✓ National Environmental Specialist can liaise with the Rural Engineers to make sure that when projects designs need to be changed in order to reduce environmental risk, the CLFT and POG consult the engineers.

ii. Discussion of possible revisions

During the discussions with the provincial teams and the National Environmental Specialist, a number of other changes to the EA were discussed, but later rejected. For clarity, these discussions are summarised below:

Livestock Raising - For family scale livestock raising projects, consideration was given to conducting an EA at a commune or 'programme' level. For example, in Anlang Samnor Commune, Siem Reap, there are 14 POGs raising pigs, each with potentially similar impacts.

However, due to the distances between villages, if this approach was adopted, it may lead to reduced participation in the EA. People do not want to travel a long way, and travel between floating villages can be expensive; if the participants did not travel, the EA would not be co-ordinated enough and would risk the information on mitigation not being disseminated. Therefore this approach was not recommended.

Equipment Purchase - The majority of CFI projects being proposed or implemented are for the purchase of boats for patrolling. Currently, these projects are not subjected to an EA. However the maintenance and operation of the boats could have environmental risks.

Oil and petrol spillages/leaks are the keys risks from this type of purchase. However because both oil and fuel are expensive, it is assumed that the machines are maintained as well as possible by the POGs, to prevent wastage. Also waste oil has a value so is sold, not disposed of in water. In addition, introducing another type of assessment for equipment purchase would over complicate the EA. Also, leading by example, this would mean that EAs may need to be conducted for all project related purchases, such as TSSLP cars, printers etc.

It is recommended that the revised EA forms (Appendix 2) are accepted and training is given on their use in the field. The National Environmental Specialist can make sure the CLFTs are clear about which forms to use for CFI projects.

C.6 Revision of CLF project Information Forms

It is recommended that the Project Information form be amended (Part 3, Environment). Currently, the English version is unclear as to what information is required in this section. The recommendation below will help to summarise the EA and also to clarify if an EA is needed or not.

Existing Format:

Part 3: Environment

Will the project damage environment? (Environmental assessment required)

Recommend Format:

<p>Part 3: Environment</p> <p>Was an Environmental Assessment required?</p> <p style="padding-left: 40px;">No, training or purchase order only <input type="checkbox"/></p> <p style="padding-left: 40px;">Yes <input type="checkbox"/></p> <p>What are the major environmental impacts of this project?</p>

C.7 Conclusions

The site visits and office discussions during the 2nd environmental input to TSSLP has given useful insight into how the EA is being conducted at a practical level.

The provincial teams have made improvements in their approach to Environmental Assessments as they have repeatedly done EAs over the last few months, but there are clear gaps in understanding about environmental issues. Specific training is required on how to identify environmental impacts, which will benefit not only this project, but will help to increase the capacity of Government staff, including DoE staff in the field of Environmental Impact Assessment. This will have obvious long term benefits to Cambodia.

Following the field work, practical revisions to the EA forms are recommended, taking into account the discussion with the project staff that use the EA guidelines. Although yet further changes could be made, it is better to make changes that the project staff will be able to comply with in order to actually mitigate environmental risks, than to over complicate the process, leading to it not being used or understood at all. However, even if the EA process is competently completed, without mechanisms to enforce contractors and others to comply with the Environmental Management Plans, the Environmental Assessment is redundant.

C.8 Next Steps

The final input from the International ES is for two weeks in 2009. Currently no date is set for this. Because of the limited time, the input needs to be planned carefully in order to gain benefit from it.

It is anticipated that discussions with the TSSLP team will identify when is most appropriate for this input. The activities for this final input also need to be discussed, and may be affected by the recommendations in this report. Focusing on the implementation of the Environmental Management Plans will be a useful start to the next input.