

**Lao People Democratic Republic**  
**Peace Independent Democracy Unity Prosperity**



Ministry Labour and Social Welfare  
Office of National Regulatory Authority for  
UXO Action Sector in Lao PDR

No. /ONRA.VA  
Vientiane, Date:

**Reporting Minute**  
**Q4 2022 Victim Assistance Technical Working Group Meeting**

**To: Director General of NRA**  
**Subject: Reporting Minute of Q4 2022 Victim Assistance Technical Working Group Meeting**

- Referring to the Minister of MLSW Agreement No. 4999/MLSW dated 09 November 2022 on NRA Structure and Mandates.
- Referring to Q4 2022 workplan of Victim Assistance Unit.

Victim Assistance Unit NRA Office organize VA TWG Meeting on 30 November 2022 at NRA office meeting room more details as follows:

**I. Objective**

This activity will contribute to accomplishment of Output 3 for Project Document: Improved capacity of the NRA in strategic direction for the sector, supervision, data use and resource-mobilization including discourse on alternative financing modalities. More specifically, VA TWG will enable UXO stakeholders and concerned line ministries invited to the meeting to seek for better coordination in providing UXO Victim Assistance.

**Major agenda of this activity was as follows:**

- Review the last TWG Meeting Minutes;
- Presenting the achievement for Q4-2022 (until November 30) compared to the 9<sup>th</sup> NSEDP (# of victims VA unit shall support) and SPFIII targets (integration);
- NRA-VA 2023 Annual Work-Plan;
- VA Operators' 2023 Annual Work-Plans;
- VA Implementation Plan 2022-2026 (it is the same as VA Framework 2022-2026);
- Progress on implementation of NRA and KOICA Victim Assistance Project in XK and HP Province.

**II. Participants**

The meeting was chaired by Mr. Bounpheng Sisawath Deputy Director General of NRA and 26 participants (14 female) including by online participation.

The participants including NRA staffs, Center of Medical and Rehabilitation (CMR), Department of vocational development training Lao Youth Union, Department of Planning and International Cooperation MLSW, Department of Policy, Disable People and Orderly MLSW, Center of Development Labour MLSW, Department of LSW Vientiane Capital, Xiengkhaung PRA, Haouphan PRA, UXO Lao, UNDP, KOICA.

And some CSOs and INGOs (some disable representative organizations) including Humanitarian Inclusion, COPE, World Education, Halo Trust and QLA.

**III. Summary**

The presentations are delivered to the TWG Meeting as followings:

1. Review the last TWG Meeting Minutes
  - The VA Unit update the progress of implementer selection for VA - KOICA project implementation in XK and HP. The QLA was selected as VA-KOICA project implementer 2022-2023. The service contract for vocational training is signed between NRA and Lao Youth Union.
  - Revised of the crease some supports of WVMF is confirmed by donor and under working between NRA and World Education to revise and submit to NRA further approval.
2. Presenting the achievement for Q4-2022 (until November 30) compared to the 9<sup>th</sup> NSEDP and SPFIII targets
  - VA Unit present of the January to November 2022 achievement is significant for the sector to reach the target numbers such as medical treatment, physical rehabilitation, psychological, vocational training and economic support and provide right of disable people as show in the table below:

Activities	Indicator	No. received Assistance (2022)	%
Provide Medical Treatment and support for funeral of death victim	50	26	52%
Provide Physical Rehabilitation	150	82	55%
Provide Vocational Training and Economic support	400	0	0%
Psychological support	50	15	4%
Right of PWD Awareness	500	-	-
<b>Total:</b>	<b>1,150</b>		

- The accidents and victims data collection to the end of the November 2023 in total 13 accidents with 17 victims (5 injured boys and 1 killed boy, 7 men injured and 2 killed men, 2 injured females).
  - Support assistance to victims 28 times to 26 victims in mount of 105,946,500 kip (only medical support).
3. NRA-VA 2023 Annual Work-Plan  
NRA-VA 2023 workplan are including:
    - To conduct 4 TWG Meetings.
    - New accidents and victims data collection
    - Conduct data collection and information management training work-shop for concerned ministries and VA operators.
    - Oversight of VA-KOICA Project in XK and HP
    - Monitor and follow up VA's Operators' operations
  4. VA Operators' 2023 Annual Work-Plans
    - HI will conduct the transferring victims to receive the medical care and rehabilitation in Hauphan and Phongsaly province, provide diversity and inclusion training to communities and victims, and will provide first aid training.
    - CMR/COPE provides the Orthotic and Prosthetic to PWD/UXO survivors in 14 districts in XK and HP province (Mobile clinic project).
    - Lao Youth Union provides vocational training to 400 UXO survivors in XK and HP.
    - QLA conducts vocational training (including marketing, and financial management), livestock supports, community advocacy and networking for UXO victims.

- Word Education provides support for the cost of the medical treatment fee and funeral support to the killed victim's family.
- 5. VA Implementation Plan 2022-2026 (it is the same as VA Framework 2022-2026)
- The frame work will be translate for the stakeholder's recommendation for further approval.
- 6. Progress on NRA and KOICA Victim Assistance Project in XK and HP Province.
- The project implemented by COPE for the mobile clinic project and Lao Youth Union for the Vocational Training project and QLA for the vocational training (including marketing, and financial management), livestock supports, community advocacy and networking for UXO victims. The project ended by the December 2023.

#### IV. Recommendations and Proposes and Action Plans

S.N.	Identified Problems/Challenges	Suggested & Agreed Solutions	Responsible	Due
1	Lack of coordination mechanism/system between NRA-VA and its implementing partners and concerned government ministries (e.g. MoH, district- and village level government offices) has hindered effective implementation and monitoring of VA activities	DDG said NRA <b>will assign</b> technical staff (e.g. coordination officer) for better coordination among and collaboration with different-level VA service provider. And the assignment of the coordination officer will facilitate communication among different stakeholders and will also contributing to building stronger culture of reporting.	NRA	Q1 2023
2	Insufficient services (e.g. livelihood support) provided for UXO victims including families of UXO victims.	More livelihood support for the families of UXO victim shall be developed and implemented. NRA and development partners shall include such activities when they are writing funding proposal.	NRA, Development Partners	Q2-Q3 2023
3	Poor communication between implementing partners (INGO, local associations and provincial or district level offices including PRA, DRA and local hospitals) and NRA (e.g. delay in reporting, lack of reporting system, no widely-awared platform for communication) has resulted in poor VA database.	<p>NRA VA unit shall develop reporting standard of procedure including templates, guideline, process of reporting and result framework (with clear identification of NRA's expectations and timeline for reporting)</p> <p>Once the reporting SOP is ready, NRA VA unit shall allocate budget to organize workshop with its implementing partners to disseminate it and build culture of communication.</p> <p>Current gap in VA data can be complemented by NRA VA unit conducting National Survey on UXO</p>	<p>NRA VA unit</p> <p>NRA, UNDP</p>	Q2-Q3 2023

		Victims and Accidents Phase II (2009 – 2022) in partnership with UNDP.		
4	MoFA called for improved reporting for quarterly report– NRA was asked to share i) summary of accomplishment and lessons learned in the given timeline with its stakeholders, ii) both qualitative and quantitative evidence for accomplishment and iii) sector-wise work plan in the following quarter. (e g. the # of beneficiaries, UXO victim supported, outstanding outcome and direct/indirect support shall be pointed out in the planning)	NRA VA unit's reporting SOP will incorporate the comments from MoFA	NRA VA unit	Q1 2023
5	Current VA support is not responsive to different needs of different UXO victims.	Different needs of UXO survivors shall be understood and tailored support shall be provided. UNDP can provide NRA VA unit with technical support on conducting the needs assessment.	NRA, UNDP	Q3-Q4 2023
6	Provincial Regulatory Authority (PRA), District Regulatory Authority (DRA) village chiefs, and local health facilities and district level health offices currently do not understand the support system for UXO victims and reporting process well (= Limited capacity of the local staff in implementing VA and reporting)	Capacity building workshops for local level stakeholders shall be organized.  Implementing partners shall also invite NRA and/or PRA VA officers to their own workshop. When IPs field level staff are equipped with good knowledge of available VA services, they can facilitate dissemination of the information about VA to the local population.	NRA  Implementing Partners	Q2-Q4 2023

7	UXO Hotline (1603) is not working properly.	<p>NRA VA unit shall make sure UXO hotline is available and serve its purpose.</p> <p>Concerned ministries, local government and development partners are recommended to support NRA VA unit to increase the visibility of the Hotline.</p>	<p>NRA VA unit</p> <p>Development Partners</p>	Q1 2023
8	Minutes from 2022-Q3 VA TWG was not translated into English yet.	NRA VA unit will translate the meeting minutes before Q1-2023.		Q1 2023

**NRA Deputy Director General**

**Prepared by**

