



UXO Sector Working Group

Terms of Reference

In exercising effective leadership in aid coordination at the macro and sectoral levels through an ongoing process of dialogue; the Government will use mechanisms such as the Round Table Meetings (RTM) and Sector working Groups (SWG). This has been articulated in the Vientiane Declaration (VD) and in line with the principles of the VD, the UXO SWG will seek to enhance the impact of UXO/mine action activities in Lao PDR in reducing poverty, increasing growth, building the capacity of human resources and institutions, and accelerating the achievement of the Lao Millennium Development Goals.

There are eight Sector Working Groups under direction of the Department of International Cooperation in the Ministry of Planning and Investment. Each sector works in the context of the National Growth and Poverty Eradication Strategy and currently to the sixth Five Year National Socio Economic Development Plan (2006 – 2010). The UXO SWG will provide the linkage between thematic sub-sector UXO Technical Working Groups, the other 7 SWGs and the RTMs.

The UXO SWG will promote aid effectiveness through integration of UXO/mine action plans and private sector input into broader Government strategies. Membership will comprise representatives from all NRA Board Ministries and Ministry of Finance, all UXO/mine action operators, donors and interested stakeholders, (governmental and non-governmental), working in the UXO sector and other related development sectors. A proposed list of members is attached.

The UXO SWG will be chaired by the Director of the NRA and a representative of UNDP. There will be two meetings of members annually, one at the beginning of the year and one mid year.

Secretariat responsibilities for the UXO SWG will be with the NRA under the Prime Minister's Office. Meeting agendas and minutes will be prepared by the NRA, approved by the NRA Director and circulated to all members in both Lao and English languages. The minutes will list the action points and responsibilities agreed by members, progress of which will be reviewed at the beginning of the following meeting.

UXO Sector Working Group Mandate

Specific functions of members will be collectively to:

1. Contribute to ensuring that the UXO Sector 10 year National Strategic Plan is relevant and provides appropriate guidance and goals to all stakeholders. This plan will form the overarching basis for donor alignment and Government policies.
2. Facilitate the National Strategic Plan through resource mobilisation and allocation of resources within the sector.
3. Provide stakeholder oversight of the National Strategic Plan through:
 - a. Development of progress indicators,
 - b. Mapping and monitoring progress against the agreed indicators,
 - c. Reviewing the plan,
 - d. Revision of the plan,
 - e. Regulation of operators working within the plan.
4. Formulate an annual workplan of goals and events for the sector.
5. Strengthen information sharing between Government, donors, UXO/mine action operators, developmental and private sector stakeholders.
6. Facilitate inter-sectoral coordination and integration of cross-cutting issues such as the mainstreaming of gender equity, increased environmental focus and poverty eradication.
7. Promote simplification and harmonising of donor and Government practices, procedures and projects including such things as:
 - a. Development and authorisation of workplans,
 - b. Development and authorisation of MOU's,
 - c. Transparency and understanding of different funding cycles,
 - d. Reporting.
8. Promote standardisation of stakeholder's practices in the legal context through clarification of:
 - a. International Treaties and their implications in the Lao context,
 - b. Lao legal context,
 - c. UXO/mine action National Standards,
 - d. Accreditation of operators in the sector.
9. Identify changing needs within the sector and identify capacities and resources to respond.
10. Initiate evaluations and research as the needs become apparent.

In addition, the UXO SWG will provide:

1. Reports, plans and costings for the Round Table Meetings at the end of each year,
2. Oversight of the three sub-sector Technical Working Groups of Mine Risk Education, Clearance and Victim Assistance.

Attachments:

- Mailing list of UXO SWG.

Approved by:

Director NRA
Dr. Maligna Saignavongs

Vientiane (date):

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National Regulatory Authority
for UXO/Mine Action Sector in Lao PDR

Position ¹	Organisation	Contact
Representative	Ministry of Labour and Social Welfare	
Representative	Ministry of Foreign Affairs	
Representative	Ministry of Defence	
Representative	Ministry of Security	
Representative	Ministry of Education	
Representative	Ministry of Information and Culture	
Representative	Ministry of Agriculture and Forestry	
Representative	Ministry of Public Health	
Representative	Ministry of Finance	
Representative	CPI	
Representative	UXO Lao	
Representative	MAG	
Representative	AGNA	
Representative	HIB	
Representative	FSD	
Representative	JAMAS	
Representative	Milsearch	
Representative	PCL	
Representative	Consortium	
Representative	Lao Youth Union	
Representative	Lao Women Union	
Representative	COPE	
Representative	AAR	
Representative	LDPA	
Representative	NRC	
Representative	Garneau International	
Representative	CARE International	
Representative	World Vision	
Representative	National Rehabilitation Centre (MOH)	
Representative	UNDP	
Representative	UNICEF	
Representative	WFP	
Representative	FAO	
Representative	WHO	
Representative	ADB	
Representative	WB	
Representative	EC	
Representative	SDC	
Representative	Embassy of Australia	

¹ Positions within each organisation should to be decided.

Representative	Embassy of Japan	
Representative	Embassy of Japan	
Representative	Embassy of Germany	
Representative	Embassy of Switzerland	
Representative	Embassy of USA	
Representative	Embassy of India	
Representative	Embassy of France	
Representative	Embassy of Poland	
Representative	Embassy of Republic of Korea	