

Lao People's Democratic Republic
Peace Independence Democracy Unity Prosperity
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Ministry of Labour and Social Welfare
National Regulatory Authority for UXO/Mine
Action Sector in Lao PDR
Office

No. 118/NRA.O.CL
Vientiane Capital, date 23 MAY 2017

**Record of TWG Quarter II/2017 Meeting
on 3 May 2017**

I. Purpose:

To further discuss on the correction of data that already recorded in IMSMA and to review the Lao PDR UXO Survey Procedures for improving to the real situation and someother issues, including the component of NTS and TS team members. These topics, have already discussed in lat TWG, last 31 March 2017 but they have not been concluded anunimously. NRA has sent email to each operator to conduct internal discussion and then send back to NRA for the comment for futher discussion and exchange lessons learnt together again in this TWG, aiming to improving the current Survey Procedures for becoming National Survey Procedures that all operators would follow consistently.

II. Time and Venue:

The meeting was held in NRA Office's meeting room at 08:45 am and closed at 12:00 of May 3, 2017.

III. Participants:

There were 23 participants from Humanetarian UXO Clearance Organizations, partners and doner organization such as: UXO Lao, NPA, MAG, HALO TRUST, Sterling International Group, UNDP, GICHD and representatives from the United States Department of States. Further details of participants, please see registration sheet enclosed.

IV. Summarize of the discussion:

The Chairman of the meeting, Mr. Bounphamith Somvichith, Deputy Director General (Opeartions) officially opened the meeting and invited the representatives from the operators to contribute their comments to the topics of the meeting, which it has been concluded as below:

1. The correction of errors data in IMSMA

This issue, the Chairman of the meeting directed that: each operator must correct all the data errors that already entered into IMSMA previously, and do it carefully in each step, such as: desk essessment for NTS, analysing data carefully, visiting field/village to identify evident points, getting coordinate point of the evidences again. Take reasonable efforts in analysing and correcting data together and with no worry about timeframe and resources but just insure the best quality of the work. The National

Survey Procedures emphasize on seeking for the most accurate information when conducting NTS and only accurate data can be typed into IMSMA to insure the quality of TS and clearance work in next steps.

2. Reviewing and Improving Survey Procedures

In general, the National Survey Procedures should formulate the context in details clearly for each title, the survey procedures can be amended to consistent with the real situation and conditions in each period of time, based on section 2 article 10 of the National Standard. Therefore, the comments of each operator regarding the current survey procedures that was summarized and sent to NRA would be sent back to operators again to recheck and have more comments when they are concluded by NRA. The National Survey Procedures will only be a reference for conducting of data record, analysing and planning in the future for UXO sector and also being an implementing reference for operators, which can refer to these National Survey Standards for developing/improving their SOP accordingly with these Procedures.

3. NTS and TS Team Composition

Operators should separate between NTS and TS teams and functioning the tasks as per its particular roles. However, in case some organizations has been carrying in different way from this, such as the 6 person NTS and TS teams, then it should compare the costs between the 6 man team and 4 man team, especially NPA and other operators, especially UXO Lao. In addition, it must also assess the strong and weak points between them

V. Conclusion

The meeting closed at 12:00 am.

Chair man for the meeting



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M. Bounphamith SOMVICHITH

Certified by:



Phommachanh

Recorded by:



Bouaphanh