

Lao People's Democratic Republic

Peace Independence Democracy Unity Prosperity

Ministry of Labour and Social Welfare

Office of National regulatory Authority for UXO/Mine

Action Sector in Lao PDR

Minutes of
Information Management Technical Working Group Meeting
Quarter 2, 2020

INTRODUCTION and OPENING SESSION:

The Information Management Technical Working Group meeting was held on the 23th of June 2020 at the NRA office from 09:00 to 12:30. The meeting was chaired by Mr.Bounpheng Sisawath, Deputy Director General of the NRA. There was a total of 25 participants, which included: NRA officers, NRA technicians, 06 humanitarian organizations, 2 international experts from UNDP and Tetra Tech and other related individuals.

PURPOSE OF MEETING:

The purpose of the meeting was to continue to review outstanding issues and to resolve the issues from the last Information Management TWG Meeting, which was held on the 24th of March 2020. The meeting was also held to discuss the outstanding issues and challenges from operator in UXO sector in Lao PDR.

ITEMS FOR SHARING AND DISCUSSION:

The meeting was officially opened at 09:00 by the Chairman, Mr. Bounpheng Sisawath, Deputy Director General of the NRA. After the Chairman opened the meeting, the participants were informed about the following issues, which were then discussed at length:

1. Issues and Challenges in managing data from organizations:

- Sending reports via VPN. VPN can be connected, but could not send the report.
- Beneficiary Collection, for example: Three times of clearance task and the number of beneficiaries exceeds the number of people in the village
- Providing UXO Lao's historic data for the operator is late.

2. Recommendations from various organizations:

- VPNs should always be open to facilitate sending reports.
- In the IMSMA report:
 1. Beneficiaries should collect: "Women, Men, Girls and Boys" in completion survey report.
 2. Should be added "Expected Beneficiaries" to technical survey report.
- Beneficiaries on the Dashboard want to separate "women, men, girls and boys".
- Publish of accident and victim information on NRA's website.
- Mine Field should have a specific report.

DISCUSSION:

The following was agreed at the meeting:

- Monthly Progress reports are to be reported regularly to the NRA. But there is no need to report as an xml file.
- CHA locates in a concession area of a company. The concession company is responsible for clearing CHA.
- In the technical Survey: 1 technical survey report. There is only 1 category for current land use and intended land use. (Convenient for prioritize clearance)

- Operators review and edit reports:
 1. Add "Land Use" to Confirmed Hazard Area Report (CHA).
 2. Add "Donor" to any reports that are not yet available.

More details on the Dashboard and appendix.
 - The number of beneficiaries is recorded based on the population of the area.
 - NRA will review and draft the specific report for Mine field.
 - The correction of incomplete data in national database: NRA is writing a project proposal for funding from the US government to implement this project specifically. Now follow notification no 603 / NRA, Vientiane, 07 November 2018.
- In the notification: Incomplete data belonging to any organization. The organization must be an editor. If the organization is correcting data, then report it to the NRA.
- Sharing information and clearance priorities: PRA will disseminate information to the implementing operator and prioritize those areas.
 - Publish of accident and victim information on NRA's website and in Dashboard.
 - If operator is going to survey the new village, submit a letter with the purpose of requesting the information to the NRA. NRA is ready to provide information.
 - NRA will review and classify list all explosives contained in IMSMA.
 - Tetra Tech is ready to support VPN upgrades and Ask NRA to write down the requirements as well as the budget.
 - Tetra Tech's experts to compare the advantages and disadvantages of the MARS and Survey 123 system then report to NRA.

CLOSING:

Chairperson of the meeting expressed his gratitude and thanks all participants for actively contributions and constructive ideas. He declared to close the meeting at 12:30 pm on the 23th of June 2020.