

## CHAPTER 3 INPUT TO THE PROJECT

### 3.1 Inputs by the Japanese Side

#### 3.1.1 Dispatch of the JICA Expert Team

The table shown below is the name, expertise and duration of assignment since the Project was commenced until December 2012. Assignment of some experts in 2012 originally planned the R/D was a little changed according to necessity for the Project activities. For the seven (7) experts, the total of 80.90 Man/Months (M/M) are assigned to the Project, and the planned assignment will be completed by December 2012.

Table 3-1-1 shows the name, expertise and duration of assignment since the Project has commenced until December 2012. The assignments of some experts in 2012, as originally planned in the R/D, were a little changed according to the necessity of the Project activities. For the seven experts listed in the table, their assignment schedule were changed to a total of 80.90 man months (M/M). The planned assignment will then be completed by December 2012.

**Table 3-1-1 Input of the JICA Expert Team**

| Name<br>(Field)  |                           | M/M   |       |       |       |
|--|---------------------------|-------|-------|-------|-------|
|  |                           | 2010  | 2011  | 2012  | Total |
| 1) Iwai Yoichi<br>(Chief Advisor/ Environment Management)  | Before change of contract | 6.60  | 5.27  | 4.23  | 16.10 |
|  | After change of contract  |       |       | 4.73  | 16.60 |
| 2) Naganuma Kengo<br>(Environment Monitoring and Analysis)   | Before change of contract | 5.20  | 3.30  | 2.20  | 10.70 |
|  | After change of contract  |       |       |       |       |
| 3) Shoji Tadashi<br>(Pollution Source Management)  | Before change of contract | 3.50  | 4.00  | 2.50  | 10.00 |
|  | After change of contract  |       |       |       |       |
| 4) Aoki Tomoo<br>(Land Use Management)   | Before change of contract | 5.80  | 4.17  | 5.33  | 15.30 |
|  | After change of contract  |       |       | 5.83  | 15.80 |
| 5) Kimura Go<br>(Sustainable Tourism)  | Before change of contract | 4.80  | 3.23  | 2.27  | 10.30 |
|  | After change of contract  |       |       | 3.27  | 11.30 |
| 6) Hirata Norihisa<br>(Environmental Education and PR)   | Before change of contract | 4.00  | 3.00  | 2.00  | 9.00  |
|  | After change of contract  |       |       | 2.50  | 9.50  |
| 7) Nozue Yuko (Coordinator/ Environmental Monitoring and Analysis) / Saito Tetsuya (Coordinator/ Sustainable Tourism)/ Minami Atsushi (Coordinator/ Environmental Monitoring and Analysis) | Before change of contract | 3.00  | 1.50  | 2.50  | 7.00  |
|  | After change of contract  |       |       |       |       |
| Total  | Before change of contract | 32.90 | 24.47 | 21.03 | 78.40 |
|  | After change of contract  | 32.90 | 24.47 | 23.53 | 80.90 |

Source: JET

#### 3.1.2 Training in Japan

In total, four training courses were tailored and conducted in Japan for the counterpart personnel of the Project. A total of 35 personnel participated in the training courses (totaling to 437 man/days).

**Table 3-1-2 Summary of the Trainings in Japan**

| Course Name  | Period             | Participants                        |
|--|--------------------|-------------------------------------|
| (1) Natural Resources/ Environmental Management                  | 11-20/January/2011 | CEM<br>5 members                    |
| (2) Water Resource Monitoring/ Pollution Source Management       | 2-12/March/2011    | CEM, WG-1<br>8 members              |
| (3) Land Use Management  | 6-18/November/2011 | CEM, WG-2<br>9 members              |
| (4) Sustainable Tourism, Eco-tourism and Environmental Education | 17-30/June/2012    | CEM, WG-1, WG-3, WG-4<br>13 members |

Source: JET

The outline, list of participants, and training program for each training course are shown in the subsequent tables.

**Table 3-1-3 Outline of the Training in Japan  
(Natural Resource and Environmental Management Course)**

|              |   |
|--------------|---|
| Course Name  | Natural Resource and Environmental Management   |
| Period       | From 11th to the 20th of January, 2011  |
| Participants | 5 persons from CEM members  |
| Venue        | Tokyo International Center, Tokyo Metropolitan Government Bureau of Sewerage, JICA Tokyo Head Office, Yatsu Higata Nature Observation Center, Environmental and Science Eco-school (NPO), Aichi Prefecture-Natural Environmental Division, Environmental Activity Promotion Division, Water and Soil Environment Division, Ministry of Environment, and Chiba Natural School (NPO)        |
| Summary      | The training aims to understand the strategies/ approaches, legislative/ institutional system, and activities, related to environmental management, land use planning, tourism development, and environmental education, for the natural resources and coastal environmental management in Japan. Knowledge and experiences obtained through this training will be utilized for Output-1. |

Source: JET

**Table 3-1-4 List of Participants for the Training in Japan  
(Natural Resource and Environmental Management Course)**

| No. | Name              | Organization and Position   |
|-----|-------------------|---|
| 1   | Mr Pham Van Chinh | Deputy Director, Dept. of Finance                                   |
| 2   | Mr Vu Van Hop     | Vice Chairman, Halong City People's Committee                       |
| 3   | Mr Tran Van Hung  | Vice Chairman, Cam Pha Town People's Committee                      |
| 4   | Mr To Xuan Thao   | Deputy Director, Halong Bay Management Department                   |
| 5   | Mr Dinh Quang Hai | Deputy Head of Science and Education Section, Quang Ninh PPC Office |

Source: JET

**Table 3-1-5 Training Program for the Training in Japan  
(Natural Resource and Environmental Management Course)**

| Date (2011) | Time          | Activities   | Lecturer  | Stay   |                           |
|-------------|---------------|--|---|--|---------------------------|
| 1           | 10 Jan. (Mon) | -  | Leave from Hanoi (JL752 23:55)  | -  | TIC                       |
| 2           | 11 Jan. (Tue) | -  | Arrive at Narita (JL752 6:45)   | -  | TIC                       |
| 3           | 12 Jan. (Wed) | AM   | Orientation   | -  | TIC                       |
|             | PM            | - Explanation of training course<br>- Introduction of Japanese experience on pollution problem and countermeasures (video)   | -   |  |                           |
| 4           | 13 Jan. (Thu) | AM   | Lecture and discussion: Japanese experience and current status of Japanese environmental administration for nature restoration project  | Mr Mitsuhiro Yamamoto (OECC)   | TIC                       |
|             | PM            | - Site visit on the domestic wastewater treatment plant<br>- Courtesy call to JICA   | - Tokyo Metropolitan Government Bureau of Sewerage<br>- JICA Tokyo Head Office  |  |                           |
| 5           | 14 Jan. (Fri) | -  | Lecture on history of management of the Sanbanse and Yatsu-higata areas   | Yatsu Higata Nature Observation Center<br>Dr Hisako Ogura (Chiba Environmental Scientific Institute)<br>Mr Kiyoshi Ohama   | TIC                       |
| 6           | 15 Jan. (Sat) | -  | Electric Boat Tour in Tokyo Bay area  | Environmental and Science Eco-school (NPO)   | TIC                       |
| 7           | 16 Jan. (Sun) | -  | Move from Tokyo to Nagoya   | -  | Hotel in Aichi prefecture |
| 8           | 17 Jan. (Mon) | -  | Lecture on Mikawa Basin Management<br>- Environmental protection and tourism development in Mikawa Bay semi-national park<br>- EIA regulation on land reclamation<br>- Lecture on Yahagi River basin management and contribution to Mikawa basin management | Aichi prefecture<br>-Natural Environmental Division<br>Environmental Activity Promotion Division<br>-Water and Soil Environment Division<br>-Mr Kenji Noda (Yahagi River Basin Environmental Research Committee) | Hotel in Aichi prefecture |
| 9           | 18 Jan. (Tue) | AM   | - Move from Nagoya to Tokyo   | -  | TIC                       |
|             | PM            | - Courtesy call to MOE<br>- Lecture and discussion: Japanese experience on coastal environment management such as natural restoration project and activity related to Act on Promotion of Ecotourism | Ministry of Environment<br>Mr Isao Yamashita<br>Mr Hiroshi Ono<br>Mr Hisateru Matsui  |  |                           |
| 10          | 19 Jan. (Wed) | AM   | - Promotion of eco-tourism and environmental  | Mr Yuji Hirano (Chiba Natural School)  | TIC                       |

| Date (2011) | Time          | Activities  | Lecturer                                       | Stay |
|-------------|---------------|---|--|------|
|             |               | education by the local government and NGO<br>- Preparation of the presentation for the afternoon session  | (NPO))   |      |
|             | PM            | - Presentation of approach for the reconciliation between environmental management and tourism development based on the experiences obtained through the training in Japan<br>- Evaluation of the training course | JICA Tokyo<br>Mr Senro Imai (JICA Expert)      |      |
| 11          | 20 Jan. (Thu) | -   | Leave from Narita to Hanoi (JL751 18:00-22:20) | -    |

Note: Tokyo International Center (TIC), Overseas Environmental Cooperation Center (OECC)

Source: JET

**Table 3-1-6 Outline of the Training in Japan  
(Water Quality Monitoring and Pollution Control Course)**

|              |   |
|--------------|---|
| Course Name  | Water Quality Monitoring and Pollution Control  |
| Period       | From 2 to 12 March 2011   |
| Participants | 8 persons from CEM and WG-1 members   |
| Venue        | Tokyo International Center, JICA Tokyo Head Office, Tokyo Metropolitan Environmental Science Research Institute, Plating Industry in Chiba Prefecture, Tokyo Metropolitan Government Bureau of Sewerage, and Nippon Koei Co., Ltd.                    |
| Summary      | The training aims to understand the administrative measures and acquire technical information on water environment monitoring and pollution control in Japan. Knowledge and experiences obtained through this training will be utilized for Output-2. |

Source: JET

**Table 3-1-7 List of Participants for the Training in Japan  
(Water Quality Monitoring and Pollution Control Course)**

| No. | Name                    | Organization and Position  |
|-----|-------------------------|--|
| 1   | Mr Nguyen Thu Huyen     | Head of Administration Section, Sub-dept. for Environmental Protection, Quang Ninh DONRE                     |
| 2   | Mr Tran Thanh Tung      | Expert, Inspection Division, Quang Ninh DONRE  |
| 3   | Mr Nguyen Van Duong     | Deputy Head, Environmental Policy Dept. Provincial Police Quang Ninh Province                                |
| 4   | Mr Nguyen Thi Thuy Hang | Expert, DONRE of Halong City PC  |
| 5   | Mr Pham Thuan Cuong     | Expert, DONRE of Yen Hung District PC  |
| 6   | Mr Ha Van Giang         | Deputy Head, Sub-dept. for Technique-Fishery Resources Protection Dept. of Agriculture and Rural Development |
| 7   | Mr Hoang Danh Son       | Deputy Head, Dept. of Policy and Legislation, Vietnam Environment Administration                             |
| 8   | Mr Nguyen Quoc Anh      | Deputy Director, Environmental Monitoring and Analysis Center, DONRE   |

Source: JET

**Table 3-1-8 Training Program for the Training in Japan  
(Water Quality Monitoring and Pollution Control Course)**

| Date (2011) | Time         | Activities   | Lecturer   | Stay  |
|-------------|--------------|--|--|---|
| 1           | 1 Mar. (Wed) | -  | Leave from Hanoi (JL752 23:55 -)   | TIC   |
| 2           | 2 Mar. (Wed) | -  | Arrive at Narita (JL752 6:45)  |   |
| 3           | 3 Mar. (Thu) | -  | Orientation  | TIC   |
|             |              | - Explanation of training course<br>- Lecture and discussion: Japanese environmental pollution history (showing video) |  |   |
| 4           | 4 Mar. (Fri) | AM   | Japanese experience on pollution control of small and medium enterprises (Roles of the Japan Environment Corporation)      | TIC   |
|             |              | PM   | - Lecture and discussion: Mining wastewater treatment measures and re-use of closed mining area<br>- Courtesy call to JICA | - Mr Nobuyuki Koyanagi (JCOAL)<br>- JICA Tokyo Head Office  |
| 5           | 5 Mar. (Sat) | -  | -  | TIC   |
| 6           | 6 Mar. (Sun) | -  | -  | TIC   |
| 7           | 7 Mar. (Mon) | AM   | Lecture and discussion: Pollution control measures on river systems affecting Tokyo Bay                                    | TIC   |
|             |              | PM   | Site visit: Effluent control system of industrial park   | -Tokyo Metropolitan Environmental Science Research Institute<br>-Plating industry in Chiba prefecture         |
| 8           | 8 Mar. (Tue) | AM   | Site visit: Domestic wastewater treatment plant  | TIC   |
|             |              | PM   | - Measures for domestic wastewater treatment by septic tank system<br>- Lecture and discussion: Japanese regulation and    | -Tokyo Metropolitan Government Bureau of Sewerage<br>-Mr Seisaku Endo (Fukushima prefecture)<br>- Nippon Koei |

| Date (2011) | Time          | Activities   | Lecturer   | Stay   |                  |
|-------------|---------------|--|--|--|------------------|
|             |               | institutional system for environmental monitoring and pollution source inventory |  |  |                  |
| 9           | 9 Mar. (Wed)  | -  | - Lecture and discussion: Regular water quality monitoring activities by the local administration<br>- Site visit: Water quality monitoring in Tokyo bay (sea water monitoring by ship)<br>- Site visit: Private water quality monitoring laboratory works with the local administration | - Chiba prefecture<br>- Chiba prefecture<br>- Private laboratory | Chiba prefecture |
| 10          | 10 Mar. (Thu) | -  | - Lecture and discussion: Pollution control activities by the local administration<br>- Exercise on pollution load estimation  | - Chiba prefecture<br>- Nippon Koei                              | TIC              |
| 11          | 11 Mar. (Fri) | AM   | Preparation work for the presentation in the afternoon session   | -  | TIC              |
|             |               | PM   | - Presentation of the approach for the water quality monitoring and pollution control based on the experiences obtained through the training in Japan<br>- Evaluation of the training course   | JICA   |                  |
| 12          | 12 Mar. (Sat) | -  | Leave from Narita to Hanoi (JL/VN5135 departure 11:00-arrival 15:25)   | -  | -                |

Note: Tokyo International Center (TIC)

Source: JET

**Table 3-1-9 Outline of the Training in Japan  
(Land Use Management in Consideration of the Environmental Conservation)**

|              |   |
|--------------|---|
| Course Name  | Land Use Management in Consideration of Environmental Conservation  |
| Period       | From 6 to 18 November 2011  |
| Participants | 9 persons from CEM and WG-2 members   |
| Venue        | Tokyo International Center, Nippon Koei Co., Ltd., JICA Head Office, Sewerage Exhibit Hall "RAINBOW", Ariake Center for Wastewater, Ministry of Environment, Chubu Regional Office, Ministry of Environment, Nagoya Office of Nature Conservation, Nanyo Factory, Office of Nature Conservation for Ise-shima National Park, Umishima Yumin Club, Aqua Biwa, Japan Water Agency Lake Biwa Development Integrated Operation and Maintenance Office, Lake Biwa Museum, Center for Yatu Tidal Flat Nature Observation, |
| Summary      | The training aims to learn the comprehensive land zoning system and administrative measures for land use control considering environmental management in the coastal area. Knowledge and experiences obtained through this training will be utilized for the project activities of Output-3.  |

Source: JET

**Table 3-1-10 List of Participants for the Training in Japan (Land Use Management in Consideration of the Environmental Conservation Course)**

| No. | Name                  | Organization and Position   |
|-----|-----------------------|---|
| 1   | Mr Nguyen Hai An      | Deputy Director, Dept. of Construction, Quang Ninh PPC  |
| 2   | Mr Trieu Van Hai      | Vice Chairman, Hoanh Bo District PC   |
| 3   | Mr Hoang Viet Dung    | Head of Sub-dept., Sub-dept for Environmental Protection, Quang Ninh PPC  |
| 4   | Mr Dang Hung          | Deputy Director, Dept. of Transport, Quang Ninh PPC   |
| 5   | Mr Nguyen The Thuc    | Deputy Head of the Planning Section, Dept. of Natural Resources and Environment (DONRE), Quang Ninh PPC         |
| 6   | Ms Nguyen Thi Mai Anh | Expert of DONRE Office, DONRE, Quang Ninh PPC   |
| 7   | Mr Nguyen Nhu Hanh    | Deputy Head of the Appraisal and License Section, Sub-dept. for Environmental Protection, DONRE, Quang Ninh PPC |
| 8   | Mr Nguyen Dang Thanh  | Head of DONRE, Halong City PC   |
| 9   | Mr Pham Trung Nghia   | Staff for Environment, Group of Coal and Minerals Industry of Vietnam (VINACOMIN)                               |

Source: JET

**Table 3-1-11 Training Program for the Training in Japan  
(Land Use Management in Consideration of the Environmental Conservation Course)**

| Date (2011) | Time         | Activities  | Lecturer, etc.           | Stay                  |
|-------------|--------------|-------------|--------------------------|-----------------------|
| 1           | 5 Nov. (Sat) | 2355        | Leave from Japan (JL752) |                       |
| 2           | 6 Nov. (Sun) | =>0640      | Arrive to Japan (JL752)  | JICA Tokyo            |
| 3           | 7 Nov. (Mon) | 09:00-12:00 | Briefing                 | TIC                   |
|             |              | 13:30-14:30 | Program orientation      | TIC                   |
| 4           | 8 Nov. (Tue) | 10:00-12:00 | Lecture                  | Nippon Koei Co., Ltd. |
|             |              | 13:30-15:00 | Lecture                  | Nippon Koei Co., Ltd. |
|             |              | 15:30-16:00 | JICA courtesy visit      | JICA Head Office      |

|    |                  |             |   |  |                             |
|----|------------------|-------------|---|--|-----------------------------|
| 5  | 9 Nov.<br>(Wed)  | 09:30-10:30 | System of sewage disposal with environmental considerations   | Sewage Exhibit Hall Rainbow  | Hotel Sunroute Plaza Nagoya |
|    |                  | 11:00-12:00 | System of sewage disposal and reuse of treated water  | Ariake Center for Wastewater   |                             |
|    |                  | 14:00-15:30 | Summary of governmental policy on environmental conservation  | Ministry of Environment  |                             |
|    |                  |             | Trip from Tokyo to Nagoya by the Bullet Train (Shinkan-sen)   |  |                             |
| 6  | 10 Nov.<br>(Thu) | 09:15-11:00 | Summary of local governmental policy on environmental conservation                                    | Chubu Regional Office, Ministry of Environment                                       |                             |
|    |                  | 14:00-16:00 | History and activities of conservation for Fujimae tidal flat   | Nagoya Office of Nature Conservation   |                             |
| 7  | 11 Nov.<br>(Fri) | 10:30-12:00 | Activities for emission of reclamation of waste disposal  | Nanyo Factory  | Shima Central Hotel Socia   |
|    |                  | 15:30-17:00 | Activities for environmental conservation of the Ise-shima National Park                              | Office of Nature Conservation for Ise-shima National Park                            |                             |
| 8  | 12 Nov.<br>(Sat) | 11:00-17:00 | Activities for eco-tourism at Ise Bay   | Umishima Yumin Club  |                             |
| 9  | 13 Nov.<br>(Sun) |             | Trip from Shima to Otsu   |  |                             |
| 10 | 14 Nov.<br>(Mon) |             | Review of training materials  |  | Hotel Blue Lake Otsu        |
|    |                  | 13:30-15:30 | Present condition of the water environment in Biwa Lake and activities for environmental conservation | Aqua Biwa  |                             |
| 11 | 15 Nov.<br>(Tue) | 09:30-11:00 | History of environmental conservation for Biwa Lake and activities for environmental conservation     | Japan Water Agency Lake Biwa Development Integrated Operation and Maintenance Office |                             |
|    |                  | 13:30-15:30 | Ecosystem of Biwa Lake and activities for environmental conservation                                  | Lake Biwa Museum   |                             |
| 12 | 16 Nov.<br>(Wed) |             | Trip from Otsu to Tokyo   |  |                             |
| 13 | 17 Nov.<br>(Thu) | 10:00-12:00 | History of Yatu tidal flat and activities for environmental conservation                              | Center for Yatu Tidal Flat Nature Observation  | JICA Tokyo                  |
|    |                  | 14:00-16:00 | Preparation of presentation   |  |                             |
| 14 | 18 Nov.<br>(Fri) | 09:00-12:00 | Report of training to JICA  | JICA Tokyo   |                             |
|    |                  | 13:00-14:00 | Evaluation  | JICA Tokyo   |                             |
| 15 | 19 Nov.<br>(Sat) | 1800=>2225  | Fly to Vietnam (JL751)  |  | -                           |

Note: TIC - Tokyo International Center

Source: JET

**Table 3-1-12 Outline of the Training in Japan  
(Eco-tourism and Environment Education Course)**

|              |  |
|--------------|--|
| Course Name  | Eco-tourism and Environment Education  |
| Period       | From 17 to 30 June 2012  |
| Participants | 13 persons from CEM, WG-1, WG-3, and WG-4 members  |
| Venue        | Tokyo International Center, Nippon Koei Co., Ltd, Kaitou-yumin Club, Tourism Dept., Toba City, Environmental Protection Dept., Toba City, Toba Visitor Center, Association for Ise-shima National Park, Ancient city area in Kyoto, Kanaya Art Museum, Kamogawa Ceramic Art Museum, Commerce and Tourism Dept. and Environment Dept. Minami-boso City, Road-side station "Tomiura, Yatsu Higata Nature Observation Center.   |
| Summary      | The training aims to learn the management measure of tourism resources in the national park and tourism site, practices on sustainable tourism by utilizing eco-tourism program, tourism marketing and promotion measure by the municipal government and private sector, and relevant examples on environmental education and PR activities in Japan. Knowledge and experiences obtained through the training are mainly utilized for the project activities of Output-4 and Output-5. |

Source: JET

**Table 3-1-13 List of Participants for the Training in Japan  
(Eco-tourism and Environment Education Course)**

| No. | Name                 | Organization and Position  |
|-----|----------------------|--|
| 1   | Pham Van Lan         | Head Committee of Ethnic Minorities  |
| 2   | Tran Nhu Long        | Deputy Head of Administration Quang Ninh PPC   |
| 3   | Le Tien Manh         | Expert of Science and Education Section Quang Ninh PPC   |
| 4   | Ngo Van Hoi          | Deputy Director Department of Education and Training   |
| 5   | Nguyen Thi Vinh      | Vice Chairperson Provincial Women Union  |
| 6   | Nguyen Thi Thu Trang | Expert, External Relations and Economy Division Department of Planning and Investment                  |
| 7   | Nguyen Thi Van       | Deputy Director of Tourism Communication and Promotion Center Department of Culture, Sport and Tourism |
| 8   | Pham Quang Vinh      | Deputy Director, Sub-department for Environmental Protection, QN DONRE                                 |
| 9   | Dang Thi Hai Yen     | Head of Appraisal and License Section, Sub-department of Environmental Protection, DONRE               |

| No. | Name              | Organization and Position  |
|-----|-------------------|--|
| 10  | Dinh Hai Ha       | Deputy Head of Administrative Section, Sub-department of Environmental Protection, DONRE               |
| 11  | Nguyen Dang Thanh | Deputy Head of Section for the Youth, Rural, Urban Areas and State Employees Youth Union of Quang Ninh |
| 12  | Mr Do Dinh Thach  | Head of Environmental Police Section of Quang Ninh Police Department                                   |
| 13  | Nguyen Thi Huong  | Chief Accountant Office of DONRE   |

Source: JET

**Table 3-1-14 Training Program for the Training in Japan  
(Eco-tourism and Environment Education Course)**

| Date (2012) | Time             | Activities    | Venue   | Stay   |
|-------------|------------------|---------------|---|--|
| 1           | 17 Jun.<br>(Sun) | -             | Move from Hanoi to Tokyo  | JICA Tokyo International Center (TIC)  |
| 2           | 18 Jun.<br>(Mon) | 9:00 - 12:00  | Briefing of training in Japan   | TIC  |
|             |                  | 13:30 - 14:30 | Orientation of training course  | TIC  |
| 3           | 19 Jun.<br>(Tue) | 9:30 - 11:30  | Lecture: Current measures on Japanese sustainable tourism and environmental education   | TIC (Lecturer: Nippon Koei Co., Ltd.)  |
|             |                  | 13:30 - 15:00 | Lecture: Outline of measures for natural tourism resources conservation and sustainable tourism   | TIC (Lecturer: National Environmental Bureau, Ministry of Environment)       |
| 4           | 20 Jun.<br>(Wed) | -             | Move from Tokyo to Toba City  | Kaitou-yumin Club (Limited company for eco-tourism)                          |
|             |                  | 13:30 - 16:30 | Experience of eco-tourism activity (1): "Spiritual tour in female divers' land"   |  |
|             |                  | 16:30 - 18:00 | Experience of eco-tourism activity (2): "Visit seafood wholesale shops and walking on the street of Toba City"                                |  |
|             |                  | 19:00 - 21:00 | Experience of eco-tourism activity (3): "Watching sea fireflies"  |  |
| 5           | 21 Jun.<br>(Thu) | 9:00 - 13:00  | Experience of eco-tourism activity (4): "Beach tour in isolated islands"  | Kaitou-yumin Club (Limited company for eco-tourism)                          |
|             |                  | 14:00 - 16:00 | Lecture on eco-tourism activities in Ise Bay  |  |
| 6           | 22 Jun.<br>(Fri) | 9:30 - 11:00  | Lecture: Policy and plan for sustainable tourism and its measures, and environmental conservation in Toba City                                | Tourism Department, Toba City Environmental Protection Department, Toba City |
|             |                  | 13:00 - 15:00 | Lecture and observation: Introduction of activities in Ise-shima National Park for nature experience, considering environmental conservation. | Toba Visitor Center, Association for Ise-shima National Park                 |
|             |                  | -             | Move from Toba City to Kyoto  | -  |
| 7           | 23 Jun.<br>(Sat) | 9:00 - 15:00  | Site visit: World heritage site   | Ancient city area in Kyoto   |
|             |                  | -             | Move from Kyoto to Tokyo  | -  |
| 8           | 24 Jun.<br>(Sun) | -             | Holiday   | TIC  |
| 9           | 25 Jun.<br>(Mon) | 9:00 - 11:00  | Discussion: Interim review of outcomes obtained from the training program   | TIC (Lecturer: Nippon Koei Co. Ltd.)   |
|             |                  | 14:00 - 16:00 | Lecture: Environmental education in nature, attended by various stakeholders  | TIC (Lecturer: Japan Environmental Education Forum)                          |
| 10          | 26 Jun.<br>(Tue) | -             | Move from Tokyo to Tomiura  | Hotel in Minami-boso City  |
|             |                  | 10:00 - 12:00 | Lecture: Example of eco-tourism tours and human resource development for eco-tourism activities promotion                                     |  |
|             |                  | 14:00 - 16:00 | Experience of pottery making  |  |
| 11          | 27 Jun.<br>(Wed) | 9:00 - 12:00  | Lecture: Tourism development plan and environmental conservation plan of local administration   | Commerce and Tourism Department and Environment Department, Minami-boso City |
|             |                  | 13:30 - 15:00 | Site visit: Functions and activities of the road-side station   | Road-side station "Tomiura"  |
| 12          | 28 Jun.<br>(Thu) | 10:00 - 12:00 | Lecture: History and coastal environment protection measure in Yatsu Higata   | Yatsu Higata Nature Observation Center                                       |
|             |                  | 14:00 - 16:00 | Preparation of presentation   | TIC  |
| 13          | 29 Jun.<br>(Fri) | 9:00 - 12:00  | Presentation and evaluation on results of the training course   | TIC  |
| 14          | 30 Jun.<br>(Sat) | -             | Move from Tokyo to Hanoi  | -  |

Note: TIC - Tokyo International Center

Source: JET



### 3.1.3 Procurement of Equipment

The total amount of USD 100,959 is allocated for the purchase and/or rental of equipment for the Project. Most of the equipment has been procured and the remaining will be procured at the end of the Project.

**Table 3-1-15 List of Equipment Procured under the Project**

| Japanese Fiscal Year (JFY) | Item   | Quantity | Cost (USD)     |
|----------------------------|--|----------|----------------|
| 2010                       | (1) GIS software   | 1        | 5,250          |
|                            | (2) GPS  | 2        | 880            |
|                            | (3) UPS  | 2        | 215            |
|                            | (4) Photo-copier   | 1        | 3,321          |
|                            | (5) Laser printer  | 1        | 6,293          |
|                            | (6) Desktop computer                                     | 3        |                |
|                            | (7) Laptop computer                                      | 2        | 3,075          |
|                            | (8) Projector  | 2        | 2,650          |
|                            | (9) Vehicle  | 1        | 45,700         |
|                            | (10) Sampling and analytical equipment                   | 1 unit   | 16,393         |
|                            | Sub-total  |          | 83,777         |
| 2011                       | (11) A3 colored printer                                  | 1        | 3,620          |
|                            | Sub-total  |          | 3,620          |
| 2012                       | (12) Spare parts and reagents for water quality analysis | 1        | 13,562         |
|                            | Sub-total  |          | 13,562         |
|                            | <b>Total</b>   |          | <b>100,959</b> |

Source: JET

### 3.1.4 Operational Expenses borne by the Japanese Side

The operational expenses borne by the Japanese side are shown in Table 3-1-16. The total amount of USD 673,532 was allocated for the Project. Most of the Japanese experts have already been mobilized, while the remaining will be mobilized by the end of the Project.

**Table 3-1-16 Operational Expenses Borne by the Japanese Side**

| Working Group                                      | Subjects             | JFY 2010 Actual <sup>*1</sup> |               | JFY 2011 Actual <sup>*2</sup> |               | JFY 2012 Budget <sup>*3</sup> |               |
|--|----------------------|-------------------------------|---------------|-------------------------------|---------------|-------------------------------|---------------|
|  |                      | Expense (VND million)         | Expense (USD) | Expense (VND million)         | Expense (USD) | Expense (VND million)         | Expense (USD) |
| 1<br>(Output 2)                                    | Hiring local experts | 35                            | 1,719         | 211                           | 9,957         | 274                           | 13,061        |
|  | Sub-contract         | 987                           | 48,287        | 221                           | 10,455        | 241                           | 11,495        |
| 2<br>(Output 3)                                    | Hiring local experts | 229                           | 11,204        | 174                           | 8,224         | 383                           | 18,236        |
|  | Sub-contract         | 1,258                         | 61,585        | 0                             | 0             | 0                             | 0             |
| 3<br>(Output 4)                                    | Hiring local experts | 124                           | 6,068         | 163                           | 7,706         | 354                           | 16,881        |
|  | Sub-contract         | 597                           | 29,216        | 388                           | 18,330        | 155                           | 7,381         |
| 4<br>(Output 5)                                    | Hiring local experts | 7                             | 345           | 99                            | 4,680         | 300                           | 14,293        |
|  | Sub-contract         | 537                           | 26,280        | 580                           | 27,380        | 859                           | 40,900        |
| <b>Other Expenses (Cost for Project Operation)</b> |                      | 1,772                         | 86,700        | 1,483                         | 73,655        | 2,407                         | 119,494       |
| <b>Total</b>                                       |                      | 5,546                         | 271,404       | 3,319                         | 160,387       | 4,973                         | 241,741       |
| <b>Grand Total</b>                                 |                      |                               |               |                               |               | 13,838                        | 673,532       |

Note: \*1 This item was calculated by JICA based on the exchange rate as of March 2011

\*2 This item was calculated by JICA based on the exchange rate as of March 2012

\*3 This item was calculated by JICA based on the exchange rate as of October 2012

Source: JET

## 3.2 Inputs by the Vietnamese Side

### 3.2.1 Counterpart Personnel

In order to ensure the proper management of the Project, the Steering Committee for Environmental Management (CEM), Project Management Board (PMB), and working groups (WGs) were established at the beginning of the Project based on the official decisions by the

Quang Ninh Provincial People's Committee (QN PPC) on 13 April 2010. The members of CEM, PMB, and WGs were assigned from relevant organizations and agencies as listed in Table 3-1-17 to Table 3-1-19.

**Table 3-1-17 List of CEM Members**

| Name   | Position in CEM             | Position and Organization  |
|--|-----------------------------|--|
| (1) Mr Do Thong<br>(Apr. 2010 - Mar. 2012)           | Standing Head of CEM        | Vice Chairman, Quang Ninh Provincial People's Committee (QN PPC)   |
| (1) Mr Dang Huy Hau<br>(Apr. 2012 - )                | Standing Head of CEM        | Vice Chairman, QN PPC  |
| (2) Mr Nguyen Manh Cuong                             | Standing Deputy Head of CEM | Director, Department of Natural Resources and Environment of QN PPC (QN DONRE)   |
| (3) Mr Luong Y Duoc<br>(Apr. 2010 - Jun. 2012)       | Deputy Head of CEM          | Deputy Director General, QN DONRE  |
| (3) Mr Hoang Danh Son<br>(Sept. 2012 - )             | Deputy Head of CEM          | Deputy Director General, QN DONRE  |
| (4) Ms Nguyen Thi Thu Thuy                           | Secretary                   | Deputy Head, Sub-Department of Environmental Protection, QN DONRE  |
| (5) Representative of JICA                           | Member                      | JICA Vietnam Office  |
| (6) Mr Hoang Danh Son<br>(Apr. 2010 - Sep. 2012)     | Member                      | Director, Department of International Cooperation of Science and Technology, Vietnam Environment Administration, MONRE |
| (6) To be named<br>(Oct. 2012 - )                    | not yet assigned            | -  |
| (7) Mr Dao Van Hoa                                   | Member                      | Deputy Director, QN Department of Planning and Investment  |
| (8) Mr Pham Van Chinh<br>(Apr. 2010 - Jul. 2011)     | Member                      | Deputy Director, QN Department of Finance  |
| (8) Mr Mac Thanh Luan<br>(Aug. 2011 - )              | Member                      | Deputy Director, QN Department of Finance  |
| (9) Mr Hoang Quoc Thai                               | Member                      | Deputy Director, QN Department of Culture, Sport, and Tourism  |
| (10) Mr Nguyen Hai An                                | Member                      | Deputy Director, QN Department of Construction   |
| (11) Mr Hoang Duc Minh<br>(Apr. 2010 - Jul. 2011)    | Member                      | Deputy Director, QN Department of Education and Training   |
| (11) Mr Ngo Van Hoi<br>(Aug. 2011 - )                | Member                      | Deputy Director, QN Department of Education and Training   |
| (12) Mr Dang Hung                                    | Member                      | Deputy Director, QN Department of Transportation   |
| (13) Ms Nguyen Thi Lieu<br>(Apr. 2010 - Jul. 2012)   | Member                      | Deputy Director, QN Department of Industry and Trade   |
| (13) Mr Pham Ngoc Thuy<br>(Aug. 2012 - )             | Member                      | Deputy Director, QN Department of Industry and Trade   |
| (14) Mr Ha Van Giang                                 | Member                      | Deputy Head, Sub-Department of Technology and Aqua Resources, QN Department of Agriculture and Rural Development       |
| (15) Mr Nguyen Van Duong                             | Member                      | Deputy Head of Department, Environmental Police Department, QN Provincial Police                                       |
| (16) Ms Huynh Thi Mai Anh<br>(Apr. 2010 - Jul. 2011) | Member                      | Vice Chairperson, QN Provincial Women's Union  |
| (16) Ms Nguyen Thi Vinh<br>(Aug. 2011 - )            | Member                      | Vice Chairperson, QN Provincial Women's Union  |
| (17) Mr Hoang Ba Nam                                 | Member                      | Deputy Secretary, QN Provincial Youth Union  |
| (18) Mr To Xuan Thao<br>(Apr. 2010 - Jul. 2012)      | Member                      | Deputy Director, Halong Bay Management Department  |
| (18) Mr Nguyen Manh Ha<br>(Aug. 2012 - )             | Member                      | Deputy Director, Halong Bay Management Department  |
| (19) Mr Vu Van Hop<br>(Apr. 2010 - Jul. 2012)        | Member                      | Vice Chairman, Halong City People's Committee  |
| (19) Mr Hoang Quang Hai<br>(Aug. 2012 - )            | Member                      | Vice Chairman, Halong City People's Committee  |
| (20) Mr Nguyen Manh Tuan<br>(Apr. 2010 - Jul. 2011)  | Member                      | Vice Chairman, Hoanh Bo District People's Committee  |
| (20) Mr Trieu Hai<br>(Aug. 2011 - )                  | Member                      | Vice Chairman, Hoanh Bo District People's Committee  |
| (21) Mr Tran Van Hung                                | Member                      | Vice Chairman, Cam Pha Town People's Committee   |
| Total: 21 members                                    |                             |  |

Source: JET



**Table 3-1-18 List of PMB Members**

| Name  | Position in PMB    | Position and Organization   |
|---|--------------------|---|
| (1) Mr Luong Y Duoc<br>(Apr. 2010 - Jun. 2012)<br>-----<br>(1) Mr Hoang Danh Son<br>(Sept. 2012 - ) | Head of PMB        | Deputy Director General, QN DONRE   |
| (2) Mr Hoang Viet Dung  | Deputy Head of PMB | Director of Sub-Department of Environmental Protection, QN DONRE                                    |
| (3) Ms Nguyen Thi Thu Thuy  | Secretary          | Deputy Head, Sub-Department of Environmental Protection, QN DONRE                                   |
| (4) Ms Nguyen Thu Huyen   | Member             | Head, Section of Administration, Sub-Department of Environmental Protection, QN DONRE               |
| (5) Ms Tran Thi Minh Thu<br>(Apr. 2010 - Jul. 2012)   | Member             | Deputy Head, Section of Appraisal and License, Sub-Department of Environmental Protection, QN DONRE |
| (5) Ms Phan Thi Hoang Hao<br>(Sept. 2012 - )  | Member             | Sub-Department for Environmental Protection, QN DONRE   |
| Total: 5 members  |                    |   |

Source: JET

**Table 3-1-19 List of Working Group Members**

| Name  | Position in WG | Position and Organization   |
|---|----------------|---|
| <b>1. Environment Management Group (Working Group 1: WG-1)</b>  |                |   |
| (1) Ms Do Thi Ni Tan  | Head of WG-1   | Head, Environmental Monitoring and Analysis Division, Environmental Monitoring and Analyzing Center, QN DONRE |
| (2) Ms Nguyen Thu Huyen   | Member         | Head, Section of Administration, Sub-Department of Environmental Protection, QN DONRE                         |
| (3) Mr Tran Thanh Tung  | Member         | Expert, Division of Inspection, QN DONRE  |
| (4) Mr Nguyen Van Duong<br>(Apr. 2010 - Jun. 2011)<br>-----<br>(4) Mr Do Dinh Thach<br>(July. 2011 - )  | Member         | Deputy Head of Department, Environmental Police Dept., QN Provincial Police                                   |
| (4) Mr Do Dinh Thach<br>(July. 2011 - )   | Member         | Head of Division No.4, Environmental Police Department, QN Provincial Police                                  |
| (5) Ms Nguyen Thi Thuy Hang   | Member         | Expert, Department of Natural Resources and Environment, Halong City PC                                       |
| (6) Mr Pham Tuan Cuong  | Member         | Expert, Department of Natural Resources and Environment, Yen Hung District PC                                 |
| (7) Mr Pham Van Cung<br>(Jul. 2012 - )  | Member         | Head of Environmental Control Section, Sub-Department of Environmental Protection, QN DONRE                   |
| <b>2. Land Use Management Group (Working Group 2: WG-2)</b>   |                |   |
| (1) Mr Nguyen The Thuc  | Head of WG-2   | Deputy Head, Division of Planning and Financing, QN DONRE   |
| (2) Ms Nguyen Thi Mai Anh   | Member         | Expert, Division of Land Registration, QN DONRE   |
| (3) Mr Nguyen Nhu Hanh  | Member         | Expert, Section of Appraisal and License, Sub-Department of Environmental Protection, QN DONRE                |
| (4) Mr Nguyen Van Thanh   | Member         | Head, Department of Natural Resources and Environment, Halong City PC   |
| (5) Ms Dang Thi Thinh<br>(Apr. 2010 - Jul. 2012)<br>-----<br>(5) Mr Nguyen Tien Nhu<br>(Aug. 2012 - )   | Member         | Expert, Department of Natural Resources and Environment, Cam Pha City PC                                      |
| (5) Mr Nguyen Tien Nhu<br>(Aug. 2012 - )  | Member         | Deputy Head, Department of Natural Resources and Environment, Cam Pha Town PC                                 |
| (6) Mr Trieu Hai<br>(Apr. 2010 - Jul. 2011)<br>-----<br>(6) Ms Dau Thi Thanh Huyen<br>(Aug. 2011 - )    | Member         | Head, Department of Natural Resources and Environment, Hoanh Bo District PC                                   |
| (6) Ms Dau Thi Thanh Huyen<br>(Aug. 2011 - )  | Member         | Expert, Department of Natural Resources and Environment, Hoanh Bo District PC                                 |
| (7) Mr Pham Trung Nghia   | Member         | Officer, Department of Environment, Vietnam National Coal - Mineral Industries Group                          |
| <b>3. Environment and Tourism Resources Management Group (Working Group 3: WG-3)</b>                    |                |   |
| (1) Ms Tran Thi Minh Thu<br>(Apr. 2010 - Jul. 2012)<br>-----<br>(1) Mr Tran Van Thuan<br>(Aug. 2012 - ) | Head of WG-3   | Deputy Head, Section of Appraisal and License, Sub-Department of Environmental Protection, QN DONRE           |
| (1) Mr Tran Van Thuan<br>(Aug. 2012 - )   | Head of WG-3   | Deputy Head, Sub-Department of Sea and Islands, QN DONRE  |
| (2) Ms Tran Thu Ha  | Member         | Expert, Division of Water Resources and Meteorology, QN DONRE   |
| (3) Ms Nguyen Thi Thu Trang   | Member         | Expert, Sub-Department of External Relations and Economy, QN Department of Planning and Investment            |
| (4) Ms Nguyen Thi Van   | Member         | Deputy Director of Tourism Communication and Promotion, QN Department of Culture, Sport and Tourism           |
| (5) Mr Le Lam Tuan  | Member         | In charge of Environmental Management, Department, Halong Bay Management Department                           |
| (6) Ms Dao Thi Hau<br>(Apr. 2010 - Jun. 2011)<br>-----<br>(6) Mr Vu Nam Phong<br>(Aug. 2011 - )         | Member         | Expert, Division of Water Resources and Meteorology, DONRE  |
| (6) Mr Vu Nam Phong<br>(Aug. 2011 - )   | Member         | Director of Environmental Monitoring and Analyzing Center, QN DONRE   |
| <b>4. Environmental Education and PR Group (Working Group 4: WG-4)</b>                                  |                |   |
| (1) Mr Pham Quang Vinh  | Head of WG-4   | Deputy Director, Sub-Department of Environmental Protection, QN DONRE   |
| (2) Mr Manh Hong Hai  | Member         | Deputy Head, Sub-Department of Secondary Level Education, QN Department of Education and Training             |
| (3) Ms Dang Thi Hai Yen   | Member         | Head, Section of Appraisal and License, Sub-Department of Environmental Protection, QN DONRE                  |

| Name                        | Position in WG | Position and Organization  |
|-----------------------------|----------------|--|
| (4) Ms Dinh Hai Ha          | Member         | Expert, Sub-Department of Environmental Protection, QN DONRE                                 |
| (5) Ms Nguyen Thi Thu Ha    | Member         | Head, Department of Youth, Rural, Urban Areas and State Employees, QN Provincial Youth Union |
| (6) Ms Nguyen Thi Binh Thin | Member         | Deputy Head, Department of Communication and Education, QN Provincial Women's Union          |
| Total: 26 members           |                |  |

Source: JET

### 3.2.2 Operational Expenses borne by the Vietnamese Side

According to government regulations, 10% of the total budget amount for the Project shall be allocated by the Vietnamese Government for the project operation (Decision No. 4171/QD-UBND). A total of VND 5.3 billion has been allocated as budget for the counterpart funds for the project period. Out of this amount, VND 333 million and VND 2.5 billion were disbursed in 2010 and 2011, respectively, for project activities by the Vietnamese side. The breakdown of the budget is shown below.

**Table 3-1-20 Operational Expenses Borne by the Vietnamese Side**

| Year                  | 2010 (Actual) | 2011 (Actual) | 2012 (Budget) | 2013 (Budget) | Total (Budget) |
|-----------------------|---------------|---------------|---------------|---------------|----------------|
| Budget (VND million ) | 333           | 2,500         | 2,500         | 1,229         | 6,562          |

Source: PMB

## CHAPTER 4 PROJECT MANAGEMENT ACTIVITIES

### 4.1 Committee for Environmental Management (CEM) Meeting

The Steering Committee for Environmental Management for the Project has the main functions (according to the R/D) as follows: 1) monitor and evaluate the progress of the Project twice a year, 2) discuss and advise on major issues that arise during the implementation period of the Project, and 3) share necessary information regarding environmental management and sustainable tourism. The members of CEM were prescribed in the Provincial Decision and announced in the first CEM meeting held on 14 April 2010. The member list of CEM in the Project period is described in Chapter 3.2.1. Since CEM is the highest decision-making organization which ensures the effective and efficient implementation of the Project, CEM meetings have been held seven times during the project period. Major discussion results of the CEM meetings are summarized in Table 4-1-1, and the minutes of the meetings are attached in the Project Completion Report (PCR).

**Table 4-1-1 Major Discussion Results of the CEM Meeting**

| No. /Date  | Theme  | Major Discussion Points   | Actions of C/P and JET  |
|--|--|---|---|
| First CEM Meeting (Kick-off Seminar) (14/April/2010: QN PPC)       | -Inauguration of the Project and discussion of the draft Inception Report (Ic/R) | <ol style="list-style-type: none"> <li>1) To supplement and clarify the results of the project and the fund distribution for the 3 years of Project implementation as basis for QN province. It aims to build up the overall work plan of the Project in 3 years for the counterpart fund</li> <li>2) The Project includes Halong City, Cam Pha town, Yen Hung, Hoanh Bo and Van Don Districts, because these areas have activities which directly affect the environment of Halong Bay.</li> <li>3) Develop a plan for network monitoring and survey points for environmental resources monitoring and survey for Halong Bay.</li> <li>4) In the activity of administrative guidance, there is a need to consider the roles and relationship among the state management agencies.</li> <li>5) Establish the Project website as the communication instrument between the members in order to enhance the coordination between the Project and other social organizations. Establish programs of communication and information on the mass media.</li> <li>6) Consider and add results relating to aquaculture activities and fishing in Halong Bay. Recommend measures for the management of aquaculture floating cages, adjustment of occupational structures in maritime products exploitation in order to protect the environment, and development of sustainability of the aquatic resources of Halong Bay.</li> <li>7) Consider and provide the minimum number of monitoring equipment to serve the Project as per attached list.</li> </ol> | <ol style="list-style-type: none"> <li>1) JET will propose more detailed draft activities of each WG with tentative budget allocation. The discussion results and agreements will be compiled in the final Ic/R.</li> <li>2) Yen Hung District is already included in WG-1, so JET will propose Van Don District to join WG-1. However, it may not be necessary to conduct a baseline survey related to these two districts.</li> <li>3) This matter will be included in the course of preparation of an integrated environmental monitoring plan in WG-1.</li> <li>4) JET agrees and will discuss with WG-1 members.</li> <li>5) JET will discuss with WG-4 members. However, activities for the maintenance system such as update of the website should be prepared by WG-4 members and QN Province.</li> <li>6) JET will discuss with WG-4 members. Also, it may require co-working with WG-2 and WG-3. JET proposes to collaborate with the JICA Grass-roots Project, targeting the local people living on boats and islands.</li> <li>7) The first priority should be given to the equipment in order to implement the integrated environmental monitoring plan to be developed in the Project. The equipment to be procured in the first year should be selected within the budget prepared by JICA.</li> </ol> |
| Second CEM Meeting (13/September/2010: Halong Plaza Hotel, Halong) | -Discussion and approval of the Ic/R   | <ol style="list-style-type: none"> <li>1) Clarify how to collaborate with JICA Grass-roots Project.</li> <li>3) Specification of equipment should be decided considering planned monitoring activities, and be used for public awareness.</li> <li>4) Concept and activities of WG-3 (tourism development) should be more clarified.</li> <li>5) WG-4 should focus more on the promotion of environmental education and raising the awareness of the school children, combine with Eco-boat activities, and coordinate with and monitor the activities of WG-1.</li> <li>6) In the activities of WG-2, consider relation with tourism development and mangrove area conservation.</li> <li>7) Responsibility of each organization in the task matrix should be clarified.</li> </ol>  | <ol style="list-style-type: none"> <li>1) WG-4 will share information and experiences, especially for people in the floating village, and reflect them to the actual activities of WG-4 for the promotion of environmental awareness.</li> <li>3) WG-1 will consider the suggestions.</li> <li>4) WG-3 will continue the discussions to clarify the concept of sustainable tourism.</li> <li>5) WG-4 will consider the suggestions.</li> <li>6) WG-2 will consider the close cooperation with WG-3 and conservation of wetland of coastal areas including mangrove forest.</li> <li>7) Each WG will clarify the responsibilities of the concerned organizations in the course of actual implementation.</li> </ol>  |

| No./Date  | Theme  | Major Discussion Points  | Actions of C/P and JET  |
|---|--|--|---|
| Third CEM Meeting<br><br>(9/Jun/2011:<br>Meeting room<br>in QN PPC)       | - Discussion of the current progress and planned activities in the second year (2011)<br><br>-Discussion and approval of the evaluation indicators and targets of each WG, and Progress Report (3) | 1) To carefully prepare the modified PDM based on the comments by the CEM members<br>2) To ensure the sustainability of the activities of the Project, especially for the activities of Output-5 (EE and PR)<br>3) To receive the comments of the WG members and reflect them in the activities of the second year (2011)<br>4) To discuss with PMB how to reflect the comments made during the third CEM meeting and the planned mid-term evaluation<br>5) To organize WG meetings properly in order to implement the mid-term evaluation and prepare Progress Reports (3) and (4) smoothly | 1) Each WG will reconsider indicators and targets for the preparation of the modified PDM for the mid-term evaluation.<br>2) C/Ps and JET will prepare a proposal of activities including budget plan and submit it to CEM for approval.<br>3) WG members and JET will reflect the comments and suggestions to the activities in the second year.<br>4) WG members and JET will discuss with PMB how to reflect the comments and suggestions of the CEM meetings and the planned mid-term evaluation.<br>5) WG members and JET will set the conditions for receiving the mid-term evaluation and for preparing Progress Reports (3) and (4).  |
| Fourth CEM Meeting<br><br>(15/Jul/2011:<br>Halong Plaza Hotel,<br>Halong) | - Discussion of the mid-term review results<br><br>-Discussion and approval of the modified PDM of the Project   | 1) To endeavor for achieving the goals and targets set in the modified PDM with confirming sustainability of the activities of the Project<br>2) To make clear the CD results especially on Output-3 (land use management) and Output-4 (sustainable tourism development)<br>3) To continue the activities of the Project in accordance with the modified PDM<br>4) To confirm an institutional set-up for the actual implementation of the outcomes of the Project  | 1) WG members and JET will continue to exert great effort for achieving the goals and targets considering sustainability.<br>2) WG members and JET will prepare proposals for the environmental protection and sustainable tourism development in Halong Bay and submit them to CEM for approval. In the process of preparing these proposals, the capacity of C/Ps will be strengthened based on the CD plan.<br>3) WG members and JET will conduct actual activities based on the modified PDM.<br>4) QN PPC has the responsibility for the environmental protection in Halong Bay as described in Resolution No. 33/2010/NQ-HDND. CEM and PMB will enhance the actual implementation of the outcomes of the Project. |
| Fifth CEM Meeting<br><br>(6/Mar/2012:<br>Meeting room<br>in QN PPC)       | - Discussion of the current progress, planned activities in the third year (2012), and Progress Report (4)   | 1) To reflect the trial results to the Integrated Environmental Monitoring and Implementation Plan (IEMIP) in 2012<br>2) To clarify possible measures to be taken in coastal environmental protection corridor (CEPC) in order to decide on the actual boundary<br>3) To discuss the contents and system for eco-label introduction in WG receiving comments of concerned stakeholders<br>4) To further clarify the purposes and functions of the association  | 1) Each WG will continue the activities and discussions in order to cope with the issues obtained from CEM and WS.<br>2) PMB and JET will start the discussion on the proposal considering the output results of each WG.   |
| Sixth CEM Meeting<br><br>(16/Nov/<br>2012:<br>Meeting room<br>in QN PPC)  | - Discussion of the current progress, planned activities and approval of Progress Report (5)<br><br>-Discussions of the results of the terminal evaluation   | 1) To consider the environmental indicators, wastewater treatment, and seabed conditions<br>2) To prepare a road map concerning the Halong Environmental Education Association (HLEEA) in accordance with the official procedure of QN PPC (Decree No. 45)<br>3) To promote social experiment in line with CEPC<br>4) To appreciate a proposal of the sustainable tourism development strategy, and to promote eco-tourism<br>5) To reflect the terminal evaluation results and recommendations for the rest of the project period   | 1) WG-1 has considered the necessary indicators of water quality, wastewater treatment and inspection, and sedimentation in the Halong Bay.<br>2) WG-4 discussed and prepared the more detailed and practicable institutional set-up of HLEEA.<br>3) WG-2 is preparing the detailed plan of the social experiment to be held on December 1, 2012.<br>4) WG-2 suggested that the proposal should consider the tourism sector M/P, which is to be prepared by QN PPC.<br>5) PMB and JET have prepared a draft proposal of the Environmental Protection for Sustainable Tourism Strategy in Halong Bay considering the recommendations from the Terminal Evaluation Report.  |
| Seventh CEM Meeting<br><br>(13/Dec/<br>2012:<br>Halong Plaza Hotel in     | - Discussion of the draft proposal of Output-1 and contents of the draft project completion report<br><br>-Discussions of  | 1) To finalize the draft proposal of the Environmental Protection for Sustainable Tourism Strategy in Halong Bay based on the comments and suggestions in this CEM meeting<br>2) To promote EE and PR activities after the official establishment of HLEEA<br>3) To discuss further related effects and results of the social experiment held on December 1, 2012.<br>4) To consider activities of floating villagers, taking  | 1) PMB and JET will finalize the proposal based on the comments of CEM members. Also, the draft proposals of WG-1, WG-2, and WG-4 will be soon prepared in the project period.<br>2) WG-4 is ready for further actions after the official establishment of HLEEA.<br>3) WG-3 will focus on not only the floating villagers, but also the people working in the  |

| No. /Date    | Theme   | Major Discussion Points   | Actions of C/P and JET  |
|--------------|---|---|---|
| Halong City) | the plans and actions to be taken after the Project | into account the policy of QN PPC<br>5) To put high priority to human resource development in order to achieve the actual and steady implementation of the proposal prepared by the Project | Bay. Moreover, WG-3 proposes new job opportunities and market through the proposal. |

Source: JET

## 4.2 Project Management Board (PMB) and Regular Meeting

For smooth and better communication between the Vietnamese side and JET, PMB agreed to hold regular meetings with JET every Monday. The regular meetings have already been held 76 times in total as shown in Table 4-2-1.

**Table 4-2-1 List of Regular Meeting with PMB**

| No. | Date         | Discussion Item   |
|-----|--------------|---|
| 1   | 12/Apr/2010  | Confirmation of the first CEM meeting, checking of draft Ic/R (En and VN), setting of regular meeting with PMB, visit plan to concerned agencies of the Project, and plan of field reconnaissance   |
| 2   | 20Apr/2010   | Draft M/M of the first CEM meeting, comments on draft Ic/R, and discussion with DONRE, DOIT, and HBMD   |
| 3   | 27/Apr/2010  | Discussion with the environmental police, HLG City, land use management of DONRE, visit on Yen Hung District DONRE, printing and submission of draft Ic/R, and receiving official comments on draft Ic/R from CEM   |
| 4   | 14/June/2010 | Comments of JICA HQ and JICA VN, M/M sign of first CEM meeting, plan of operation for discussing the activities and schedule of each WG, and response to the comments on the draft Ic/R from CEM  |
| 5   | 21/June/2010 | Discussion results on the task matrix of each WG, visit on Eco-boat Project, joint meeting with JICA Grass-roots Project, and visit on DOET, YU, and WU   |
| 6   | 28/June/2010 | Discussion results on the task matrix of each WG, budget allocation, and equipment list to be procured  |
| 7   | 5/July/2010  | Discussion results on the task matrix of each WG, visit on University of Industry in QN, plan of field reconnaissance, and comments from JICA VN  |
| 8   | 12/July/2010 | Discussion results on the task matrix of each WG, planning of the second CEM meeting and launch event   |
| 9   | 19/July/2010 | Discussion results on the task matrix of each WG, planning of the second CEM meeting and launch event, preparation of Ic/R, and visit on Hoanh Bo District DONRE  |
| 10  | 26/July/2010 | Discussion results on the task matrix of each WG, preparatory works for the second CEM meeting, preparation of Ic/R, and draft program of training in Japan for CEM members   |
| 11  | 2/Aug/2010   | Submission of revised Ic/R, planning of the second CEM meeting, draft program of training in Japan for CEM members, and communication with PMB and C/P during absence of JET  |
| 12  | 8/Sep/2010   | Planning of the second CEM meeting, training in Japan for CEM and WG-1, and preparation of specification for the equipment to be procured   |
| 13  | 13/Sep/2010  | Holding of the second CEM meeting, comments on Ic/R, and Clean Up World Day Event in Yen Hung District  |
| 14  | 20/Sep/2010  | Draft M/M of the second CEM meeting, activities of WG-1 and WG-4, preparatory works for launch event, and training in Japan for CEM members   |
| 15  | 27/Sep/2010  | Study tour to HNI by WG-4, preparation of Pr/R-(1)  |
| 16  | 4/Oct/2010   | Comments on M/M of the second CEM meeting and its sign, launch event to be held on 7 Oct., submission of PrR-1, and planned activities of each WG   |
| 17  | 11/Oct/2010  | Plan of training in Japan for the CEM members and WG-1, draft TOR to include activities of sub-contracted works and local experts, procurement procedure of equipment and vehicle, and preparation of information letter  |
| 18  | 18/Oct/2010  | Application of training in Japan for CEM members, activities of sub-contracted works and local experts, procurement procedure of equipment and vehicle, and planned activities of each WG   |
| 19  | 25/Oct/2010  | Activities of sub-contracted works and local experts, and current and planned activities of each WG   |
| 20  | 1/Nov/2010   | Sign of the discussion record of the launching event, JET's proposal of achievement evaluation indicators for Output-1 to Output-5, confirmation of procurement format (A4) for the equipment and vehicle, training in Japan will reset in December 2010, and current activities of each WG |
| 21  | 8/Nov/2010   | JICA VN agreed to change a period of training in Japan for CEM members from December 2010 to January 2011. JET was requested for the preparation of materials for the discussion meeting in advance, and confirmation of the current and planned activities of each WG.                     |
| 22  | 15/Nov/2010  | PMB prepared a request letter to JICA VN for the postponement of the training in Japan for CEM members, and confirmation of the current and planned activities of each WG.  |
| 23  | 22/Nov/2010  | Preparatory works of the training in Japan for CEM members, and confirmation of the current activities mostly of WG-2 and WG-3  |
| 24  | 29/Nov/2010  | Preparatory works of the training in Japan for CEM members, progress of procedure for procurement of equipment and vehicle, current situation of logo competition activity, and confirmation of current activities mostly of each WG  |
| 25  | 6/Dec/2010   | Preparatory works of the training in Japan for CEM and WG-1, progress of procurement of equipment and vehicle, confirmation of the current activities mostly of each WG and planned activities of JET in February 2011  |
| 26  | 9/Feb/2011   | JICA's request for training in Japan for WG-1 and procurement of vehicle, copyright of logo and information   |



| No. | Date         | Discussion Item   |
|-----|--------------|---|
|     |              | letter, and planned activities of JET   |
| 27  | 14/Feb/2011  | Training in Japan for WG-1 and procurement of vehicle, receiving the equipment, use of logo, and current and planned activities of each WG  |
| 28  | 21/Feb/2011  | Planned and actual activities and their progress, results of discussion meetings of WGs, and proposal on the first WS and the third CEM meeting   |
| 29  | 28/Feb/2011  | Procurement progress of vehicle, report progress to JICA VN office, first work shop agenda, and current and planned activities of each WG   |
| 30  | 7/Mar/2011   | Progress Report No. 2, project operation between PMB and JET, car procurement condition, and current and planned activities of each WG  |
| 31  | 14/Mar/2011  | Discussion on the third CEM meeting and JOCV, Progress Report No. 2 and outcomes of the Project, car procurement condition, and current and planned activities of each WG   |
| 32  | 30/May/2011  | -Planning the third CEM meeting and scheduling the mid-term evaluation, and discussion of the planned activities in 2011  |
| 33  | 6/June/2011  | -Discussion of agenda and contents of the third CEM meeting, and confirmation of date and venue<br>-Discussion on activities of eco-label in WG-3 and WG-4  |
| 34  | 20/June/2011 | -Preparation of the draft M/M, and discussion on the comments and suggestions in the third CEM meeting<br>-Discussion and preparation of the modified PDM, and fulfillment of questionnaires required by the mid-term evaluation mission<br>-Reporting JOCV dispatching plan for HBMD   |
| 35  | 27/June/2011 | -Preparatory works for the mid-term evaluation including the modified PDM<br>-Discussion on the involvement of DOC in WG-2 on the activities of eco-label, and planning of the fourth CEM meeting   |
| 36  | 4/July/2011  | -Scheduling and preparatory works for the mid-term evaluation including the modified PDM<br>-Discussion meeting of WG-1, WG-2, and WG-3 on discussion records, and the fourth CEM meeting   |
| 37  | 11/July/2011 | -Preparatory works for the mid-term evaluation<br>-Reporting actual and planned activities of each WG<br>-Discussion on PSI Database and the second pollution source survey in WG-1   |
| 38  | 18/July/2011 | -Preparation of M/M for the fourth CEM meeting<br>-Reporting actual and planned activities of each WG<br>-Discussion on eco-label activities and eco-fair event in WG-3 and WG-4  |
| 39  | 1/Aug/2011   | -Discussion on the training in Japan for WG-2, and on eco-label and eco-fair between WG-3 and WG-4<br>-Report of actual and planned activities of each WG   |
| 40  | 22/Sep/2011  | -Preparation of Progress Report (3)<br>-Discussion meeting on IEMIP and the sub-contracted works for water environmental incidents in WG-1<br>-Discussion on eco-fair activities in WG-4, and reporting actual and planned activities of each WG  |
| 41  | 3/Oct/2011   | -Printing and submission of Pr/R(3)<br>-Training in Japan for WG-2<br>-Discussion meeting on the training activities of each WG<br>-Progress of the pilot project of eco-label for WG-3<br>-Plan of eco-fair for WG-4   |
| 42  | 10/Oct/2011  | -Progress of IEMIP and pollution source database<br>-GIS training<br>-Training in Japan for WG-2<br>-Stakeholder WS of pilot project of eco-label for WG-3<br>-Plan of eco-class and eco-fair for WG-4  |
| 43  | 24/Oct/2011  | -Progress of IEMIP and the second pollution source survey<br>-Preparatory works for the training in Japan for WG-2<br>-Discussion on tourism resource database for WG-3<br>-Progress of the Secchi Disk Movement, and preparation of eco-class and eco-fair for WG-4  |
| 44  | 7/Nov/2011   | -Procurement of reagents and chemicals for IEMIP and guidance on pollution source database<br>-Implementation of training in Japan for WG-2<br>-Implementation of eco-class and eco-fair for WG-4   |
| 45  | 22/Nov/2011  | -Submission of the final version of Pr/R(3) to PMB<br>-Development of QN-PSD<br>-Draft proposal on preliminary sampling and analysis of IEMIP in 2012<br>-Development of QN-PSD<br>-Discussion on boundary of the CEPC<br>-Tourism resource database and preparation of stakeholder meeting on eco-label<br>-Secchi Disk Movement including data collection monitoring plan |
| 46  | 5/Dec/2011   | -Training in Japan for next year<br>-Identification of additional water sampling sites and sampling trials<br>-Data collection on environment pollution incidents<br>-Discussion on the boundary of CEPC<br>-Holding of stakeholders' meeting on eco-label and Secchi Disk Movement including data collection   |
| 47  | 19/Dec/2011  | -Implementation of trial sampling for examination for IEMIP<br>-Compiling the survey on pollution incidents<br>-Review of draft documents on the CEPC for Halong Bay<br>-Workshop for the pilot project on eco-label for tourist boat<br>-Development of website and follow-up on Secchi Disk Movement  |
| 48  | 6/Feb/2012   | -Plan of the fifth CEM meeting and the second WS, and preparation of Pr/R(4)<br>-Discussion on the progress of WG activities<br>-WS plan of Eco-label Pilot Project   |



| No. | Date         | Discussion Item   |
|-----|--------------|---|
|     |              | -Receiving a mission from Ritumeikann University  |
| 49  | 13/Feb/2012  | -Planning of the fifth CEM meeting and the second WS<br>-Distribution of draft Pr/R(4) to the CEM members and JICA VN Office<br>-Procedure for issuing an Information Letter, and PMB's request letter to all WGs<br>-Holding of eco-network in HLG on 27 February, inviting Mr Hau (PPC vice chairman)   |
| 50  | 20/Feb/2012  | -Waiting the final decision of PPC about the date of the fifth CEM meeting<br>-Confirmation of the member list for the next training in Japan<br>-Afternoon of 28 Feb. for the training of DB of WG-1B, and morning of 28 February for the eco-network meeting of WG-4<br>-Next activities for Eco-label Pilot Project<br>-Preparation of budget plan of JET for 2012<br>-Proposal for the establishment of association of WG-4 should be approved in the CEM meeting   |
| 51  | 28/Feb/2012  | -Final decision of PPC about the date of the fifth CEM meeting<br>-Draft presentation materials for all WGs<br>-Confirmation for comments on the draft Progress Report No.4<br>-Results of the second workshop<br>-Report on the environmental check and inspection of Mao Khe coal company<br>-Training on PSD on 28 Feb.<br>-Proposal for an additional WG-1 member<br>-Eco-network meeting on 28 Feb.  |
| 52  | 5/Mar/2012   | - Receiving the delegation of Ritumeikan University<br>- Coordination of the fifth CEM meeting<br>- Nomination of a person to present the results of the training in Japan for WG-2<br>- Miscellaneous matters to be conducted during the absence of JET  |
| 53  | 14/May/2012  | -The second TV meeting with JICA HQ and JICA VN Office<br>-Discussion and preparation of the proposal to CEM is to be conducted with PMB<br>-Implementation plan of IEMIP in 2012<br>-Trial version of PSD<br>-WS on Eco-label Pilot Project<br>-Eco-net activity and association proposed by WG-4  |
| 54  | 21/May/2012  | -Preparatory works for TV program "Earth VOCE"<br>-Visit on the Project by the Junior High School Mission on 28 July (Sat)<br>-Nomination of new C/P personnel for WG-1<br>-Plan of the World Environment Day and participation of JET<br>-Discussion and preparation of the proposal to CEM with PMB   |
| 55  | 28/May/2012  | -Procedure of training in Japan in June<br>-Revision of draft CEPC map and materials on action plan<br>-Revision of operation plan and schedule of activities for WG-3<br>-Planned activity in the World Environment Day and participation of JET   |
| 56  | 11/June/2012 | -Procedure of training in Japan in June<br>-Commencement of the third pollution source survey<br>-Preparation for equipment procurement for WG-1<br>-Discussion meetings of WG-2 on 5 June and WG-3 on 6 June<br>-Activity in the World Environment Day and participation of JET  |
| 57  | 18/June/2012 | -Terminal evaluation of the Project<br>-Internal discussion on water environment management database<br>-Field reconnaissance with WG-2<br>-Preparation of the strategies and measures for sustainable tourism development<br>-Application for the establishment of HLEEA   |
| 58  | 25/June/2012 | -Visit the project by the Junior high school mission on 27 July (Fri)<br>-Terminal evaluation of the Project<br>-Discussion meeting of WG-1 on 22 June<br>-Preparation of TOR for water environmental monitoring database and proposal on water environmental management  |
| 59  | 2/July/2012  | -Preparation of TOR for water environmental monitoring database and proposal on water environment management<br>-The third pollution source survey in Cam Pha and Hoanh Bo<br>-WG-2 meeting with Quang Yen Town on 27 June<br>-Schedule of WG-4's activities in July and August   |
| 60  | 9/July/2012  | -Draft proposals on water environmental management, DB and implementation plan for inspection and check<br>-Preparatory works for eco-fair 2012 in August<br>-Application for establishment of HLEEA  |
| 61  | 16/July/2012 | -Discussion meeting of WG-1 on 13 July on PSD and PS map, check and inspection, and pollution incidents<br>-Information collection by WG-2 on the drawing of the current wastewater and drainage pipe network<br>-Work on preparation of measures for sustainable tourism development   |
| 62  | 30/July/2012 | -Use of application program on pollution source map and study plan on environmental pollution incidents<br>-"PSD Operation Group"<br>-Collecting materials related to CEPC in July 2012 for Output-3<br>-Review and comment on the draft measures for sustainable tourism development by the WG members<br>-Updating data for the tourism resource database with support from the local staff (land use and GIS)<br>-International conference on preserving and promoting the values of Halong Bay on 24 July |
| 63  | 13/Aug/2012  | -Terminal evaluation and receipt of the JICA Press Tour on 28 and 29 August.<br>-Completion of the third pollution source survey in Cam Pha and Hoanh Bo  |

| No. | Date         | Discussion Item   |
|-----|--------------|---|
|     |              | -Introductory training on the pollution source map (PSM) in the 20th discussion meeting on 9 August   |
| 64  | 27/Aug/2012  | -WG-2 meeting with DPI on Halong City Environmental Improvement Project on 13 Aug., and in Hoanh Bo on 16 August.<br>-Discussion meeting of WG-2 on 22 August.<br>-Tourist questionnaire survey by the sub-contractor   |
| 65  | 11/Sept/2012 | -Preparation of Progress Report (5)<br>-Successor of CEM member from MONRE<br>-Visit the project by Graduate School of Management, Kyoto University on 27 September.<br>-Atomic absorption system (AAS) training<br>-WG-2 meetings and field surveys<br>-Progress of the tourist questionnaire survey and works for EE and PR<br>-Preparation for eco-fair 2012 |
| 66  | 17/Sept/2012 | -Draft agenda of the 6th CEM meeting<br>-Draft proposal of phase 2 of the Project<br>-Preparation of Progress Report (5)<br>-Comments by DOC on the proposed measures for CEPC<br>-Current progress of establishment of the HLEEA   |
| 67  | 24/Sept/2012 | -Modified draft agenda of the sixth CEM meeting<br>-Comments on the proposal of phase 2 of the Project<br>-Results of discussion on the eco-label pilot project proposal with WG-3<br>-Issues on the website of EE and PR   |
| 68  | 8/Oct/2012   | -Preparation of the sixth CEM meeting and terminal evaluation<br>-Results of discussion on the eco-label pilot project proposal with WG-3   |
| 69  | 22/Oct/2012  | -Preparation of the sixth CEM meeting and schedule of the terminal evaluation<br>-WS related to CEPC of WG-2 and mangrove survey<br>-Activities of WG-3 and WG-4  |
| 70  | 29/Oct/2012  | -Schedule and contents of the terminal evaluation<br>-Discussion on the draft proposal related to Output-1<br>-Comments and discussion related to Pr/R-5<br>-Activities of social experiment of WG-2 and eco-fair of WG-4   |
| 71  | 5/Nov/2012   | -Terminal evaluation and questionnaire survey<br>-WS and discussion meeting of the sustainable tourism development<br>-Activities of social experiment and pre-meeting with relevant organizations of QN PPC of WG-2  |
| 72  | 12/Nov/2012  | -Discussion on the terminal evaluation and fixed schedule, and evaluation of mission arrival<br>-Activities of social experiment of WG-2 and eco-fair of WG-4<br>-Final preparation of the sixth CEM meeting  |
| 73  | 19/Nov/2012  | -Discussion meeting and WS for the sustainable tourism development<br>-Activities of social experiment of WG-2, and eco-fair and eco-network meeting of WG-4  |
| 74  | 26/Nov/2012  | -Draft preparation of the project completion report<br>-Management activities of the social experiment of WG-2, and eco-fair and eco-network meeting of WG-4  |
| 75  | 3/Dec/2012   | -Discussion of the draft proposal of Output-1<br>-Preparation of the seventh CEM meeting and final seminar<br>-Draft preparation of the project completion report   |
| 76  | 10/Dec/2012  | -Discussion on the draft proposal of Output-1<br>-Contents and participants of the seventh CEM meeting and final seminar<br>-Draft preparation of the project completion report   |
| 77  | 17/Dec/2012  | -Overall discussion of the Project -<br>Submission of the draft PCR and outputs of WGs  |

Source: JET

### 4.3 Discussion Meeting of Working Groups (WGs)

Discussion meetings were held for each WG as one of their main activities in the Project, chaired by each WG head. Discussion results of the discussion meeting for each WG are summarized in Tables 4-3-1 to 4-3-4. In total, the discussion meetings for WG-1, WG-2, WG-3, and WG-4 were held 20 times, 16 times, 20 times, and 16 times, respectively, during the Project period between April 2010 and December 2012.

**Table 4-3-1 Discussion Results of WG-1 Meetings (April 2010 - December 2012)**

| Sequence No. /Date                           | Theme   | Major Comments and Proposals by WG-1   | Actions of C/P and JET  |
|--|---|--|---|
| 1st WG-1 Meeting<br>(21/June/2010: QN DONRE) | -Introduction of objectives and approaches for Output-2 and discussion on the draft | 1) WG-1 agreed on the basic framework of the draft task matrix. However, demarcation of some tasks is not suitable considering each member's organization mandate and responsibility, and should be re-examined. | 1) Considering each member's organization mandate and responsibility, some tasks were to be demarcated. |

| Sequence No. /Date                                | Theme   | Major Comments and Proposals by WG-1   | Actions of C/P and JET  |
|---|---|--|---|
|   | task matrix   | <p>2) WG-1 commented to re-examine the list of equipment to be procured. For example, Halong City DONRE requested to procure field measurement equipment for their inspection activities on the Project.</p> <p>3) The planned activities for WG-1 would be carried out not only by WG members, but also by other relevant staff and organizations, and it may be necessary to make regulations for working with such staff and organizations.</p> <p>4) To make each WG member task clear, it was recommended to prepare monthly plans for Output-2.</p> <p>5) Existing pollution source database in Quang Ninh Province is very weak, so the most prior task is to collect information on all main pollution sources in the Project area for Output-2.</p>   | <p>2) The list of equipment to be procured were reviewed and re-planned considering WG-1 comments.</p> <p>3) Initially, the planned activities would be carried out by the WG members, so the regulation would not be prepared. In case other relevant staff and organizations would actively join the WG-1 activities, the necessity to prepare the regulation would be examined.</p> <p>4) Monthly plans for WG-1 activities were prepared.</p> <p>5) The approach commented was adopted for proceeding with the WG-1 activities.</p>   |
| 2nd WG-1 Meeting<br>(21/June/2010: QN DONRE)      | -Discussion on the revised task matrixes and work schedule                        | <p>1) The revised task matrixes still had some misunderstanding on the demarcation and responsibility of WG-1 members. The matrixes should be finalized reflecting the comments of WG-1 members.</p> <p>2) The monthly and short-term schedules of WG-1 were basically agreed.</p> <p>3) Training programs under WG-1 were questioned.</p> <p>4) It was recommended for WG-1 members to participate in sub-contracted work for Output-2 in order to gain experience.</p> <p>5) Integrated monitoring plan should integrate relevant information of various pollution sources, and various sectors of enterprises. The plan should be developed to provide administrative guidance on various subjects in connection to the periodical environmental supervision program.</p> <p>6) Regarding the inspection and administration guidance, both should be distinguished clearly from the administrative demarcation viewpoint.</p> | <p>1) The task matrixes were finalized reflecting WG-1 members' comments.</p> <p>2) Based on the monthly schedule, WG-1 implemented the activities.</p> <p>3) In order to identify the need for training of WG-1, questionnaire surveys were implemented.</p> <p>4) Sub-contracted work was planned to include capacity development activities.</p> <p>5) The comment would be applied for the development of the integrated monitoring plan.</p> <p>6) Considering commented administrative demarcation, the implementation plan for the inspection and administrative guidance would be prepared.</p> |
| 3rd WG-1 Meeting<br>(16/July/2010: QN DONRE)      | - Report on the progress of activities and discussion on procurement of equipment | <p>1) In order to collect information on unauthorized and withdrawal pollution sources, WG-1 requested JET to prepare draft questionnaire forms to collect required information in the pollution source survey.</p> <p>2) WG-1 had tried to check unauthorized and withdrawal pollution sources by referring to business licenses and land use certificates proposed by JET as one of the alternative measures to find them out, but it had been a difficult work.</p>   | <p>1) JET would prepare the draft questionnaire form.</p> <p>2) WG-1 pointed out to officially ask for cooperation between the sections managing those documents in order to ensure the success of the measure.</p>   |
| 4th WG-1 Meeting<br>(23/July/2010: QN DONRE)      | - Discussion on data tables for QN inventory and HA datasheet                     | <p>1) WG-1 suggested the structure of the data tables for QN inventory and HA datasheet proposed by JET.</p> <p>2) Regarding the classification of pollution sources, WG-1 would prepare their counterproposal on the draft proposal by JET.</p>   | <p>1) In the meeting, suggestions by WG-1 were discussed one by one, and the draft data tables were modified.</p> <p>2) WG-1 prepared the counterproposal for the classification of pollution sources.</p>  |
| 5th WG-1 Meeting<br>(24/September/2010: QN DONRE) | - Discussion on sub-contract TOR for the baseline survey and training program     | <p>1) The selected sub-contractor should have quality control system, such as ISO, in order to ensure the reliability of analyzed data.</p> <p>2) For finalizing the sampling points of the sub-contract work, the sampling points implemented and proposed by the former JICA Study in 1999 should be used as reference.</p> <p>3) The sampling points should be added considering</p>  | <p>1) Sub-contractor would be selected considering the requirements as commented.</p> <p>2) The Study had already been used as a reference.</p> <p>3) Based on the comment, sampling points</p>   |

| Sequence No. /Date                                | Theme   | Major Comments and Proposals by WG-1  | Actions of C/P and JET  |
|---|---|---|---|
|   |   | <p>the location of the floating villages.</p> <p>4) Tidal condition of Halong Bay, that affects water quality, should be considered to decide on the sampling time/period.</p> <p>5) Regarding OJT through sub-contract work, it may be difficult for all of WG-1 members to attend, so JET should provide other opportunities for training on sampling and analysis.</p> <p>6) It was recommended for JET to show a video to relevant officers introducing Japanese experiences on how to overcome pollution problems.</p> <p>7) WG-1 agreed technical specification to hire a local expert, who was proposed by Ic/R, to get suggestions and advises from technical and academic viewpoints based on local environmental condition.</p> | <p>would be added.</p> <p>4) Tidal charts would be confirmed to decide sampling time/period.</p> <p>5) JET would provide other opportunities for training on sampling and analysis.</p> <p>6) JET would consider showing off videos.</p> <p>7) WG-1 and JET would hire a local expert who satisfies the requirements as proposed.</p> |
| 6th WG-1 Meeting<br>(29/September/2010: QN DONRE) | -Introduction of indicators concepts and discussion on training in Japan  | <p>1) In the training in Japan, further site visits should be added to get experiences on actual pollution source management in Japan.</p> <p>2) Procedure on how to evaluate capacities should be discussed continuously.</p>  | <p>1) JET will modify the training program considering the requests of WG-1.</p> <p>2) WG-1 and JET will discuss the concepts on indicators continuously.</p>   |
| 7th WG-1 Meeting<br>(2/November/2010: QN DONRE)   | -TOR of environmental baseline survey<br>-Framework of data tables of Quang Ninh pollution source database<br>-Draft concepts of IEMIP<br>-TOR for training on water environmental monitoring | <p>1) WG-1 agreed on the basic framework of the draft TOR and framework of QN pollution source database.</p> <p>2) WG-1 expected that the planned activities for WG-1 would be carried out not only by WG members, but also by other relevant staff and organizations.</p>  | <p>1) Preparation works for sub-contract work were implemented.</p> <p>2) Planned activities were implemented by WG-1 and relevant members.</p>   |
| 8th WG-1 Meeting<br>(9/November/2010: QN DONRE)   | -Preparation for QN Database development<br>-Concept of "Integrated Environmental Implementation Monitoring Plan"<br>-Indicators for WG-1   | <p>1) To collect information on QN database, specific staff should be dispatched.</p> <p>2) Regarding the monitoring plan, the concept of "integrated" should be further clarified.</p> <p>3) Indicators for WG-1 should be discussed continuously.</p>   | <p>1) Specific staff for collecting information on pollution sources were nominated by PMB.</p> <p>2) JET will make clear proposals on the concept of IEMIP.</p> <p>3) Indicators for WG-1 were discussed continuously.</p>   |
| 9th WG-1 Meeting<br>(15/February/2011: QN DONRE)  | -Indicators for WG-1<br>-IEMIP in 2011<br>-Implementation Plan for Environmental Check and Inspection<br>-Training and lectures for WG-1  | <p>1) It was proposed that each WG-1 member should examine their individual and organizational indicators.</p> <p>2) WG-1 expected that the planned training and lectures for WG-1 would be carried out not only by WG members, but also by other relevant staff and organizations.</p>   | <p>1) WG-1 members have examined their individual and organizational indicators.</p> <p>2) Planned trainings were implemented by WG-1 and relevant members.</p>   |
| 10th WG-1 Meeting<br>(25/February/2011: QN DONRE) | -Indicators for WG-1<br>-IEMIP in 2011<br>-Implementation Plan for Environmental Check and  | <p>1) WG-1 proposed their individual and organizational indicators.</p> <p>2) WG-1 agreed to implement IEMIP and the Implementation Plan for Environmental Check and Inspection in 2011.</p>  | <p>1) Indicators for WG-1 were finalized.</p> <p>2) IEMIP and Implementation Plan for Environmental Check and Inspection in 2011 were proposed in CEM.</p>  |

| Sequence No. /Date   | Theme   | Major Comments and Proposals by WG-1   | Actions of C/P and JET  |
|--|---|--|---|
|  | Inspection  |  |   |
| 11th WG-1 Meeting (21/June/2011: QN DONRE)                               |   | <ol style="list-style-type: none"> <li>1) For mid-term evaluation, the objectively verifiable indicators were set by WG-1.</li> <li>2) WG-1 recommended cooperating with WG-2 for the development of QN pollution source database.</li> <li>3) JET requested to join inspections and environmental checks for the review of current activities.</li> </ol>   | Based on the request by JET, WG-1 arranged an inspection and an environmental check for JET to join.  |
| 12th WG-1 Meeting (5/July/2011: QN DONRE)                                | <ol style="list-style-type: none"> <li>1) The TORs for the second pollution source survey and the development of pollution source database system presented by JET</li> <li>2) Discussion on the above mentioned TORs</li> </ol>  | <ol style="list-style-type: none"> <li>1) The participants have confirmed that a close cooperation between WG members and sub-contractors will be necessary.</li> <li>2) The participants have confirmed that technology transfer related to pollution source survey during the implementation is important.</li> <li>3) VN C/Ps will send their comments on the TORs, later.</li> </ol>   | The TORs have been finalized, because no special comments have emerged from VN C/Ps.  |
| 13th WG-1 Meeting (18 July, 2011: QN DONRE)                              | <ol style="list-style-type: none"> <li>1) Implementation of second pollution source survey</li> <li>2) Implementation of the development of pollution source database</li> <li>3) The interim results of the observation of the environmental inspection and check</li> </ol> | <ol style="list-style-type: none"> <li>1) Mr Khuyen (sub-contractor from CASTER) presented the method of the second pollution source survey.</li> <li>2) Mr Phuong (local expert) presented the method of the development of pollution source database.</li> <li>3) The interim results of the observation of the environmental inspection and check were presented by JET.</li> </ol>   | <ol style="list-style-type: none"> <li>1) The participants have confirmed that the implementation results of both the second pollution source survey and the development of database would be presented in the next period.</li> <li>2) The participants have confirmed that the observation of the environmental inspection and check should be continued in the next period.</li> </ol> |
| 14th WG-1 Meeting (23/September/2011: QN DONRE)                          | <ol style="list-style-type: none"> <li>1) Preparation of IEMIP in 2012</li> <li>2) Data collection on environmental pollution incidents</li> </ol>  | <ol style="list-style-type: none"> <li>1) Under the IEMIP in 2012, WG-1 and JET planned the following: (i) review the current monitoring network, (ii) propose development of water environmental monitoring database, and (iii) provide training for QN DONRE, HBMD, and relevant organizations.</li> <li>2) JET explained the draft TOR for data collection on environmental pollution incidents. WG-1 has commented the following: (i) information on flooding and landslide cases that caused environmental pollution should be collected, (ii) one month of work period should be reconsidered, and (iii) the procedure on how to collect old data should be examined.</li> </ol> | <ol style="list-style-type: none"> <li>1) The draft IEMIP will be prepared and submitted to CEM.</li> <li>2) For data collection on environmental pollution incidents, the draft TOR was finalized, and a local expert will be hired.</li> </ol>  |
| WG-1 Preparatory Meeting (15th WG-1 Meeting) (21 October 2011: QN DONRE) | Work schedule and activities between 17 October and 28 November for WG-1B   | Ms Ni Tan (WG-1 leader) and Mr Shoji (JET) discussed and confirmed the work schedule and activities for WG-1B (pollution source control) from 17 October to 28 November.   | To make preparation for the subsequent work activities  |
| 16th WG-1 Meeting (25/November/2011: QN DONRE)                           | <p>&lt;Session 1&gt;<br/>Introductory training for the QN Pollution Source Database</p> <p>1.General</p>  | <p>&lt;Session 1&gt;<br/>Technical training for <math>\alpha</math>-version of Quang Ninh pollution source database (QN PSD) and pollution source map took place for trial uses.</p> <p>&lt;Session 2&gt;<br/>The implementation plan of IEMP, especially on</p>   | <p>&lt;Session 1&gt;<br/>- The VN side uses the QN PSD and makes comments for modifying it to meet the practical applications.<br/>- JET pushes forward with the upgrading of <math>\beta</math>-version for practical uses.</p>  |

| Sequence No. /Date                                       | Theme   | Major Comments and Proposals by WG-1  | Actions of C/P and JET  |
|--|---|---|---|
|  | <p>guidance for QN-PSD</p> <p>2. Technical instruction for QN-PSD</p> <p>3. Guidance and instruction for pollution map</p> <p>4. Discussion</p> <p>&lt;Session 2&gt; Implementation Plan for Integrated Environmental Monitoring on Additional Monitoring Points</p> <p>1. Presentation on Implementation Plan for environmental monitoring on additional points</p> <p>2. Discussion</p> | <p>additional monitoring points and related discussion took place.</p>  | <p>&lt;Session 2&gt;</p> <p>The VN side and JET cooperates to set up the actual implementation scheme, including additional monitoring points.</p>  |
| 17th WG-1 Meeting (21/February/2012: QN DONRE) (Planned) | <p>1. Introduction of water quality survey results in 2011</p> <p>2. Discussion on IEMIP</p> <p>(1) Monitoring network</p> <p>(2) Monitoring database</p> <p>(3) Equipment and consumables procured</p> <p>3. Presentation on progress and further schedule of WG-1B</p>  | <p>- The results of water environmental monitoring by WG-1 in December 2011 were reported. A proposal on additional monitoring points was finalized, based on the results of water environmental monitoring.</p> <p>- JET requested to nominate persons in charge for preparing the TOR for developing the water environmental monitoring database.</p> <p>- WG-1B activities were reported. A training on the pollution source database (PSD) was planned on 29 February 2012.</p>   | <p>- WG-1 will prepare a material to be presented on the CEM meeting. JET will assist WG-1.</p> <p>- WG-1 will nominate persons in charge for preparing the TOR for development of the water environmental monitoring database.</p> |
| 18th WG-1 Meeting (20/June/2012: QN DONRE)               | <p>1. Discussing proposals on water environment management</p> <p>2. Discussion on water environmental monitoring database</p>  | <p>1. WG-1 agreed to prepare the proposals on water environmental management, cooperating with WG-2 and WG-3.</p> <p>2. Water environmental database should be managed by Quang Ninh DONRE.</p> <p>3. Water environmental database should include wastewater data.</p>  | <p>1. JET will continue to prepare draft proposals on water environmental management.</p> <p>2. Concept of water environmental monitoring database will be revised based on the comments by WG-1.</p>                               |
| 19th WG-1 Meeting (13/July/2012: QN DONRE) (Planned)     | <p>1. Review and discussion of WG-1B activities (for pollution source control)</p> <p>2. Introduction on draft recommendations on water environmental management</p> <p>3. Introduction on TOR and</p>  | <p>1. WG-1 has evaluated the database to be useful.</p> <p>2. The operational regime involves several agencies such as the sub-department of EP, Environmental Inspection, Environmental Police and HBMD, etc. So, opinions of relevant agencies, especially the opinion of the Sub-Dept. of EP, should be considered when the regime is developed.</p> <p>3. According to the regime, WG-1 recommended that DONRE at district level such as Halong City and Quang Yen Town would be involved. JET replied that it was better to operate the PSD by Quang Ninh DONRE at the initial phase to manage the PSD smoothly.</p> | <p>1. WG-1 will nominate suitable staff as members of the operational regime of PSD.</p> <p>2. JET will continue to prepare draft proposals on water environmental management.</p>  |



| Sequence No. /Date                          | Theme   | Major Comments and Proposals by WG-1   | Actions of C/P and JET  |
|---|---|--|---|
|   | schedule for developing water environmental monitoring database   |  |   |
| 20th WG-1 Meeting (9/August/2012, QN DONRE) | <ol style="list-style-type: none"> <li>1. Discussing third pollution source survey results</li> <li>2. Introductory training for PSM</li> <li>3. Discussing the PSD operation group</li> <li>4. Discussing the reports on:                             <ul style="list-style-type: none"> <li>- Implementation plan of inspection and administrative guidance</li> <li>- Measures against environmental pollution incidents</li> </ul> </li> <li>5. Discussing the preliminary result of the internal evaluation</li> </ol> | <ol style="list-style-type: none"> <li>1. Based on the third pollution source survey, the PSD has been updated already.</li> <li>2. Major members of the PSD operation have been assigned, but some members have not been designated yet.</li> <li>3. JET is now preparing the reports on the implementation plan of inspection and administrative guidance and measures against environmental pollution incidents, based on the survey results.</li> <li>4. The VN side has submitted the preliminary result of the internal evaluation.</li> </ol> | <ol style="list-style-type: none"> <li>1. Copies of PSD file were updated based on the second site survey results and were handed over to Ms Ni Tan.</li> <li>2. Necessary members of the PSD operation group will be added after further discussions in the VN side.</li> <li>3. Reports on the implementation plan of inspection and administrative guidance and measures against environmental pollution incidents will be discussed in the coming months of November and December.</li> <li>4. Result of the internal evaluation will be more precisely discussed, based on specific criteria to be clarified.</li> </ol> |

Source: Discussion Records of the 1st to 20th Discussion Meetings for WG-1

**Table 4-3-2 Discussion Results of WG-2 Meetings (April 2010 - December 2012)**

| Sequence No. | Date, Venue, and Attendants   | Objective(s) and Contents  | Main points of the Discussion  |
|--------------|---|--|--|
| 1st          | <p>22 June 2010</p> <p>Meeting room in QN DONRE</p> <p>[Attendants]<br/>8 persons from the Vietnamese side, including 6 members of WG-2, and 5 persons from JET</p> | <p>[Objectives]:</p> <ul style="list-style-type: none"> <li>-To share common understanding of the Project goal, purpose, output, and activities related to the WG-2 (land use management)</li> <li>- To discuss the detailed tasks of WG-2, as proposed by JET</li> </ul> <p>[Contents]:</p> <ol style="list-style-type: none"> <li>1. Framework of the Output-3</li> <li>2. Task Matrix for WG-2 members</li> <li>3. Plan of operation (tentative)</li> </ol> | <ol style="list-style-type: none"> <li>1) The structure of the framework on the Project activities in the task matrix was agreed upon by the WG-2 members.</li> <li>2) It was proposed by the WG-2 members to add the Department of Construction (DOC), and Sea and Island Division and Mapping Division of DONRE as WG-2 members. JET replied that it should be carefully considered to add new working group members, since the working group members are to be subjected to the capacity development through the Project period, and not only to contribute to a part of the Project activity.</li> <li>3) WG-2 member pointed out that some of the tasks related to the satellite image analysis and mapping would not be carried out by the Land Registration Division of DONRE, but the Mapping Division of DONRE.</li> <li>4) JET mentioned that the tasks and detailed activities in the task matrix were only included in their proposal, but with no given conditions. Therefore, unnecessary tasks and activities could be deleted, if any.</li> <li>5) A WG-2 member pointed out that since there were no provisions on land use management under the Environmental Protection Law, environmental aspects should be considered in the land use planning, contributed by the Section of Appraisal and License, DONRE, which is also a WG-2 member, for the activities of WG-2.</li> </ol> |
| 2nd          | <p>13 July 2010</p> <p>Meeting room in QN DONRE</p> <p>[Attendants]</p>   | <p>[Objective]:</p> <ul style="list-style-type: none"> <li>- Discussion on the detailed activities based on the revised task matrix, including schedule and training program</li> </ul> <p>[Contents]:</p> <ol style="list-style-type: none"> <li>1. Approach for WG-2 Activities</li> </ol>   | <ol style="list-style-type: none"> <li>1) JET explained that environmental protection in the coastal area was needed to be considered for the environmental protection in Halong Bay. The shoreline in Halong City has been shifting closer to the Halong Bay for ten years. Environmental condition in Halong Bay will worsen if the pollution source near the shoreline was not treated and</li> </ol>   |

| Sequence No. | Date, Venue, and Attendants   | Objective(s) and Contents   | Main points of the Discussion   |
|--------------|---|---|---|
|              | 7 persons from the Vietnamese side, including 6 members of WG-2, and 4 persons from JET                             | 2. Revised Task Matrix for WG-2<br>3. Proposed Training Program<br>4. Schedule of the Activities<br>5. Indicators of WG-2 Activities  | controlled. Land use management measures, as part of the output of the Project, should be integrated in the land use plan.<br>2) WG-2 member pointed out that 90% of the residential area in Halong City was located in the proposed CEPC. The required action in this corridor would be based on the prevention of the negative effects due to activities of the local residents. Adequate location of the CEPC's width and length.<br>3) A WG-2 member pointed out that the boundary of the hinterland area needed to be determined as well as that of the CEPC. Watershed area needs to be controlled.<br>4) A WG-2 member pointed out that it needed to add the application of the law on forest protection into Strategy 3.<br>5) A WG-2 member pointed out that the criteria to estimate CEPC should be determined, and that the shoreline should be defined.<br>6) JET explained that regarding the training program, it was planned to be conducted before each activity starts. The timing and topic of training should be discussed later. Although seven training programs were proposed, it could be changed based on the requirement.<br>7) JET explained that reclamation was difficult to control and easy way to have land. Land reclamation would cause negative impact to the Halong Bay heritage site for long time. |
| 3rd          | 22 October 2010<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>6 members of WG-2 and<br>4 persons from JET  | [Objectives]:<br>-Discussion on plan of detailed activities under WG-2 related to the CEPC for Halong Bay<br>-Draft TORs for the survey on land use change analysis by using satellite image and the fact-finding survey on land use right registration and land recovery<br>[Contents]:<br>1. Quick review of the second discussion meeting<br>2. Approach for WG-2 Activities (revised)<br>3. Draft TORs for sub-contract work<br>[Materials used]<br>1. Presentation materials<br>2. Draft TOR for the survey on sand use change analysis by using satellite image<br>3. Draft TOR for the land use right registration and land recovery   | 1) JET presented main comments and opinions in the second discussion meeting, the revised approach for the CEPC based on the said comments and opinions, and draft TORs for the sub-contracted works for Output-3.<br>WG-2 member commented as follows:<br>2) Examination on the location, width, length, and boundary of the CEPC is very important. The survey will be required to identify the accurate location, total area, etc. before starting the sub-contracted work.<br>3) Land use plan at the provincial level is rather general. Therefore, the results of WG-2 activities related to the CEPC should also be reflected in the land use plan at the district and commune level.<br>4) Location and total area of mangrove to be located in the CEPC should be identified.<br>5) Regarding the identification of shoreline, it has been identified in the Land Inventory 2010, which should be reviewed.<br>6) It is preferable to conduct the GIS training longer than that planned and the training should focus on application in the actual situation and work.<br>7) Training based on Japanese experience would be useful as Vietnam has less experience in land use management since the current Land Law was introduced in 2003.  |
| 4th          | 15 November 2010<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and<br>3 persons from JET | [Objectives]:<br>-Tender results on the sub-contract works<br>-Preliminary discussion on future directions of land use along the coastal area in the Halong Bay<br>-Introduction of Land Use Control Regulation in Japan<br>-Issues and further necessary actions on the preparation of base map for GIS<br>-Proposed indicators for achievement evaluation of Output-3<br>[Contents]:<br>1. Progress of sub-contract works<br>2. Confirmation on future directions of land use along the coastal area in the Halong Bay under the current provincial plan,<br>3. Introduction of Land Use Control Regulation in Japan and suggestion of application to the CEPC,<br>4. Indicators for achievement evaluation and activity monitoring of the Output-3 | 1) JET presented progress of sub-contracted works for Output-3, questions to the WG-2 members on direction of development and environmental conservation in the coastal area of the Halong Bay, introduction of Land Use Control Regulation in Japan, current situation of GIS base map preparation, and proposed indicators of achievement evaluation and activity monitoring for the Output-3 activities.<br>WG-2 member commented as follows:<br>2) In response to the questions from JET, WG-2 members from Hoanh Bo District and Halong City answered the situation and plan on land use and development.<br>3) Some questions were made on the Natural Park in Japan.<br><br>[Materials used]<br>1. Presentation materials<br>2. (Draft) Questionnaire for the residents participating in the fact-finding survey on land use right registration and land recovery<br>3. Outline of Regulation of Building Use in Land Use Zone in Japan<br>4. Types of zone in Japan<br>5. Indicators for achievement evaluation of WG-2: land use   |

| Sequence No. | Date, Venue, and Attendants  | Objective(s) and Contents   | Main points of the Discussion   |
|--------------|--|---|---|
|              |  | 5. Issues and further necessary actions on the preparation of base map for GIS  | management<br>6. Activity monitoring results of WG-2  |
| 5th          | 30 November 2010<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>3 members of WG-2 and<br>3 persons from JET  | [Objectives]:<br>-Progress of the sub-contract works<br>-Supplemental and additional topics on the Land Use Control Regulation in Japan<br>-Revised indicators for the achievement evaluation and activity monitoring of the Output-3<br>[Contents]:<br>1. Progress of the sub-contract works<br>2. Introduction of Land Use Control Regulation in Japan (2)<br>3. Issues, and further necessary actions on the preparation of the base map for GIS<br>[Materials used]<br>1. Presentation materials<br>2. Criteria on necessity of EIA for Class-2 Project of Reclamation Project/Activity<br>3. List of structural regulation for land use zones in Japan   | 1) JET presented progress of sub-contract works, introduction of Land Use Control Regulation in Japan, and issues and further necessary actions on the preparation of the base map. WG-2 member commented as follows:<br>2) There are similar issues in Vietnam related to the building construction, which are shown in the presentation as examples in Japan.<br>3) There are some similar criteria on building construction and reclamation activities in Vietnam. However, the laws have not been fully applied in the actual implementation.<br>4) Detailed information of the GIS training should be informed prior to the training such as time, location, and content of training as well as the target participants.   |
| 6th          | 25 February, 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and<br>3 persons from JET | [Objectives]:<br>-Progress of the following sub-contract works<br>-Indicators for achievement evaluation and activity monitoring of Output-3<br>-Questionnaire on capacity assessment<br>[Contents]:<br>1. Progress of sub-contract works<br>2. Indicators for achievement evaluation and activity monitoring<br>[Materials used]<br>1. Presentation materials<br>2. Project design matrix<br>3. Indicators for the achievement evaluation of WG-2: Land Use Management (Ver. 2 as of 20 February 2011)<br>4. Activity monitoring results of WG-2: (updated: 110221)<br>5. (Draft) Capacity evaluation sheet for Output-3 (A: self-evaluation)<br>6. (Draft) Capacity evaluation sheet for Output-3 (B: evaluation by director) | 1) JET presented progress of sub-contracted works for Output-3, indicators for achievement evaluation and activity monitoring of Output-3, and questionnaire on capacity assessment. WG-2 member commented as follows:<br>2) Regarding the training on GIS and remote sensing, more practical training on how to use software would be preferable for further training.<br>3) Regarding the sub-contract work for the survey on land use right registration and land recovery, WG-2 member suggested to revise the report showing more reliability of data such as assessment of time for collecting data and table of survey data. Evidence of the survey is attached in the report.<br>4) The latest Land Use Plan of Hoanh Bo District, Cam Pha Town, and Halong City for 2010-2020 will be approved by the government in July 2011. |
| 7th          | 7 July 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and<br>3 persons from JET       | [Objectives]:<br>- Activity Schedule of WG-2 in the second year<br>- Outline of mid-term evaluation<br>- Training in Japan<br>[Contents]:<br>1. Activity schedule of WG-2 in the second year<br>2. Outline of mid-term evaluation<br>3. Training in Japan<br>[Materials used]<br>1. Presentation materials  | 1) JET presented the following: (1) Activity schedule of WG-2 in the second year, (2) Outline of mid-term evaluation, and (3) Training in Japan.<br>2) Subsequent to the presentation by JET, the following questions were asked by JET to the WG-2 members as referential information for further examination of the capacity development in the Project, and each WG-2 member replied to the questions:<br>- How many staff are there in your organization or your division?<br>- What are your main responsibilities and work in your division or your organization?<br>- How many years have you been working in your division or your organization?<br>- How many staff do you manage under you?   |
| 8th          | 25 July 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and<br>3 persons from JET      | [Objectives]:<br>- Results and recommendations in the mid-term review of the Project<br>- Purpose, function, and boundary of the CEPC for Halong Bay<br>- Discussion on the basic information for further examination on the CEPC.<br>[Contents]:<br>1. Results and recommendations in the  | 1) JET presented the results and recommendations in the mid-term review of the Project, and questions on basic information for further examination on CEPC were asked to the WG-2 members based on the questionnaire. These were prepared by Mr Aoki and sent to all WG-2 members on 20 July 2011.<br>2) After WG-2's head answered some questions, he requested all members of WG-2 to completely answer the questionnaire by the next discussion meeting of the WG-2.   |

| Sequence No. | Date, Venue, and Attendants  | Objective(s) and Contents  | Main points of the Discussion   |
|--------------|--|--|---|
|              |  | mid-term review of the Project<br>2. Further examination on the CEPC for Halong Bay<br>3. Discussion on basic information for further examination on the CEPC  | (Contents of the answers of WG-2's Head will be shown in the subsequent section.)<br>[Materials used]<br>1. Presentation materials<br>2. Project design matrix (PDM) (Version 1: MM on 12 March 2010)<br>3. Project design matrix (PDM) (Version 2: modified PDM on 29 June 2011)<br>4. Project design matrix (PDM) (Version 3: modified PDM on 13 July 2011)<br>5. Modification of PDM (23 June 2011)<br>6. Questions to WG-2 members prior to the 8th discussion meeting<br>7. Meeting record with DOC on 8 July 2011   |
| 9th          | 3rd August 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and<br>3 persons from JET | [Objectives]:<br>- Confirmation and clarification on the information provided by WG-2 members based on the questionnaire of JET on 20 July 2011<br>- Discussion on the purpose, function, and boundary of the CEPC for Halong Bay<br>[Contents]:<br>1. Sharing of information provided by WG-2 members based on the questionnaire of JET on 20 July 2011<br>2 Purpose, function, and boundary of the CEPC for Halong Bay<br>[Materials used]<br>1. Answers by WG-2 members to the questionnaire of JET on 20 July 2011<br>2. Training program on ArcGIS  | 1) JET confirmed the answers by WG-2 members to the questionnaire of JET on 20 July 2011.<br>Some of the clarifications are shown as follows:<br>2) As for the question on how to monitor land use planning, WG-2 members answered that DONRE monitors land use planning at the provincial level. People's Committee at each administrative level develops and uses the land use master plan, monitors the implementation, and makes annual report to higher PC level according to the Land Law.<br>3) As for the question to the WG-2 member of VINACOMIN, the WG-2 member answered that there are about 30 wastewater treatment systems for wastewater from pit mining and open mining in the whole Quang Ninh Province, in which 20 systems are in operation. There are two wastewater central treatment systems in Nui Beo-Ha Tu and Coc 6, constructing with gravitational deposit technique. The one in Coc 6 is going to be operated at the end of this year. The treated wastewater is met TCVN B (actual TCVN for wastewater discharge).<br>4) At the end of the meeting, all WG-2 members agreed to conduct GIS training from beginner to advanced levels as soon as possible and tentatively agreed with the preliminary GIS training program proposed by JET. |
| 10th         | 10 Aug. 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2,<br>3 persons from JET       | [Objectives]:<br>- Confirmation and discussion on training needs on remote sensing and GIS, which will be conducted in November and December.<br>- Confirmation and clarification on the information provided by WG-2 members based on the questionnaire of JET on 20 July 2011<br>- Discussion on the purpose, function, and boundary of the CEPC for Halong Bay<br>[Contents]:<br>1. Clarification on the information provided by WG-2 members based on the questionnaire<br>2. Preliminary discussion on the boundary of the CEPC for Halong Bay<br>3. Draft training program on the application of remote sensing and GIS for land use management<br>[Materials used]<br>1. Presentation materials<br>2. Project design matrix<br>3. Answers by WG-2 members to the questionnaire of JET on 20 July 2011 | 1) JET presented the following: (1) Clarification on information, and (2) Preliminary discussion on the boundary of the CEPC for Halong Bay.<br>2) JET confirmed the answers by WG-2 members to the questionnaire of JET on 20 July 2011.<br>3) A discussion was made on the boundary of the CEPC for Halong Bay<br>(Contents of the discussion will be shown in the subsequent section.)<br>4) Finally, a discussion was made on the training program on the application of GIS and remote sensing for land use management. All WG-2 members agreed to the content of basic GIS training on the beginning of October 2011 and the content of advance GIS and remote sensing in December 2011.  |
| 11th         | 12 December 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>7 members of WG-2 and 3 persons from       | [Objectives]:<br>-Report on the training in Japan in November 2011<br>-Discussion on the boundary of the CEPC for Halong Bay<br>-Preparation of a legal document on the CEPC<br>[Contents]:  | 1) WG-2 presented a report on the training in Japan in November 2011.<br>2) JET presented the following: (i) Discussion on boundary of CEPC, and (ii) Preparation of a legal document on CEPC.<br>3) Main comments among the participants are as follows:<br>- CEPC should cover only the inland region and not the islands, because the islands are managed by HBMD. It is necessary to consult with HBMD on the boundary at the sea   |

| Sequence No. | Date, Venue, and Attendants   | Objective(s) and Contents   | Main points of the Discussion  |
|--------------|---|---|--|
|              | JET   | 1) Report on the training in Japan in November 2011<br>2) Discussion on the boundary of CEPC<br>3) Preparation of a legal document on CEPC<br>[Materials used]<br>1) Presentation materials<br>2) Tidal simulation results of the JICA MP Study   | or shoreline.<br>- Application of CEPC to QN PPC will follow the following procedure: (i) develop map of CEPC with its boundary, (ii) submit the map with its report to CEM, then CEM will consider and get the comments from different departments, and (iii) after adjusting the CEPC report as per comments by the departments, CEM will submit it to QN PPC for approval.<br>- CEPC report should include the map, total area, definition, and function including the recommendation of land use management mechanism.   |
| 12th         | 21 December 2011<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>4 members of WG-2 and 3 persons from JET  | [Objectives]:<br>-Further discussion on defining CEPC<br>-Further discussion on the boundary of CEPC<br>-Further activity of WG-2 between December 2011 and February 2012<br>[Contents]:<br>1) Further discussion on defining the CEPC<br>2) Further activity of WG-2 between December 2011 and February 2012<br>[Materials used]<br>1) Presentation materials<br>2) Draft Table of Contents for the Action Plan of the CEPC for Halong Bay | 1) JET presented further discussion on defining CEPC and activity of WG-2 between December 2011 and February 2012.<br>2) Main comments among the participants are as follows:<br>- Legislation system development needs to be clarified with regulation (rule) development in QN Province on CEPC report.<br>- Although the strategic environmental assessment (SEA) has not been conducted so far in the province, Decree 29 was used to for the regulation for SEA in the planning stage. Hence, the newly proposed Project, which is located in CEPC, should examine how the Project affects the environment in Halong Bay. However, there is a concern on how to implement SEA because there is no experience in this field in the province.<br>- There are two options for identifying the boundary of CEPC as follows: (i) consider the proposal made by WG-2, and (ii) boundary should be 500 m from the shoreline toward the inland portion. The shoreline has been estimated by using the line representing the average of the lowest sea level in the years from 2005 to present.  |
| 13th         | 13 February, 2012<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>7 members of WG-2 and 3 persons from JET | [Objectives]:<br>-Further discussion on the boundary of CEPC by using a detailed map<br>-Contents of the Action Plan for the proposed CEPC<br>-Preparation schedule of the Action Plan<br>[Contents]:<br>1) Further discussion on the boundary of CEPC by using a detailed map<br>2) Contents of the Action Plan for the proposed CEPC<br>3) Preparation schedule of the Action Plan<br>[Materials used]<br>1) Presentation materials       | 1) JET presented the following: (i) further discussion on the boundary of CEPC by using a detailed map, (ii) contents of the Action Plan for the proposed CEPC, and (iii) preparation schedule of the Action Plan.<br>2) Main comments among the participants are as follows:<br>- "Cua Luc Bay" is not an official name and there is no official name in the area.<br>- Shoreline can be understood as the line representing the average of the lowest sea water level for many years.<br>- It is necessary to invite the representative of Van Don District PC to the second workshop to introduce the activities of the Project.<br>- Information on the shoreline can be obtained from the map of land use status in 2010 which has been approved by the government.<br>- The northern side boundary in Cam Pha Town should be expanded from National Road No. 18A to the boundary of the sub-river basin which is the connecting line among the top of the mountain points.<br>- The CEPC should be between the shoreline and the National Road No. 18A in Cam Pha Town, between the shoreline and the Provincial Road No. 327 in Ha Khanh Ward in Hon Gai, between the shoreline and the Provincial Road No. 326 in Hoanh Bo District, between the shoreline and the National Road No. 18A in Bai Chay area, and constantly at 500 m width in Yen Hung District.<br>- It is important to describe how much the CEPC contributes to the environmental protection in Halong Bay by evaluating the actual effect from the CEPC as quantitatively as possible, so that the CEM members and other stakeholders can understand the necessity of the implementation of the CEPC.<br>- In addition, effective measures should be prepared by examining the characteristics of the four areas of the CEPC namely, Yen Hung area, Hoanh Bo estuary area, Bai Chay tourism area, and Hon Gai, and Cam Pha area.<br>- To prepare the cost and financial schedule in Chapter 9, and the programs or projects that have to be prepared under the proposed measure. |



| Sequence No. | Date, Venue, and Attendants   | Objective(s) and Contents   | Main points of the Discussion   |
|--------------|---|---|---|
| 14th         | 5 June 2012<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>4 members of WG-2 and 4 persons from JET     | [Objectives]:<br>-Further discussion on the narrowing down of the CEPC area by considering various aspects such as function and feasibility.<br>-Discussion of necessary measures to be implemented in each zone/ area of the CEPC.<br>[Contents]:<br>1)Results of the second workshop<br>2)Further discussion on defining the CEPC Halong Bay<br>[Materials used]<br>1)Presentation materials<br>2)Discussion record of the 12th and 13th WG-2 Discussion Meetings<br>3)Discussion record of the second workshop | 1) Proposal no. 3 of CEPC, which only covers the mangrove forest in Quang Yen Town, is agreeable. However, the new urban resident area in Ha Khanh Ward in Halong City, and coal sea port and cement factory in Cam Pha City are required to be considered.<br>2) CEPC measures also need to consider the cluster coal sea ports (eight sea ports) in Ha Khanh Ward in Halong City, and the removal of Nam Cau Trang coal port (coal port of South White Trang Bridge) in Halong City.<br>3) In order to narrow down the CEPC area, the forest area in the middle of Bai Chay Ward in Halong City should be excluded from the CEPC area, and the CEPC boundary in Quang Yen Town should follow the embankment for the aquaculture ponds near the mangrove forest instead of the 500 m buffer or the main road.<br>4) At present, Quang Ninh PPC's viewpoint is to follow the Green Economy, in which the reclamation projects will not be anymore approved in making the master plan. However, there are some reclamation activities which have been approved before and are being implemented.<br>5) The eco-town project located in western Halong City would be developed principally to keep and improve its landscape and follow Quang Ninh PPC's idea on Green Economy. |
| 15th         | 22 August. 2012<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>4 members of WG-2 and 3 persons from JET | [Objectives]:<br>-Progress of examination on measures in the CEPC<br>-Further schedule for activities of WG-2<br>-Explanation on terminal evaluation<br>[Contents]:<br>1)Progress of examination on measures in the CEPC<br>2)Further schedule for activities of WG-2<br>3)Explanation on terminal evaluation<br>[Materials used]<br>1) Presentation materials  | 1) In the Bai Chay International tourism area, Quang Ninh Province planned the parking spot for each hotel as well as the parking sites on the road. However, the main causes of traffic congestion are the drivers who do not comply with the traffic regulations. In addition, dropping tourists who come from hotels to the beach for swimming or walking also create traffic jam on the coastal road, especially in the weekends.<br>2) The main reasons for the unfinished construction work in the Bai Chay tourism area are financial difficulties of the investors in the context of economic deflation, and not by implementation of the compensation for ground clearance. In addition, some works are still under construction, but they are suspended by the inspection unit for handling due to incompliance with the plan. In general, the problems in land use management of Quang Ninh Province are related to the policies. Recently, check and inspection for the slow progress of works in the area for prompt handling have been strengthened by the Quang Ninh Province.<br>3) The Nam Cau Trang area will be added in the CEPC area of Halong City.   |
| 16th         | 11 October 2012<br><br>Meeting room in QN DONRE<br><br>[Attendants]<br>5 members of WG-2 and 3 persons from JET | [Objectives]:<br>-Progress of examination on measures in the CEPC<br>-Updated schedule for further activities of WG-2<br>[Contents]:<br>(1) Progress of examination on measures in the CEPC<br>1) Report on information collection and field visit since the 15th WG-2 Discussion Meeting<br>2) Discussion on the proposed measures<br>(2) Updated schedule for further activities of WG-2<br>[Materials used]<br>1) Presentation materials   | 1) There are some measures that are common in the different corridor zones. Therefore, the total number of types of measures will be reduced to avoid overlapping with each other.<br>2) If there is no planned coastal road map in Cam Pha urban area, the shoreline can be used as the boundary of CEPC in that area.   |

Source: Discussion Records of the 1st to 16th Discussion Meetings for WG-2

**Table 4-3-3 Discussion Results of WG-3 Meetings (April 2010 - December 2012)**

| Sequence No. | Date, Venue, and Attendants                              | Contents  | Major Comments by WG-3   | Actions of C/P and JET   |
|--------------|--|---|--|--|
| 1st          | 29 June 2010<br>Meeting room in QN DONRE<br>[Attendants] | - Framework of Output-4<br>- Draft task matrix for WG-3<br>- Concept and approach | 1) Proposed structure of the draft task matrix for WG-3 was basically agreed upon by WG-3. The member suggested for the revision and addition of some contents | 1) JET agreed to review and revise the task matrix based on comments.<br>2) Training activities are included in the proposed activities in the matrix, |



| Sequence No. | Date, Venue, and Attendants  | Contents  | Major Comments by WG-3   | Actions of C/P and JET  |
|--------------|--|---|--|---|
|              | 5 persons from the VN side and 5 from JET  | for sustainable tourism<br>- Comments on the draft task matrix by WG members<br>- Discussion  | for the task matrix.<br>2) WG-3 member commented that training activities are not included in the proposed activities.<br>3) Some tasks were not clear and understandable such as Section 4.1.1, item 4. "Cooperate and support".<br>4) WG-3 member suggested that the development of the database should be included in the sub-contracted work.<br>5) Activities in the second and third years are not detailed as compared with the first year.<br>6) WG-3 members agreed to review the activities in the task matrix and confirm any necessary and unnecessary activities.   | but they are not clearly mentioned in the activities. Training of database operation, management, and training activities regarding eco-tourism in Japan are planned.<br>3) Unclear descriptions in the task matrix are revised.<br>4) JET commented that database development is not a sub-contract work.<br>5) Detailed contents of activities for the second and third years will be dependent on the achievement level in the first year.<br>6) JET asked the WG-3 members to consider deleting tasks if they are not necessary.  |
| 2nd          | 12 July 2010<br>Meeting room in QN DONRE [Attendants]<br>5 persons from the VN side and 5 from JET | - Presentation of tourism development direction, vision, and goal for the Project area<br>- Discussion on the revised task matrix and activities for WG-3<br>- Issues on the development of environmental and tourism resource database | 1) Proposed goal and objectives are very useful for tourism development of Halong Bay.<br>2) Hoanh Bo and Yen Hung Districts have tourism potentials. Van Don District should be included in the Project area.<br>3) WG-3 member explained Halong Eco-museum Project was implemented under UNESCO several years ago as one of the good tourism projects in Halong Bay. Floating culture center in Cua Van was only implemented among the 12 projects for Eco-museum. It was recognized that awareness of local residents was raised through the Project. It was not implemented due to the lack of funding and investment.<br>4) WG-3 member asked JET about the development of sustainable tourism, effective tourism in Halong Bay, and balance of tourism and industrial activities such as coal mining.<br>5) WG-3 member commented that the database can be used as an inventory and a good reference for statistical data. Database is considered as a tool for the analysis of data and preparation of strategies and measures. | 2) JET will consider including the two mentioned districts to those areas with good potential for tourism. Van Don is not located within the Project area, but it should be considered as an important area for tourism.<br>3) JET mentioned the concept of Eco-museum was applied to the JICA founded tourism development project in Sri Lanka. The Project requires investment for the implementation of plans.<br>4) Sustainable tourism is an idea that WG members and JET have to study and learn from the Project. JET in charge of WG-1 (pollution control activities) mentioned that WG-1 will consider the demand of controlling coal mining activities from the tourism point of view. The important point for tourism development in the Project area is the shifting from mass tourism to ecotourism. Tourism development should harmonize with coal mining and other industries.<br>5) JET understood that the database is important, but it should not be relied on too much. JET requested additional comments on the revised task matrix for WG-3 members in making it more simplified. |

| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3  | Actions of C/P and JET   |
|--------------|--|--|---|--|
| 3rd          | 23 July 2010<br>Meeting room in QN DONRE [Attendants]<br>6 persons from the VN side and 4 from JET         | <ul style="list-style-type: none"> <li>- Revised vision and goal of tourism development in the Project area</li> <li>- Mass tourism vs. Eco-tourism</li> <li>- Target goal</li> <li>- Tourism development structure</li> <li>- Conceivable indicator for target goal</li> <li>- Revised task matrix for WG-3</li> <li>- Schedule of the activities for WG-3</li> <li>- Discussion</li> </ul> | <ol style="list-style-type: none"> <li>1) Presentation on tourism development for the Project area was detailed and clear enough to be understood. Goal and vision are agreeable.</li> <li>2) WG-3 inquired on the contents of the planned training program for WG-3 and budget for each activity in WG-3 for this year. Is there any budget for collecting data?</li> <li>3) WG-3 member recommended that Yen Hung and Hoanh Bo Districts should be included in the Project area.</li> <li>4) What is difference between the field survey and the baseline survey?</li> <li>5) Regarding the proposed indicator in the presentation, there is no figure for each indicator. It is difficult to evaluate the goal without figures of indicators.</li> <li>6) Some tasks in the task matrix overlap between HBMD and DCST.</li> <li>7) "Do you have any idea on the pilot project for eco-hotel or ecotourism for the environmental protection in Halong Bay? What is the scale of the pilot project and how to implement the said project?"</li> </ol>                  | <ol style="list-style-type: none"> <li>2) JET replied that the training programs for WG-3 are planned OJT through conducting activities and lectures such as OJT on field survey, and lecture on policy and environmental management at tourist destination, which are included in the section for the details of activities in the task matrix. There is a counterpart training program in Japan in the third year. There is no budget for data collection.</li> <li>3) Regarding Yen Hung and Hoanh Bo Districts, JET will check the potential tourism resources in these districts and consider including them in the Project area.</li> <li>4) The field survey is for the tourist and survey sites to be visited by JET and WG-3 members for one or two days. The baseline survey will be sub-contracted to local consultant for conducting the survey for tourists and tourism business survey.</li> <li>5) JET replied that the proposed indicators are tentative and it is necessary to have specific figure for indicators when setting the goal. For setting the capacity indicator, carrying capacity survey for tourist sites will be necessary to be conducted.</li> <li>6) Regarding the overlapping of activities between HBMD and DSTC, JET asked both HBMD and DSTC to confirm the available data and information, and revise their responsibilities and tasks.</li> <li>7) Pilot project will be planned and implemented in small scale due to the limited capacity and budget for activities of WG-3. Eco-boat and floating villages in Halong Bay can be considered as the target of the pilot project.</li> </ol> |
| 4th          | 30 July 2010<br>Meeting room in QN DONRE [Attendants]<br>5 persons from the VN side and 4 persons from JET | <ul style="list-style-type: none"> <li>- Proposed Plan of Activities for WG-3 from July to December 2010</li> <li>- Discussion</li> </ul>  | <ol style="list-style-type: none"> <li>1) WG-3 member commented that Bai Chay bus terminal is not an effective sampling site for the tourist survey, because most of the domestic and foreign tourists directly come to Halong Bay by private car and bus which are arranged by the tour operator.</li> <li>2) Bai Chay tourist boat wharf might not be suitable for the conduct of interview because most of the tourists there have only short and limited time of stay, which is not enough to answer the questionnaire sheet.</li> <li>3) WG-3 member commented why separate questionnaires should be prepared for the domestic and international tourists.</li> <li>4) WG-3 members asked for some cost needed for the collection of data and information.</li> <li>5) IUCN conducted the survey in the past.</li> <li>6) Regarding the necessary documents from relevant departments, WG-3 asked PMB to provide official letters on requested documents. Collected documents are to be shared among members.</li> <li>7) WG members would like to have</li> </ol> | <ol style="list-style-type: none"> <li>1) JET will exclude the bus terminal for the sampling site and reconsider the sampling sites for effective implementation of the baseline survey.</li> <li>2) JET will reconsider the method for the interview of tourists based on comments from WG-3 members.</li> <li>3) Regarding the questionnaires for the foreign and domestic tourists, foreign tourists come to QN Province and their travel pattern and interest on tourism activities are different from those of domestic tourists. Some questions should be prepared differently for the foreign and domestic tourists.</li> <li>4) Regarding the necessary payment for data collection, WG members should inform the necessary cost for data collection to JET their consideration.</li> <li>5) JET requested the WG members to nominate consultants for conducting the baseline survey.</li> <li>6) JET instructed that the WG members are responsible for the check</li> </ol>  |

| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3   | Actions of C/P and JET   |
|--------------|--|--|--|--|
|              |  |  | <p>comments on the results of the review work by WG members from JET and learn more about the baseline survey through assisting the local consultant.</p> <p>8) WG-3 agreed to have a consensus of the proposed plan of activities, work schedule for WG-3, and required tasks for WG members while JET is not in Vietnam.</p>   | <p>and review of all relevant information and data in the collected reports. JET will review the collected reports after they are translated to English.</p> <p>7) JET will share and discuss the review results with WG members.</p> <p>8) The representative of JET (Mr Kimura) will communicate with the Head of WG-3 and other WG members by e-mail until he returns to work for the Project in October 2010.</p>  |
| 5th          | <p>14 October 2010</p> <p>Meeting room in DONRE [Attendants]</p> <p>4 persons from the VN side and 4 from JET</p>  | <ul style="list-style-type: none"> <li>- Revised TOR and short-listing of local consultants for the baseline survey on the tourism sector</li> <li>- Employment of local expert for tourism development</li> <li>- Strategies, measures, and activities under WG-3</li> </ul>                                    | <p>1) WG-3 members did not comment on the revised TOR for the baseline survey. It was necessary to wait for the final comments on the TOR from PMB.</p> <p>2) Selection of the sub-contractor for the baseline survey by tender should be decided by JET. WG-3 member commented that the sub-contractor should have experience on tourism survey to achieve good survey results.</p> <p>3) Regarding the proposed strategies by JET, Bai Chay is not the core area for tourism development. Instead, Bai Chay should be changed into a support area. Strategies and measures should be further considered, and relevant master plans and land use plans should be used as references.</p> <p>4) JET should explain the classification and evaluation of tourism resource in the Project area and prepare the inventory for WG members.</p> <p>5) WG-3 member commented that the tourism boat is a big issue considering the environment in Halong Bay. Thus, appropriate measures, to improve and solve this issue, have to be proposed.</p>   | <p>1) JET requested PMB for any final comments on the TOR and later, its approval.</p> <p>2) JET would carefully select the sub-contractor, through tender, taking into consideration of the sub-contractor's qualification and expected performance. JET mentioned the selection of sub-contractor is a cost-based selection in accordance with the JICA procurement procedure.</p> <p>3) JET agreed to change Bai Chay into a support area and Halong Bay as a core area for eco-tourism promotion. JET would consider the proposed strategies and measures referring to the suggestions of WG-3.</p> <p>4) JET would provide guidance on the classification and evaluation of tourism resources for WG members and prepare the inventory later.</p> <p>5) Regarding the tourism boat, further discussion would be required with a member from HBMD.</p> |
| 6th          | <p>15 November 2010</p> <p>Meeting room in DONRE [Attendants]</p> <p>6 persons from the VN side and 3 from JET</p> | <ul style="list-style-type: none"> <li>- Review of the tourism data, statistics, tourism policies, and strategies based on the collected reports and information</li> <li>- Plan and schedule of field survey in Halong Bay</li> <li>- Tender and progress of the sub-contract work (baseline survey)</li> </ul> | <p>1) WG-3 member pointed out the number of tourists visiting the cultural and historical sites in the QN province in the presentation by JET is similar to the data of Halong area.</p> <p>2) WG-3 member commented that the number of tourist boats under operation is 475, and it is not 437 as the data indicated in the presentation.</p> <p>3) WG-3 member commented that there is a management committee for Halong Bay consisting of the HBMD, DCST, Dept. of Transportation, and other concerned agencies. The committee has been preparing the new regulation on management and operation of tourism boat in Halong Bay.</p> <p>4) Proposed travel routes for the field survey in Halong Bay would be changed due to weather and tidal condition.</p> <p>5) Selection of survey sites and schedule for the second field survey are planned by the Head of WG-3 with WG-3 members from DCST.</p> <p>6) WG-3 members agreed to review and comment on the questionnaires for the baseline survey prepared by the sub-contractor.</p> <p>7) WG-3 member commented that the selection of local experts on tourism development is the responsibility of JET.</p> | <p>1) JET replied that the tourist data was taken from the statistical data of HBMD.</p> <p>2) JET would check the data again.</p> <p>3) JET asked for WG-3 member to provide a detailed information on the new regulation.</p> <p>4) JET confirmed that the traveling routes would be followed considering the decision of the boat driver.</p> <p>5) Detailed plan and schedule would be prepared by JET based on the proposed plan of the Head of WG-3. JET asked her to inform the plan to the WG members after it is prepared.</p> <p>6) JET will send draft questionnaires to WG members as soon as they are received from the sub-contractor.</p>   |
| 7th          | <p>26 November 2010</p>  | <ul style="list-style-type: none"> <li>- Findings and results of the 1st filed survey in</li> </ul>  | <p>1) WG-3 member commented that the first survey was very exciting and meaningful,</p>  | <p>1) JET requested for the WG members who participated in the field</p>   |

| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3   | Actions of C/P and JET  |
|--------------|--|--|--|---|
|              | Meeting room in DONRE [Attendants] 4 persons from the VN side and 3 from JET                     | Halong Bay<br>- Plan of the second field survey on the tourist sites in the Halong area<br>- Evaluation indicator and activity monitoring for WG-3   | especially the visits to the caves and grottos, and that they could find new ideas for the planning of tourism development in Halong Bay in the future.<br>2) WG-3 member suggested that the remaining five tourist sites in Halong City will be surveyed after JET returns to Vietnam in February 2011.<br>3) Some evaluation indicators should be clarified such as the following: (1) "leadership and responsibility", and (2) item B-2-1 in the table. Moreover, WG member commented on how to measure the indicator described as the "level of consciousness on environment and tourism activities, C-1-1".<br>4) WG-3 member asked JET on how many local experts will act as support for the WG activities.  | survey to add the description of existing condition, and constraints and potentials in the presented preliminary result of the field survey prepared by JET including interview records.<br>2) JET agreed to the suggestion on the remaining tourist sites for the survey.<br>3) JET replied that the indicator, "leadership and responsibility", is to be evaluated through cooperation work and should be applied on both the individuals and the organization. The level of consciousness on the environmental and tourism activities would be verified by the results of baseline survey and the survey data of WG-4. JET will reconsider the evaluation indicators for WG-3.<br>4) JET replied that they are responsible for assisting the classification of tourism resource data and the development of inventory.   |
| 8th          | 22 February 2011<br>Meeting room in DONRE [Attendants] 6 persons from the VN side and 5 from JET | - Confirmation of the progress of WG-3<br>- Findings and results of the site visits on the wastewater treatment facilities<br>- Idea of the pilot project (eco-label of tourism boat in Halong Bay)<br>- Tourism resource inventory format<br>- Evaluation indicators and capacity assessment for WG-3 | 1) WG member should select the training topics proposed by the local experts that would be relevant to addressing the critical problems in Halong.<br>2) Regarding the two existing wastewater treatment facilities in Halong City, WG member provided additional information about the treatment capacity and estimated wastewater demand in the service area. WG member pointed out the illegal connection on drainage system by some hotels and factories in Halong City.<br>3) Regarding the idea of the pilot project, WG member commented about the responsible agency for issuing the eco-label level of recognition (local or international).<br>4) WG member mentioned that the proposed time frame from June to December is too short for the implementation of the pilot project including various activities and other WG activities.<br>5) WG member suggested that the benefit of eco-label should be clarified for the boat owners and operators.<br>6) WG member commented that the WG members could not handle anymore the additional inventory work. Thus, a consultant should be hired for the said work.<br>7) WG members preferred to have self-evaluation of their own capacity, rather than asking the manager of the section through the capacity assessment survey. | 1) JET agreed that the training topics can be selected based on the needs of the WG members.<br>2) Chief Advisor of JET explained to WG members that the location of the wastewater treatment facility in Cai Ram area is very far which requires a long piping system, and the latest survey results of the water quality in the Halong area.<br>3) Detailed discussion on the responsible agency and certificate system will need to take more time.<br>4) JET should plan sufficient number of activities for the pilot project taking into consideration of the limited time and other activities.<br>5) JET agreed that it is important to clarify the benefit of eco-label for the boat owners and operators, and other relevant stakeholders.<br>6) There is no plan and budget to hire the consultant for this work. Due to the limited capacity of the WG, preparation of tourism resource inventory should only be on selected sites and tourism resources.<br>7) The proposed capacity assessment is one of the verification methods which is possible to collect necessary information for indicators from each member.<br>8) JET requested the WG members to review the evaluation indicators for both individual and organizational, and prepare the proposals for the indicators by 28 February. |
| 9th          | 15 March 2011<br>Meeting room in DONRE [Attendants] 5 persons from the VN side and 5 from JET    | - Overall concept and idea of the criteria for eco-label of the pilot project for sustainable tourism<br>- Tourism resource inventory<br>- Confirmation of evaluation indicator and capacity assessment for WG-3 activities<br>- Work plan for the next  | 1) Comments on the overall concept and idea of the criteria for eco-label for the pilot project by WG-3 members:<br>- Based on the name of the pilot project, which is eco-label, the focus should be on the environmental criteria such as waste collection and treatment, use of solar energy, and limitation of using air-conditioner.<br>- The development of criteria for eco-label must be implemented after the approval of the regulation on Tourism Boat  | 1) JET informed that the pilot project for eco-label will be commenced in June 2011. In this case, JET requested the WG-3 members to have clear ideas for the implementation of the pilot project.<br>2) JET suggested that all activities for the pilot project including the evaluation and assessment will be completed in December 2011.<br>3) JET commented that it is necessary to consider the number of inventories   |

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|--------------|--|--|---|---|
|              |  | year   | <p>Management by QNPPC.</p> <ul style="list-style-type: none"> <li>- The daytime tourism boat, which should be selected, should have the eco-label for effective promotion, because most tourism boats are daytime tourism boat in Halong Bay.</li> <li>-Tourism boat should put the eco-label for attracting the attention of tourists.</li> <li>- It is necessary to consider the scale and scope of the pilot project on eco-label to ensure the feasibility of implementation</li> <li>- The development of criteria on eco-label for the pilot project must show clear objectives complying with the provisions of the state management.</li> </ul> <p>2) WG-3 member agreed for an expected outcome, scope of work, and schedule of the pilot project as proposed by JET.</p> <p>3) Regarding the finalization of the work items and scope of work for the pilot project, WG-3 should organize workshops to collect comments from related sectors.</p> <p>4) WG-3 agreed on the tourism resource inventory format.</p> <p>5) Proposed modification of two activities (4-1, 4-2) was agreed by the WG-3 members.</p>   | <p>and the implementation procedure of inventory using the revised template, taking into consideration of the work volume and capacity of the WG members.</p> <p>(3) JET will discuss the possible number of inventors and implementation procedure with the local experts.</p>   |
| 10th         | <p>17 June 2011<br/>Meeting room in DONRE [Attendants]<br/>5 persons from the VN side and 3 from JET</p> | <ul style="list-style-type: none"> <li>- Plan of activities for WG-3 in 2011</li> <li>- Action plan of pilot project</li> <li>- Discussion on the revised evaluation indicators and capacity assessment for WG-3 activities</li> <li>- Employment of local expert on tourism development</li> </ul>    | <p>1) WG-3 agreed on the Plan of Activities for WG-3 in 2011. Regarding the training program, WG-3 commented that the plan for the training program for WG-3 is closely related and suited to the activities of WG-3.</p> <p>2) Regarding the obstacle factors for the sustainable tourism development, WG-3 suggested that the local expert and JET have to help the WG-3 members in this work, because WG members are directly involved in the daily regular work which makes it difficult for them to identify the obstacle factors.</p> <p>3) WG-3 suggested holding the meeting on the Action Plan of the pilot project with the relevant agencies and boat owners for the discussion and comments for the plan before the commencement of the project.</p> <p>4) WG-3 clarified on JET about some verification indicators, suggested to revise these indicators, and agreed to revise these indicators in the Evaluation Indicator of WG-3. There were no comments on the draft Capacity Evaluation sheets for Output-4.</p> <p>5) Regarding the scope and requirements of the local expert on tourism development, WG-3 would like to know the details of the tasks and work schedule for the local expert. The local expert must be well-informed on the implementation of the forthcoming activities for WG-3.</p> | <p>1) JET will consider the plan of training program in the Plan of Activities in 2011 which is suited to the activities for WG-3.</p> <p>2) JET asked the WG-3 members to fill up the sheet of the obstacle factors, sending further instruction through the Head of WG-3.</p> <p>3) WG-3 agreed to arrange the holding of the meeting on the pilot project, inviting relevant agencies and stakeholders on 1 July based on the proposed plan.</p> <p>4) JET is responsible for the revision and completion of the Evaluation Indicator of WG-3 based on the comments of the WG-3 members.</p> <p>5) Tasks of the local expert are described in the provided Scope of Requirement. JET will discuss the details of work schedule with local experts and inform the work schedule of the local experts to the WG members.</p> |
| 11th         | <p>27 June 2011<br/>Meeting room in DONRE [Attendants]<br/>6 persons from the VN side and 5 from JET</p> | <ul style="list-style-type: none"> <li>- Presentation on the operation and management of ecotourism in Japan</li> <li>- Presentation on the outline of the obstacle factors for sustainable tourism development</li> <li>- Workshop on the identification of obstacle factors in the Halong</li> </ul> | <p>1) WG-3 member questioned about the number of travel agents for the member of the Eco-tourism Association in Okinawa and the benefit of the membership for the association as mentioned in the presentation. The member explained to JET and other members about the role of the tourism association in Vietnam.</p> <p>2) WG-3 member commented that the obstacle factors in the presentation by JET were mainly direct factors to interfere with</p>   | <p>1) JET replied to the question on the number of travel agents and benefit of the membership for the association.</p> <p>2) JET answered that indirect factors by the state management agencies were not mentioned in the presentation, but these are mostly related to human resources and institutional matters. These obstacles will be discussed with the WG-3 members in the next, appropriate</p>   |



| Sequence No. | Date, Venue, and Attendants   | Contents  | Major Comments by WG-3   | Actions of C/P and JET  |
|--------------|---|---|--|---|
|              |   | <p>area</p> <ul style="list-style-type: none"> <li>- Discussion on the preparation of the meeting on the pilot project (4 July)</li> </ul>  | <p>the operation of tourism, which do not include the indirect factors by the state management agencies on tourism. The member suggested JET to explain to the WG members the identification and types of obstacle factors in Japan which are similar to those of Halong Bay as well as their solutions.</p> <p>3) WG-3 member commented that there are other indirect causes, such as institution, corruption, and lack of human resources, in the workshop on the identification of obstacle factors using fishbone diagram.</p> <p>4) WG-3 members agreed on the draft presentation of the meeting including the concept and action plan of the pilot project prepared by the Head of WG-3, and on the further discussion on the preparation of the meeting among members.</p> <p>5) WG-3 decided to invite the representatives from DONRE, HBMD, Department of Culture, Sport and Tourism, Department of Transportation, Bai Chay Tourism Wharf and some boat owners, JET, and WG-3 members for the meeting on the pilot project. WG-3 will ask the members of WG-4 to participate in the meeting and to introduce the Secchi Disk Movement on the tourist boat.</p> <p>6) The invitation and the agenda for the meeting will be prepared by the WG-3 members on 28 June.</p>  | <p>meeting.</p> <p>3) JET and other local experts will elaborate the result of the fishbone analysis and the feedback to the identification of obstacle factors in Halong Bay.</p> <p>4) JET will support the preparation of the meeting on the pilot project.</p> <p>5) JET will support WG-3 for the delivery of invitation letter for the meeting.</p>   |
| 12th         | <p>1 August 2011<br/>Meeting room in DONRE<br/>[Attendants]<br/>6 persons from the VN side and 4 from JET</p> | <ul style="list-style-type: none"> <li>- Presentation and discussion on the implementation of the pilot project (eco-label for the tourist boat in Halong)</li> <li>- Discussion on the questionnaires for the tourist boat companies and boat operators</li> <li>- Development of tourism resource database</li> <li>- Workshop on the identification of obstacle factors for a sustainable tourism development in Halong Bay</li> </ul> | <p>1) WG-3 confirmed that the role of WG-3 shall be mainly for the supervision and evaluation of the final results achieved by the pilot project including the arrangement of venues for the workshops in Halong, meeting with the sub-contractor (ART Vietnam), JET, and WG-3, provision of related documents and data, and comments on the submitted documents and reports.</p> <p>2) WG-3 agreed on the work plan of the pilot project presented by the sub-contractor.</p> <p>3) WG-3 member commented that the Dept. of Culture, Sport, and Tourism (DCST) will provide any required information for the pilot project to the sub-contractor and suggested for the Dept. of Transportation, tourist wharf, and port authorities, which are also concerned agencies related to the tourist boat operation, to get information on tourist boat.</p> <p>4) Regarding the volunteer tourist boat for the pilot project, WG-3 strongly recommended that only one category of tourist boat should be selected.</p> <p>5) WG-3 members commented on the draft questionnaires for the tourist boat companies and operators of the sub-contractor that the number of question was too many and some questions were lengthy and improper.</p> <p>6) WG-3 member commented that the software (Microsoft Excel) to be used is not sufficient in terms of the development of tourism resource database as well as the operation and management of the database. Otherwise, the design of the</p> | <p>1) Local experts from JET explained to WG-3 its role for assisting the sub-contractor and supervising the pilot project.</p> <p>3) The JET office will provide any necessary documents and data, related to the pilot project, to the sub-contractor.</p> <p>4) Selection of volunteer tourist boat is further discussed among the sub-contractor, WG-3 and JET.</p> <p>5) JET requested the sub-contractor to revise the questionnaires based on the comments from the WG-3 members and submit the revised questionnaires to JET and WG-3 as soon as possible.</p> <p>6) And 7) JET replied that the project can shoulder the costs for renting the boats and the per diems for the field survey, but there is no available budget for hiring an expert on database. JET will support the WG-3 members on the design of the database and provision of inputs for database development.</p> <p>JET suggested that any available data and information on tourism resources and attractions in Halong Bay in DCST and HBMD should be utilized for the development of the database.</p> <p>8) JET agreed that the database is simplified which covers only tourism resources. JET mentioned that the boat trips should be organized for the WG-3 members to collect primary data and information about selected tourist sites after developing draft data files based on secondary information.</p> |



| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3   | Actions of C/P and JET  |
|--------------|--|--|--|---|
|              |  |  | <p>database should be simplified.</p> <p>7) WG-3 cannot develop the database without additional fund to hire IT experts and workforce for data input. WG-3 can give comments on the design of the database.</p> <p>8) WG-3 commented that the number of survey sites in the Halong area for database development should be around 20. Some items in the inventory form for individual tourism resource for the development of database were difficult to find such as scientific and aesthetic values.</p> <p>9) WG-3 agreed on two problems (pollution and loss of bio-diversity) to be analyzed for their causes and effects to Halong Bay for the identification of obstacle factors applying the fishbone diagram due to limited time for workshop.</p>  | <p>9) JET requested the WG-3 members to identify the causes and effects of the two problems by themselves. The head of WG-3 is responsible to collect the work from the members and send them to the local experts from JET by 8 August.</p>  |
| 13th         | <p>24 November 2011 Meeting room in DONRE [Attendants] 5 persons from the VN side and 4 from JET</p> | <ul style="list-style-type: none"> <li>- Presentation of the pilot project on eco-label</li> <li>- Discussion on the expected contents and results of the WS</li> <li>- Discussion to select volunteer boats for the demonstration of eco-label activities</li> <li>- Task assignment to WG-3 in WS</li> </ul>   | <ol style="list-style-type: none"> <li>1) Some of the proposed criteria were not suitable for the proposed three criteria levels.</li> <li>2) The first option with three criteria levels for eco-label grading is preferable.</li> <li>3) WG-3 decided to take the first option with three criteria levels (baseline, incentive, and advance). Some criteria must be reconsidered.</li> <li>4) Naming the eco-label as "Blue Sail".</li> <li>5) Regarding the evaluation and grading system, WG-3 agreed on the third option of using the first option with three criteria levels.</li> <li>6) WG-3 members made comments on the two options for the eco-label certification process.</li> <li>7) Only one volunteer tourist boat is selected among the registered tourist boats based on the assessment of the proposed eco-label criteria for tourist boats.</li> </ol>   | <ol style="list-style-type: none"> <li>1) WG-3 and JET will revise the criteria according to the three levels and eco-label certification system.</li> <li>2) The sub-contractor will revise the presentation material.</li> <li>3) The two options proposed for the criteria levels, three options for the evaluation and grading system, and two options for the eco-label certification process were presented at the WS for the selection of optimum options.</li> <li>4) JET instructed to revise the draft of PR2, prepare the final version of PR2 based on the result of WS, and submit the final version to WG-3 and JET.</li> </ol>   |
| 14th         | <p>8 December 2011 Meeting room in DONRE [Attendants] 2 persons from the VN side and 5 from JET</p>  | <ul style="list-style-type: none"> <li>- Presentation and discussion on the obstacle and factors to sustainable development of the tourism sector</li> <li>- Discussion on the tourism resource database (TRD)</li> <li>- Detailed plan and schedule of the remaining works of the pilot project</li> <li>- Finalization of the criteria set for Blue Sail label</li> <li>- Discussion on the collected self-evaluation forms, selection of the voluntary boat, and design of logo for eco-label for tourist boat</li> <li>- Work plan for the remaining activities of WG-3</li> </ul> | <ol style="list-style-type: none"> <li>1) Source of information and data of obstacle factors should be clarified such as volume of garbage and food waste, wastewater, and endemic marine species.</li> <li>2) Recommendation to obstacle factors should be more detailed in order to find the feasible solution at local level.</li> <li>3) Evaluation criteria for the landscape by three levels (A, B, C) are subjective, which are difficult to distinguish. Questionnaire survey should be conducted for visitors at the tourist sites.</li> <li>4) Criteria for evaluation of tourism resources should be implemented under the activities of WG-3. Transfer of knowledge for evaluation, to the related agencies, is not necessary.</li> <li>5) Aside from the 22 selected tourism resources, additional surveys should be conducted including in Van Don and Yen Hung.</li> <li>6) Updated criteria for the Blue Sail label by the sub-contractor were not revised in accordance with the comments at WS in November. WG-3 made further modification on some criteria.</li> <li>7) WG-3 agreed on the work plan of the remaining activities for WG-3 up to February 2012.</li> </ol> | <ol style="list-style-type: none"> <li>1) The local expert will clarify the sources and prepare feasible solutions.</li> <li>2) WG-3 and JET will find solutions to overcome the obstacles in order to prepare the strategies for sustainable tourism development.</li> <li>3) The number of tourism resources for TRD will be decided later. The tourism resources should include the land area.</li> <li>4) Evaluation should be carried out in line with the activities of WG-3. The draft criteria will be completed by WG-3 for the preparation of the presentation materials for the next WS. Also, the technical transfer should be conducted based on the actual needs.</li> <li>5) WG-3 and JET will consider further surveys.</li> <li>6) Boat selection for the demonstration activities of the Blue Sail label must be completed in December.</li> <li>7) Ms Ha was responsible for informing the WG-3 members, who were absent, about the content of the meeting today by asking them for about the review and comments on the provided materials, and conducting the preparatory works of WG-3 for the WS in December.</li> </ol> |
| 15th         | <p>22 February 2012</p>  | <ul style="list-style-type: none"> <li>- Presentation and discussion on the</li> </ul>   | <ol style="list-style-type: none"> <li>1) WG-3 members commented that one of the obstacle factors for sustainable tourism</li> </ol>   | <ol style="list-style-type: none"> <li>1) JET suggested to analyze the procedure on how to develop</li> </ol>   |

| Sequence No. | Date, Venue, and Attendants   | Contents  | Major Comments by WG-3   | Actions of C/P and JET  |
|--------------|---|---|--|---|
|              | [Attendants]<br>4 persons from the VN side and 7 from JET   | revised obstacle factors for sustainable tourism development<br>- Presentation of tourism resource database<br>- Discuss on the further development of eco-label for the tourist boats (pilot project)<br>- Assignment of tasks among group members for the final workshop on the pilot project | development (STD) is the poor tourism attractions which need development. Examples of such are traditional festivals, fishing with fishermen, and visit of traditional handicraft villages in the presentation.<br>2) Tourist boats in Halong Bay should be equipped with devices using clean energy.<br>3) One of the main obstacles for STD is the difficulty for tourism enterprises to implement environmental regulations due to lack of human resources and technical knowledge (treatment of waste oil, bilge water on tourist boats, etc.).<br>4) Existence of unregistered travel operations that provide poor quality services is also one of the obstacle factors.<br>5) WG-3 members recommended for the server for TRD to be placed in the JET office for the convenience of the system development work during the Project period. The DCST and HBMD will be the agencies receiving and developing the TRD after the Project.<br>6) WG-3 commented that further development of the pilot project (eco-label for tourist boat) is necessary. WG-3 reported to the leader of DONRE and received their consent for the further development of eco-label.<br>7) WG-3 suggested that the funding sources for the implementation of the eco-label must be mobilized.<br>8) Further development on the Project and its detailed contents will be presented by WG-3 in the Final Workshop on 27 February 2012.<br>9) WG-3 requested JET to send the plan on activities for the coming fiscal year for the active implementation by WG-3. | sustainable tourism in promoting the value of Halong Bay and Van Don-Bai Tu Long Bay areas. Comments from WG-3 will be added in the report.<br>2) JET proposed for the local expert to finalize the report reflecting the view of a tourist development expert.<br>3) The local expert commented that the evaluation of tourism resources is very difficult. He suggested that the WG-3 members should re-evaluate the tourism resources based on their experience, understanding, and criteria.<br>4) JET commented that the TRD will be submitted to QN PPC by JET before the Project ends. The agency to receive and develop the TRD will be decided by the QN PPC.<br>5) JET commented that the responsibility of the sub-contractor is to complete the output of the pilot project that is described in the contract and TOR. The proposal for the further development of pilot project is the responsibility of WG-3. The further development of eco-label will be continued without the support of JET. The proposal should be carefully considered by WG-3. |
| 16th         | 6 June 2012<br>Meeting room in DONRE<br>[Attendants]<br>4 persons from the VN side and 6 from JET | - Presentation of the outline and work schedule of the strategies and measures for sustainable tourism development in Halong area<br>- Discussion on the preparation of strategies and measures   | 1) The proposed measures are only names without specific contents.<br>2) The proposed measures should avoid overlapping with proposals related to measures by other WGs. Strategy 5 (raising the awareness on the environment and environmental protection) is overlapping with strategy for WG-4. Strategy 7 (PR and marketing) should be combined with Strategy 2 (promotion of ecotourism).<br>3) Master Plan for tourism development in QN for 2020 is the guideline for the operation of the tourism sector of QN, but it is not approved.<br>4) Strategy 4 (enhancement of values of WHS) should not be a separate strategy, because after the implementation of other strategies, the value of WHS of Halong Bay will be improved.<br>5) Special tourism attractions should be developed at each area in Halong.  | 1) Contents of the measures will be prepared by JET after all measures have been agreed upon by the WG members.<br>2) WG members are responsible for the review of the proposed measures to avoid overlapping as well as adding of measures if necessary. JET will confirm with WG-3 regarding Strategy 5.<br>3) JET will arrange the request for the provision of the Master Plan from DCST through PMB.<br>4) JET agreed to combine Strategy 4 into the other strategies.<br>5) Strategy 2 was renamed as "development of sustainable tourism product" based on the comments of WG-3. WG members have agreed for the proposed seven measures to be combined and be reduced into five strategies after the discussion.<br>6) JET and the local expert will prepare the detailed contents of measures in accordance with the proposed measures.   |
| 17th         | 27 July 2012<br>Meeting room in DONRE<br>[Attendants]<br>3 person from                            | - Presentation of the result of the training programs in Japan<br>- Presentation of the draft strategies and measures   | 1) It is not necessary to have at least three measures for each strategy as indicated in the PDM. It is important to propose practical and applicable measures.<br>2) Some measures should be combined   | 1) JET agreed to the comment that the proposed measures should be practical and applicable.<br>2) JET will combine some measures referring to the comment.  |

| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3   | Actions of C/P and JET   |
|--------------|--|--|--|--|
|              | the VN side and 4 from JET   | for sustainable tourism development in the Halong area<br>- Discussion on the draft strategies and measures<br>- Explanation on the sub-contract work for the tourist questionnaire survey   | with other measures such as measures 1-1A with 1-1B, measures 3-2A with 3-2B, and measures 4-2A with 4-2B.<br>3) Measures 4-4B, 4-6C, and 5-2B should be deleted.<br>4) It is recommended to add the following measures: (1) "Improvement of institution for sustainable tourism management in the Halong area" in Strategy 1, and (2) "Development of automatic environmental control and warning measures in estuaries" in Strategy 2.<br>5) It is necessary to construct the new visitor center for the receiving and guiding of all visitors upon arriving in Halong. This center should be located in Bai Chay or Tuan Chau area.<br>6) WG members will recommend an appropriate candidate in the locality for the sub-contract work of the tourist questionnaire survey.<br><u>Remark:</u><br>Measure 1-1A: Preparation of the zoning plan for tourist development in Bai Chay and Hong Gai areas<br>1-1B: Preparation of the management guideline for the zoning areas in Bai Chay and Hong Gai areas<br>3-2A: Development of nature and ecotourism guide certification scheme and training curriculum<br>3-2B: Training of nature and ecotourism guide<br>4-2A: Guidance on applying Green Lotus Eco-label for tourism accommodation facilities in the Halong area<br>4-4B: Promotion for Green Lotus Eco-label for tourism accommodation facilities in the Halong area<br>4-6C: Renovation of the existing Quang Ning Museum with installation of modernized presentation system<br>5-2B: Development of the new website for the Halong area for sustainable tourist destination including tourism resources, facilities, tourism products, and tourism transportation in the Halong area | 3) JET will reconsider to delete measures 4-4B, 4-6C, and 5-2B.<br>4) "Improvement of institution for sustainable tourism management in the Halong area" can be one of the important measures for Strategy 1 as commented by WG. JET asked WG to prepare the contents of the "development of automatic environmental control and warning measures in estuaries" for Strategy 2.<br>5) JET agreed to include the "development of visitor center" as an additional measure in Strategy 4 taking into consideration of the needs.<br>6) WG members should inform the name of the appropriate candidate for the sub-contract work as soon as possible due to the time constraint for selecting from the shortlist of the candidate sub-contractors.  |
| 18th         | 7 August 2012 Meeting room in DONRE [Attendants] 4 persons from the VN side and 5 from JET | - Further discussion on the revised strategies and measures for sustainable tourism development in the Halong area<br>- Presentation of the tourism resource database, and training<br>- Work plan and tender schedule for the sub-contract work of the tourist questionnaire survey<br>- Work schedule of WG-3 in the next period | 1) There are many proposed measures in the draft strategies and measures for sustainable tourism development. Therefore, it will be difficult to implement all measures. The key measures should be selected as priority measures to be implemented.<br>2) Currently, HBMD is under the re-organizing management structure. Proposed measures under the responsibility of HBMD should consider the functions and duties of the restructured HBMD.<br>3) Proposed measures 1-2A and 1-2B have similar contents; thus, they should be combined into one measure.<br>4) Regarding measure 4-4A, in addition to the upgrading of the existing toilet, new toilets should be constructed at the tourism sites, and collection and treatment of wastewater at the tourism sites should also be proposed.<br>5) Proposed measure 4-4B is very important, thus, it should be one of the  | 1) According to the PDM, at least three measures in each strategy will be selected as priority measures based on the result of the evaluation criteria for the prioritization of measures at the discussion meeting.<br>2) JET suggested that a member from HBMD in WG-3 will be responsible for the review of proposed measures related to HBMD. If the proposed measures related to HBMD are not appropriate in terms of the functions of the HBMD after the restructuring of the organization, other suitable department will implement the measures.<br>3) JET commented that measures 1-2A and 1-2B are different in terms of content. JET will reconsider the possibility of combining these measures.<br>4) JET agreed to include the construction of a new toilet in the content of measure 4-4A. JET will |

| Sequence No. | Date, Venue, and Attendants  | Contents   | Major Comments by WG-3   | Actions of C/P and JET   |
|--------------|--|--|--|--|
|              |  |  | <p>priority measures and it should have a separate approach in Strategy 2.</p> <p>6) WG-3 members agreed on the proposed work plan of the sub-contract work and tender schedule for the tourist questionnaire survey.</p> <p><u>Remarks:</u></p> <p>1-2A: Formulation of regulation on the promotion of Eco-tourism in Quang Ninh</p> <p>1-2B: Formulation of legal and institutional framework, incentives, policies, and programs for sustainable tourism development in the Halong area</p> <p>4-4A: Improvement, maintenance, and management of the toilet facilities for tourist at the tourist sites and floating villages in Halong Bay, and Bai Chay area</p> <p>4-4B: Upgrading the operational capacity of the local wastewater treatment facility</p>   | <p>reconsider the suggested collection and treatment of wastewater at the tourism sites.</p> <p>5) JET agreed on changing approach 4-4 into approach 2-3 in Strategy 2.</p> <p>6) JET asked the WG members to support the implementation of the tourist survey after the sub-contractor is selected. The local expert is responsible for the supervision and monitoring of the sub-contract work.</p>  |
| 19th         | <p>22 October 2012</p> <p>Meeting room in DONRE</p> <p>[Attendants]</p> <p>4 persons from the VN side and 4 from JET</p> | <ul style="list-style-type: none"> <li>- Revised strategies and measures for sustainable tourism development in the Halong area</li> <li>- Explain the tourism resources database (TRD) and conduct training on the operation of the TRD</li> <li>- Possible comments to the Project outline for the further development of eco-label prepared by ART Vietnam</li> <li>- Draft analysis on the tourist survey by questionnaires</li> </ul> | <p>1) Comments on the revised strategies and measures are as follows:</p> <ul style="list-style-type: none"> <li>-Approach 1-1: "Halong Bay" should be changed to "Halong Area".</li> <li>-Draft relocation plan for the people in the floating fishing villages in Halong Bay was prepared by the Halong PC in September 2012. The three proposed measures in Approach 3-3 will be directly affected by the relocation plan.</li> <li>-The target area for measure 3-4A should cover the "Halong Area".</li> <li>- Work for measure 3-4B (upgrading the operational capacity of the local wastewater treatment facility) should cover the wastewater collection system.</li> <li>-“PR” used in the titles and contents for measures should be replaced with “propaganda”.</li> </ul> <p>2) WG-3 member from DPI explained the actual procedure for the review and approval of the proposal by the relevant departments and sectors.</p> <p>3) Regarding the visualization of the strategies, WG-3 member commented that only one or two measures from each strategy should be visualized instead of visualizing all the strategies.</p> <p>4) WG-3 agreed to transfer the database to DCST, but detailed discussion with the responsible section of DCST is necessary.</p> <p>5) WG-3 commented on the draft project outline and letter of proposal for further development of eco-label for tourist boat that the review and revision are basically for the contents of the project outline.</p> | <p>1) JET will reconsider the comments and recommendations received from WG-3 members for the plan of revision.</p> <p>Regarding the three measures mentioned in Approach 3-3, JET is aware of the relocation plan but the proposed measures should be kept in the proposal.</p> <p>2) JET clearly understood the actual procedures for the review and approval of the proposal as explained by WG-3 member.</p> <p>3) JET sent the completed visualization of the strategies to the WG-3 members for their review and comment.</p> <p>4) JET reviewed and revised the Project outline for the further development of the eco-label for tourist boat based on the comments of the WG-3 members with support from the local expert.</p> |
| 20th         | <p>3 December 2012</p> <p>Meeting room in DONRE</p> <p>[Attendants]</p> <p>3 persons from the VN side and 4 from JET</p> | <ul style="list-style-type: none"> <li>- Final confirmation of the revised strategies, measures, and implementation plan for the sustainable tourism development in Halong area</li> <li>- Explanation on the updated user’s manual for tourism resources database (TRD), and conduct of training on the operation of the TRD</li> <li>- Explanation on the</li> </ul>   | <p>1) The following comments were made by WG-3 members:</p> <ul style="list-style-type: none"> <li>- In section 1.1 (Vision of the proposal), with the Vietnamese translation of the vision “Reconciliation of tourism development and environmental protection in the Halong area”, the word “between” will be added after “reconciliation”.</li> <li>-In section 1.2 (Goal), it is confirmed that the goal is “Shift from mass tourism to sustainable tourism (low impact tourism)”. It is suggested that the words inside the parenthesis should be removed.</li> <li>- WG-3 members and JET agreed that all measures for the floating villages should</li> </ul>   | <p>1) JET will update the comments in the proposed strategies and measures. JET also reminded the WG-3 members again to contribute their comments after further study of the documents.</p> <p>2) JET explained the prepared proposals which consist of the proposed strategies and measures for the sustainable tourism development in the Halong area.</p> <p>ii) The summary of strategies and measures for the sustainable tourism development in the Halong area with visualization explanation is the most</p>   |

| Sequence No. | Date, Venue, and Attendants | Contents   | Major Comments by WG-3   | Actions of C/P and JET   |
|--------------|-----------------------------|--|--|--|
|              |                             | report on the analysis of tourist questionnaire survey | <p>still be maintained but they should not appear in the list of priorities (1.5.3 Implementation Plan and Priority Measures).</p> <p>-WG-3 members also requested JET to report this fact in the CEM meeting.</p> <p>-Regarding measure 3-2-1, the targets are to be changed to cover not only the residents in the floating villages, but also the people working on the bay. This measure should not be in the list of priorities.</p> <p>2) WG-3 members agreed to add a description for the process of selection of 22 sites for the tourism resource inventory in the TRD manual.</p> <p>3) WG-3 member commented that all WG-3 members should be properly trained for the operation of the TRD.</p> | <p>important output of the Project. This output is included in the "Proposal of Environmental Protection for Sustainable Tourism Strategy in Halong Bay" which is submitted to the PPC.</p> <p>3) JET will discuss and prepare a training program for the transfer of the technique for the TRD with support from the local expert and Mr Phuong, as well as technical assistance from JET. JET instructed that the head of WG-3 should check, the availability of the WG-3 members and confirm the date for the training as soon as possible.</p> |

Source: Discussion Records of the 1st to 20th Discussion Meetings for WG-3

**Table 4-3-4 Discussion Results of WG-4 Meetings (April 2010 - December 2012)**

| No. /Date   | Theme   | Major Comments and Proposals by WG-4 and JET   | Actions of WG-4 and JET   |
|---|---|--|---|
| First Discussion Meeting of WG-4<br><br>(24 June 2010 at DONRE) | -To share a common understanding on goals and basic activities of WG-4 (EE and PR)<br>-To discuss the tasks (integrated activities implemented by the members of WG-4 and other related bodies) of WG-4 | <p>1) WG-4 agreed on the basic framework of the draft task matrix. Detailed discussion on the activities should be started soon. DONRE is interested in the technical knowledge of the operation of the website.</p> <p>2) It is necessary to establish cooperative structure among the concerned sub-departments in case that WG-4 utilizes outputs from the other WGs.</p> <p>3) WG-4 proposes holding events with activities responding to international or domestic anniversaries that provide opportunity to share the results of the sub-pilot projects.</p> | <p>1) JET will revise the task matrix based on the discussion in the first discussion meeting of WG-4.</p> <p>2) JET will prepare a draft of the cooperative structure between WG-4 and other WGs.</p> <p>3) JET will assist WG-4 in making a plan, proposing and holding the international or domestic events that provide opportunity to share the results of the sub-pilot projects.</p> |
| Second Discussion Meeting of WG-4<br><br>(2 July 2010 at DONRE) | -To revise the tasks matrix, discuss the events and sub-pilot projects, etc.  | <p>1) WG-4 agreed to establish a new website and to select sites (Hung Thang, Bai Chay, and Hong Hai wards are recommended as pilot sites) for the pilot projects, because models in the pilot sites can be established. The development of a new website should be started as soon as possible. WG-4 should organize a competition for a logo-type and a slogan.</p> <p>2) Firstly, an activity plan should be prepared, to be followed by discussions regarding the budget.</p>  | <p>1) It is necessary to specify the required equipment and materials based on the activity plan, and reconsider it for budget allocation.</p> <p>2) JET will develop a plan first, and then the WG-4 will discuss about the budget.</p>  |
| Third Discussion Meeting of WG-4<br><br>(15 July 2010 at DONRE) | -To discuss the detailed plan of the activities of WG-4.  | <p>1) The Project should contribute to the event of the Clean Up World Day, in which Quang Ninh PPC will be hosting in the Yen Hung District this year.</p> <p>2) Bai Chay Ward and Hong Hai Ward would be the appropriate sites for the activities on environmental education (EE) and public relations (PR), because the population and the number of restaurants are both</p>   | <p>1) Based on the detailed information, how the Project contributes to the event for the Clean Up World Day in Yen Hung District will be discussed.</p> <p>2) Target pilot sites should be carefully selected in consideration of the background information, history, culture of each site, etc. (Meetings of ward PCs of the three proposed sites were held on 16 July 2010.)</p>        |



| No. /Date  | Theme   | Major Comments and Proposals by WG-4 and JET   | Actions of WG-4 and JET   |
|--|---|--|---|
|  |   | <p>increasing. Hung Thang Ward that has fishing villages is not recommended, because resettlement of those from the bay to the land should be planned.</p> <p>3) The presentation documents integrated all ideas of WG-4, such as setting up of a new website, events, development of model for the local residents, a competition for the logo-type and slogan, and activities of Secchi Disk Movement, based on the previous discussion meeting.</p>   | <p>3) A manual for the operation and maintenance of the new website will be developed through the Project. WG-4 will have additional meetings to continue the discussion on the pilot sites, schedule, and budget allocation.</p>   |
| <p>Fourth Discussion Meeting of WG-4<br/><br/>(22 July 2010 at DONRE)</p>    | <p>-To discuss the schedule and budget allocation of the activities of WG-4</p>   | <p>1) The Clean Up the World campaign in Yen Hung District in 2010 will be organized by the WG-4 as a task to DONRE.</p> <p>2) DOET committed itself to participating and contributing to the Project.</p> <p>3) Collaboration with the JICA Grass-roots Project based on the discussion meeting with the JICA Grass-roots Project representatives held on 22 June is recommended.</p> <p>4) It is basically agreeable because the plan of activities (including schedule and budget allocation) of WG-4 was drafted based on the ideas of WG-4. The development of a new website should be started in 2011 considering time and budget limitation. However, WG-4 has to start initial activities in this year, because setting up a new website is still a high priority.</p> | <p>1) JET will support and participate in the event of "Clean Up the World" in 2010.</p> <p>2) WG-4 could collaborate with the public school stakeholders to implement the pilot projects, including eco-boat activities.</p> <p>3) A composting activity would be applied to not only the floating houses on the bay, but also to other households or restaurants on the land in collaboration with the JICA Grass-roots Project.</p> <p>4) Based on the ideas of WG-4, the draft plan will be revised in the beginning of October, 2010. WG-4 will start the preparation of the proposed activities, such as the competition for the slogan and logo-type, and to communicate with JET by e-mail in August and September.</p> |
| <p>Fifth Discussion Meeting of WG-4<br/><br/>(10 November 2010 at DONRE)</p> | <p>-To discuss the preparation for the competition for the logo and slogan,<br/>- To discuss other detailed activities, schedules, and assignments<br/>-To discuss about evaluation indicators</p>  | <p>1) WG-4 agreed to implement the logo competition in accordance with the application guide prepared by JET.</p> <p>2) WG-4 agreed to implement the other activities with assignments.</p> <p>3) WG-4 agreed to have further discussion on evaluation indicators.</p>   | <p>1) WG-4 will proceed with the logo competition.</p> <p>2) WG-4 will issue the second and the other information letters of the Project.</p> <p>3) WG-4 will report the progress of the activities to JET.</p>   |
| <p>Sixth Discussion Meeting of WG-4<br/><br/>(17 February 2011 at DONRE)</p> | <p>-To review the activities from November 2010 to January 2011<br/>-To confirm the schedule of activities in February and March<br/>-To finalize the Eco-Quiz<br/>-To discuss the plan on the EE and PR from April 2011 to March 2012</p>          | <p>1) WG-4 agreed on the created logo representing EE and PR of the Project only for the moment.</p> <p>2) WG-4 agreed to include a program for the ceremony for the winners of the logo competition in the 1st WS of the Project.</p> <p>3) WG-4 agreed to divide the Collaborators into two groups.</p> <p>4) The answers for the Eco-Quiz should be improved, i.e., include descriptions in order for the readers to have a clearer understanding of the questions.</p>   | <p>1) WG-4 will promote the created logo and slogan through the activities.</p> <p>2) WG-4 will arrange the Mobile-EE in collaboration with the Collaborators.</p> <p>3) JET will prepare the program for the Mobile-EE.</p>  |
| <p>Seventh Discussion Meeting of WG-4<br/><br/>(8 April 2011 at DONRE)</p>   | <p>-To share the experiences on the training program of the Mottainai-fair with the concerned members<br/>-To review the other activities implemented in collaboration with the Collaborators and find the possibility of these kinds of EE and</p> | <p>1) WG-4 agreed to hold the eco-fair based on the experiences of the training program of the Mottainai-fair, because it was a new activity in Halong.</p> <p>2) The capacity of the Collaborators should be developed and the number of members should be increased.</p>   | <p>1) WG-4 will proceed with the Eco-fair.</p> <p>2) WG-4 will develop the capacity of the Collaborators with support from the Eco-boat Team and other working groups.</p> <p>3) WG-4 will finalize the plan on the EE and PR from March 2011 to March 2012.</p> <p>4) WG-4 will implement the 2<sup>nd</sup> Mobile-EE.</p>  |

| No. /Date   | Theme   | Major Comments and Proposals by WG-4 and JET   | Actions of WG-4 and JET  |
|---|---|--|--|
|   | PR activities in the future<br>-To discuss the plan on EE and PR from March 2011 to March 2012<br>-To discuss about the 2nd Mobile-EE   | 3) WG-4 agreed on the draft plan on EE and PR from March 2011 to March 2012.<br>4) It was confirmed that the necessary preparations for the 2 <sup>nd</sup> Mobile-EE have already been finished.  |  |
| Eighth Discussion Meeting of WG-4<br><br>(25 April 2011 at DONRE) | -To discuss the evaluation indicators<br>- To discuss the procedure on how to maintain the Secchi Disk Movement<br>- To discuss the procedure on how to operate the Mobile-EE<br>- To discuss the promotional ways of the logo and slogan of EE and PR  | 1) Evaluation indicators should be simple.<br>2) The following roles and responsibility to be shared among the concerned bodies are proposed for managing the data of Secchi Disk Movement:<br>- Collecting data: HBMD<br>- Classifying and summarizing data: DONRE<br>- Analyzing data : EMAC<br>3) Necessary tools for Mobile-EE are listed.<br>4) It was proposed to advertise the logo through the mass media, websites of concerned bodies, and billboards at various places in Quang Ninh. | 1) JET will make the indicators simpler based on the opinions of WG-4.<br>2) WG-4 will proceed with data collection of the Secchi Disk Movement.<br>3) WG-4 will continue to find ways to maintain Mobile-EE in consideration of sustainability.<br>4) WG-4 will arrange the advertisement of the logo.  |
| Ninth Discussion Meeting of WG-4<br><br>(16 June 2011 at DONRE)   | - To discuss and finalize the annual activity plan of WG-4 and the tasks of each member<br>- To discuss about the sub-contract work and local expert for WG-4<br>- To discuss and finalize the evaluation indicators of WG-4  | 1) WG-4 agreed on the activity plan.<br>2) WG-4 agreed on the contents of the sub-contract works as well as the works of local experts.<br>3) WG-4 agreed on the evaluation indicators.  | 1) WG-4 will implement each activity under the plan and evaluation indicators.   |
| Tenth Discussion Meeting<br><br>(10 August 2011 at DONRE)         | - To discuss the necessity of the strategic and 5-year EE and PR plan, EE and PR implementation guideline, and memorandum among the concerned bodies for the sustainability of EE and PR<br>- To discuss the contents of the Eco-fair in October 2011<br>- To review and finalize the draft of 50 Eco-Quiz prepared by the Eco-Stars Club | 1) WG4 agreed to have the strategic and 5-year action plan for EE and PR, implementation of the EE and PR guideline, and memorandum among the concerned bodies.<br>2) Details of the contents and preparations of the Eco-fair should be specified.<br>3) Eco-quiz should be categorized. Additional Eco-quiz is also recommended.   | 1) WG-4 will draft the strategic and 5-year action plan for EE and PR, EE and PR guideline, and memorandum among the concerned bodies.<br>2) WG-4 will revise and finalize the plan on the Eco-fair with the assistance from the local expert.<br>3) WG-4 will finalize the Eco-quiz with the assistance from the local expert.  |
| Eleventh Discussion Meeting<br><br>(8 September 2011 at DONRE)    | - To finalize the contents of and give assignments for the Eco-fair 2011 held on 29 October 2011<br>- To discuss the plan to develop the volunteers for the Project   | 1) Each member of WG-4 should start the preparations for the eco-fair according to their respective assignments.<br>2) Booths of the eco-fair should be integrated as much as possible.<br>3) Around 70 to 80 volunteers, including the Eco-Star Club should be mobilized for the eco-fair. It would lead to the development of the volunteers.<br>4) Potential volunteers should be found through the Youth Union of Colleges.  | 1) WG-4 will start the preparations with the following assignments for the eco-fair:<br>- YU is in charge of mobilizing the members of YU for voluntary activities in the Eco-fair.<br>- WU is in charge of secondhand goods-exchange.<br>- DOET is in charge of inviting junior high school students and high school students to the eco-fair.<br>- DONRE is in charge of the procurement of the eco goods (eco-house).<br>2) JET will assist WG-4 in making Yes-No questions for the Eco-fair. |
| 12th Discussion Meeting of WG-4<br><br>(4 November 2011 at DONRE) | - To review the preparation and implementation of the Eco-fair 2011 held on 29 October 2011<br>- To discuss the plan to deploy the Secchi Disk Movement<br>- To discuss the plan of Mobile-EE with recruiting new volunteers<br>- To continue to collect information for the website of EE and PR   | 1) WG-4 agreed on the results of the review of the Eco-fair 2011 held on 29 October 2011.<br>2) WG-4 agreed to deploy Secchi Disk Movement under the new system.<br>3) WG-4 agreed to implement Mobile-EE with new volunteers.<br>4) WG-4 agreed to collect necessary information for the website for EE and PR.   | 1) WG-4 will hold the Eco-fair 2012 based on the review of the Eco-fair 2011.<br>2) WG-4 will prepare for volunteers for the Secchi Disk Movement, including their training.<br>3) WG-4 will implement the Mobile-EE which will include training of new volunteers.<br>4) WG-4 will collect necessary information for the website for EE and PR.   |

| No. /Date   | Theme  | Major Comments and Proposals by WG-4 and JET  | Actions of WG-4 and JET  |
|---|--|---|--|
| 13th Discussion Meeting of WG-4<br><br>(9 February 2012 at DONRE) | - To confirm the tasks and assignments of each member in February (attachment-1)<br>- To discuss the preparations for the Eco-Network Meeting, including the future plan on EE and PR  | 1) WG-4 agreed on the tasks and assignments of each member in February.<br>2) WG-4 agreed on the agenda of the Eco-Network Meeting.<br>3) WG-4 agreed on the establishment of an association to ensure the sustainability of EE and PR.                           | 1) Each WG-4 members will make plans or implement activities in accordance with their assignments.<br>2) JET will assist WG-4 members in preparing for the Eco-Network Meeting.<br>3) WG-4 and JET will visit the concerned persons for the consultation on the Eco-Network Meeting and establishment of an association to ensure the sustainability of EE and PR. |
| 14th Discussion Meeting of WG-4<br><br>(16 April 2012 at DONRE)   | - To confirm the necessary activities and countermeasures to establish the Ha Long Environmental Education Association<br>- To discuss the preparations for the Environmental Day in June, including environmental exhibition in cooperation of HBMD, Eco-fair 2012, etc.<br>- To plan the tasks and assignments of each member from April to June | 1) WG-4 agreed on the preparation for the documents to be submitted to the concern bodies.<br>2) WG-4 agreed to implement various activities regarding the environmental day.<br>3) WG-4 agreed on the task assignments.  | 1) WG-4 will compose a proposal letter and charter of association, with reference to the existing samples such as VACNE.<br>2) WG-4 will arrange a program by volunteers for the environmental day.<br>3) WG-4 will prepare their own plan following the given tasks.  |
| 15th Discussion Meeting of WG-4<br><br>(19 July 2012 at DONRE)    | - To report on the training program in Japan<br>- To report on the progress of the establishment of Ha Long Environmental Education Association and discuss the next step<br>- To plan the tasks and assignments of each member for Eco-fair 2012  | 1) WG-4 agreed on the next steps to the establishment of Halong Environmental Education Association.<br>2) WG-4 agreed on the tasks and assignments for the Eco-fair 2012 and 2nd Eco-Network Meeting held on 1 December 2012 and 30 November 2012, respectively. | 1) WG-4 will organize the Mobilization Board to do the subsequent steps to the establishment of the association with recognition from DONRE.<br>2) WG-4 will hold a launching ceremony of the association in the Eco-fair 2012.  |
| 16th Discussion Meeting of WG-4<br><br>(31 August 2012 at DONRE)  | - To discuss the detailed contents and preparation on the Eco-fair 2012  | 1) WG-4 agreed on making the detailed plan on the Eco-fair 2012 and the date of the event, which is 1 December 2012.<br>2) WG-4 agreed on the proposal to insert the Eco-song in a KARAOKE system.  | 1) WU will be the main organizer in coordination with other members of WG-4.<br>2) WG-4 will make the detailed plan and budgetary plan of Eco-fair 2012.<br>3) The master plan of the eco-fair and the proposal on the eco-song will be submitted to PMB on the next regular meeting in order to get approval from CEM through PMB.                                |

Source: Discussion Records of the 1st to 16th Discussion Meetings for WG-4

## **CHAPTER 5 LESSONS LEARNED AND RECOMMENDATIONS**

### **5.1 Lessons Learned**

#### **(1) Strong Commitment and Leadership of QN PPC**

The first key successful point is that this Project has been conducted under the strong commitment and leadership of QN PPC mainly due to keen needs of QN PPC related to sustainable tourism development compatible with environmental protection in the Halong Bay World Heritage Area and in accordance with the new development policy “Green Growth”. It is appropriate and timely for the Project formulation and implementation. A lot of difficulties and problems in the course of the Project have been quickly and properly solved and managed by the PMB and CEM. Closer communication and information sharing with the Vietnamese side are to be pointed out.

#### **(2) Participation of Broadwide, Concerned Organizations in QN PPC**

The C/P personnel of this Project consist of various organizations concerning with the different components of the Project. This has caused some difficulties on the management viewpoint at the beginning of the Project. However, it has been solved by introducing the task matrix method in the Inception Report to clarify the real needs of C/Ps and their organizations. Early scheduling of discussions and agreement related to the outputs and activities will clearly contribute to the smooth operation and achievement of the target unification.

#### **(3) Project Management Board (PMB)**

It should be mentioned that PMB functions as the bridge between CEM and organizations of WG members. A weekly regular meeting (every Mondays) ensures closer communication and linkage among C/Ps, their organizations, and JET, and enables the quick receiving of instructions of the CEM members. This revealed that mutual communication and understanding should be a core to this technical cooperation project.

#### **(4) Project Purpose Beyond the Current State Management Activities of C/Ps**

The capacity development target of this Project is set as the “Environmental Protection for Sustainable Tourism Strategy in Halong Bay”, which requires wide range cooperation and inter-management activities. This comprehensive Project purpose enabled C/Ps to recognize the importance of co-working and sharing of activities as the staff member of the QN PPC and other concerned organizations. The “Environmental Protection for Sustainable Tourism Strategy in Halong Bay” is the common target and responsibility of all stakeholders. Tackling this Project purpose surely encouraged and motivated the ownership of C/Ps.

### **5.2 Recommendations**

#### **(1) Reflect to Long-term Development Plan of QN PPC**

The proposals as the output of this Project focus on the environment for sustainable tourism. This should be reflected in the long-term development plan to be prepared by the QN PPC. This would be a factual commitment of the QN PPC.

**(2) Establish the Halong Environmental Protection Committee (HLEPC)**

Actual implementation of the contents of the proposal requires the appropriate organizational set-up and mechanism. Thus, it is strongly recommended to establish a specific implementation body consisting of responsible, concerned organizations.

**(3) Continue the Core Activities of the Project**

The outcomes obtained through the Project should be realized and carried out continuously after the termination of the Project. Otherwise, the intentions, skills, and knowledge might easily be gone. It is strongly recommended to ensure the acquisition of the necessary budget for the continuation of the outcomes and possible revision in the activities.



## **Attachment-1**

### **Minutes of CEM Meetings**

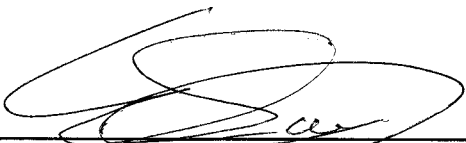
**MINUTES OF MEETING  
ON  
THE KICK-OFF SEMINAR  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

14 April, 2010



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Mr. AKIRA SHIMIZU  
Senior Representative  
JICA Vietnam Office



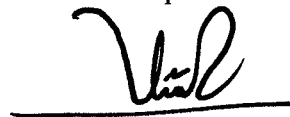
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Mr. YOICHI IWAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay

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Mr. DO THONG  
Vice Chairman

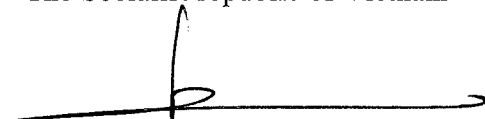
Quang Ninh Provincial People's Committee  
The Socialist republic of Vietnam



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Mr. NGUYEN MANH CUONG  
Director

Department of Natural Resources and  
Environment of Quang Ninh Province  
Quang Ninh Provincial People's Committee  
The Socialist republic of Vietnam



In accordance with the Record of Discussion (R/D) and Minutes of Meeting (M/M) signed on the 12th March, 2010, among the Vice Chairman of Quang Ninh Provincial People's Committee, Deputy Director General of Foreign Economic Relations Department of Ministry of Planning and Investment, Director of Department of Natural Resources and Environment of Quang Ninh Province (Quang Ninh DONRE), and the Chief Representative of the Vietnam Office of the Japan International Cooperation Agency (JICA), for the Project for Environmental Protection in Halong Bay (hereinafter referred to as "the Project"), the Government of Japan dispatched an Expert Team headed by Mr. Yoichi IWAI through JICA for the implementation of the Project to the Socialist Republic of Vietnam.

A Kick-off Seminar was held by an opening speech and chaired by the Vice Chairman of Quang Ninh Provincial People's Committee, Mr. Do Thong. Then, senior representative of the JICA Vietnam Office, Mr. Akira Shimizu, also made an opening speech. After the speeches, programs of the seminar were proceeded as shown in the following.

The attendants of the seminar are listed in Attachment-1, and the agenda for the Kick-off Seminar is attached in Attachment-2.

### **1. Announcement of Establishment of CEM, PMB, and WGs**

Mr. Nguyen Manh Cuong, Director of Quang Ninh DONRE, announced establishment of the Steering Committee on Environmental Management (CEM), Project Management Board (PMB) and Working Groups (WGs) for the Project clarifying their main functions and obligations, and introduced the members of CEM, PMB, and WGs. Mandatory including definitions and functions for CEM, PMB, and WGs are prescribed in QN PPC Decisions No.1026/QD-UBND, No.1027/QD-UBND, and No.1026/QD-UBND, respectively.

### **2. Announcement of Main Contents of R/D**


Mr. Luong Y Duoc, Deputy Director of QN DONRE, announced main contents of the R/D and M/M for the Project.

### **3. Discussion on the draft Inception Report**

Mr. Yoichi Iwai, Chief Advisor of the JICA Expert Team (JET), presented key points of the draft Inception Report (draft Ic/R).

The followings are opinions and comments discussed in the seminar.

(1) Mr. Dao Van Hoa (Deputy Director of DPI)

- 1) The Project area needs to add two districts: Yen Hung and Van Don Districts, since these areas have many negative impacts to the Halong Bay. There are a number of fishermen with fishing activities in the area, which have brought about negative impacts to the environment of Halong Bay. 



(2) Mr. Vu Van Hop (Vice Chairman of Halong City PC)

- 1) Opinion by Mr. Dao Van Hoa was agreeable regarding addition of two districts as vicinity areas of the Project. In addition, Haiphong City should also be added into the project area, where some areas have significant impacts to the Halong Bay. If the project area can be enlarged, the Project will be more effective.
- 2) Main industry is not only tourism in Halong City, but also manufacturing industry. However, the project purpose covers only tourism. Therefore, environment management capacity for industrial development should also be included in the scope of the Project.

(3) Mr. Nguyen Manh Cuong (Director of QN DONRE, Standing Deputy Head of CEM)

- 1) More specific objectives need to be added in the project purpose.
- 2) The Project should aim at developing effectiveness of coastal land use.
- 3) The Project should aim at harmonization between the environment and economic development.
- 4) The following parameters should be considered for post-evaluation of the Project: i) added value of the Halong Bay ii) water environment deterioration of the Halong Bay, and iii) biodiversity improvement in the Halong Bay.
- 5) Output No. 2 and No. 4 of the Project should be combined into one output, since both outputs are closely related.
- 6) One more output of the Project should be added as “The number of tourists coming to the Halong Bay is increased by developing tourism attractions.”
- 7) Since total number of the islands mentioned in the draft Ic/R is not correct as well as some other data, those should be corrected.

(4) Mr. To Xuan Thao (Deputy Director of HBMD)

- 1) Since the Halong Bay has been recognized twice as the UNESCO World Heritage Site, implementation of the Project is very important.
- 2) Structure and contents of the draft Ic/R and the Project Design Matrix (PDM) are agreeable.
- 3) A terms of reference should be prepared to specify responsibilities of the project participants.
- 4) HBMD is quite willing to cooperate and give full support to the Project in implementation of the project activities.

(5) Mr. Nguyen Hai An (Deputy Director of Construction Dept.)

- 1) Overall goal and Project Design Matrix are agreeable.
- 2) Vicinity area of the Project should carefully be discussed.
- 3) The Department of Construction (DOC) is not involved in the member of the WG for land use management. If DOC is involved in the WG, more close cooperation would be expected.

(6) Mr. Nguyen Manh Tuan (Vice Chairman of Hoanh Bo District)

- 1) To achieve the overall goal of the Project, workload will be quite large. *NT*




- 2) Some items in the PDM need to be made clearer.
- 3) Yen Hung District, Van Don District, and Cat Ba Island should be added as project's vicinity areas, where direct impacts to the Halong Bay environment and to economic and social development of Quang Ninh Province.
- 4) Project purpose needs to be made clearer.
- 5) "For economic development of Halong Bay and vicinity inland areas." should be added in the Output-3.

(7) Mr. Pham Van Chinh (Deputy Director of the Financial Department)

- 1) Structure and contents of the draft Ic/R and PDM are agreeable.
- 2) Work period of the WG members for the Project should be specified because they have their daily works.

(8) Ms. Huynh Thi Mai Anh (Vice Chairperson of the Provincial Women's Union)

- 1) This is only the first step of the Project. Further meetings will be needed for detailed discussion in near future.
- 2) When the WG-4 for environmental education and public relations is in operation, the WG has to be in very close cooperation with HBMD. Detailed comments will be provided in the implementation of the Project.

Mr. Do Thong, Vice Chairman of QN PPC, summarized the seminar and made closing remarks with emphasis of necessity of further discussion among concerned organizations of the Project for finalization of the draft Ic/R. The PMB will continue getting comments from the members of CEM and WGs to the First Draft of Inception Report to report to the QNPPC for consideration and for making final comments in writing to send to JICA and JET on the contents of the First Draft of Inception Report. 

*End*




## Attachment-1

### List of Attendants

#### Vietnamese Side

- |     |                         |  |
|-----|-------------------------|--|
| 1   | Mr. Do Thong            | Vice Chairman, Quang Ninh Provincial People's Committee (Quang Ninh PPC)                       |
| 2   | Mr. Nguyen Manh Cuong   | Director, Department of Natural Resources and Environment of Quang Ninh PPC (Quang Ninh DONRE) |
| 3   | Mr. Luong Y Duoc        | Deputy Director General, Quang Ninh DONRE  |
| 4   | Ms. Nguyen Thi Thu Thuy | Deputy Head, Sub-Department of Environmental Protection, Quang Ninh DONRE                      |
| 5   | Mr. Hoang Danh Son      | Deputy Head, Dept. of Policy and Legislation, MONRE  |
| 6   | Mr. Dao Van Hoa         | Deputy Director, Dept. of Planning and Investment  |
| 7   | Mr. Pham Van Chinh      | Deputy Director, Dept. of Finance  |
| 8   | Mr. Nguyen Hai An       | Deputy Director, Dept. of Construction   |
| 9   | Mr. Nguyen Van Duong    | Deputy Head of Dept., Environmental Police, Quang Ninh Provincial Police Dept.                 |
| 10  | Ms. Huynh Thi Mai Anh   | Vice Chairperson, QN Provincial Women's Union  |
| 11  | Mr. Hoang Ba Nam        | Deputy Secretary, QN Provincial Youth Union  |
| 12  | Mr. To Xuan Thao        | Deputy Director, Halong Bay Management Department  |
| 13  | Mr. Vu Van Hop          | Vice Chairman, Halong City People's Committee  |
| 14  | Mr. Nguyen Manh Tuan    | Vice Chairman, Hoanh Bo District People's Committee  |
| 15  | Mr. Hoang Viet Dung     | Director of Sub-dept. for Environmental Protection, DONRE                                      |
| 16. | Ms. Tran Thi Minh Thu   | Sub-dept. for Environmental Protection, DONRE  |
| 17. | Ms. Nguyen Thu Huyen    | Sub-dept. for Environmental Protection, DONRE  |
| 18. | Mr. Cao Tuong Huy       | Deputy Head of Quang Ninh PPC Office   |
| 19. | Mr. Le Hung Son         | Expert of Quang Ninh PPC Office  |
| 20. | Mr. Dinh Quang Hai      | Expert of Quang Ninh PPC Office  |

#### Japanese Side

- |    |                      |  |
|----|----------------------|--|
| 1. | Mr. Akira Shimizu    | Senior Representative, JICA Vietnam Office   |
| 2. | Mr. Noriaki Murase   | Representative, JICA Vietnam Office  |
| 3. | Ms. Hoang Thu Thuy   | Program Officer, JICA Vietnam Office   |
| 4. | Mr. Yutaka Matsuzawa | JICA Expert for Ministry of Natural Resources and Environment (MONRE)                                |
| 5. | Mr. Yoichi Iwai      | JICA Expert Team   |
| 6. | Mr. Tomoo Aoki       | JICA Expert Team  |




Attachment-2

**PROGRAM FOR THE KICK-OFF SEMINAR**  
**TECHNICAL COOPERATION PROJECT FOR**  
**“ENVIRONMENTAL PROTECTION IN HALONG BAY”**

Halong 14th April 2010  
 Venue: Meeting Hall in QN PPC

|    | <b>CONTENT</b>   | <b>TIME</b>   | <b>DONE BY</b>  |
|----|--|---------------|---|
| 1  | Receiving of Seminar Participants  | 07:45 – 08:00 | Sub-Dept. of Environmental Protection, QN DONRE             |
| 2  | - Introduction of participants<br>- General introduction of Agenda   | 08:00 – 08:10 | Mr. Cao Tuong Huy – Deputy Chief of Quang Ninh PPC Office   |
| 3  | - Opening Speech-1   | 08:10 – 08:20 | Mr. Do Thong – Vice chairman of QN PPC                      |
| 4  | - Opening Speech-2   | 08:20 – 08:30 | Mr. Akira Shimizu – Senior Representative of JICA VN Office |
| 5  | - Announcement on Establishment of CEM, Project Management Board, and WGs<br>- Announcement on main functions and obligations of CEM | 08:30 – 09:00 | Mr. Nguyen Manh Cuong – Director of QN DONRE                |
| 6  | - Announcement on some main contents of the R/D and M/M  | 09:00 – 09:10 | Mr. Luong Y Duoc – Deputy Director of QN DONRE              |
| 7  | - Tea Break<br><i>(Photograph taking for CEM members)</i>  | 09:10 – 09:20 |   |
| 8  | - Presentation of the draft Inception Report   | 09:20 – 09:50 | Mr. Yoichi Iwai, Chief Advisor of JICA Expert Team (JET)    |
| 9  | - Discussion on the draft Inception Report   | 09:50 – 11:00 | Mr. Nguyen Manh Cuong – Director of QN DONRE                |
| 10 | - Feedback on the draft Inception Report   | 11:00 – 11:15 | Mr. Yoichi Iwai, Chief Advisor of JICA Expert Team (JET)    |
| 11 | - Closing Remarks  | 11:15 – 11:30 | Mr. Do Thong – Vice chairman of QN PPC                      |
| 12 | - Lunch at the Guest House of QN PPC   | 11:30         |   |

**MINUTES OF MEETING  
ON  
THE SECOND MEETING OF  
COMMITTEE FOR ENVIRONMENTAL MANAGEMENT  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

13 September, 2010

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Mr. NORIAKI MURASE  
Representative  
JICA Vietnam Office

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Mr. DO THONG  
Vice Chairman  
Quang Ninh Provincial People's Committee  
The Socialist republic of Vietnam

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Mr. YOICHI IWAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay

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Mr. NGUYEN MANH CUONG  
Director  
Department of Natural Resources and  
Environment of Quang Ninh Province  
Quang Ninh Provincial People's Committee  
The Socialist Republic of Vietnam

In order to follow the outcomes of the Kick-off Seminar for the Project for Environmental Protection in Halong Bay (hereafter, referred to as “the Project”), held on 14th February 2010, the Steering Committee for Environmental Management (CEM) in cooperation with the Japan International Cooperation Agency (JICA) and the JICA Expert Team (JET) organized the Second Meeting (Meeting) to approve the Inception Report (Ic/R) and the work plans of the Project.

1. Attendants of the Meeting: as listed in the Attachment-1
2. Agenda of the Meeting: as attached in the Attachment-2.
  - 2.1 Opening Speeches for the Meeting:
    - Mr. Nguyen Manh Cuong – Director of Department of Natural Resource and Environment (DONRE) of Quang Ninh Province
    - Mr. Noriaki Murase, Representative of the JICA Vietnam Office.
  - 2.2 Mr. Yoichi Iwai, Chief Advisor of JET presented general purpose, vision, overall schedule, and capacity development (CD) plan of the Project based on the Ic/R.
  - 2.3 Heads of each working group (WG), namely Ms. Do Thi Ni Tan (WG-1), Mr. Nguyen The Thuc, He (WG-2), Ms. Tran Thi Minh Thu (WG-3), and Mr. Pham Quang Vinh (WG-4), presented results of discussion meeting implemented during June and July 2010, and work plans in the next working period.
  - 2.4 After these presentations, attendants discussed on the contents of Ic/R and the topics presented by each WG head. The followings are major comments and suggestions in this CEM Meeting.
    - (1) Mr. Nguyen Nhu Hanh, member of WG-2, commented as follows:
      - The presentation of the WG-4 mentioned about studying of the Grass-root project of JICA. I want to be clear about their activities and how will we collaborate with activities of our project?Mr. Pham Quang Vinh, Head of WG-4, replied as follows:
      - Currently, the JICA grass-roots project team is implementing the project with the Halong Bay Management Department (HBMD). WG-4 will share information and experiences with the JICA grass-roots project, and reflect them into the WG-4 activities. Especially, their experiences on environmental education for people in floating villages will benefit us.
      - For example, the JICA grass-roots project is implementing trial activities of organic solid wastes composting. This activity aims to encourage people to protect environment and to raise their awareness on environment protection. WG-4 could apply this activity to the Project.
    - (2) Mr. Ha Van Giang, Deputy Head of Exploitation and Protection of Fisheries Resources Sub-department in Department of Agriculture and Rural Development (DARD), Quang Ninh PPC.
      - Currently, fishery activities give enormous impacts on the environment of Halong Bay with over 619 rafts and 1,000 fishing boats. The total population of people living in floating villages is around 3,000 to 4,000.

- I sent comments of the DARD on the Draft Ic/R in the period of collection of comments of CEM members, but our comments had not been used to modify the report. Now, I will repeat my suggestions to establish a new working group coping with environmental issues involving DARD, or add one member from DARD in a working group.

Ms. Do Thi Ni Tan head of WG-1 replied as follows:

- I agree that it could be significant impacts on Halong Bay caused by fishery and agriculture activities, similar to the coal mining sector etc. But it is difficult to consider and include all the sector members with impacts to the Bay environment to the WG of the Project. When implementing the survey of pollution sources to Halong Bay, we will check the impact from the fishery and agricultural sector to establish an integrated monitoring plan of the project.

(3) Mr. Yoichi Iwai commented as follows:

- I would like to remind that the purpose of the Project is strengthening capacity of the concerned officers and stakeholders in the Project area and relevant districts. Through the capacity being strengthened, the Halong Bay environment protection will be achieved.
- It may be true that agriculture activities give significant impacts on the environment of Halong Bay. But these impacts might result in un-appropriate land use and management. So, WG-2 for land use management will contribute to control impact by agricultural activities.
- I agree to have to consider impacts from people living on floating boats in the bay. Currently, there is the JICA grass-roots project being implemented to tackle this problem. By collaborating with the grass-roots project, we could find a way to reduce impacts caused by the people living on floating boats.

(4) Mr. Nguyen Manh Tuan, Vice-chairman of Hoanh Bo District PC, commented as follows:

- I agree with the contents of Ic/R and appreciate efforts of CEM and WGs members as well as JET.
- Regarding environment monitoring equipment concerning with the WG-1, the equipment specifications should be decided taking planned monitoring activities and stations into consideration. The WG-1 should coordinate with activities of the WG-4 in order to use information from the monitoring stations and environmental parameters for enhancing environmental awareness of local communities.
- Regarding sustainable tourism development of WG-3, I recommend to extend the Project areas to cover Yen Hung district.
- I propose WG-3 to continue discussion with the JET for clarifying concepts of “mass tourism” and “eco-tourism”. The concept of “eco-tourism” for increasing number of visitors to the other tourism areas is not clear. The purpose of “eco-tourism” should be recognized to decrease pressures to the central areas of Halong Bay.
- In the slide No. 9 of WG-3 presentation, a description should be changed as “Visitors, local people, and tourism operators have more responsibility of environment”, not only “have more awareness of



environment”.

- Regarding activities of the environmental education (EE) and public relations (PR), I agree on the goal and the work plan. However, the activities of WG-4 have not been clear and comprehensive, and not focusing enough to target group as school children. The Eco-boat Program, which was in operation and worked well, should be combined and used for EE and PR for the school children.
- WG-4 should coordinate with the WG-1 to make environmental information for strengthening the environmental education activities.

Mr. Nguyen Manh Cuong replied as follows:

- As recommendation of Mr. Nguyen Manh Tuan, environmental education activity for school children is very important.
- Regarding equipment for monitoring stations, we expect to develop them by other projects or funds, after the Project.
- As Mr. Yoichi Iwai mentioned, many sectors give impacts on the environment of Halong Bay, such as agriculture, traffic and transportation, and coal exploitation etc. If all these sectors are included in the Project, the Project will become very cumbersome one. The Project aims at achieving four (4) targets and five (5) outputs. We would like to concentrate to achieve them by existing four WGs. When all outputs are achieved, it will be expected that environmental protection of Halong Bay would be achieved.

- (5) Ms. Nguyen Thi Thuy Hang, DONRE of Halong City PC, requested to explain relations and linkages among four WGs in the Project.

Mr. Nguyen Manh Cuong replied that each WG will work to achieve its objective keeping well interaction with other WGs. Overall coordination among WGs will be conducted by CEM to achieve the project purpose.

- (6) Mr. Tran Xuan Cuong, Officer of Department of Planning and Investment, commented as follows:

- As Mr. Nguyen Manh Tuan mentioned, the Project should collaborate with the Eco-boat Program.
- The Project should address on protection of mangrove forest. The Project should consider that various groups, especially related to land use management, concern with mangrove forest management. Halong Bay Management Department has documents for mangrove forest management, and it is expected to refer such document for the Project.

- (7) Mr. Nguyen Hai An, Deputy Director of Construction Department of Quang Ninh, commented as follows:

- Regarding the objective of the WG-2 activities as shown in the slide No.3 “Appropriate measures for land use management on inland, coastal and island areas of Halong Bay are implemented for better balance between environment and development in the Halong area”, the project should cover all the administrative areas of Halong City and its surrounding areas (Yen Hung, Hoanh Bo,

Cam Pha, Van Don district) to study the sea areas related to Halong and surrounding areas in order to make advisory suggestions to the authority leaders. Without warnings on environmental problems and stop of construction activities and reclamation of sea area, negative impacts to the Bay will be arisen.

- Measures of appropriate land use should be taken to the areas with direct relations to the Ha Long Bay.

(8) Mr. Vu Van Hop, Vice-chairman of Halong City People's Committee, commented as follows:

- WG-1, 2 and 3 are expected to identify status of negative impacts on Halong Bay environment.
- To achieve objective of Output-5, WG-4 should implement EE and PR activities considering three important indicators such as knowledge, skill, and attitude.
- To protect environment of Halong Bay, the Project should establish a) strict protection areas to ban mining activities and to protect primary environmental status of Halong Bay, and b) coastal areas where are able to develop in Cam Pha, Yen Hung, and Hoanh Bo districts.
- The work programs and schedules of WGs have to be sent to the concerned local organizations in advance in order to achieve the highest level of outcomes by the Project.

(9) Mr. To Xuan Thao, Deputy Head of the Halong Bay Management Department, commented as follows:

- We agree on the proposed framework of the Project.
- We are cooperating closely with Osaka Prefecture University and GEC to implement the JICA grass-roots project. We welcome to cooperate and collaborate with the JICA grass-roots project for obtaining more effective outputs.
- Currently, we are developing our environmental monitoring program, so we have high interest on environmental monitoring activities in the Project. We would like to share information on existing and planned monitoring network by DONRE.
- We agree on the concept to promote eco-tourism presented by WG-3.
- HBMD has implemented EE activities for school children, and periodically organizes activities of boat trips outside the Bay, with participation of members from Department of Education and Training, Women's Union, Youth Union, and local residential groups etc. We would like to invite the members of the Project to join the trip.
- We also concern about the impacts by urban development, massive industries and activities in offshore area in and around Halong Bay, such as coal, cement, thermal power plant, sea transportation, and fisheries, etc. We expect that the Project address these issues.
- The Project will be completed by March 2013, so we would like to know a detail loadmap of the Project till March 2013.

(10) Hoang Danh Son, Head of Legal Department of Vietnam Environment Administration (VEA), commented as follows:

- Some of Vietnamese wording in Ic/R should be revised. For example, “destruction to natural resources” in the sentence of overall goal of the Project should be translated as “suy thoi tai nguyen” and “inland” should be translated as “noi dia”.
- I agree on the framework of the Project. Regarding activities mentioned in the task matrixes, they should be more definite to identify each organization’s responsibility and outcomes of each WG.
- Scope of the Project coincides with that of the former JICA project on Environmental Protection for Halong bay. It’s recommended that the integrated monitoring network designed by the Project should refer the network established by the former project, as well as updating the existing network of monitoring points and connecting to the monitoring systems established by the units belonging to the Vietnam national coal and minerals cooperation.
- WG-1 also has a task for studying the legislations for Halong bay environmental management, such as to consider and advice for amending the Circular Letter on Environmental Protection of Halong bay which was issued by the Ministry of Science Technology and Environment in accordance with the current situation. The Quang Ninh province has issued a regulation on Environmental Protection in Halong Bay, and the Project can help to improve this regulation to upgrade the status of this regulation as national level regulation on environmental protection for Halong Bay.
- The Project should consider and find out the areas invested by projects and approved projects which cause significant impacts to the Halong bay environment and suggest them mitigation measures on prospected impacts.
- Regarding the objective of WG-2, the concept to balance environment and development in land use planning is no more appropriate now. The purpose should be protection of the environment.
- The Project should study to recognize the resources for tourism development, such as fresh water resources, forestry, erosion, land sliding etc., and to protect the Dong Son-Ky Thuong Natural Reservation Area.
- Demand on clear water for tourism and industrial development is very large. It is necessary to develop inventories of water resources, and examine how to develop water resource to satisfy future water demand.
- Land erosion and sliding caused by coal exploitation are serious problems, and the Project should consider measures to address these issues for environmental protection of Halong Bay.
- Quang Ninh province prepared a plan to ban discharge of untreated wastewater to Halong Bay, but has not implemented yet. To reduce impact by wastewater discharge, the plan should be implemented with reviewing of pollution load to Halong Bay.

(11) Ms. Mai Anh, Vice-chairman of QN Women's Union (WU), commented as follows:

- I agree the contents of Ic/R and framework of the Project. In the WG-4, WU is one of the members and join discussions and activities very actively.
- We propose to prepare detail work plans in advance for internal discussion with our unit leaders to understand the WG-4 activities and arrange required inputs.
- We have our proposed activities related to the activities in the Project, and we are able to organize workshops, events. So, we propose that the Project will prepare a format to propose for implementation of our activities under the Project.

Mr. Pham Quang Vinh replied as follows:

- We will send the meeting materials to the WG members who were absent from some meetings to share latest status of activities planned and implemented. Work plans will be informed in advance. Budget allocation plan will be attached with work plans as much as possible.

(12) Mr. Yoichi Iwai commented as follows:

- We expect for CEM to coordinate smooth communication among WGs and integration of their outcomes.
- In this year, the Project will prepare an Integrated Environmental Monitoring Plan. Since the concerned organizations will be required to implement the plan, necessary arrangement and preparation should be considered in the course of planning activities including budget and equipment.
- WG-3 proposes to shift from mass tourism to eco-tourism. One of the alternative areas to be developed eco-tourism is the coastal areas in Van Don district where primary coastal environment has been kept in good conditions. We need to consider how to apply sustainable tourism for the areas to avoid deterioration of coastal environment due to mass tourism development such as Bai Chay area.
- WG-2 is unable to cover all land use management issues. A key concept considered by WG-2 is to apply the concept of environment protection corridor for land use management for mitigation of serious impact from inland area to bay area. We would like to promote this concept under the Project.
- One of the roles of CEM is to apply integrated approaches for environmental protection. To apply such approach, it may be required to develop new institutional and legislative systems. Considering this concept, CEM will be expected to prepare an environment management plan and obtain an approval from Qunag Ninh PPC. It is considered to take a certain period to achieve this process. The Project will have a role as first step of this process.
- For the people living on floating villages and discharging wastewater to Halong Bay directly, JICA grass-roots project implements many activities with initiatives of HBMD to reduce pollution load of such wastewater. It means that HBMD has very important roles to protect environment of Halong

Bay.

- The Integrated Environmental Monitoring Plan prepared by WG-1 will be combined with a pollution sources control plan. This new approach may require a new institutional framework.
- Even though a lot of project documents will be prepared, it will be difficulties to implement all proposals. We have to seek a way to realize the proposals by the Project.

Finally, Mr. Nguyen Manh Cuong wrapped up the second CEM meeting with appreciation for all attendants, and the following comments:

1. Regarding the Inception Report,:

- Basic contents with approach for implementing the project in three years in accordance with the signed agreement between the Government of Vietnam, Quang Ninh province and JICA are described.
- Basically the Inception Report submitted by JET is eligible for approval, but for better completion of the report, propose JET to receive comments from the attendants of the Meeting for early finalization of the Ic/R for the scheduled implementation of the Project.

2. The proposed training programs of the Project are agreed.

3. Regarding the Launching Event, it is essential and meaningful for promotion of the Project activities to the relevant stakeholders and mass media to urge participation of numerous related agencies, organizations and people in the process of implementing the Project as well as raising awareness on environmental protection in Halong Bay and Quang Ninh province. JET is assigned to cooperate with the Project Management Board (PMB) for organizing the event.

4. Regarding submission of the Project for approval by Quang Ninh province, the PMS is assigned to give advice for preparing a proposal document of the Project to submit to the CEM for appraisal and reporting to Quang Ninh Provincial People's Committee for approval for implementing the Project activities.

5. CEM and WGs will take actions to start next steps to obtain fruitful outcomes of the Project.

End

**List of Attendants of 2<sup>nd</sup> Steering Committee for Environmental Management (CEM)**

| No. | Name                     | Position                                | Organization  |
|-----|--------------------------|---|---|
| 1   | Mr. Nguyen Manh Cuong    | Director                                | Quang Ninh DONRE  |
| 2   | Mr. Luong Y Duoc         | Deputy Director                         | Quang Ninh DONRE  |
| 3   | Ms. Nguyen Thi Thu Thuy  | Deputy Head                             | Sub-Dept. of Environmental Protection, QN DONRE   |
| 4   | Mr. Hoang Danh Son       | Head                                    | Dept. of Policy and Legislation, MONRE  |
| 5   | Mr. Dao Van Hoa          | Deputy Director                         | Dept. of Planning and Investment  |
| 6   | Mr. Nguyen Hai An        | Deputy Director                         | Dept. of Construction   |
| 7   | Mr. Hoang Duc Minh       | Deputy Director                         | Dept. of Education and Training   |
| 8   | Ms. Nguyen Thi Lieu      | Deputy Director                         | Dept. of Industry and Trade   |
| 9   | Mr. Ha Van Giang         | Deputy Head                             | Sub-dept. of Fisheries Exploitation and Protection, Dep. of Agriculture and Rural Development |
| 10  | Ms. Huynh Thi Mai Anh    | Vice Chairperson                        | QN Provincial Women's Union   |
| 11  | Mr. Hoang Ba Nam         | Second Secretary                        | QN Provincial Youth Union   |
| 12  | Mr. To Xuan Thao         | Deputy Head                             | Halong Bay Management Board (HMBD)  |
| 13  | Mr. Vu Van Hop           | Vice Chairman                           | Halong City People's Committee  |
| 14  | Mr. Nguyen Manh Tuan     | Vice Chairman                           | Hoanh Bo District People's Committee  |
| 15  | Mr. Hoang Viet Dung      | Director                                | Sub-Dept. of Environmental Protection, QN DONRE   |
| 16  | Ms. Tran Thi Minh Thu    | Deputy Head, Head of WG-3               | Division of Appraisal and License, Sub-Dept. of Environmental Protection, DONRE               |
| 17  | Ms. Nguyen Thu Huyen     | Head                                    | Division of Administration, Sub-Dept. of Environmental Protection, DONRE                      |
| 18  | Ms. Do Thi Ni Tan        | Head, Head of WG-1                      | Division of 1 <sup>st</sup> Monitoring and Analyzing, EMAC, DONRE                             |
| 19  | Mr. Nguyen The Thuc      | Expert, Head of WG-2                    | Sub-Dept. of Planning, QN DONRE   |
| 20  | Mr. Pham Quang Vinh      | Deputy Head, Head of WG-4               | Sub-Dept. of Environmental Protection, QN DONRE   |
| 21  | Mr. Dinh Quang Hai       | Expert                                  | QN Provincial People's Committee  |
| 22  | Mr. Tran Thanh Tung      | Expert, member of WG-1                  | Sub-Dept. of Inspection, QN DONRE   |
| 23  | Ms. Nguyen Thi Thuy Hang | Expert, member of WG-1                  | Halong DONRE, Halong City PC  |
| 24  | Ms. Nguyen Thi Mai Anh   | Expert, member of WG-2                  | Sub-Dept. of Land Registration, QN DONRE  |
| 25  | Mr. Nguyen Nhu Hanh      | Expert, member of WG-2                  | Division of Appraisal and License, Sub-Dept. of Environmental Protection, DONRE               |
| 26  | Ms. Dang Thi Thinh       | Expert, member of WG-2                  | Cam Pha DONRE, Cam Pha Town PC  |
| 27  | Mr. Pham Trung Nghia     | Head                                    | Dept. of Environment, VINACOMIN   |
| 28  | Ms. Tran Thu Ha          | Expert, member of WG-3                  | Sub-Dept. of Aquatic Resources and Meteorology, QN DONRE                                      |
| 29  | Mr. Le Lam Tuan          | In charge person, Member of WG-3        | In charge of Environmental management Dept, HMBD  |
| 30  | Ms. Dao Thi Hau          | Expert, member of WG-3                  | Sub-Dept. of Aquatic Resources and Meteorology, QN DONRE                                      |
| 31  | Mr. Manh Hong Hai        | Deputy Head, member of WG-4             | Sub-Dept. of Secondary Level Education, Dept. of Education and Training                       |
| 32  | Ms. Dang Thi Hai Yen     | Head, member of WG-4                    | Division of Appraisal and License, Sub-Dept. of Environmental Protection, DONRE               |
| 33  | Ms. Dinh Hai Ha          | Expert, member of WG-4                  | Sub-Dept. of Environmental Protection, DONRE  |
| 34  | Ms. Nguyen Thi Binh Thin | Deputy Head, member of WG-4             | Dept. of Communication and Education, Provincial Women's Union                                |
| 35  | Tran Xuan Cuong          | Officer                                 | Department of Planning and Investment   |
| 36  | Mr. Noriaki Murase       | Representative                          | JICA Vietnam Office   |
| 37  | Mr. Nguyen Vu Tiep       | Staff                                   | JICA Vietnam Office   |
| 38  | Mr. Yoichi Iwai          | Chief Advisor/ Environmental Management | JICA Expert Team  |
| 39  | Mr. Kengo Naganuma       | Expert                                  | JICA Expert Team  |
| 40  | Ms. Yoku Nozue           | Coordinator                             | JICA Expert Team  |
| 41  | Mr. Kentaro Doke         | Nippon Koei staff                       | Nippon Koei   |
| 42  | Mr. Yoshida Nohira       | JICA staff                              | Vietnam JICA Office   |
| 43  | Ms. Bui Thi Cuong        | Interpreter                             | Local staff of JICA Expert Team   |
| 44  | Ms. Duong Thi Nhuan      | Interpreter                             | Local staff of JICA Expert Team   |
| 45  | Ms. Tran Thi Mai Lan     | Interpreter                             | Local staff of JICA Expert Team   |
| 46  | Mr. Nguyen Thanh Phuong  | Interpreter/ Technical Assistant        | JICA Expert Team  |
| 47  | Ms. Ha Thi Minh Phuong   | Secretary                               | Local staff of JICA Expert Team   |



## PROPOSAL FOR THE SECOND CEM MEETING OF THE PROJECT FOR ENVIRONMENTAL PROTECTION IN HALONG BAY

### 1. Objectives

The objectives of the 2nd CEM Meeting are as follows;

- 1) To check and confirm the progress of the Project,
- 2) To discuss the contents and activities of the Project, and
- 3) To approve the Ic/R of the Project.

### 2. Members to be Invited

- a) CEM members,
- b) Members of each WGs,
- c) JICA VN office including JICA Expert in MONRE, and
- d) Mass media (TV, Newspaper).

### 3. Date and Venue

- (1) Date: *to be confirmed (early of September)*
- (2) Venue: Meeting room in QN PPC

### 4. Draft Agenda

The draft agenda is shown in Table below.

**Table-1 Draft Agenda of the 2nd CEM Meeting**

| Items                             | Contents and Presentation  | Time        | Remarks   |
|-----------------------------------|--|-------------|---|
| Reception                         | -  | 08:30-09:00 | PMB and JET   |
| 1. Opening Statement              | Opening statement by Mr. Do Thong (Vice Chairman, QN PPC)  | 09:00-09:10 | Proceeding by Mr. Ngyen Manh Cuong (Director DONRE) |
| 2. Opening Remarks                | Opening remarks by Mr. N. Murase (Representative, JICA VN)   | 09:10-09:20 | ditto   |
| 3. Presentation of the Ic/R       | -Purposes and vision<br>-Overall schedule<br>-CD planning  | 09:20-09:35 | Mr. Yoichi Iwai, Team Advisor of JET                |
| 4. Presentation of WG-1 Work Plan | -Process and progress of the Discussion Meeting of WG-1<br>-Task matrix and activities<br>-Key activities in the next working period | 09:35-09:50 | Ms. Do Thi Ni Tan, Head of WG-1                     |
| 5. Presentation of WG-2 Work Plan | -Process and progress of the Discussion Meeting of WG-2<br>-Task matrix and activities<br>-Key activities in the next working period | 09:50-10:05 | Mr. Nguyen The Thuc, Head of WG-2                   |
| 6. Presentation of WG-3 Work Plan | -Process and progress of the Discussion Meeting of WG-3<br>-Task matrix and activities<br>-Key activities in the next working period | 10:05-10:20 | Ms. Tran Thi Minh Thu, Head of WG-3                 |
| 7. Presentation of WG-4 Work Plan | -Process and progress of the Discussion Meeting of WG-4<br>-Task matrix and activities<br>-Key activities in the next working period | 10:20-10:35 | Ms. Mr. Pham Quang Vinh, Head of WG-4               |
|                                   | Coffee Break   | 10:35-10:50 |   |
| 8. Discussion                     | -Discussion<br>-Question and Answer  | 10:50-11:40 | Proceeding by Mr. Ngyen Manh Cuong (Director DONRE) |
| 9. Closing Remarks                | -Summarization of the discussion<br>-Wrapping up the event   | 11:40-12:00 | Mr. Do Thong (Vice Chairman, QN PPC)                |
|                                   | Luncheon and Preparation of Minutes of Meeting   | 12:00-      |   |

*End of Document*

**MINUTES OF MEETING  
ON  
THE THIRD MEETING OF  
COMMITTEE FOR ENVIRONMENTAL MANAGEMENT  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

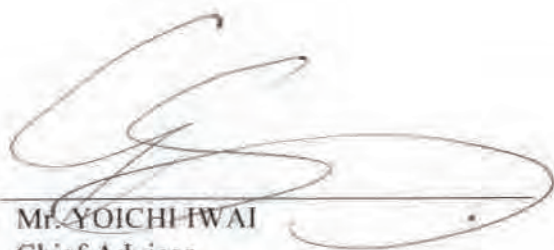
09 June 2011



Mr. AKIRA SHIMIZU  
Senior Representative  
JICA Vietnam Office



Mr. NGUYEN MANH CUONG  
Director  
Department of Natural Resources and  
Environment of Quang Ninh Province  
Quang Ninh Provincial People's Committee  
The Socialist Republic of Vietnam



Mr. YOICHI IWAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay

In accordance with the Inception Report (Ic/R) for the Project for Environmental Protection in Halong Bay (the Project) in September 2010, the Steering Committee for Environmental Management (CEM) in cooperation with the Japan International Cooperation Agency (JICA) and the JICA Expert Team (JET) organized the Third CEM Meeting (the Meeting) on 9th June 2011 in the Meeting Room of Quang Ninh Provincial People's Committee (PPC). This is a discussion record describing comments and opinions of the participants in the Meeting. The list of attendants and the agenda of the Meeting were attached in Attachment-1 and Attachment-2, respectively.

The Meeting was commenced by the opening statement of Mr. Nguyen Manh Cuong, Director of Department of Natural Resources and Environment (DONRE) of Quang Ninh Province and the opening remarks of Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office. Then, Mr. Yoichi Iwai, Chief Advisor of JET, and representatives of the working groups (WGs), Ms. Nguyen Thu Huyen (WG-1), Mr. Nguyen The Thuc (WG-2), Ms. Nguyen Thi Van (WG-3), and Mr. Pham Quang Vinh (WG-4), presented outcomes, indicator, and work plan in 2011 of the Project. After that, Mr. Dinh Quang Hai, participant of the training course for CEM in Japan and Mr. Tran Thanh Tung, representative of WG-1 briefly presented on the training in Japan. Then, Mr. Tadashi Suzuki, the representative of JICA Vietnam Office, explained the dispatching plan of the Japanese Overseas Cooperation Volunteers (JOCVs) to the Halong Bay Management Department (HBMD) for environmental education activities, and it was acknowledged by the participants.

After the presentations, the following discussions were conducted chaired by Mr. Luong Y Duoc, head of the Project Management Board (PMB) of the Project.

1. Comments by Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office
  - JICA Vietnam Office impressed that the Project has achieved good progress and wished that all working groups keep their efforts.
  - WG-2 and WG-3 requested to modify the Project Design Matrix (PDM). JICA Vietnam Office would like to have more particular explanation on reasons why PDM would be changed. In case of modifying PDM, we should do it soon before the mid-term evaluation is commenced.
2. Answer by Mr. Yoichi Iwai, Chief Advisor of JET
  - In the beginning of the Project, we prepared tasks matrixes, and have implemented activities. As a result, the WG-2 and WG-3 members had their intentions to modify PDM. WGs and JET together proposed its modification for achievement of the purpose of the Project. It is recommended to be discussed by the Mid-term Evaluation in July 2011 and will be reported in the Fourth CEM meeting.
3. Comment by Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office
  - It needs clear justification for modifying PDM. If the current PDM revision is needed, it should be done and agreed before the Mid-term Evaluation so that the mission has a basis to evaluate achievements of the Project.



4. Comment by Mr. Nguyen Manh Cuong, Director of Department of Natural Resources and Environment (DONRE) of Quang Ninh Province
  - I agree with the comments by Mr. Shimizu and consider that clear reasons and careful examination would be necessary to modify the current PDM. I expect that large modification would not be necessary. If the current PDM is modified, the action should be taken soon.
  
5. Comment by Mr. Tadashi Suzuki, the representative of JICA Vietnam Office
  - The Project has performed very well outcomes on environmental education and public relations (EE&PR). The JICA Vietnam Office considers that it is important how to secure sustainability of EE&PR activities like ones implemented in the Project. The JICA Vietnam Office found that the Project made very appropriate cooperation for EE&PR with the various local stakeholders, so we should examine a system to sustain such cooperation in the post-Project period.
  
6. Answer by Mr. Yoichi Iwai, Chief Advisor of JET
  - The CEM would be expected to become a core body to maintain the sustainability of EE&PR activities in the post-Project phase. Through the Project, JET will discuss with CEM to establish an organization for decision-making for environmental management in Halong Bay including budget in the post-Project period.
  
7. Comments by Mr. Nguyen Manh Cuong, Director of Department of Natural Resources and Environment (DONRE) of Quang Ninh Province
  - The Halong Bay Management Department (HBMD) is a key organization to manage and protect the environment in Halong Bay, and is expected to have an important role to sustain EE&PR activities in the post-Project period. Consequently, the Project is expected to provide great assistance to HBMD for securing sustainability of EE&PR activities.
  
8. Comment by Mr. Dang Hung, Deputy Director of Department of Transportation (DOT)
  - WG-3 presented that the tourist boats would be a target for eco-label pilot project. At the moment, there were hundreds of boats operating for tourist transportation. In the coming period, the DOT has planned to upgrade these tourist boats to make them more environmental friendly. We also consider to improve designs of the boats from the viewpoints of landscape. These idea would be included in the eco-label pilot project
  
9. Answer by Mr. Yoichi Iwai, Chief Advisor of JET
  - Department of Transportation (DOT) has plan to upgrade these tourist boats to make them more environmental friendly. We also consider to improve designs of the boats from the viewpoints of landscape. These idea would be included in the eco-label pilot project
  - For upgrading of tourist boats, it can be said that the safety is required with top priority and the Vietnamese responsible organization will decide the conditions to be requirements to tourist boats. The Project will contribute in environmental protection of Halong Bay such as EE&PR through

crewmembers to the tourists, and pre-cooking of foods and dishes to be served before sightseeing trips in order to reduce amount of waste from the boat's kitchen, and so on.

10. Comments by Mr. Nguyen Hai An, Deputy Director of Quang Ninh Provincial Department of Construction (DOC)

- I agree with the proposed modification on the current PDM by WG-2. However, the proposed time of 2013 for submission of appropriate measures on land use management of coastal areas of Halong Bay to PPC for approval would be too far. I propose to make it in 2012, because at this moment, there are many projects related to land usage that are under implementation and will be implemented in the near future affecting to the environment of Halong Bay, such as the Heritage Road, Bang Bridge – Ha Tu, Bang Village Port, Ha Tu, etc.

11. Answer by Mr. Yoichi Iwai, Chief Advisor of JET

- JET will discuss together with WG members on modification of PDM including change of the time frame.
- To actualize a proposed idea on the coastal area environment protection corridor, JET will review on-going projects mentioned by Mr. Nguyen Hai An, and prepare practical and feasible measures with WG and DOC.

Finally, Mr. Nguyen Manh Cuong thanked for all participants, and wrapped up the Meeting with the following comments;

- It is required to focus on implementation of plan of activities for the 2nd year of the Project.
- The Project Management Board (PMB) is requested to cooperate closely with JET in implementation of the following tasks:
  - ✓ To receive comments by WG members on the Progress Report No. 2 and activities of the 2nd year.
  - ✓ To discuss with JET to reflect the comments made during this 3rd CEM meeting in the Project and the Mid-term Evaluation.
  - ✓ To organize WG meetings properly to implement the Mid-term Evaluation and prepare the Progress Reports No. 3 and No.4 smoothly.
- CEM, PMB, WGs, other relevant organizations, and local stakeholders are requested to participate in the Project actively to achieve the purpose of the Project.

End



**List of Attendants of 3rd Steering Committee for Environmental Management (CEM)****I. Vietnamese Side**

- |                              |   |
|------------------------------|---|
| 1. Mr. Nguyen Manh Cuong     | Director of DONRE- Deputy Head of CEM   |
| 2. Mr. Luong Y Duoc          | Deputy Director of DONRE- Deputy Head of CEM, Head of PMB   |
| 3. Mr. Dao Van Hoa           | Deputy Director of Planning & Investment Department- CEM member   |
| 4. Mr. Mac Thanh Luan        | Deputy Director of Financial Department   |
| 5. Mr. Nguyen Hai An         | Deputy Director of Quang Ninh Construction Department- CEM member   |
| 6. Mr. Dang Hung             | Deputy Director of Transportation Department- CEM member  |
| 7. Mr. Hoang Quoc Thai       | Deputy Director of Culture, Sport & Tourism Department- CEM member  |
| 8. Mr. Vu Van Cuc            | Head of Trade Management Division, Industry-Trade Department  |
| 9. Mr. Ngo Van Hoi           | Deputy Director of Education & Training Department  |
| 10. Mr. Ha Van Giang         | Deputy head of Exploitation & Fisheries Resources Protection, Department of Agriculture & Rural Development- CEM member |
| 11. Mr. Do Dinh Thach        | Team Leader of Environmental Division of Quang Ninh Police Department   |
| 12. Ms. Nguyen Thi Vinh      | Vice-chairwoman of Women Union of Quang Ninh  |
| 13. Mr. Hoang Ba Nam         | Vice Secretary of Provincial Youth Union of Quang Ninh- CEM member  |
| 14. Mr. Vu Van Hop           | Vice-chairman of Halong City People' Committee – CEM member   |
| 15. Mr. Trieu Van Hai        | Vice chairman of District People's Committee of Hoanh Bo  |
| 16. Ms. Dang Thi Thinh       | Expert, DONRE of Cam Pha Town   |
| 17. Mr. Dinh Quang Hai       | Head of Science- Education Division of Quang Ninh People's Committee  |
| 18. Ms. Nguyen Thu Huyen     | Head of Administration Section, Sub-Dept. for Environmental Protection, DONRE- Member of PMB, member of WG-1            |
| 19. Mr. Tran Thanh Tung      | Expert of Inspection Division, DONRE- Member of WG-1  |
| 20. Mr. Nguyen The Thuc      | Deputy head of Planning Division of DONRE- Head of WG-2   |
| 21. Ms. Nguyen Thi Van       | Deputy Director of Center for Tourism Communication & Promotion of Culture, Sport & Tourism Department- Member of WG-3  |
| 22. Mr. Pham Quang Vinh      | Deputy Head of Sub-Dept. of Environmental Protection, Head of WG-4  |
| 23. Ms. Nguyen Minh Nguyet   | Reporter of Quang Ninh Television & Broad casting   |
| 24. Mr. Nguyen Duy Long      | Cameraman of Quang Ninh Television & Broad casting  |
| 25. Ms. Nguyen Thi Hong Ngoc | Reporter of Center for Electronic Information of Quang Ninh   |
| 26. Mr. Nguyen Thu Trang     | Reporter of Quang Ninh Newspaper  |

**II. Japanese Side**

- |                         |   |
|-------------------------|---|
| 1. Mr. Akira Shimizu    | Senior representative of JICA Vietnam Office                        |
| 2. Mr. Tadashi Suzuki   | Representative of JICA Vietnam Office                               |
| 3. Mr. Nguyen Vu Tiep   | Program officer of JICA Vietnam Office                              |
| 4. Ms. Nguyen Thi Ngu   | Officer of JICA Vietnam Office                                      |
| 5. Ms. Nguyen Thanh Lan | Interpreter   |
| 6. Mr. Pham Tuan Anh    | Assistant for Japanese coordinator of Grassroots-Halong Bay Project |



|                            |   |
|----------------------------|---|
| 7. Mr. Yoichi Iwai         | Chief Advisor of JICA Expert Team                                       |
| 8. Mr. Kengo Naganuma      | Environmental Monitoring & Analysis Expert of JICA Expert Team          |
| 9. Mr. Go Kimura           | Sustainable Tourism Expert of JICA Expert Team                          |
| 10. Mr. Norihisa Hirata    | Environmental Education and Public Relations Expert of JICA Expert Team |
| 11. Mr. Yusuke Shirono     | Staff of JICA Expert Team   |
| 12. Ms. Duong Thi Nhuan    | Interpreter of JICA Expert Team   |
| 13. Ms. Bui Thi Cuong      | Interpreter of JICA Expert Team   |
| 14. Ms. Tran Thi Mai Lan   | Interpreter of JICA Expert Team   |
| 15. Ms. Ha Thi Minh Phuong | Secretary of JICA Expert Team   |

**THE THIRD CEM MEETING OF  
THE PROJECT FOR ENVIRONMENTAL PROTECTION IN HALONG BAY  
(rev2: 31 May, 2011)**

**1. Objectives:**

The objectives of the 3rd CEM Meeting are as follows;

- 1) To check and confirm the progress of the Project,
- 2) To discuss the indicators and targets for achievement evaluation of each WG, and
- 3) To check contents the Progress Report (2) and planned activities in 2011.

**2. Attendants**

- a) CEM members,
- b) Members of each WG,
- c) JICA VN office including JICA Expert in MONRE, and
- d) Mass media (TV, Newspaper).

**3. Date and Venue**

- (1) Date: to 9 June (Thu), 2011
- (2) Venue: Meeting Room in the QN PPC

**4. Program of the Third CEM Meeting**

**Program of the Third CEM Meeting**

| Contents   | Presentation  | Time        | Remarks     |
|--|---|-------------|-------------|
| Reception  | -   | 08:00-08:30 | PMB and JET |
| 1. Opening Statement   | Mr. Nguyen Manh Cuong, Director of Quang Ninh DONRE   | 08:30-08:40 |             |
| 2. Opening Remarks   | Opening remarks by Mr. A. Shimizu (Senior Representative, JICA VN Office)                                   | 08:40-08:50 | ditto       |
| 3. Presentation of Key Points of the Pr/R(2) and Planned Activities in 2011            | Mr. Yoichi Iwai (Chief Advisor of JET)  | 08:50-09:10 | ditto       |
| 4. Presentation of WG-1 Activities (Environment monitoring & pollution source control) | Ms. Nguyen Thu Huyen (Member of WG-1)   | 09:10-09:30 | ditto       |
| 5. Presentation of WG-2 Activities (Land use management)                               | Mr. Nguyen The Thuc (Head of WG-2)  | 09:30-09:50 | ditto       |
| 6. Presentation of WG-3 Activities (Sustainable tourism management)                    | Ms. Nguyen Thi Van (Member of WG-3)   | 09:50-10:10 | ditto       |
| 7. Presentation of WG-4 Activities (Env. Education & Public Relations)                 | Mr. Pham Quang Vinh (Head of WG-4)  | 10:10-10:20 | ditto       |
| 8. Dispatching plan of Japan Overseas Cooperation Volunteers (JOCV) to HBMD            | Mr. Tadashi Suzuki (JICA VN office)   | 10:20-10:30 | ditto       |
| Coffee Break   |   | 10:30-10:50 |             |
| 9. Report of Training in Japan (Presenters to be decided by PMB)                       | -Mr. Dinh Quang Hai, CEM representative<br>-Mr. Tran Thanh Tung, WG-1 representative                        | 10:50-11:20 | ditto       |
| 10. Discussion (Q and A)   | Ms. Nguyen Thu Huyen<br>Mr. Nguyen The Thuc<br>Ms. Nguyen Thi Van<br>Mr. Pham Quang Vinh<br>Mr. Yoichi Iwai | 11:20-11:50 | ditto       |
| 11. Closing Remarks  | Mr. Nguyen Manh Cuong, Director of Quang Ninh DONRE   | 11:50-12:00 | ditto       |
| Luncheon and preparation of M/M  |   | 12:00----   | ditto       |

*End of Document*

**MINUTES OF MEETING  
ON  
THE FOURTH MEETING OF  
COMMITTEE FOR ENVIRONMENTAL MANAGEMENT  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

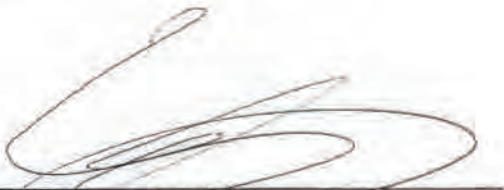
15 July 2011



Mr. AKIRA SHIMIZU  
Senior Representative  
JICA Vietnam Office



Mr. LUONG Y DUOC  
Deputy Head of CEM  
Deputy Director  
Department of National Resources and  
Environment



Mr. YOICHI WAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay



In accordance with the Inception Report (Ic/R) for the Project for Environmental Protection in Halong Bay (the Project) in September 2010 and as part of the mid-term review, the Steering Committee for Environmental Management (CEM) in cooperation with the Japan International Cooperation Agency (JICA) and the JICA Expert Team (JET) organized the Fourth CEM Meeting (the Meeting) on 15th July 2011 in the Meeting Room of Halong Plaza Hotel in Halong City. This is a discussion record describing comments and opinions of the participants in the Meeting. The list of attendants and the agenda of the meeting were attached in Attachment-1 and Attachment-2, respectively.

The Meeting was commenced by the opening statement of Mr. Luong Y Duoc, Deputy Director of Department of Natural Resources and Environment (DONRE) of Quang Ninh Province and the opening remarks of Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office. Then, Mr. Senro Imai, Team Leader of JICA Mid-term Review Team, and Mr. Yoichi Iwai, Chief Advisor of JET presented on Mid-term Review results and modified PDM, respectively.

After the presentations, the following discussions were conducted by Mr. Luong Y Duoc, head of the Project Management Board (PMB) of the Project. In the end, CEM members acknowledged the Mid-term Review Report and endorsed the version 3 of the revised PDM.

1. Comments by Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office.

Mr. Akira Shimizu thanked Mr. Yoichi Iwai for his presentation and gave some comments and raised a question as follows:

- The modified PDM have rectified the problem concerning unclear contents reflected in the original PDM. With the figures stated in the modified version of PDM, it requires a lot of endeavours to achieve and evaluate correctly the achieved objectives. The modified PDM have addressed the sustainability, in Output 5, Item 5-2, more than 2 developed activities of EE&PR are continued to implement with budget. With experiences in other projects, if no effective measures are in place then it shall be very difficult to maintain the activities at the post project period. JICA Vietnam Office is prepared to discuss with the Project regarding possible difficulties concerned.
- Mr. Akira Shimizu raised a question as follows: In Output 1 (CEM), it stated that more than 20% staff in related organizations evaluated their capacity on sustainable tourism and environmental management to be improved by 2013 compared with the level of 2010 when the Project started. So where the figure of 20% originate from?

2. Answer Mr. Yoichi Iwai, JET Chief Advisor

- The sustainability: We totally agree with the comments made by Mr. Akira Shimizu, Senior Representative of the JICA Vietnam Office. At present, WG-4 is conducting a variety of activities therefore 2 activities are actually very few for us. The figure was agreed upon by all members of WG-4. We think that we shall make our best endeavour to increase the number of the activities.
- The target of 20% of staff: firstly, we want to respect the original PDM. Secondly, different organisations are of different scopes; the 20% might be too ambitious for DONRE (total of 270 staff); HBMD (total of 322 staff). Besides, there are also agencies of small scale such as



Department of Construction: 54 people; Hoanh Bo District PC: 56 people. We have no specific reason for selection of the 20%, yet considering scope of relevant agencies, we find the 20% quite reasonable. All working groups shall have to propose specific strategies, action plans related. We want to organise a meaningful workshop for discussion, dissemination of our proposal for that 20% figure. The 20% is meant to be applied on both managerial level and staff level; we do hope they will understand about the strategies, action plans prepared by our WGs.

3. Question by Mr. Nguyen Hai An, Deputy Director of Quang Ninh Construction Department  
Output 3 – Land Use Management, Item 3.1 stated that relevant measures of land use management for coastal areas in Halong area are submitted to the Province People’s Committee by 2013. As expressed in previous meeting, we want the measures in 2012.

4. Answer Mr. Yoichi Iwai, JET Chief Advisor

Due to misinterpretation, the English version of the document show correct number of the year 2012.

5. Comments by Mr. Hoang Danh Son - Head of International Cooperation and Science, Technology Department – Vietnam Environment Administration.

Based on the presentation made by the project review mission and the proposed modification of PDM, I learned that there have been considerably many outputs achieved by the project. Although, there had been many difficulties at the beginning of the project, the achievements have reflected great endeavours contributed by both the Japanese experts and the Vietnamese counterparts.

- Concerning the modification of PDM presented by Mr. Yoichi Iwai: I found out many good points and the modification has solved considerably a lot of questions which were discussed in the previous CEM meetings. However, I still have some queries concerning CD for natural resources and environment for sustainable tourism development in Halong Bay. CD is emphasised by the experts. I do not understand clearly about CD to be specifically?
- Contents of Output 1 and Output 5 are considerably clear with the environment monitoring and community awareness raising, respectively.
- Output 3 – Land Use Management: relevant measures of land use management are important outputs which provide relevant agencies with different views of land use management of coastal areas for making reasonable master plan. However, Quang Ninh territory is in coastal area therefore the Project needs to give clear definition on the concept of coastal area.
- As the Project objective is enhancement of management capacity for environment then I do pay more attention on Output 4. The PDM mentioned two indicators which in my opinion are too few and not clear. I think the managers need to grasp firmly the existing status, changes of the natural resources, their load limits in an effort to develop specific measures. Via the project, various agencies and the community shall have good approach in management of natural resources and environment so that sustainable development can be gained. I agree with Mr. Senro Imai - Team Leader / Senior Advisor of Environmental Management of JICA that it is not necessary now to develop the Halong tourism resources database which can be carried out by the Vietnamese side at a later



date and this work is essential.

- I propose modification of Output 4: Item 4.1 should be more specific to present the approached methodology for management and exploitation of tourism resources on the basis to derive results achieved by other related projects in the local areas and from developed countries for application in Halong area. I presume that we need to analyse clearly the variety, diversity, sensibility, limitation and the trend of tourism resources in order to provide information for education and promotion activities for institutions, individuals then the achievement shall be even greater than the targeted 20%.
- It is very useful to introduce eco-labels as a tool for tourist boat management. For information to the Project: (i) in Tuan Chau tourist area, an Asian tree garden has been established jointly by MONRE and Quang Ninh PPC. Year 2015 is the merging year for ASIA and Japan is a big counterpart, therefore the Project is expected to have activities of the same features as a proof of great care for Halong Bay environmental protection; (ii) recently, Halong City has again been listed in the votes among the sustainable development cities, we are supporting Halong City for that and this activity should be integrated with our Project activities.

6. Answer Mr. Yoichi Iwai, JET Chief Advisor

Mr. Yoichi Iwai gave brief answer to questions raised by Mr. Hoang Danh Son, as follows:

It is a fact that for Capacity Development, it is easy to say, but difficult to measure, to consider the change of an individual, organization/institution. It concerns three aspects of the change: Skill, Knowledge, and Behavior. In the actual fact, we carried out baseline survey in order to grasp baseline information. We shall use these information for measuring to find out how much CD is gained when the Project is over.

Recently, we presented various indicators, proposal. Each and every working group has to make relevant action plan, strategies which should be realistic, feasible, and specific and subject to consents to be given by all relevant agencies who are expected to carry on with the above mentioned strategies, action plans.

Besides, during the process of preparation of relevant strategies, action plans, the Vietnamese counterpart's skills, knowledge and behaviours is also enhanced.

7. Finally, Mr. Luong Y Duoc, Deputy Director of DONRE concluded the meeting as follows:

- We highly appreciate the mid-term review reports of JICA, CEM, PMB and we shall arrange implementation to follow the recommendations made by the review mission. We commit to fully discharge our responsibilities as signed by JICA and Quang Ninh PPC for effective implementation of the project.
- Concerning the modified PDM: the third modification of the PDM has been released by JET following fruitful discussions among working groups, the consultants and PMB. PMB shall cooperate with the consultants for completion of the document for submission to JICA and the PPC of Quang Ninh Province.

Mr. Luong Y Duoc gave clarification on the content in the modified PDM which recommends CEM




becoming an official institution after completion of the Project:

- In the resolution of Quang Ninh Provincial Party Committee in regards of environment protection task, instruction was made concerning establishment of Steering Committee for Environment Management and Protection at all levels, i.e. from provincial level to district level. DONRE is in charge of state responsibilities for environment protection, HBMD is responsible for Halong Bay hence the recommended CEM in the PDM later shall only be one of the functions of the Steering Committee for Environment Management and Protection. The Project's recommended activities shall be implemented by various functional agencies.

Last but not least, on behalf of CEM, Mr. Duoc expressed his sincere thanks to the great attention paid by JICA to Quang Ninh Province in general and to the Project in particular with many favourable conditions to facilitate the project's success and promotion of its effectiveness in the future.



End



List of Attendants of 4th Steering Committee for Environmental Management (CEM)**I. Vietnamese Side**

- |                             |   |
|-----------------------------|---|
| 1. Mr. Luong Y Duoc         | Deputy Director of DONRE- CEM member, Head of PMB-Deputy head of CEM  |
| 2. Mr. Hoang Danh Son       | Head Of International Cooperation And Science, Technology Department – Vietnam Environment Administration, CEM member.  |
| 3. Mr. Nguyen Hai An        | Deputy Director of Quang Ninh Construction Department- CEM member   |
| 4. Ms. Nguyen Hoai Thuong   | Expert of Environment Management Division - Industry-Trade Department (on behalf of Ms. Nguyen Thi Lieu Deputy Director of Industry-Trade Department- CEM member) |
| 5. Mr. Ha Van Giang         | Deputy Head, Sub-dept. for Exploitation & Fisheries Resources Protection t- CEM member  |
| 6. Mr. Hoang Ba Nam         | Vice Secretary of Provincial Youth Union of Quang Ninh- CEM member  |
| 7. Mr. To Xuan Thao         | Deputy head of Halong Bay Management Department   |
| 8. Mr. Trieu Van Hai        | Vice chairman of District People's Committee of Hoanh Bo- CEM member  |
| 9. Ms. Dang Thi Thinh       | Cam Pha- DONRE (On behalf of Mr. Tran Van Hung, Vice chairman of District People's Committee of Cam Pha- CEM member)  |
| 10. Ms. Nguyen Thi Thu Thuy | Deputy Head of Sub-Dept. of Environmental Protection, DONRE- Secretary of CEM   |
| 11. Ms. Nguyen Thu Huyen    | Deputy Head, Section of Appraisal and License, Sub-Dept. for Environmental Protection, DONRE- Member of PMB, member of WG-1                                       |
| 12. Ms. Tran Thi Minh Thu   | Deputy head of Appraisal and License division, Sub-Dept. of Environmental Protection, DONRE- Head of WG-3   |
| 13. Ms. Nguyen Mai Anh      | Expert of Planning Section – DONRE (on behalf of Mr. Nguyen The Thuc, Second Head of Planning Section, DONRE – Head of WG-2)                                      |
| 14. Mr. Pham Quang Vinh     | Deputy Head of Sub-Dept. of Environmental Protection, DONRE-Head of WG-4  |
| 15. Mr. Le Van Nam          | Reporter of Quang Ninh Television & Broad casting   |
| 16. Mr. Nguyen Duc Anh      | Reporter of Cameraman of Quang Ninh Television & Broad casting  |
| 17. Mr. Dinh Manh Linh      | Cameraman of Quang Ninh Television & Broad casting  |
| 18. Ms. Ha Thi Thanh        | Reporter of Center for Electronic Information of Quang Ninh   |
| 19. Mr. Nguyen Van Diep     | Reporter of Center for Electronic Information of Quang Ninh   |
| 20. Ms. Nguyen Thi Huong    | Reporter of Quang Ninh Newspaper  |

## II. Japanese Side

[JICA Vietnam Office]

1. Mr. Akira Shimizu Senior representative

[Mid-term Review Team]

2. Mr. Senro Imai Team Leader / Senior Advisor of Environmental Management of JICA  
3. Mr. Koji Nishimiya Water Environment Technology Expert / General Manager, Program, Overseas Environmental Cooperation Center, Japan  
4. Mr. Atsushi Suzuki Evaluation Analysis Expert / Consultant, A&M Consultant Inc.  
5. Mr. Nguyen Vu Tiep Project Management Expert / Program Office, JICA Vietnam Office  
6. Mr. Tadashi Suzuki Cooperation Planning Expert / Representative, JICA Vietnam Office  
7. Mr. Nguyen Truong Chinh Interpreter

[JICA Expert Team]

8. Mr. Yoichi Iwai Chief Advisor  
9. Mr. Tadashi Shoji Pollution Control Measures  
10. Mr. Tomoo Aoki Land Use Management Expert  
11. Mr. Go Kimura Sustainable Tourism Expert  
12. Ms. Duong Thi Nhuan Interpreter  
13. Ms. Bui Thi Cuong Interpreter  
14. Ms. Tran Thi Mai Lan Interpreter  
15. Mr. Nguyen Thanh Phuong Technical Assistant  
16. Ms. Ha Thi Minh Phuong Secretary

**THE FOURTH CEM MEETING OF  
THE PROJECT FOR ENVIRONMENTAL PROTECTION IN HALONG BAY**

**1. Objectives**

The objectives of the 4th CEM Meeting are as follows;

- 1) To discuss the mid-term evaluation results and its authorization, and
- 2) To approve the modified PDM

**2. Attendants**

- a) CEM members,
- b) Members of the Joint Evaluation Committee (JEC: PMB, WG heads, and JICA mission)
- c) JET

**3. Date and Venue**

- (1) Date: 15 July (Fri), 2011
- (2) Venue: Meeting Room in Halong Plaza Hotel

**4. Program of the Fourth CEM Meeting**

**Program of the Fourth CEM Meeting**

| Contents  | Presentation   | Time        | Remarks     |
|---|--|-------------|-------------|
| Reception   | -  | 13:00-13:30 | PMB and JET |
| 1. Opening Statement  | Mr. Luong Y Duoc<br>(Deputy Head of CEM, Deputy General<br>Director of QN DONRE) | 13:30-13:35 |             |
| 2. Opening Remarks  | Opening remarks by Mr. A. Shimizu<br>(JICA VN Office)                            | 13:35-13:40 |             |
| 3. Presentation and Reporting of the<br>Mid-term Evaluation Results | Mr. Senro Imai<br>(JICA Mid-term Review Mission)                                 | 13:40-14:10 |             |
| 4. Presentation and Reporting of the<br>Modified PDM                | Mr. Yoichi Iwai<br>(JET)   | 14:10-14:30 |             |
| 5. Discussion (Q and A)   | All participants   | 14:30-15:00 |             |
| 6. Closing Remarks  | Mr. Luong Y Duoc<br>(Deputy Head of CEM, Deputy General<br>Director of QN DONRE) | 15:00-15:10 |             |
| Preparation of M/M  |  | 15:10----   |             |



**MINUTES OF MEETING  
ON  
THE FIFTH MEETING OF  
COMMITTEE FOR ENVIRONMENTAL MANAGEMENT  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

6 March 2012



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Mr. YOICHI IWAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay



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Mr. DANG HUY HAU  
Vice Chairman  
Quang Ninh Province People's Committee



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Mr. NGUYEN MANH CUONG  
Director *pe*  
Department of National Resources and  
Environment of Quang Ninh Province  
Quang Ninh Provincial People's Committee  
The Socialist Republic of Vietnam *DK*

In accordance with the Inception Report (Ic/R) for the Project for Environmental Protection in Halong Bay (the Project) in September 2010, the Steering Committee for Environmental Management (CEM) in cooperation with the Japan International Cooperation Agency (JICA) and the JICA Expert Team (JET) organized the Fifth CEM Meeting (the Meeting) on 6th March 2012 in the Meeting Room of Quang Ninh Province People's Committee in Halong City. This is a discussion record describing comments and opinions of the participants in the Meeting. The list of attendants and the agenda of the meeting were attached in Attachment-1 and Attachment-2, respectively.

The Meeting was commenced by the opening statement of Mr. Dang Huy Hau, Vice Chairman of Quang Ninh Province People's Committee (QN PPC). Then, the results of the Training in Japan and the current outcomes of each Output were presented by the representatives of the Vietnamese Counterparts and the JICA Expert Team.

After the presentations, the following discussions were conducted under the chairmanship by Mr. Dang Huy Hau, Vice Chairman of QN PPC. In the end, the CEM members acknowledged the current progress, planned activities in the next fiscal year, and the Progress Report (4).

1. Comments by Mr. Dang Huy Hau, Vice Chairman of Quang Ninh PPC

Mr. Dang Huy Hau noted that many good points and initiative proposals have been made by the Project and made specific comments as follows:

(1) Output 4- Working Group 3: Proposed Further Development of Pilot Project

This is a good proposal and the pilot project can be developed as an independent project but further discussions are required.

(2) Output 5 – Working Group 4: Proposed Establishment of an Environment Education Association

The name of the proposed association should be Halong Environment Education Association, at its initial set up, its scope of activities only covers Halong area and its vicinity, later on the scope can be increased to cover the entirety of the province. Mr. Dang Huy Hau requested the counterparts to consider sustainability of their activities after the completion of the Project to inherit the project outputs. He considered the end of the Project is a start of new step. He also emphasized that relevant local administrations, units are to arrange time for counterpart members to fully participate in the working group activities and asked the Project Management Board (PMB) to soon organize an evaluation on the quality of participation of group members.

2. Comments by Mr. Hoang Viet Dung, the Deputy Head of PMB

2.1 Participation of Working Group Members in WG Activities:

Mr. Hoang Viet Dung said that PMB will write officially to the managers of relevant WG members if they absent twice in planned group discussion meetings.

2.2 Mr. Hoang Viet Dung mentioned that toward the end of February, the Project organized very meaningful three workshops and commented gave as follows:

(1) The Second Workshop of the Project, Session 1 - Proposed Coastal Environment Protection Corridor (CEPC) many constructive comments were given by the meeting participants especially the ones from Mr. Nguyen Hai An, deputy director of Construction Department.

(2) The Second Workshop of the Project, Session 2 – Proposal on further development of Eco Label



- “Blue Sail”. At a later stage, this label will be developed as compulsory to be the same as the PPC’s instruction for white painting of tourist boats with brown sail.
- (3) Output 5 – WG4: Eco network workshop: Mr. Hoang Viet Dung said that the logo design should follow the law on advertisement, i.e. the font size of the English word is smaller than the one of the Vietnamese word. The content should be “Sharing the hands for Halong Environment” instead of “Sharing the hands for ECO” because people in the community do not know the meaning of the word ECO. He also commented that the purpose of Environmental Education (EE) is to merge with the community in order to involve them in a simple way.
- (4) Concerning proposal for establishment of an association for environment education, the name is recommended to be Environment Education Association to make it easy to approach aid funds from abroad.
3. Comments by Mr. Nguyen The Thuc, Head of Working Group 2
- (1) Coastal Environment Protection Corridor (CEPC): The Working Group 2 received many comments in the workshop. The boundary of CEPC will be revised accordingly to the comments given.
- (2) Output 5 – Working Group 4: Proposed Establishment of an Environment Education Association: Its name should contain the word “Halong Bay” because both Halong and Quang Ninh are not well known by tourists, even the local ones.
4. Comments by Mr. Pham Quang Vinh, Head of Working Group 4
- (1) Concept of ECO: Mr. Pham Quang Vinh explained the reason why “ECO” was included in the slogan of the logo “Sharing the Hands for ECO”. ECO now is a worldwide word, it is the future of environment education, the purpose is to disseminate to the community people to understand well on the meaning of ecology.
- (2) Output 5 – Working Group 4: Proposed Establishment of an Environment Education Association: Mr. Pham Quang Vinh agreed with the name “Halong Environment Education Association” as suggested by Mr. Dang Huy Hau.
5. Comments by Mr. Nguyen Hai An, Deputy Director of Construction Department.
- (1) Mr. Nguyen Hai An agreed with the reports of outputs achieved by the Working Groups with the most impression of the output of Working Group 2 concerning the proposed CEPC. He also added that it is better to use traffic road reference when updating the map of CEPC, not to the watershed.
- (2) Output 2, Working Group 1: Mr. Nguyen Hai An stressed that it is essential to use water quality monitoring results right now for actual environment management to report and propose necessary countermeasures and instructions to PPC.
6. Comments by Mr. Yoichi Iwai, Chief Advisor of JET
- Mr. Yoichi Iwai highly appreciated comments given by the CEM meeting participants. He explained that that in the third year of the Project, PMB and working groups will prepare proposals considering of all outcomes of the Project and will report it in the next Progress Report (5) in September 2012.
7. Mr. Dang Huy Hau, Vice Chairman of Quang Ninh PPC questioned Mr. Yoichi Iwai about (i) evaluation of participation of WG members in the project activities; and (ii) management of PPC in the

Project. Mr. Yoichi Iwai replied as follows:

(i) In the beginning, the Project experienced some difficulties to organize group discussion meetings because most working group members were occupied with their daily works in their own organizations. However, the situation was improved much better after a period of time with their more active participation in planned group discussion meetings.

(ii) He expressed high appreciation of the functions of PMB in the Project. PMB keeps good and close connection to the PPC office, and it will contribute a lot for preparation of draft proposal to CEM in the next year.

8. Mr. Dang Huy Hau, Vice Chairman of Quang Ninh PPC concluded the fifth CEM meeting with the following instructions to the CEM members and the working group members;

(1) Mr. Dang Huy Hau appreciated PMB to organize this CEM meeting in order to check, comment, and suggest the Project activities with participation of WG members of the Project.

(2) Based on the monitoring data on environment management, Working Group 1 shall have to submit the data, report and make recommendations, proposals to consult the PPC for their further action in giving instructions on necessary measures for environment management

(3) A meeting will have to be convened for discussion on environment protection issues with coal mining sector.

(4) A feasible solution is required for CEPC and it should be wide enough to match with the current management capability of the province.

(5) Consents in the proposal on the Blue Sail Eco-label can be arranged straight away for implementation. It is required to organize detailed discussions with the Department of Culture, Sports, and Tourism (DCST) and Halong Bay Management Department (HBMD). The working group 3 and JET are requested to prepare a proposal for this activity.

(6) A name of the association is agreed "Halong Environment Education Association". The coverage of the association activities also include Halong and its buffer areas such as Van Don, Hoanh Bo, Quang Yen, and so on. Regulations and operation mechanisms of the Association will have to be established for official approval of PPC.

(7) The mass media is requested to focus more on advertising the Project with more detailed information. It is recommended that they should be divided into groups for collecting information in an effort to advertize the Project. The PPC will give full support to this aspect.

(8) Relevant sectors, localities are requested to seriously implement their tasks, officers are required to arrange their time to actively participate in the project activities in order to improve their knowledge and to assist the community for environment protection awareness raising.

Finally, on behalf of CEM, Mr. Dang Huy Hau expressed his sincere thanks to the great attention paid by JICA to Quang Ninh Province in general and to the Project in particular with many favourable conditions to facilitate the project's success and promotion of its effectiveness in the future.

End



**List of Attendants of the Fifth CEM meeting***[Vietnamese Side]*

- |     |                      |   |
|-----|----------------------|---|
| 1.  | Mr. Dang Huy Hau     | Vice Chairman of QN PPC   |
| 2.  | Mr. Hoang Danh Son   | Director of International Cooperation Department-Vietnam Environment Administration MONRE, CEM member                   |
| 3.  | Mr. Luong Y Duoc     | Deputy Director of DONRE- Deputy Head of CEM, Head of PMB   |
| 4.  | Mr. Phan Van Ninh    | Representative of Quang Ninh Financial Department   |
| 5.  | Mr. Nguyen Hai An    | Deputy Director of Construction Department, CEM member  |
| 6.  | Mr. Dang Hung        | Deputy Director of Transportation Department, CEM member  |
| 7.  | Mr. Ngo Van Hoi      | Deputy Director of Education & Training Department, CEM member  |
| 8.  | Mr. Ha Van Giang     | Deputy Head of Exploitation & Fisheries Resources Protection, Department of Agriculture & Rural Development, CEM member |
| 9.  | Mr. Nguyen Van Duong | Deputy Head of Environmental Police Division, Provincial Police   |
| 10. | Ms. Nguyen Thi Vinh  | Vice Chairwoman of Women Union of Quang Ninh, CEM member  |
| 11. | Mr. Hoang Ba Nam     | Vice Secretary of Provincial Youth Union of Quang Ninh, CEM member  |
| 12. | Mr. Le Lam Tuan      | Representative of Halong Bay Management Department  |
| 13. | Mr. Pham Hong Ha     | Vice Chairman of Halong City People's Committee   |
| 14. | Mr. Trieu Van Hai    | Vice Chairman of People's Committee of Hoanh Bo District, CEM member  |
| 15. | Mr. Tran Van Hung    | Vice Chairman of People's Committee of Cam Pha Town, CEM member   |
| 16. | Mr. Le Tien Manh     | Expert of QNPPC Office  |
| 17. | Ms. Nguyen Thi Hang  | Staff of QNPPC Office   |
| 18. | Mr. Nguyen Tat Long  | Staff of QNPPC Office   |
| 19. | Ms. Nguyen Thi Quynh | Staff of QNPPC Office   |
| 20. | Mr. Hoang Viet Dung  | Director of Sub-Dept. for Environmental Protection, Quang Ninh DONRE, Deputy Head of PMB                                |
| 21. | Ms. Nguyen Thu Huyen | Head of Administrative – General Section, Sub-Dept. for Environmental Protection, DONRE, Member of the PMB              |
| 22. | Ms. Do Thi Ni Tan    | Head of Monitoring and Analysis Section-2, EMAC, DONRE, Head of WG-1  |
| 23. | Mr. Nguyen The Thuc  | Deputy Head of Planning-Financial Division, DONRE, Head of WG-2   |
| 24. | Ms. Tran Thu Ha      | Deputy Head of Water Resources-Hydro-meteorological Division, DONRE, In charge of WG-3                                  |

- 25. Mr. Pham Quang Vinh Deputy Head of Sub-dep. for EP, Head of WG-4
- 26. Ms. Nguyen Thi Mai Anh Expert of Land use Registration Office, DONRE, member of WG-2
- 27. Ms. Dang Thi Hai Yen Head of Appraisal-License Section, Sub-dep. for EP, DONRE, Member of WG-4
- 28. Ms. Phan Thi Hoang Hao Staff of Sub-dep. for EP, DONRE
- 29. Ms. Vu Thi Hang Staff of Sub-dep. for EP, DONRE

Mass Media

- 30. Ms. Nguyen Thuy Cham Information Center-QNPPC
- 31. Ms. Pham Thu Trang Quang Ninh Newspaper
- 32. Mr. Le Van Nam Quang Ninh Television
- 33. Mr. Nguyen Duy Long Quang Ninh Television

*[Japanese Side]*

*JICA Expert Team*

- 34. Mr. Yoichi Iwai Chief Advisor of JICA Expert Team
- 35. Mr. Kengo Naganuma Environmental Monitoring & Analysis Expert of JICA Expert Team
- 36. Ms. Duong Thi Nhuan Interpreter of JICA Expert Team
- 37. Ms. Bui Thi Cuong Interpreter of JICA Expert Team
- 38. Ms. Tran Thi Mai Lan Interpreter of JICA Expert Team
- 39. Ms. Ha Thi Minh Phuong Secretary of JICA Expert Team

**THE FIFTH CEM MEETING OF  
THE PROJECT FOR ENVIRONMENTAL PROTECTION IN HALONG BAY  
Agenda**

**1. Objectives**

The objectives of the 5th CEM Meeting are as follows;

- 1) To check and discuss the activities of the Project,
- 2) To discuss the activity plan of the next fiscal year, and
- 3) To approve the Progress Report-4 (Pr/R(4))

**2. Attendants**

- a) CEM and PMB members,
- b) Members of each WG,
- c) JICA VN Office including JICA Expert in MONRE, and
- d) JET

**3. Date and Venue**

(1) **Date: 6 March (Tue), 2012**

(2) **Venue: PPC's Meeting Room** <simultaneous interpretation>

**4. Program of the Fifth CEM Meeting**

**Program of the Fifth CEM Meeting**

| Contents   | Presentation  | Time        | Remarks   |
|--|---|-------------|---|
| Reception  | -   | 13:30-14:00 | PMB and JET   |
| 1. Opening Statement   | Mr. Dang Huy Hau<br>(Vice Chairman of QN PPC)   | 14:00-14:10 | Proceeding by Mr. Hoang Viet Dung (Head of Sub-dept. of EP, Deputy Head of PMB, QN DONRE) |
| 2. Report of Training in Japan for WG-2  | Ms. Nguyen Thi Mai Anh, member of Working Group 2   | 14:10-14:30 | ditto   |
| 3. Presentation of Key Points of the Pr/R(4) and Activities in 2012                    | Mr. Yoichi Iwai<br>(Chief Advisor of JET)   | 14:30-14:40 | ditto   |
| 4. Presentation of WG-1 Activities (Environment monitoring & pollution source control) | Ms. Do Thi Ni Tan<br>(Head of WG-1)   | 14:40-14:55 | ditto   |
| 5. Presentation of WG-2 Activities (Land use management)                               | Mr. Nguyen The Thuc<br>(Head of WG-2)   | 14:55-15:10 | ditto   |
| 6. Presentation of WG-3 Activities (Sustainable tourism management)                    | Ms. Tran Thu Ha<br>(Member of WG-3)   | 15:10-15:25 | ditto   |
| 7. Presentation of WG-4 Activities (Env. Education & Public Relations)                 | Mr. Pham Quang Vinh<br>(Head of WG-4)   | 15:25-15:40 | ditto   |
| Coffee Break   |   | 15:40-16:00 |   |
| 8. Discussion (Q and A)  | Ms. Do Thi Ni Tan<br>Mr. Nguyen The Thuc<br>Ms. Tran Thu Ha<br>Mr. Pham Quang Vinh<br>Mr. Yoichi Iwai | 16:00-16:40 | ditto   |
| 9. Closing Remarks   | Mr. Dang Huy Hau<br>(Vice Chairman of QN PPC)   | 16:40-16:50 | ditto   |

*End of Document*



**MINUTES OF MEETING  
ON  
THE SIXTH MEETING OF  
COMMITTEE FOR ENVIRONMENTAL MANAGEMENT  
FOR  
THE PROJECT FOR ENVIRONMENTAL PROTECTION  
IN HALONG BAY**

16 November 2012

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Mr. FUMIHIKO OKIURA  
Senior Representative  
JICA Vietnam Office



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Mr. NGUYEN MANH CUONG  
Standing Deputy Head of the Steering  
Committee for Environmental Management  
(CEM), The Project for Environmental  
Protection in Halong Bay  
Director  
Department of Natural Resources and  
Environment of Quang Ninh Province  
Quang Ninh Provincial People's Committee  
The Socialist Republic of Vietnam



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Mr. YOICHI IWAI  
Chief Advisor  
JICA Expert Team  
The Project for Environmental  
Protection in Halong Bay





In accordance with the Inception Report (Ic/R) for the Project for Environmental Protection in Halong Bay (the Project) in September 2010, the Steering Committee for Environmental Management (CEM) in cooperation with the Japan International Cooperation Agency (JICA) and the JICA Expert Team (JET) organized the Sixth CEM Meeting (the Meeting) on 16<sup>th</sup> November 2012 in the Meeting Room of Quang Ninh Province People's Committee in Halong City. This is a discussion record describing comments and opinions of the participants in the Meeting. The list of attendants and the agenda of the meeting are enclosed in Attachment-1 and Attachment-2, respectively.

As instructed by Quang Ninh Provincial People's Committee (QN PPC), the Meeting was chaired by Mr. Nguyen Manh Cuong, Director of DONRE, Standing Deputy Head of CEM. After the opening speech made by Mr. Nguyen Manh Cuong, Mr. Fumihiko Okiura, Senior Representative of JICA Vietnam Office made his opening remarks. Then, the report on training in Japan for WG-3 and WG-4 and outcomes of each output were presented by the representatives of the Vietnamese Counterparts and the JICA Expert Team. Mr. Senro Imai, JICA Terminal Evaluation Mission Leader gave presentations on the Results of the Terminal Evaluation of the project which was carried out during the period from 31<sup>st</sup> October to 16<sup>th</sup> November 2012.

Representing DONRE, the state management of environment for Quang Ninh Province, Dr. Hoang Danh Son Deputy Director of DONRE gave his presentation on oriented policies for Halong Bay environment protection and management to 2020. The presentation contents include (i) Current state of Environment and Waste Management in Quang Ninh Province and Halong Bay; (ii) Strategic Orientation and Policies of Quang Ninh Province in implementation of green growth for Halong Bay; (iii) Results of Cooperation between Quang Ninh Province and the Government of Japan; and (iv) Proposals on Environmental Protection Projects to JICA namely (1) Master Plan for Environment Protection in Quang Ninh (Recommendation of consultants); (2) Continuity of Phase 2 of the "Project for Environment Protection in Halong Bay" (technical support for promotion of effectiveness); (3) Formulation of overall project for improvement of environment in Halong City area (participating in construction consultants); (4) Formulation of project form improvement, recovery of overall environment in Quang Ninh, focusing on mineral, coal exploitation operation (participating as construction consultant); and (5) Halong City Environment Protection in Halong Bay (ODA fund support).

After the above presentations, discussions were conducted under the chairmanship by Mr. Nguyen Manh Cuong as follows:

1. Comments by Mr. Nguyen Manh Ha, Deputy Head of Halong Bay Management Department

Mr. Ha raised some questions concerning (i) HBMD has studied many instruction letters from Quang Ninh Provincial's Council, QNPPC and HBMD is now also a member in the working team to prepare draft resolution of the Quang Ninh Provincial Council on preservation and promotion of the value of the World Heritage Halong Bay; Mr. Ha requested DONRE and JET to provide specific targets, objectives in treatment of wastewater and solid waste in Halong Bay; (ii) HBMD understands that the coastal urban area causes negative impacts to the environment in Halong Bay. According to the Halong Bay World Heritage Site Protection Plan (Period 2011- 2015) approved by the PPC, HBMD is supposed to carry out many activities including mangrove planting, coral reef zoning, assessment of impacts caused by rising of sea water level due to climate change, etc. HBMD is implementing these tasks and has difficulties in experiences and human resources. HBMD requests if it is possible that the experts can share their experience for implementation task.

Mr. Nguyen Manh Cuong answered as follows: (i) there is a specific planning which has been prepared by Department of Construction (DOC) in terms of solid wastes and wastewater collection and treatment. HBMD is recommended to discuss in details with DOC for this document; (ii) Difficulties in human resources are the general matter in environment management and protection in the entire province. At the moment, investors are being appealed to participate in bidding for exploitation and promotion of the World Heritage Value of Halong Bay which then can contribute to increase of fund collection for further investment in Halong Bay.

2. Comments by Mr. Hoang Ba Nam, Secretary of Provincial Youth Union (YU)

(1) Establishment of Halong Environment Education Association (HLEEA)

Mr. Hoang Ba Nam has great interests in the report on results of activities of WG-4 and agrees on the establishment of the association. Mr. Nam pointed out that it is compulsory to follow the Decree 45 of the Government for the establishment which takes time and requires many procedures. Mr. Nam



requested DONRE leader to speed up this activity with close cooperation with the Home Affair Department for the HLEEA to be launched before the end of the project. YU committed to participate in preparation of people to join the Association.

In this connection, Mr. Nguyen Manh Cuong answered that necessary procedures have been under preparation with the Home Affair Department in an effort to launch the association on 1st December.

(2) Proposed Projects to JICA

Among those proposals that are made by DONRE in the presentation of Dr. Hoang Danh Son, Deputy Director, Mr. Nam was most interested in the project for treatment of domestic wastewater before discharging into Halong Bay. Mr. Nam expressed his request to JICA for support of equipment and technology for the facilities concerned.

To this end, Mr. Nguyen Manh Cuong said that there is an ODA proposed project of 110 million USD which covers water supply and sewage for Halong City. This project is now being proposed by the Ministry of Planning and Investment to the JICA Vietnam Office.

(3) Planting of Mangrove

Mr. Nam commented that the training in Japan that his staff who is member of WG-4 joined was very meaningful in terms of managerial method, way to think, and way to solve matters. However, some of the learnings just cannot be applied as exactly in Vietnam. An example is planting of mangrove. It is noted that in Japan, preparatory work is made very carefully so that it contributes to high proportion of mangrove to be alive after being planted. But it is not the same as in Vietnam due to some problem with the water environment.

In this connection, Mr. Nguyen Manh Cuong suggested that it is necessary to carry out coastal pollution assessment for the best effective and appropriate method of mangrove planting to be applied.

3. Comments by Ms. Nguyen Thi Vinh, Vice Chairman of Provincial Women Union

Ms. Nguyen Thi Vinh agreed on the reports of WG-4 and of the evaluation team on the implemented outputs. However, Ms. Vinh said that in the proposed establishment of HLEEA, she cannot find the participation of the Women's Union and Youth Union as expected collaboration agencies in the slide of Mr. Yoichi Iwai. Ms. Vinh emphasized that they always commit to participate in the most active manner.

Ms. Nguyen Thi Vinh also requested that if it is possible, the Provincial Labour Federation should be added as one of the collaboration agencies.

Mr. Nguyen Manh Cuong answered that agencies listed in collaboration agencies are suggestions with the hope that the entire politic system also join including the National Father Front and all social organizations and sectors. The purpose to establish HLEEA is for the community and all social organizations for better effective operation and later financial support from enterprises will be called for as socialization purposes.

4. Comments by Mr. Dang Hung, Deputy Director of Quang Ninh Transportation Department (DOT)

(1) Concerning the Coastal Environment Protection Corridor (CEPC)

It is acknowledged that the project has carried out studies and discussions in the process to determine the proposed CEPC. The next action should be focused on now is to organise appraisal of CEPC in an effort to formulate the legal foundation thereby a decision shall be released concerning announcement of the corridor.

In this connection, Mr. Nguyen Manh Cuong said that at the moment the project for Integrated Coastal Management is being promoted which also considers the CEPC.



(2) Social Experiment on 1<sup>st</sup> December 2012

It is not so far from the day of this meeting to the above mentioned date for the Social Experiment so that proper preparatory work has to be made in terms of traffic control, blockage of some roads, arrangement of sign boards, guidance for people, etc. in order to soon inform the concerned sectors and people, assuring convenience of routine activities of local residents.

Mr. Nguyen Manh Cuong said that DONRE shall coordinate with DOT, Traffic Police and related departments, sector for timely implementation of the experiment. He also added that after this experiment, it is desired to apply this modal of traffic safety in Bai Chay beach road section every Saturday afternoon in an effort to develop a new habit for the community, including: prohibition of big buses and vehicles crossing the experimented area, the Hau Can road should be used instead and the prohibition will be in certain period of time for the convenience of the local residents.

This practice shall contribute to traffic safety and maintain sustainable tourism development.

5. Comments by Mr. Hoang Quoc Thai, Deputy Director of Culture, Sports and Tourism

Concerning establishment of the association, Mr. Hoang Quoc Thai suggested applying it as a Special Association then it can get annual budget from the province for their annual operation expenditure. However, it is still recommended that the Association should look for financial supports from various donors.

To this end, Mr. Nguyen Manh Cuong said that DONRE shall follow Decree 45 of the Government to carry out the procedures.

6. Comments by Mr. Hoang Quang Hai, Vice Chairman of Halong City People's Committee

Mr. Hoang Quang Hai expressed his consent to the reports presented and added that Halong PC now is starting a very huge and complicated programe to relocate 625 households, equivalent to more than 3,000 residents from floating villages in Halong Bay to the land. This is a new task that Halong PC really needs advices on how to maintain the floating villages as a typical cultural feature of Halong Bay to continue to serve tourism purposes in parallel with maintenance of the environment.

Mr. Hai also added that the City is also having difficulties concerning treatment of solid waste and wastewater and that he hopes in the coming time the project consultants can propose to the PPC necessary measures for implementation. After project completion, it is requested that communication activities should be maintained for environment protection which is one of the project outputs.

In this connection, Mr. Nguyen Manh Cuong said that relocation of floating villages is a big programe. Majority of fishing villages are elderly people and children. It is the PPC's intention to maintain the culture of the village for tourism development and the PPC wants to have projects for study of the fishing village's culture.

7. Mr. Tadashi Suzuki, Representative of JICA Vietnam Office

Mr. Tadashi Suzuki is very glad about the project implementation and said that the project for Quang Ninh is now soon finalized and produces it products, i.e. strategies for environment protection for the province. Mr. Tadashi Suzuki emphasized that it is more important for the Vietnamese side to implement the proposed strategies keeping in mind the initiatives for implementation. Mr. Tadashi Suzuki added that he is looking forward to the final workshop of the project which is scheduled on the 15<sup>th</sup> December 2012.

8. Mr. Fumihiko Okiura, Representative of JICA Vietnam Office

Mr. Fumihiko Okiura highly appreciates the reports presented in the workshop which show very high index of ownership that has been gained which is very crucial and contribute significantly to the project achievements; he said that in his experience this project will complete successfully. Mr. Fumihiko Okiura also congratulates JET for their great effort contribution to the project.

He found that the proposed projects to JICA made by the Vietnamese side in their reports are very fruitful information further discussions by JICA Vietnam, proposing JICA head office in Tokyo to realize further cooperation.

## 9. Conclusions

Mr. Nguyen Manh Cuong acknowledged and praise the endeavours made by the PMB, all WGs and the JET for project implementation. He also gives his consent to the conclusions of terminal evaluation report done by the evaluation team.

Mr. Nguyen Manh Cuong concluded the meeting as follows:

- (1) Contents of Progress Report No. 5 are now approved.
- (2) Works that requires cooperation between PMB and JET to complete:
  - ✓ Finalisation Pollution Source Database
  - ✓ Finalisation of determined CEPC
  - ✓ Finalisation of developed strategies and measures for sustainable tourism development
  - ✓ Finalisation of procedures for establishment of HLEEA.
  - ✓ Organisation of ECO-Fair 2012, Social Experiment on 1<sup>st</sup> December 2012.
  - ✓ All working groups complete their documents for project completion as per the Vietnamese Law.

Mr. Cuong highly appreciate the project outputs of which many ideas have been applied including the Eco label project, traffic safety improvement and ECO-fair.

Finally, on behalf of CEM, Mr. Nguyen Manh Cuong expressed his sincere thanks to the great attention paid by JICA to Quang Ninh Province in general and to the Project in particular with many favourable conditions to facilitate the project's success and promotion of its effectiveness in the future.

End



**List of Attendants of the Sixth CEM meeting***[Vietnamese Side]*

- |     |                          |   |
|-----|--------------------------|---|
| 1.  | Mr. Nguyen Manh Cuong    | Director of DONRE, Standing Deputy Head of CEM  |
| 2.  | Mr. Hoang Danh Son       | Deputy Director of DONRE, Deputy Head of CEM, Head of PMB   |
| 3.  | Mr. Luong Y Duoc         | Ex- director of DONRE   |
| 4.  | Mr. Mac Thanh Luan       | Deputy Director of Quang Ninh Financial Department  |
| 5.  | Mr. Huynh Hung           | Head of Planning Section, Construction Department   |
| 6.  | Mr. Dang Hung            | Deputy Director of Transportation Department, CEM member  |
| 7.  | Mr. Hoang Quoc Thai      | Deputy Director of Culture, Sport and Tourism, CEM member   |
| 8.  | Mr. Pham Ngoc Thuy       | Deputy Director of Industry and Commerce  |
| 9.  | Mr. Ha Van Giang         | Deputy Head of Exploitation & Fisheries Resources Protection, Department of Agriculture & Rural Development, CEM member |
| 10. | Ms. Nguyen Thi Vinh      | Vice Chairwoman of Women Union of Quang Ninh, CEM member  |
| 11. | Mr. Hoang Ba Nam         | Secretary of Provincial Youth Union of Quang Ninh, CEM member   |
| 12. | Mr. Nguyen Manh Ha       | Deputy Head of Halong Bay Management Department   |
| 13. | Mr. Hoang Quang Hai      | Vice Chairman of Halong City People's Committee   |
| 14. | Mr. Trieu Hai            | Vice Chairman of People's Committee of Hoanh Bo District, CEM member  |
| 15. | Mr. Tran Van Hung        | Vice Chairman of People's Committee of Cam Pha Town, CEM member   |
| 16. | Ms. Nguyen Thi Thao      | Deputy Head of Tourism Resource Development Section, DCST   |
| 17. | Mr. Le Tien Manh         | Expert of QNPPC Office  |
| 18. | Mr. Hoang Viet Dung      | Director of Sub-Dept. for Environmental Protection, Quang Ninh DONRE, Deputy Head of PMB                                |
| 19. | Ms. Nguyen Thi Thu Thuy  | Deputy head of Sub-Dept. for Environmental Protection, DONRE, Secretary of the PMB                                      |
| 20. | Ms. Nguyen Thu Huyen     | Head of Administrative – General Section, Sub-Dept. for Environmental Protection, DONRE, Member of the PMB              |
| 21. | Ms. Tran Thi Minh Thu    | Deputy head of Appraisal – License, Sub-Dept. for Environmental Protection, DONRE, Member of the PMB                    |
| 22. | Ms. Phan Thi Hoang Hao   | Staff of Sub-Dept. for Environmental Protection, DONRE, Member of the PMB   |
| 23. | Ms. Do Thi Ni Tan        | Head of Monitoring and Analysis Section-2, EMAC, DONRE, Head of WG-1  |
| 24. | Mr. Nguyen The Thuc      | Deputy Head of Planning-Financial Division, DONRE, Head of WG-2   |
| 25. | Mr. Tran Van Thuan       | Deputy Head of Sea and Islands Sub-department, DONRE, Head of WG3   |
| 26. | Ms. Nguyen Thi Van       | Deputy Head of Tourism Promotion and Information Centre, DCST member of WG-3  |
| 27. | Ms. Nguyen Thi Thu Trang | Deputy Head of External Economic Section, DPI, member of WG-3   |
| 28. | Mr. Pham Quang Vinh      | Deputy Head of Sub-dep. for EP, Head of WG-4  |
| 29. | Ms. Dang Thi Hai Yen     | Head of Appraisal-License Section, Sub-dep. for EP, DONRE, Member of WG-4   |
| 30. | Ms. Vu Thi Hang          | Staff of Sub-dep. for EP, DONRE   |
| 31. | Ms. Nguyen Thi Hang      | Staff of QNPPC Office   |
| 32. | Ms. Nguyen Thuy Quynh    | Staff of QNPPC Office   |
| 33. | Ms. Nguyen Thi Thoan     | Staff of QNPPC Office   |
| 34. | Mr. Ngo Quang Tung       | Staff of QNPPC Office   |
| 35. | Ms. Nguyen Thi Minh      | Staff of QNPPC Office   |



*[Japanese Side]*

*JICA Vietnam Office*

- |                         |                                       |
|-------------------------|---------------------------------------|
| 36. Mr. Fumihiko Okiura | Deputy Representative of JICA Vietnam |
| 37. Mr. Tadashi Suzuki  | JICA Representative in Vietnam        |
| 38. Mr. Nguyen Vu Tiep  | Program officer, JICA Vietnam office  |
| 39. Mr. Senro Imai      | JICA Headquarter in Japan             |
| 40. Mr. Nishioniga      | JICA Evaluation Expert                |
| 41. Ms. Do Hoang Ngan   | Interpreter                           |

*JICA Expert Team*

- |                             |                                   |
|-----------------------------|-----------------------------------|
| 42. Mr. Yoichi Iwai         | Chief Advisor of JICA Expert Team |
| 43. Mr. Tomoo Aoki          | Land Use Management Expert        |
| 44. Mr. Norihisa Hirata     | EE and PR Expert                  |
| 45. Mr. Minami Atsushi      | Coordinator                       |
| 46. Mr. Nguyen Thanh Phuong | Assistant                         |
| 47. Ms. Duong Thi Nhuan     | Interpreter of JICA Expert Team   |
| 48. Ms. Bui Thi Cuong       | Interpreter of JICA Expert Team   |
| 49. Ms. Tran Thi Mai Lan    | Interpreter of JICA Expert Team   |
| 50. Ms. Ha Thi Minh Phuong  | Secretary of JICA Expert Team     |

*[Mass Media]*

- |                           |                          |
|---------------------------|--------------------------|
| 51. Mr. Hoang Manh Truong | Information Center-QNPPC |
| 52. Ms. Pham Thu Trang    | Quang Ninh Newspaper     |
| 53. Mr. Nguyen Van Hung   | Quang Ninh Television    |
| 54. Tam Vu                | Quang Ninh Television    |