

Appendix

App1 Project Design Matrix (PDM)

App2 Minutes of Meeting

App3 Mid Term Management Plan (2015-2019)

App4 Workshop Materials (Electric Data)

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App6 Comment on the new CBS construction

App1 Project Design Matrix (PDM)

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PROJETCT DESIGN MATRIX (PDM) (Draft)
Project Title: The Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
Period: September 2011 –August 2014 (3 years)
Target Area: Urban Area in Vientiane
Target group: Vientiane Capital State Bus Enterprise (VCSBE), Department of Transport of Ministry of Public Works and Transport (DOT /MPWT),
 Department of Public Works and Transport of Vientiane Capital (DPWT/VC)

Narrative Summary	Objectively Verifiable Indicators	Means of verification	Important Assumptions
<p>Super Goal Environmentally sustainable transport (EST) policy is promoted in the target area.</p> <p>Overall Goal Public bus service coverage in Vientiane is expanded.</p>	<ul style="list-style-type: none"> - Number of route and cover area of public bus transportation increase from the ones at the end of the Project. - Public bus transportation improvement measures are implemented 	<ul style="list-style-type: none"> -Public bus transportation route map -Interviews with persons and officers concerned 	EST policy of Government of Lao does not change.
<p>Project Purpose Urban public bus service of VCSBE is improved.</p>	<ul style="list-style-type: none"> - Level of Service (LOS) is improved. 	<ul style="list-style-type: none"> -Survey record of LOS 	<ul style="list-style-type: none"> • Modal shift policy is implemented. • Traffic management is implemented.
<p>Output 1. Corporate management is improved by VCSBE.</p>	<ul style="list-style-type: none"> 1.1 Income of VSCBE increases. 1.2 Financial statements are prepared. 1.3 Bus vehicle operations are recorded and utilized for corporate management. 1.4 Regulations on daily bus operation are recorded and implemented. 1.5 Operation of Central Bus Station (CBS) is reviewed and improvements of bus stops are planned as number of bus, bus operation. 	<ul style="list-style-type: none"> -Financial statements -Financial statements -Bus operation records and analysis results - Regulations on daily bus operation - Audit records of daily bus operation -Operation plan of CBS -Records of planning improvements of bus stops 	<ul style="list-style-type: none"> • Prices of bus vehicle, fuel and spare parts do not fluctuate considerably. • Traffic volume increase does not exceed the level that might noticeably obstruct the public bus service.
<p>2. Measures for improvement of VCSBE’s service are implemented in Vientiane responding to citizens’ requests.</p>	<ul style="list-style-type: none"> 2.1 Improvement measures of public bus services are implemented upon the requests from citizens. 2.2 Criteria to measure level of bus service are set 	<ul style="list-style-type: none"> -Requests for service improvement by citizens -Interview and site visit on implementation of improvement measures -Criteria to measure bus service levels -Bus service standards 	
<p>3.</p>	<ul style="list-style-type: none"> 3.1 Bus fares and subsidy for “transport poor” considers through overall public policy and bus service sustainability 3.2 A medium-term plan of public bus transportation includes new bus schedule, routes and bus stops based on the medium -term business and investment plan of VCSBE. 3.3 Collaboration with para-transit is established and meetings are held. 3.4 Bus preferential measures are discussed, and the measures are implemented by plan. 3.5 The policies and plans consider progress of urban and road development, new urban master plan and other donors’ projects 	<ul style="list-style-type: none"> - Records of preparation of a public transportation policy - Records of preparation of a medium-term public bus transportation plan -Medium-term business and investment plan of VSCBE - Medium-term public bus transportation plan -Discussion records with para-transit -Reports of discussion on and implementation of public bus transport preferential measures -Interviews with persons involved -Updated public transport policy and plan 	

<p><u>Activities</u></p> <p>1. <u>Corporate management is improved by VCSBE.</u></p> <p>1-1. <u>Improve financial management</u></p> <p>1-1-1 Prepare financial statements</p> <p>1-1-2 Prepare a medium-term business and investment plan</p> <p>1-1-3 Improve the ticketing and fare collection system with MPWWT (ex. Introduce common ticket, pass, fare box, manual or automatic passenger counting tools, etc.)</p> <p>1-1-4 Improve the passenger and income recording system</p> <p>1-1-5 Expand income sources other than bus fare</p> <p>1-1-6 Take attractive measures for potential bus users (ex. advertisement for promoting public bus, route maps)</p> <p>1-2. <u>Improve competence of human resources</u></p> <p>1-2-1 Improve Staffs' capacity for management & operation including account, planning, operation, maintenance & training</p> <p>1-2-2 Improve daily bus operation based on the operation regulation</p> <p>1-3. <u>Improve equipment for O&M and relevant facilities</u></p> <p>1-3-1 Install bus operation control equipment</p> <p>1-3-2 Improve each bus operation and vehicle maintenance recording system by computer for management and planning</p> <p>1-3-3 Improve arrangement and operation of Central Bus Station and bus stop facilities, if any</p> <p>1-4. <u>Conduct Public Bus Transportation Pilot Program</u></p> <p>1-4-1 Operate trial shuttle bus services between Central Bus Station and Dongdok campus of University of Laos</p>	<p><u>Inputs</u></p> <p><Japan side></p> <p><u>Experts</u></p> <p>-Public transport</p> <p>-Corporate management</p> <p>-Route and operation</p> <p>-Bus service</p> <p>-Mechanics</p> <p>-Transport and traffic plan</p> <p><u>Equipment and Facility</u></p> <p>-GPS for bus operating and maintenance recording system</p> <p>- Computer set</p> <p>-Software for traffic analysis</p> <p><u>Trainings in Japan</u></p> <p><Lao side></p> <p>-Counterparts</p> <p>- Work space</p>	<p>• Most of the trained staffs continue working for VCSBE.</p> <p>• Stakeholders are cooperative with transport committee.</p>
<p>2. <u>Public bus service improvement measures are implemented responding to citizens' requests.</u></p> <p>2-1 Establish transportation committees for effective bus use</p> <p>2-2 Collect requests and needs for public bus service</p> <p>2-3 Set criteria to evaluate bus service and target levels of public bus service</p> <p>2-4 Plan and review bus routes and bus stop locations responding to community demand</p> <p>2-5 Implement bus services improvement measures (ex. Service coverage ratio. Actual/Plan)</p>		
<p>3. <u>Improve public bus policy and plans</u></p> <p>3-1 Review and establish a proper fare structure</p> <p>3-2 Review subsidy policy for public bus transportation</p> <p>3-3 Develop medium-term public bus transportation plan</p> <p>3-4 Promote establishment of collaboration mechanism with other public transportation modes of para-transit (Tuktuk, Jambo, Sonteo)</p> <p>3-5 Promote public bus transport preferential measures</p> <p>3-6 Update public transportation policy and plan</p>		<p><u>Precondition</u></p> <p>• VCSBE does not be a target of resolution.</p>

PROJETCT DESIGN MATRIX (PDM) (Draft)

Project Title: The Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise

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Narrative Summary	Objectively Verifiable Indicators	Means of verification	Important Assumptions
<p><u>Super Goal</u> Environmentally sustainable transport (EST) policy is promoted in the target area.</p> <p><u>Overall Goal</u> Public bus service coverage in Vientiane is expanded.</p>	<p>- Number of route and cover area of public bus transportation increase from the ones at the end of the Project.</p> <p>- Public bus transportation improvement measures are implemented</p>	<p>-Public bus transportation route map</p> <p>-Interviews with persons and officers concerned</p>	<p>EST policy of Government of Lao does not change.</p>
<p><u>Project Purpose</u> Urban public bus service of VCSBE is improved.</p>	<p>- Level of Service (LOS) is improved.</p>	<p>-Survey record of LOS</p>	<ul style="list-style-type: none"> • Modal shift policy is implemented. • Traffic management is implemented.
<p><u>Output</u> 1. Corporate management is improved by VCSBE.</p>	<p>1.1 Income of VCSBE increases.</p> <p>1.2 Financial statements are prepared.</p> <p>1.3 Bus vehicle operations are recorded and utilized for corporate management.</p> <p>1.4 Regulations on daily bus operation are recorded and implemented.</p> <p>1.5 Operation of Central Bus Station (CBS) is reviewed and improvements of bus stops are planned as number of bus, bus operation.</p> <p>2.1 Improvement measures of public bus services are implemented upon the requests from citizens.</p> <p>2.2 Criteria to measure level of bus service are set</p>	<p>-Financial statements</p> <p>-Financial statements</p> <p>-Bus operation records and analysis results</p> <p>- Regulations on daily bus operation</p> <p>- Audit records of daily bus operation</p> <p>-Operation plan of CBS</p> <p>-Records of planning improvements of bus stops</p> <p>-Requests for service improvement by citizens</p> <p>-Interview and site visit on implementation of improvement measures</p> <p>-Criteria to measure bus service levels</p> <p>-Bus service standards</p>	<ul style="list-style-type: none"> • Prices of bus vehicle, fuel and spare parts do not fluctuate considerably. • Traffic volume increase does not exceed the level that might noticeably obstruct the public bus service.
<p>2. Measures for improvement of VCSBE's service are implemented in Vientiane responding to citizens' requests.</p>	<p>3.1 Bus fares and subsidy for "transport poor" considers through overall public policy and bus service sustainability</p> <p>3.2 A medium-term plan of public bus transportation includes new bus schedule, routes and bus stops based on the medium -term business and investment plan of VCSBE.</p> <p>3.3 Collaboration with para-transit is established and meetings are held.</p> <p>3.4 Bus preferential measures are discussed, and the measures are implemented by plan.</p>	<p>- Records of preparation of a public transportation policy</p> <p>- Records of preparation of a medium-term public bus transportation plan</p> <p>-Medium-term business and investment plan of VCSBE</p> <p>- Medium-term public bus transportation plan</p> <p>-Discussion records with para-transit</p>	
<p>3. Public transportation policies and plans favourable to public bus are established.</p>	<p>3.5 The policies and plans consider progress of urban and road development, new urban master plan and other donors' projects</p>	<p>-Reports of discussion on and implementation of public bus transport preferential measures</p> <p>-Interviews with persons involved</p> <p>-Updated public transport policy and plan</p>	

<p>4. Safe and smooth bus operation is conducted at the temporary Bus Station (TBS).</p>	<p>4.1 Advice of TBS construction</p>	<p>-TBS location map -Bus time schedule -Design and construction records of TBS station at CBS -Design and construction records of temporary northern bus operation office (NBO)</p>	
	<p>4.2 Safe and smooth bus operation at TBS</p>	<p>4.2 - Test records at TBS - Monitoring records of bus operation - Operation plan and records at TBS - Bus management records at NBO</p>	
	<p>4.3 Safe and smooth bus use at TBS</p>	<p>4.3 - Plan & records of publicity for new CBS construction and TBS operation - Records of bus safety use campaign - Records of publicity for international bus users - Announcement methods & records of bus operation change</p>	
	<p>4.4 Improvement of surrounding traffic facilities</p>	<p>4.4 - Pedestrian guide facilities and records - Records of improvement on signals and intersections - Decrease in illegal parking vehicle - New traffic signals for one-way and left-turn - Improvement of para-transit parking - Records of relocation of Kiosk and business activities</p>	
<p>5. New CBS function is secured.</p>	<p>5.1 Advice of DD plan 5.2 Advice of modification of DD during construction 5.3 Advice of completion of new CBS</p>	<p>Approval records</p>	
<p>Activities 1. Corporate management is improved by VCSBE. 1-1. Improve financial management 1-1-1 Prepare financial statements 1-1-2 Prepare a medium-term business and investment plan 1-1-3 Improve the ticketing and fare collection system with MPWT (ex. Introduce common ticket, pass, fare box, manual or automatic passenger counting tools, etc.) 1-1-4 Improve the passenger and income recording system 1-1-5 Expand income sources other than bus fare 1-1-6 Take attractive measures for potential bus users (ex. advertisement for promoting public bus, route maps) 1-2. Improve competence of human resources 1-2-1 Improve Staffs' capacity for management & operation including account, planning, operation, maintenance & training</p>	<p>Inputs <Japan side> <u>Experts</u> -Public transport -Corporate management -Route and operation -Bus service -Mechanics -Transport and traffic plan <u>Equipment and Facility</u> -GPS for bus operating and maintenance recording system - Computer set -Software for traffic analysis</p>	<p>• Most of the trained staffs continue working for VCSBE. • Stakeholders are cooperative with transport committee.</p>	

<p>1-2-2 Improve daily bus operation based on the operation regulation</p> <p>1-3. Improve equipment for O&M and relevant facilities</p> <p>1-3-1 Install bus operation control equipment</p> <p>1-3-2 Improve each bus operation and vehicle maintenance recording system by computer for management and planning</p> <p>1-3-3 Improve arrangement and operation of Central Bus Station and bus stop facilities, if any</p> <p>1-4. Conduct Public Bus Transportation Pilot Program</p> <p>1-4-1 Operate trial shuttle bus services between Central Bus Station and Dongdok campus of University of Laos</p>	<p><u>Trainings in Japan</u></p> <p><Lao side></p> <ul style="list-style-type: none"> -Counterparts - Work space 	
<p>2. Public bus service improvement measures are implemented responding to citizens' requests.</p> <p>2-1 Establish transportation committees for effective bus use</p> <p>2-2 Collect requests and needs for public bus service</p> <p>2-3 Set criteria to evaluate bus service and target levels of public bus service</p> <p>2-4 Plan and review bus routes and bus stop locations responding to community demand</p> <p>2-5 Implement bus services improvement measures (ex. Service coverage ratio. Actual/Plan)</p>		
<p>3. Improve public bus policy and plans</p> <p>3-1 Review and establish a proper fare structure</p> <p>3-2 Review subsidy policy for public bus transportation</p> <p>3-3 Develop medium-term public bus transportation plan</p> <p>3-4 Promote establishment of collaboration mechanism with other public transportation modes of para-transits (Tuktuk, Jambo, Sonteo)</p> <p>3-5 Promote public bus transport preferential measures</p> <p>3-6 Update public transportation policy and plan</p>		<p>Precondition</p> <ul style="list-style-type: none"> · VSCBE does not be a target of resolution.
<p>4. Conduct safe and smooth bus operation at temporary Bus Station (TBS).</p> <p>4.1 Advise for TBS construction</p> <p>4.2 Conduct safe and smooth bus operation at TBS</p> <p>4.3 Promote safe and smooth bus use at TBS</p> <p>4.4 Improve surrounding traffic facilities</p>		
<p>5. Maintain new CBS functions</p> <p>5.1 Advise for a detailed design (DD) plan</p> <p>5.2 Advise for modification of DD during construction</p> <p>5.3 Advise for completion inspection of new CBS</p>		

App2 Minutes of Meeting

Minutes of Meeting

No.	Date	Seminar / Workshop	Page
(1) Joint Coordinate Committee (JCC)			
1	24 Apr, 2012	JCC (First)	App2-1
2	26 Dec, 2012	Review of Project Design Matrix	App2-9
3	12 Feb, 2013	JCC (Second)	App2-18
4	12 May, 2014	JCC (Third)	App2-27
5	8 Aug, 2014	Discussion Meeting for the Project with JICA Head Quarter	App2-36
6	6 Mar, 2015	JCC (Fourth)	App2-46
(2) Special Meeting			
1	13 Nov, 2012	Meeting on Road Traffic and Safety Issues in Cooperation with Traffic Relevant Organizations	App2-54
2	29 Apr, 2013	Discussion Meeting of the Public Transport in Vientiane Capital	App2-65
3	23 Dec, 2013	Meeting on Introduction of ICT student bus pass social experiment and Future Optimum BRT System Introduction	App2-76
4	11 Mar, 2014	Discussion Meeting of the BRT Experiment Preliminary Survey Result report 1. Preparation for BRT plan in Kaysone Phomvihane Rd. 2. Traffic Survey Results	App2-84
5	12 Jan, 2015	Discussion on Introduction of Variety of Bus Pass for Student and Ordinary	App2-93

MINUTES OF MEETING

ON

THE 1st MEETING OF JOINT COORDINATING COMMITTEE OF THE PROJECT TO
ENHANCE THE CAPACITY OF VIENTIANAE CAPITAL STATE BUS ENTERPRISE IN LAO
PEOPLE'S DEMOCRATIC REPUBLIC ON 24 APRIL 2012

The first meeting of Joint Coordinating Committee was held at Vientiane Capital State Bus Enterprise (VCSBE) Conference Room on 24 April 2010, 2:00 pm. The Director General (DG) of Department of Transport (DOT) of Ministry of Public Works and Transport (MPWT), Mr. Viengsavath SIPHANDONE, chaired the meeting. A meeting agenda and an attendant list are attached in Annex.

Following the official opening remark by the Chairperson, DG of DOT of MPWT, an opening remark of Representative of Japan International Cooperation Agency (JICA), Mr. Masato TOGAWA, DG of VCSBE, Mr. Khamphoun TEMERATH, explained the Inception Report.

As a result of the discussion, the Joint Coordinating Committee agreed on the Inception Report proposed by the project team.

Mr. Masato TOGAWA
Resident Representative
JICA LAO PDR

Mr. Viengsavath SIPHANDONE,
Director General, Project Director
Ministry of Public Works and Transportation

Mr. Toshinori Toda
Team Leader of Japanese Expert

Mr. Khamphoun TEMERATH
Director General, Project Manager
Vientiane Capital State Bus Enterprise

[Discussion Record]

➤ Mr. Viengsavath

The Joint Coordinating Committee is organized by the agreement between Laos and Japan. JCC Meeting is held at least once a year or if required.

The purposes are:

- 1) To consult and approve an Annual Project Plan based on the tasks, which agreed by both Lao and Japanese sides
 - 2) To evaluate and listen to the project working progress
 - 3) To formulate and organize the Project Implement in each period during the three year of project operation.
- He informed about possibility to link the task of JCC, in term of public transportation, to National Road Safety Committee (NRSC) to solve traffic issues. He also requested cooperation from concerned parties to efficiently implement the project activity.
- Mr. Masato Togawa, Chief Representative of JICA Lao Office addressed that since the project commencement in February, the JICA expert team and Lao counterparts had been heavily engaged in preparatory work. Mr. Togawa also expressed sincere appreciation to the active involvement of staff from the DoT/MPWT, DPWT and VCSBE, who organized meetings on a number of subjects, which included improving service standards and optimal route planning, etc., since the starting of this project.

In addition, Mr. Togawa encouraged participants to discuss and exchange views on the present issues, the requirements for building effective capacity and clarifying the future operation plan since comments and inputs from participants would be invaluable in assisting JICA to improve technical assistance. He also informed about arrival of 42 brand new low-emission buses in Lao PDR for next month and he trusted that these buses would be utilized effectively to upgrade public transportation capacity in Vientiane Capital and these vehicles would help ease congestion and reduce overall carbon emissions in the city through decreasing the number of motor bicycles and private cars on roads when more people use public transportation.

Finally, he appreciated all participants as well as counterpart members to continue working and contributing a great efforts, dedicating the time, cooperation and coordination necessary to ensure successful implementation of the project.

- Mr. Khamphoun Temerath, Director General of VCSBE, presented the Inception Report including the overall project activities and tasks of counterpart (DoT/MPWT, DPWT/VC and VCSBE) during the project period. Mr. Khamphoune mentioned that outputs of

project were mainly focus on financial management, equipment maintenance, bus operation management, service standard, policy and plan (fare structure, subsidy policy, sustainable development, Para transit and etc.)

Mr. Khamphone explained the project activity plan which includes route development, schedule and detail of project activity and etc. He also expressed a need of cooperation from citizen especially bus users to achieve above activities.

➤ Mr. Toda purposed the JCC meeting objectives for a discussion and an approval from authority and parties concerned, and explained the progress of project activity after Kickoff meeting, which hold in January as follows:

- Preparation for new bus operation
- ICT ticketing system preparation
- C/P training in Japan in March
- Arrangement of JCC meeting (April)

Mr. Toda also mentioned an issue of new CBS construction which was found by experts during activities, which would require the project and counterparts to prepare operation plans for three phases (the present CBS, during construction period, and new CBS). He also explained that new bus operation plan of 8 routes based on road conditions, and for the route from CBS-Dongdok as pilot project, would be operated by shuttle buses with IC card service.

➤ Mr. Fujimoto, Director from Keisei Bus Company, shared experience from Keisei bus company in Japan, which the company mission was mainly focus on:

- 1) The security management and sustainable operation business
- 2) The formulation of management plans
- 3) The transportation service
- 4) The lower fare cost and facilitation policy to passengers

Besides that, Mr. Fujimoto presented 4 types of driver by recruitment policy.

Moreover, he presented other experience from his company as below:

- ◇ Cost of payment included in bus operation
- ◇ Using digital Tacrograph
- ◇ Operate shuttle bus service for student and staff
- ◇ Vehicle maintenance and repairing
- ◇ Security Policy
- ◇ Activities to encourage sustainable environment

➤ A participant from National University of Lao commented on bus service from central to Dongdok which always delayed especially in rush hours due to traffic condition. He

proposed VCSBE to consider this issue when formulating a bus timetable. In addition the driver's behavior on driving such as not stopping at the bus stop was pointed out.

- Mr. Khamphoune mentioned about bus service from CBS-Dongdok as a pilot project. VCSBE would consider re-scheduling for bus operation, especially, in rush hour to achieve the program. He also mentioned a need to set up regulations and cooperation with related parties to implement this plan.
- Mr. Vilayphan from DoT/MPWT also agreed with formulating a fixed schedule of bus operation. In addition, he also mentioned VCSBE need of consideration about lanes for bus stop for each location.
- Mr. Sengsavang from DoT/MPWT requested VCSBE to consider following points prior to the new bus operation :
 - 1) Infrastructure such as parking area, route, and etc.
 - 2) Bus condition and equipment
 - 3) Incentive policy to attract to bus passengers

Besides he recommended to the project team as well as counterpart to establish sub-working group in order to ensure the quality of bus service improvement. Also, he mentioned to VCSBE for considering, where would appropriate for the temporary bus stop location.

- Response to Mr. Sengsavang's comments, Mr. Khamphoune mentioned that VCSBE would discuss with the Vientiane Administration Office for temporary bus stop nearby the Morning Market. Use of some areas of public parking space nearby Morning Market for the temporary bus stop in order to reduce traffic jam would be also planned to discuss. He also mentioned that the new shopping center has proposed a parking space at the basement.
- Mr. Sengsavang recommended setting up a working group and a sub-working group for this case. There was no subsidy policy to improve sustainable transportation.
- Mr. Soukan from National University of Lao expressed his appreciation for presentation and the preparation of the Inception Report, which presented by VCSBE and the Project. He showed his interest in how to attract public to use public bus. He also mentioned some cases can be improved easily, but some were not such as bus facilities and bus fares. He also agreed on a bus lane which would help buses to arrive on time by schedule. He also

recommended VCSBE to announce information officially to public to avoid complication at the bus station in case of changing bus operation,.

- Mr. Khamphoune mentioned about discussion with Vientiane Capital Office for the possibility of operating a shuttle bus service from CBS-Tha-ngon as another pilot program, which would reduce using of their private vehicles, which currently causing traffic jam.
- Dr. Bounta agreed with Vientiane Administration Office, but he requested the National University of Laos to re-consider for buses in the DongDok Campus.
- Mr. Toda commented to the project team and counterpart to consider these matters.
- In Conclusion, Mr. Viengsavath on behalf of the government of Lao P.D.R. presented his sincere thanks to participants and JICA to provided comments and exchange ideas; Again he urged participants to add elements of BRT on this project because of potential of Lao to have BRT in the near future Laos. He also pay his appreciation to Japanese side for providing kind assistance to Laos such as exchanges knowledge, and concerned parties for providing cooperation with the project to improve transportation situation in Vientiane Capital.

Annex-1 List of Attendant

Attendant from Lao side:

1. Mr. Viengsavath Siphandone, Director General of DoT/MPWT
2. Mr. Vilayphan Sayyavong, Chief of Division, MPWT
3. Dr. Bounta Onenavong, Chief of Division, MPWT
4. Mr. Lieng Monthalath, Deputy Chief of Division, DoT/MPWT
5. Mr. Bounma Vilavong, Chief of Division, MPWT
6. Mr. Sengsavang Phandanouvong, Chief of Division, DoT/MPWT
7. Mr. Chansy Nouanmaly, Chief of Division, Department of Planning and Cooperation, MPWT
8. Mr. Bounxoum Sivongsa, Deputy chief of office, Xaythany District for Public Works and Transport Office
9. Mr. Bounmak Soundalay, Chief of propaganda section, Vientiane Capital Traffic office
10. Mr. Thongphoun Sounthavong, Chief of Section, DPWT
11. Mr. Khamphay Souvatdy, DPWT/VC
12. Mr. Chanthavongsa, Chief of Division, Public Transport Institution
13. Mr. Khamphoun Temerath, Director of VCSBE
14. Mr. Vanly Chanchaleun, Deputy Director of VCSBE
15. Mr. Bouapha Phetvixay, Deputy Director of VCSBE
16. Mr. Bounpone FONGMANY, Deputy Director of VCSBE
17. Mr. BounYu Thammasath, Deputy chief of Administrative Affairs, VCSBE
18. Ms. Manivone Phengvongsavath, Chief of Region/International Transport Unit, VCSBE
19. Mr. Khamsaen Vilasack, Technician, VCSBE
20. Mr. Kideng Vongdonxay, VCSBE
21. Mr. Panya Vilatham, VCSBE
22. Dr. Soukan, Lecturer, National University of Lao

Participant from Japanese side:

23. Mr. Masato Togawa, Chief Representative, JICA LAO Office
24. Mr. Yoshiharu Yoneyama, Senior Representative, JICA LAO Office
25. Mr. TODA Toshinori, Team Lead of the project to enhance the Capacity of VCSBE

26. Mr. Mr. Oda Yukikutsu, Chairperson
27. Mr. Takahiro Fujimoto, General Manager
28. Mr. Murayama Sakura, Interpreter
29. Ms. MISHIMA Ai, Bus Service/ Human Resource Development 1 of the project to enhance the Capacity of VCSBE
30. Mr. KOBAYASHI Kiyohito, Vehicle Management and Maintenance
31. Ms. Miyakawa Akiko, Transportation Facility Plan
32. Mr. Noriyaki Mori, JICA Expert, MPWT

Attendant-2 Agenda

Agenda

Joint Coordination Committee Meeting (JCC)

For

The Project to Enhance Capacity of VCSBE

Date: 24 April 24, 2012, Tuesday; 14:00-16:00

Venue: VCSBE Meeting Room

Time	Description	Person in charge
14:00-14:10	- Open Remark by Lao side	Mr.ViengsavathSiphandone, DG, DoT/MPWT
14:10-14:20	- Open Remark by Japanese side	Mr. Masato Togawa, Chief Representative of JICA Lao Office
14:20-14:40	- Presentation on overall activity of the project to enhance capacity of VCSBE	Mr. KhamphounTemerath, DG of VCSBE
14:40-14:50	- Presentation on progress activities of the Project to Enhance Capacity of VCSBE	Mr. Toda Toshinori, Project Team Leader
14:50-15:20	- Presentation on KEISEI Bus Company	Mr. OdaYukikutsu, Chairperson of KEISEI Bus Comapny Mr. Takahiro Fujimoto, Director General of KEISEI Bus Company
15:20-15:50	Discussion	Participants
15:50-16:00	Closing ceremony	Mr. ViengsavathSiphandone, DG, DoT/MPWT

Counterpart Meeting for preparation of 2nd Year Project Activity

Agenda

Date: December 26th, 2012 Time: 2:00pm to 3:00pm

Venue: VCSBE

2:00pm to 2:10pm: Opening: Director General, Department of Transport, MPWT
Mr. Viengsavath SIPHANDONE

2:10pm to 2:15pm: Opening Remark: JICA Lao Office
Ms. Mayumi Miyata

2:15pm to 2:25pm: Requirement of Review of Present Project Design Matrix

2:25pm to 2:40pm: Additional Work for New CBS Construction

2:40pm to 2:50pm: Discussion

2:50pm to 3:00pm: Conclusion and Closing Remarks
DG, Dot, MPWT

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Meeting Records

Time/Date: Wednesday, 26 December, 2012, 10:00 - 11:30

Place: VCSBE Meeting Room

Objectives: Discussion

Participants:

VCSBE	<p>Mr.Khamphoun TEMERATH, Director of VCSBE</p> <p>Mr. Bounpone FONGMANY, Deputy Director of Technical Affaires</p> <p>Mr. Bouapha PHETVISAY, Deputy Director of Planning division</p> <p>Mr. Vanly CHANCHALERN, Deputy Director of Administrative Affaires</p> <p>Mr. Bounma VILAVONG, Chief of Personnel administration Sector</p> <p>Mr. Bounngu THAMMASARD, Deputy Chief of Personnel administration Sector</p>
DPWT/VC	<p>Mr.Thongphun SUNTHAVONG, Chief of Transport Sector</p> <p>Mr. Somsanith HOUATHONGKHAM, Officer of Transport Sector</p> <p>Mr. Khamphay SUVATHDY, Officer of Transport Sector</p>
DoT/MPWT	<p>Mr.Viengsavath SIPHANDONE, Director General of Transport Department</p> <p>Dr. Bounta ONNAVONG, Director of Planning and Budgeting Division</p> <p>Mr.Vilayphanh SAYAVONG, Director of Vehicle Management Division</p> <p>Mr. Lieng MONTHALATH, Deputy Director of Road Transport Division</p> <p>Mr. Phanthaphap PHOUNSAATH, Senior Officer (Vehicle Management Division)</p> <p>Ms.Suphany</p>
JICA Laos Office	Ms. Monlatda CHANTHAVONG, Assistant Program Officer
Vientiane Capital Traffic Police Division	Police Major Bounmark SUNDALAY, Deputy Chief of Traffic Section
JICA Project Team	<p>Mr. TODA Toshinori, Team Leader/Public Transportation</p> <p>Ms. MISHIMA Ai, Human Resource Development</p> <p>Ms. Pathana INTHALANGSY, Interpreter</p> <p>Ms.Phayakala CHANDENG, Secretary</p> <p>Mr. Chanthala VORRASING, Engineer</p>

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Meeting Agenda:

- 10:00 AM to 10:10 AM: Opening: Director General, Department of Transport, MPWT
Mr. Viengsavath SIPHANDONE
- 10:10 AM to 10:15 AM: Opening Remark: JICA Laos Office
Ms. Mayumi Miyata
- 10:15 AM to 10:25 AM: Requirement of Review of Present Project Design Matrix
- 10:25 AM to 10:40 AM: Additional Work for New CBS Construction
- 10:40 AM to 10:50 AM: Discussion
- 10:50 AM: to 11:00 AM: Conclusion and Closing Remarks
DG, Dot, MPWT

Name of speaker	Content	Action
Opening: Director General, Department of Transport, MPWT (Mr. Viengsavath SIPHANDONE)	1. With opening remark, Mr.Viengsavath SIPHANDONE,Director General of Transport Department,Warmly welcome to all participants.	
Requirement of Review of Present Project Design Matrix:Mr. Toda	1. The details of 2 nd Year Project will increase from 3 to 5 articles such as: 1.1 Corporate management is improved by VCSBE 1.2 Measures for improvement of VCSBE’s service are implemented in Vientiane responding to citizens’ requests. 1.3 Public transportation policies and plans favorable to public bus are established. 1.4 Safe and smooth bus operation is conducted at (TBS). 1.5 New CBS functions is secured. In detailed please see attach file.	
Additional Work for New CBS Construction: Mr.Khamphoune	1. present the detail of Additional Work for New CBS Construction such as: 1.1 Approve the Temporary Bus Station (TBS) construction 1.2 Operate safe and smooth bus operation at (TBS). 1.3 Enhance safe and smooth bus use at TBS 1.4 Relocate surrounding transport facility of tentative (CBS). See the detail on the attached document.	

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
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Name of speaker	Content	Action
Discussion	<p>1. Mr Toda present first ideas for temporary bus stop during new CBS construction are Nongbon Road and Hudsady Road see the detail on the attached document.</p> <p>2. Police Major Bounmark SUNDALAY, Deputy Chief of Traffic Section: if we use Nongbon Road and Hadsady Road for TBS during New CBS construction, we have to use no parking sign and allow to turn left.</p> <p>3. Mr. Vilayphanh SAYAVONG, Director of Vehicle Management Division</p> <p>3.1 He agreed for Hadsady Road but not allow private car park around there</p> <p>3.2 Inter province route should not allow to park during New CBS construction.</p> <p>4. Mr. Khamphay SUVATHDY, Officer of Transport Sector</p> <p>4.1 From post office to US Embassy should have limit parking sign for Tuktuk and Jumbo.</p> <p>4.2 Lanxang Road Sonteo and Tuktuk should not allow to use this road.</p> <p>5. Dr. Bounta ONNAVONG, Director of Planning and Budgeting Division</p> <p>5.1 the point of public transport is connect all transport together and easy for the user.</p>	
<p>Conclusion and Closing Remarks DG, Dot, MPWT</p>	<p>1. Thank you for JICA study team and VCSBE for cooperation for participate this meeting.</p> <p>2. For TBS during New CBS construction will be discussed later.</p> <p>3. Informed at the meeting about approved law by national assembly such as:</p> <p>3.1 Traffic transport law</p> <p>3.2 Multi model transport law</p> <p>3.3 Transport law</p> <p>4. on 13th of December 2012 deputy prime minister, DOT and Vientiane Capital prepare to resolution traffic jam</p>	

	<p>4.1 on 7th January 2013 is going to present the way to resolution traffic jam.</p> <p>5. Consideration resolution six problems such as: safety, convince, smooth...</p> <p>6. TBS and new CBS construction have a lot of problem because of Vientiane Capital urban planning designed for using mini bus but the growth up at Vientiane is very fast.</p> <p>7. Vientiane Capital State Bus Enterprise should be more strengthening on their own and compete for more and more support.</p>	
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- The meeting was adjourned at 11:30 am.

English	ພາສາລາວ
The new CBS plan is approved by VC mayor	ການວາງແຜນຂອງສະຖານີລົດເມໂດຍສານໃໝ່ (CBS) ແມ່ນຮັບອະນຸມັດຈາກ ທ່ານເຈົ້າຄອງນະຄອນຫຼວງ
The 3rd basic design is accepted.	ການອອກແບບຂັ້ນພື້ນຖານ ເທື່ອທີ 3 ແມ່ນໄດ້ເປັນທີ່ຍອມຮັບ
The request letter for the CBS design is submitted to VC mayor	ພິນສິດຄໍາຮ້ອງຂໍໃນການອອກແບບຂອງສະຖານີລົດເມໂດຍສານໃໝ່ (CBS) ແມ່ນໄດ້ສົ່ງໃຫ້ ທ່ານເຈົ້າຄອງນະຄອນຫຼວງ
VC mayor approves the new CBS plan	ທ່ານເຈົ້າຄອງນະຄອນຫຼວງ ເຫັນດີພ້ອມກັນກັບແຜນການຂອງສະຖານີລົດເມໂດຍສານໃໝ່ (CBS)
【Action 4-1】 Approve the Temporary Bus Station (TBS) construction.	【ສິ່ງທີ່ຕ້ອງປະຕິບັດ 4-1】 ການອະນຸມັດການກໍ່ສ້າງສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-1-1 Decide locations of TBS.	4-1-1 ການຕັດສິນໃຈເລື່ອງສະຖານທີ່ຂອງສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-1-2 Prepare TBS operation schedule.	4-1-2 ການກະກຽມແຜນການປະຕິບັດງານຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-1-3 Supervise design and construction of TBS.	4-1-3 ການຊີ້ນຳເລື່ອງການອອກແບບ ແລະ ການກໍ່ສ້າງ ຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-1-4 Supervise on design and construction of a temporary CBS office (TCBS).	4-1-4 ການຊີ້ນຳເລື່ອງການອອກແບບ ແລະ ການກໍ່ສ້າງຫ້ອງການຊົ່ວຄາວ ຢູ່ສະຖານີລົດເມ (TCBS)
4-1-5 Supervise design and construction of a temporary northern bus office (TNBO).	4-1-5 ການຊີ້ນຳເລື່ອງການອອກແບບ ແລະ ການກໍ່ສ້າງຫ້ອງການຊົ່ວຄາວ ຢູ່ສະຖານີລົດເມສາຍເໜືອ (TNBO)
【Action 4-2】 Operate safe and smooth bus operation at TBS.	【ສິ່ງທີ່ຕ້ອງປະຕິບັດ 4-2】 ການປະຕິບັດງານຢ່າງປອດໄພ ແລະ ການດຳເນີນງານລົດເມທີ່ຄ່ອງແຄ້ວຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-2-1 Conduct test bus operation.	4-2-1 ດຳເນີນການສອບເສັງ ຫຼື ທົດສອບການດຳເນີນງານຂອງລົດເມໂດຍສານ
4-2-2 Conduct bus operation monitoring and modification.	4-2-2 ດຳເນີນການຕິດຕາມກວດກາການດຳເນີນງານ ແລະ ຕັດແກ້ຂອງລົດເມໂດຍສານ
4-2-3 Conduct actual bus operation at TBS.	4-2-3 ດຳເນີນການປະຕິບັດງານຕົວຈິງ ຂອງລົດເມໂດຍສານ ຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-2-4 Build bus maintenance management scheme at tentative northern bus office.	4-2-4 ຂໍສະເໜີທີ່ຍັງບໍ່ໄດ້ຕົກລົງແນ່ນອນໃນການສ້າງແຜນການຂອງການບໍາລຸງຮັກສາຄຸ້ມຄອງ ຢູ່ຫ້ອງການສະຖານີລົດເມສາຍເໜືອ (NBO)
【Action 4-3】 Enhance safe and smooth bus use at TBS.	【ສິ່ງທີ່ຕ້ອງປະຕິບັດ 4-3】 ການສ້າງຄວາມເຂັ້ມແຂງໃນການນຳໃຊ້ລົດເມໂດຍສານຢ່າງປອດໄພ ແລະ ຄ່ອງແຄ້ວ ຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-3-1 Publicize new CBS restriction and TBS bus operation plan to the public.	4-3-1 ການປະຊາສຳພັນເລື່ອງການກຳສັງສະຖານີລົດເມໂດຍສານໃໝ່ (CBS) ແລະ ແຜນການດຳເນີນງານຂອງລົດເມໂດຍສານໃໝ່ກັບສາທາລະນະຊົນ
4-3-2 Guide for secure and smooth bus use at tentative CBS.	4-3-2 ຂໍສະເໜີທີ່ຍັງບໍ່ໄດ້ຕົກລົງແນ່ນອນສຳລັບຄູ່ມືແນະນຳການນຳໃຊ້ລົດເມໂດຍສານຢ່າງປອດໄພ ແລະ ຄ່ອງແຄ້ວ ຢູ່ສະຖານີລົດເມ (CBS)
4-3-3 Enhance safe and smooth international bus use for bus users.	4-3-3 ການສ້າງຄວາມເຂັ້ມແຂງໃນການນຳໃຊ້ລົດເມໂດຍສານຢ່າງປອດໄພ ແລະ ຄ່ອງແຄ້ວ ສຳລັບຜູ້ຊົມໃຊ້ລົດເມໂດຍສານສາຍຕ່າງປະເທດ
4-3-4 Create bus operation information system to inform latest operation change.	4-3-4 ສ້າງລະບົບຂໍ້ມູນຂ່າວສານກ່ຽວກັບການດຳເນີນງານຂອງລົດເມໂດຍສານເພື່ອແຈ້ງການປ່ຽນແປງຂອງຂໍ້ມູນປະຕິບັດງານຄັ້ງໜ້າສຸດ
【Action 4-4】 Relocate surrounding transport facility of tentative CBS.	【ສິ່ງທີ່ຕ້ອງປະຕິບັດ 4-4】 ຂໍສະເໜີທີ່ຍັງບໍ່ໄດ້ຕົກລົງແນ່ນອນໃນການຍົກຍ້າຍອຳນວຍຄວາມສະດວກໃນການຂົນສົ່ງອ້ອມຂ້າງສະຖານີລົດເມ (CBS)
4-4-1 Secure bus user's movement at tentative CBS.	4-4-1 ຂໍສະເໜີທີ່ຍັງບໍ່ໄດ້ຕົກລົງແນ່ນອນເລື່ອງຄວາມປອດໄພສຳລັບຜູ້ໃຊ້ລົດເມໂດຍສານທີ່ສັນຈອນຢູ່ສະຖານີລົດເມ (CBS)
4-4-2 Improve signals and intersections for TBS.	4-4-2 ການປັບປຸງເລື່ອງໄຟສັນຍານ ແລະ ທາງແຍກຕ່າງໆ ຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-4-3 Conduct countermeasures for illegal parking at TBS.	4-4-3 ການດຳເນີນມາຕະການສຳລັບການຈອດລົດທີ່ບໍ່ຖືກຕ້ອງ ຢູ່ສະຖານີລົດເມຊົ່ວຄາວ (TBS)
4-4-4 Secure smooth and safe bus operation (left turn, one way management)	4-4-4 ການຮັບປະກັນການປະຕິບັດງານຂອງລົດເມໂດຍສານຢ່າງປອດໄພ ແລະ ຄ່ອງແຄ້ວ (ລ້ຽງຊ້າຍ, ການຄຸ້ມຄອງອີກວິທີໜຶ່ງ)
4-4-5 Arrange Para transit parking lots.	4-4-5 ການຈັດແຈ້ງປ່ອນຈອດລົດສຳລັບພາກສ່ວນລົດຂົນສົ່ງຢ່ອຍ ເຊັ່ນ: ຕຸກໆ ແລະ ສອງແຖວ
4-4-6 Relocate and arrange small shops and Kiosks of the present CBS.	4-4-6 ການຍົກຍ້າຍ ແລະ ຈັດສັນຮ້ານຂະໜາດນ້ອຍ ແລະ ຮ້ານນ້ອຍໃນສະຖານີ CBS ປະຈຸບັນ
【Action 5】 Maintain the function of the present CBS on new CBS building.	【ສິ່ງທີ່ຕ້ອງປະຕິບັດ 5】 ການຮັກສາໜ້າທີ່ການເຮັດວຽກຂອງສະຖານີ CBS ປະຈຸບັນ ຢູ່ໃນອາຄານຂອງສະຖານີ CBS ໃໝ່
5-1 Advice on detailed design plan of new CBS.	5-1 ການຂໍຄຳແນະນຳກ່ຽວກັບການອອກແບບລາຍລະອຽດແຜນວຽກຂອງສະຖານີ CBS ໃໝ່
5-2 Advice on modification of new CBS DD.	5-2 ການຂໍຄຳແນະນຳກ່ຽວກັບການກວດກາໃນເວລາທີ່ສຳເລັດການກໍ່ສ້າງຂອງສະຖານີ CBS ໃໝ່
5-3 Advice on completion inspection of new CBS	5-3 ການຂໍຄຳແນະນຳກ່ຽວກັບການກວດກາໃນເວລາທີ່ສຳເລັດການກໍ່ສ້າງຂອງສະຖານີ CBS ໃໝ່

The Project to Enhance the Capacity of
Vientiane Capital State Bus Enterprise

**New CBS Building Construction and
Temporary Bus Station Operation
(Additional Scope)**

February 12, 2013

Katahira and Engineers International, Ltd.
(KEI)
Tokyo, Japan

2015/2/14

1

1. Background and Objective

1. **Background:** New commercial building is constructed at the present CBS site.

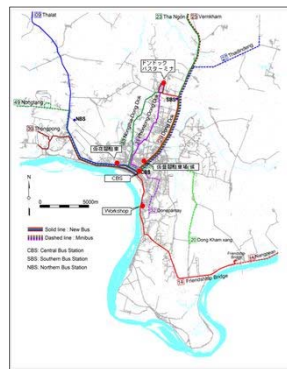
2. **Objective:** VCSBE shall conduct safe and smooth bus operation during and after new CBS construction.

3. Issue to be considered

- Safe and smooth bus operation at a temporary bus station
- Safety measures of surrounding area traffic
- Safe and smooth bus users' ride- on and -off
- Security of walking for bus users
- Facilitation and management of para transit parking
- Review of a detail design and supervision of construction for securing functions as CBS

2

2. Operation Routes for Temporary Bus Station

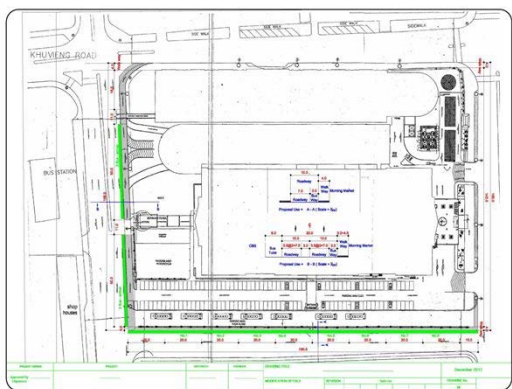


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3. Temporary Bus Station (Proposed)

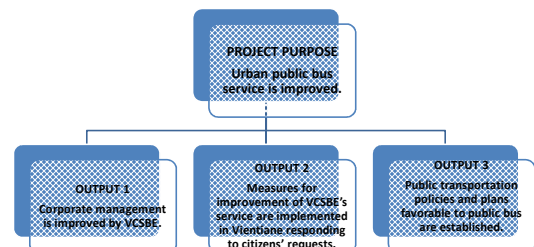


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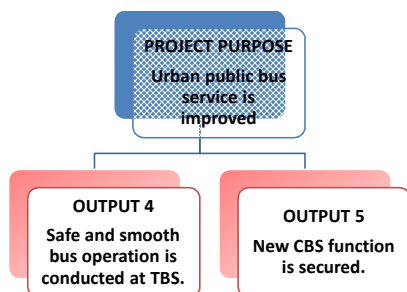
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4. Project Design Matrix (PDM) *original*



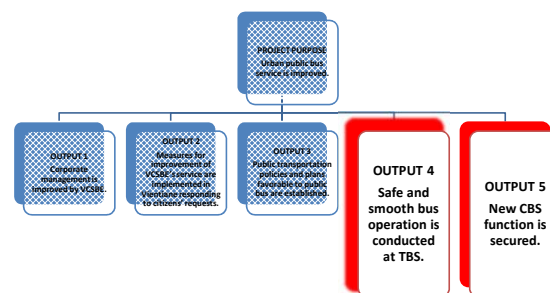
6

5. Additional Scope and Outputs



7

6. Project Design Matrix (Proposed)



8

7. Output 4 & Activity

Safe and smooth bus operation is conducted at TBS.

【Activity 4-1】

Approve the Temporary Bus Station (TBS) construction.

【Activity 4-2】

Operate safe and smooth bus operation at TBS.

【Activity 4-3】

Enhance safe and smooth bus use at TBS.

【Activity 4-4】

Relocate surrounding traffic facilities of TBS.

9

8. 【Activity 4-1】

Approve the Temporary Bus Station (TBS) construction. (February to April 2013)

4-1-1 Decide locations of TBS.

4-1-2 Prepare TBS operation schedules.

4-1-3 Supervise design and construction of TBS.

4-1-4 Supervise design and construction of a temporary CBS office (TCBS).

4-1-5 Supervise design and construction of a temporary northern bus office (TNBO).

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9. 【Activity 4-2】

Operate safe and smooth bus operation at TBS. (February to March 2013)

4-2-1 Conduct a bus operation test.

4-2-2 Conduct bus operation monitoring and modification.

4-2-3 Conduct actual bus operation at TBS.

4-2-4 Build bus maintenance management at TNBO

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10. 【Activity 4-3】

Enhance safe and smooth bus use at TBS. (February to July 2013)

4-3-1 Publicize new CBS construction and TBS bus operation plan to the public.

4-3-2 Promote secure and smooth bus use at TBS.

4-3-3 Enhance safe and smooth international bus use for both foreign and Lao bus users.

4-3-5 Set up a bus operation information system to announce the latest operation changes.

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11. 【Activity 4-4】

Relocate surrounding transport facility of tentative CBS. (March to April 2013)

- 4-4-1 Secure bus user's movement at TBS.
- 4-4-2 Improve signals and intersections for TBS.
- 4-4-3 Conduct countermeasures against illegal parking at TBS.
- 4-4-4 Facilitate smooth and safe bus operation. (left-turn, one way management)
- 4-4-5 Facilitate Para transit parking lots.
- 4-4-6 Relocate and arrange small shops and Kiosks of the present CBS.

13

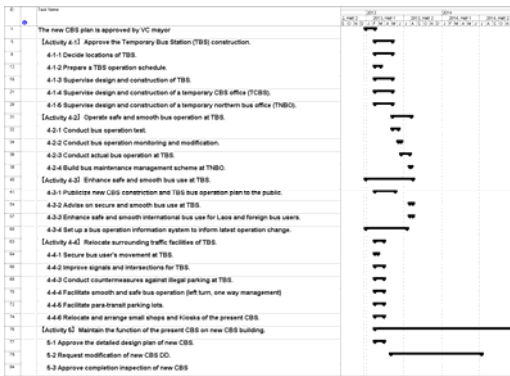
12. Output 5 & Activity (February 2013 to November 2014)

New CBS function is secured.

- 5-1 Approve the detailed design plan of new CBS.
- 5-2 Approve modification of new CBS DD during construction.
- 5-3 Approve the completion of new CBS

14

13. Time Schedule for TBS Activities



15

14. Laos side: Input and Arrangement

1. Set up of Taskforce Team
VCSBE/DPWT-VC/MPW/Others
2. Tasks
 - Assist VC for approval of TBS.
 - Conduct safe and smooth bus operation at TBS.
 - Facilitate safe and smooth bus users' ride- on and -off and pedestrian safety.
 - Conduct safety measures of traffic at surrounding areas.
 - Facilitate and manage para transit parking.
 - Review a detail design and supervise construction for securing functions as CBS

16

MINUTES OF MEETING

ON

THE SECOND MEETING OF JOINT COORDINATING COMMITTEE OF THE PROJECT
TO ENHANCE THE CAPACITY OF VIENTIANE CAPITAL STATE BUS ENTERPRISE IN
LAO PEOPLE'S DEMOCRATIC REPUBLIC ON 12 FEBRUARY 2013

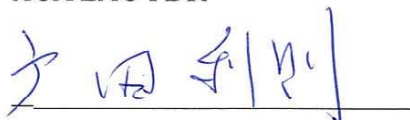
The second meeting of Joint Coordinating Committee was held at Vientiane Capital State Bus Enterprise (VCSBE) Conference Room on 12 February 2013, 9:30 to 10:30 am. Director General (DG) of Department of Transport (DOT) of Ministry of Public Works and Transport (MPWT), Mr. Viengsavath SIPHANDONE, chaired the meeting.

Following the official opening by Chairperson and an opening remark of Chief Representative of Japan International Cooperation Agency (JICA), Mr. Masato TOGAWA, Director of VCSBE, Mr. Khamphoune TEMERATH, explained a Temporary Bus Station (TBS) during the new Central Bus Station construction and proposal of a revised Project Design Matrix with additional outputs and activities for TBS. In addition, JICA expert team proposed set-up of a working group for preparation of financial support policies and measures in order to promote public bus transportation of VCSBE.

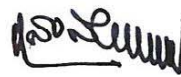
The Joint Coordinating Committee agreed on the revised PDM and set-up the working group for financial support by relevant authorities. A meeting agenda and an attendant list are attached in Annex.



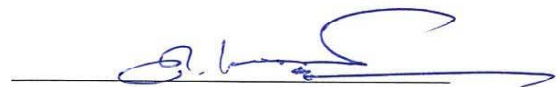
Mr. Masato TOGAWA
Chief Representative
JICA LAO PDR



Mr. Toshinori TODA
Team Leader of Japanese Expert



Mr. Viengsavath SIPHANDONE,
Director General, Project Director
Ministry of Public Works and Transportation



Mr. Khamphoune TEMERATH
Director , Project Manager
Vientiane Capital State Bus Enterprise

Annex:

1. Revised PROJECT DESIGN MATRIX (PDM-E1) on February 12, 2013

Project Title: The Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise

Period: September 2011 –August 2014 (3 years)

Target Area: Urban Area in Vientiane

Target group: Vientiane Capital State Bus Enterprise (VCSBE), Department of Transport of Ministry of Public Works and Transport (DOT /MPWT), Department of Public Works and Transport of Vientiane Capital (DPWT/VC)

Narrative Summary	Objectively Verifiable Indicators	Means of verification	Important Assumptions
<u>Super Goal</u> Environmentally sustainable transport (EST) policy is promoted in the target area.			
<u>Overall Goal</u> Public bus service coverage in Vientiane is expanded.	- Number of route and cover area of public bus transportation increase from the ones at the end of the Project. - Public bus transportation improvement measures are implemented	-Public bus transportation route map -Interviews with persons and officers concerned	EST policy of Government of Lao does not change.
<u>Project Purpose</u> Urban public bus service of VCSBE is improved.	- Level of Service (LOS) is improved.	-Survey record of LOS	· Modal shift policy is implemented. · Traffic management is implemented.
<u>Output</u> 1. Corporate management is improved by VCSBE.	1.1 Income of VCSBE increases. 1.2 Financial statements are prepared. 1.3 Bus vehicle operations are recorded and utilized for corporate management. 1.4 Regulations on daily bus operation are recorded and implemented. 1.5 Operation of Central Bus Station (CBS) is reviewed and improvements of bus stops are planned as number of bus, bus operation.	-Financial statements -Financial statements -Bus operation records and analysis results - Regulations on daily bus operation - Audit records of daily bus operation -Operation plan of CBS -Records of planning -improvement of bus stops	· Prices of bus vehicle, fuel and spare parts do not fluctuate considerably. · Traffic volume increase does not exceed the level that might noticeably obstruct the public bus service.
2. Measures for improvement of VCSBE's service are implemented in Vientiane responding to citizens'	2.1 Improvement measures of public bus services are implemented upon the requests from citizens.	-Requests for service improvement by citizens -Interview and site	

requests.		visit on implementation of improvement measures
	2.2 Criteria to measure level of bus service are set	-Criteria to measure bus service levels -Bus service standards
3. Public transportation policies and plans favourable to public bus are established.	3.1 Bus fares and subsidy for "transport poor" considers through overall public policy and bus service sustainability	- Records of preparation of a public transportation policy - Records of preparation of a medium-term public bus transportation plan
	3.2 A medium-term plan of public bus transportation includes new bus schedule, routes and bus stops based on the medium-term business and investment plan of VCSBE.	-Medium-term business and investment plan of VSCBE - Medium-term public bus transportation plan
	3.3 Collaboration with para-transit is established and meetings are held.	-Discussion records with para-transit
	3.4 Bus preferential measures are discussed, and the measures are implemented by plan.	-Reports of discussion on and implementation of public bus transport preferential measures -Interviews with persons involved
	3.5 The policies and plans consider progress of urban and road development, new urban master plan and other donors' projects	-Updated public transport policy and plan
4. Safe and smooth bus operation is conducted at the temporary Bus Station (TBS).	4.1 Advice of TBS construction	-TBS location map -Bus time schedule -Design and construction records of TBS -Design and construction records of a temporary bus station at CBS -Design and construction records of temporary northern bus operation office (NBO)

	4.2 Safe and smooth bus operation at TBS	4.2 - Test records at TBS - Monitoring records of bus operation - Operation plan and records at TBS - Bus management records at NBO
	4.3 Safe and smooth bus use at TBS	4.3 - Plan & records of publicity for new CBS construction and TBS operation - Records of bus safety use campaign - Records of publicity for international bus users - Announcement methods & records of bus operation change
	4.4 Improvement of surrounding traffic facilities	4.4 - Pedestrian guide facilities and records - Records of improvement on signals and intersections - Decrease in illegal parking vehicle - New traffic signals for one-way and left-turn -Improvement of para-transit parking - Records of relocation of Kiosk and business activities
5. New CBS function is secured.	5.1 Advice of DD plan 5.2 Advice of modification of DD during construction 5.3 Advice of completion of new CBS	Approval records

<p><u>Activities</u></p> <p><u>1. Corporate management is improved by VCSBE.</u></p> <p><u>1-1. Improve financial management</u></p> <p>1-1-1 Prepare financial statements</p> <p>1-1-2 Prepare a medium-term business and investment plan</p> <p>1-1-3 Improve the ticketing and fare collection system with MPWT (ex. Introduce common ticket, pass, fare box, manual or automatic passenger counting tools, etc.)</p> <p>1-1-4 Improve the passenger and income recording system</p> <p>1-1-5 Expand income sources other than bus fare</p> <p>1-1-6 Take attractive measures for potential bus users (ex. advertisement for promoting public bus, route maps)</p> <p><u>1-2. Improve competence of human resources</u></p> <p>1-2-1 Improve Staffs' capacity for management & operation including account, planning, operation, maintenance & training</p> <p>1-2-2 Improve daily bus operation based on the operation regulation</p> <p><u>1-3. Improve equipment for O&M and relevant facilities</u></p> <p>1-3-1 Install bus operation control equipment</p> <p>1-3-2 Improve each bus operation and vehicle maintenance recording system by computer for management and planning</p> <p>1-3-3 Improve arrangement and operation of Central Bus Station and bus stop facilities, if any</p> <p><u>1-4. Conduct Public Bus Transportation Pilot Program</u></p> <p>1-4-1 Operate trial shuttle bus services between Central Bus Station and Dongdok campus of University of Laos</p>	<p><u>Inputs</u></p> <p><Japan side></p> <p><u>Experts</u></p> <p>-Public transport</p> <p>-Corporate management</p> <p>-Route and operation</p> <p>-Bus service</p> <p>-Mechanics</p> <p>-Transport and traffic plan</p> <p><u>Equipment and Facility</u></p> <p>-GPS for bus operating and maintenance recording system</p> <p>- Computer set</p> <p>-Software for traffic analysis</p> <p><u>Trainings in Japan</u></p> <p><Lao side></p> <p>-Counterparts</p> <p>- Work space</p>	<ul style="list-style-type: none"> · Most of the trained staffs continue working for VCSBE. · Stakeholders are cooperative with transport committee.
<p><u>2. Public bus service improvement measures are implemented responding to citizens' requests.</u></p> <p>2-1 Establish transportation committees for effective bus use</p> <p>2-2 Collect requests and needs for public bus service</p> <p>2-3 Set criteria to evaluate bus service and target levels of public bus service</p> <p>2-4 Plan and review bus routes and bus stop locations responding to community demand</p> <p>2-5 Implement bus services improvement measures (ex. Service coverage ratio. Actual/Plan)</p>		
<p><u>3. Improve public bus policy and plans</u></p> <p>3-1 Review and establish a proper fare structure</p> <p>3-2 Review subsidy policy for public bus transportation</p> <p>3-3 Develop medium-term public bus transportation plan</p> <p>3-4 Promote establishment of collaboration mechanism with other public transportation modes of para-transits (Tuktuk, Jambo, Sonteo)</p> <p>3-5 Promote public bus transport preferential measures</p> <p>3-6 Update public transportation policy and plan</p>		<p><u>Precondition</u></p> <ul style="list-style-type: none"> · VCSBE does not be a target of resolution.

<p>4. Conduct safe and smooth bus operation at temporary Bus Station (TBS).</p> <p>4.1 Advise for TBS construction</p> <p>4.2 Conduct safe and smooth bus operation at TBS</p> <p>4.3 Promote safe and smooth bus use at TBS</p> <p>4.4 Improve surrounding traffic facilities</p>		
<p>5. Maintain new CBS functions</p> <p>5.1 Advise for a detailed design (DD) plan</p> <p>5.2 Advise for modification of DD during construction</p> <p>5.3 Advise for completion inspection of new CBS</p>		

List of Attendant

Attendant from Lao side:

1. Mr. Viengsavath Siphandone, Director General of DOT/MPWT
2. Mr. Ounneua SILAVONG, Deputy Director DPWT/VC
3. Mr. Oudon NYANGVANNAVONG, Deputy Director DPWT/ VC
4. Mr. Somsanith HUADTHONGKHAM, Technical Officer DPWT/VC
5. Mr. Vilayphan Sayyavong, Chief of Division, MPWT
6. Dr. Bounta Onenavong, Chief of Division, MPWT
7. Mr. Lieng Monthalath, Deputy Chief of Division, DOT/MPWT
8. Mr. Tui PHOMMASING, Department Transport of Road
9. Mr. Bounmak Soundalay, Chief of propaganda section, Vientiane Capital Traffic office
10. Mr. Thongphoun Sounthavong, Chief of Section, DPWT
11. Mr. Khamphay Souvatdy, DPWT/VC
12. Mr. Chanthavongsa, Chief of Division, Public Transport Institution
13. Mr. Khamphoune Temerath, Director of VCSBE
14. Mr. Vanly Chanchaleun, Deputy Director of VCSBE
15. Mr. Bouapha Phetvixay, Deputy Director of VCSBE
16. Mr. Bounpone FONGMANY, Deputy Director of VCSBE
17. Mr. Bounma Vilavong, Administrative affair VCSBE
18. Ms. Monlatda CHANTHAVONG, Assistant Program Officer JICA Laos
19. Ms Souphany HEUANGKEO, Officer /MPWT

Participant from Japanese side:

JICA LAO OFFICE

20. Mr. TOGAWA Masato, Chief Representative, JICA LAO Office
21. Ms. MIYATA Mayumi, Representative, JICA LAO Office

JICA EXPERT CONSULTANT

22. Mr. TODA Toshinori, Team Lead of
23. Ms. MISHIMA Ai, Bus Service/ Human Resource Development 1

24. Mr. SHIMEGI Natsuki, Corporate Management/ Accounting
25. Mr. MURAKAMI Tadaaki, Bus Route & Operation
26. Mr. ISHIZEKI Toshiaki, Information Technology
27. Mr. Chantara VORRASING, Traffic Engineer
28. Ms. Phay Akala Chan Deng, Secretary/ Bus Service & Traffic Safety
29. Ms. Pathana INTHALANGSY, Interpreter/Business Administration

2 Agenda

Agenda

Joint Coordination Committee Meeting (JCC)

For

The Project to Enhance Capacity of VCSBE

Date: Tuesday, February 12, 2013, 9:30 to 10:30 AM

Place: VCSBE Meeting Room

Time	Program
9:30 - 9:35	Opening by Mr. Viengsavath SIPHANDONE DG, Dot/MPWT
9:35 - 9:40	Opening Remark by Mr. Masato TOGAWA Representative of JICA Lao Office
9:40-10:00	Temporary Bus Station for New CBS Construction & PDM Revise: by Mr. Khampoune TEMERATH Director, VCSBE
10:00-10:10	Public Bus Financial Assistance by Mr.Toda, Mr.Shimegi, Ms.Pathana INTHALANGSY JICA Expert Consultant
10:10-10:20	Discussion
10:20-10:30	Conclusion and Closing Remark by Mr. Viengsavath SIPHANDONE DG, Dot/MPWT

MINUTES OF MEETING
ON
THE THIRD MEETING OF JOINT COORDINATING COMMITTEE
OF
THE PROJECT TO ENHANCE THE CAPACITY OF VIENTIANE CAPITAL STATE BUS
ENTERPRISE IN LAO PEOPLE'S DEMOCRATIC REPUBLIC
ON 12 MAY 2014

The third meeting of Joint Coordinating Committee (JCC) was held at Vientiane Capital State Bus Enterprise (VCSBE) Conference Room on 12 May 2014, 9:00 to 11:00 am. Director General (DG) of Department of Transport (DOT) of Ministry of Public Works and Transport (MPWT), Mr. Viengsavath SIPHANDONE, chaired the meeting. Following the official opening by Chairperson and an opening remark of Chief Representative of Japan International Cooperation Agency (JICA), Mr. Koichi TAKEI, Director of VCSBE, Mr. Khamphoune TEMERATH, explained the progress of the Project in the last phase, and the JICA expert team presented achievements of the second year and the tentative implementation plan of the third year.

Mr. SIPHANDONE warmly welcomed all participants of this 3rd and last JCC meeting of the Project. In his opening remarks, he requested JICA to consider expanding the project duration since Lao needs technical advice of JICA experts for planning and supervising of construction and operation of Tentative Bus Terminals (TBS) due to reconstruction of CBS which was expected to start soon.

JICA expert team explained implementation plan of the third year that: since the second JCC has agreed the revised Project Design Matrix by adding activities for TBS operation during construction of a new Central Bus Station building, to be started in September 2014, it should require considerations of the

project period extension, with additional experts for assisting in new operations of TBS. The extension of the project period and increases of Japan side input were now under JICA review. After JICA review and agreement with Lao side, the Project Team would accordingly prepare an inception report for the third year. All participants understood it.

Mr. TAKEI asked the schedule of TBS and CBS. Mr. Khamphone explained the updated schedule: TBS had to be constructed first before the reconstruction of CBS. TBS (B) and TBS (C) had been approved and TBS (B) was starting construction but TBS (A) still needed instructions from the Mayor.

Mr. TAKEI emphasized the importance of indicators described in PDM, which should be used to evaluate the achievement of the Project. The indicators such as level of service and profit-loss of VCSBE need to be clarified so that we can see if the project is making progress toward achieving the outputs and the project purpose. He also noted that although revision of the PDM was approved at the JCC in 2013 the amendment of the contract between JICA and the consultant company, to which Japanese experts belong, in order to added activities 4 and 5 relating TBS and CBS had not been concluded yet due to budget constraint of JICA. JICA will continue coordination within Japanese side on this matter.

Mr. MORI, JICA Expert for MPWT, expressed supportive opinion to the Student Bus Pass, since the fare was to be designed very low price as 50 USD/year, which was equivalent to 3 liters of fuel per month. Even such a low price, the annual revenue would be roughly estimated about 1,000,000 USD by 20,000 users, which would be huge amount comparing to present yearly turnover of VCSBE. Therefore, the Student Bus Pass can be called win-win situation for both students and VCSBE.

Mr. THAMMAVONG emphasized the importance of punctuality of bus operation and recommended installing time tables at bus stations as soon as possible, introducing a new salary system for bus drivers instead of the present lump sum system in order to conduct new policies to improve bus services, and

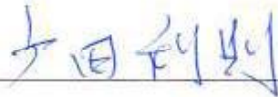
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(JICA PEC-VCSBE)*

implementing BRT. At last, he appreciated continuous supports by JICA, and requested for providing medium buses to VCSBE.

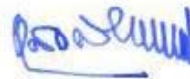
The Joint Coordinating Committee agreed to take necessary action after conclusion of JICA review. A meeting agenda and an attendant list are attached in Annexes.



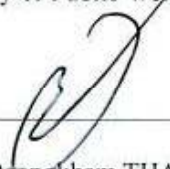
Mr. Koichi TAKEI
Chief Representative
JICA LAO PDR



Mr. Toshinori TODA
Team Leader of Japanese Expert



Mr. Viengsavath SIPHANDONE,
Director General, Project Director
Ministry of Public Works and Transportation



Mr. Detsongkham THAMMAVONG
Director General,
Department of Public Works and Transport of
Vientiane Capital



Mr. Khamphoune TEMERATH
Director, Project Manager
Vientiane Capital State Bus Enterprise

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Annex 1:

Agenda
Joint Coordination Committee Meeting (JCC)
For
The Project to Enhance the Capacity of VCSBE

Date: 12 May 2014, 9:00 to 11:00 AM

Place: VCSBE Meeting Room

Time	Program
9:00 - 9:10	Opening by Mr. Viengsavath SIPHANDONE Director General, Department of Transport/MPWT
9:10 - 9:20	Opening Remark by Mr. Koichi TAKEI Representative of JICA Lao Office
9:20-9:40	Progress of the Project by Mr. Khamphoune TEMERATH Director, VCSBE
9:40-10:10	Implementation Plan of the Third Year by Mr. Toshinori Toda JICA Expert Consultant
10:10-10:30	University Student Bus Pass Introduction by Ms. Ai Mishima JICA Expert Consultant
10:30-10:50	Discussion All participants
10:50-11:00	Conclusion and Closing Remark by Mr. Viengsavath SIPHANDONE DG, Dot/MPWT

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Annex 2: Attendant List

DOT/ MPWT	Mr. Viengsavath SIPHANDONE, Director General Dr. Bounta ONNAVONG, Director of planning and budgeting division. Mr. Vilayphan SAYALATH, Director of vehicle management division. Mr. Lieng MONTHALATH, Deputy director of land transport division. Ms. Souphany HEUANGKEO, Technical Officer
JICA Expert, MPWT	Mr. MORI Noriyuki
JICA Laos Office	Mr. TAKEI Koichi, Chief of Representative. Ms. KISHIUE Akiko, Project Formulation Advisor. Ms. Monlatda CHANTHAVONG, Assistant Program Officer.
DPWT/VC	Mr. Detsongkham THAMMAVONG, Director General Mr. Thongphun SUNTHAVONG, Chief of transport sector Mr. Somsanith HOUATHONGKHAM, Officer of transport sector.
VCSBE	Mr. Khamphoune TEMERATH, Director Mr. Bounpone FONGMANY, Deputy director of Technical Affaires Mr. Buapha PHETVISAY, Deputy director of Bus operation Affaires Mr. Vanly CHANCHALERN, Deputy director of Administrative Affaires Mr. Bounma VILAVONG, Chief of personal section
VC Traffic Police	Police Major. Bounmark SOUNDALAY, Deputy of Traffic Police.
NUOL	Mr. Phongsavan INTHAVONGSA
JICA Project Team	Mr. TODA Toshinori, Team Leader/Public Transportation Mr. KUNIMASA Yoshiro, Deputy Team Leader / Bus Service/ Human Resource Development 2 Ms. MISHIMA Ai, Human Resource Development Mr. MURATA Minoru, Mechanics Mr. Chanthala VORRASING, Engineer Mr. Sitthiphon CHANTHOTHAVONG, Engineer Assistant Ms. Palitda CHANSY, Assistant

Annex 3: Record of Discussion

Name of speaker	Content
Opening Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.	Opening Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport. He warmly welcomed all participants of this 3rd and last JCC meeting of the Project. He appreciated JICA experts and Lao experts that they had closely worked together especially through weekly meetings. He requested JICA to consider expanding the project duration since Lao needs technical advice of JICA experts to TBS, due to reconstruction of CBS which will start soon.
Opening Remarks by Mr. Koichi TAKEI, Chief of Representative (JICA Laos).	Opening Remarks by Mr. Koichi TAKEI, Chief of Representative (JICA Laos). He expressed his sincere appreciation for all the counterparts of the project. He cited second year activities of the Project, which were traffic safety campaign, workshops for the introduction of government subsidy system and the improvement of financial management, BRT social experiment and technical advices for the design of Central and temporary bus stations (CBS/TBS). He mentioned the student bus pass which was approved at the meeting organized by Mayor of Vientiane Capital and former Minister of MPWT on the 23 December 2013. This was in preparation. He also mentioned a bus seminar conducted in March 2014, which invited bus companies and a professor from Japan.
Progress of the project: Mr.Khamphoune TEMERATH	He explained the Progress of the project (see attached document).
Implementation Plan of the Third Year: Mr. TODA Toshinori	He explained the Implementation Plan of the Third Year (see attached document)
BRT preparation survey: Ms. MISHIMA Ai	She explained about BRT preparation survey(see attached document)
Discussion	
Mr. TAKEI	Mr. TAKEI asked following questions. 1. Regarding the explanation by Mr. Khamphoune, the number of passengers of 42 new buses was larger than others, however the income by 42 buses were smaller than others. What did make such imbalance? 2. Regarding the explanation by Mr. TODA, level of service was mentioned. What indicators were set for?

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
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Name of speaker	Content
	<ol style="list-style-type: none"> 3. Current expenditure and income structure of VCSBE. 4. Currently, is there any progress of TBS and CBS project?
Mr. Khamphoune	Mr. Khamphoune answered the question 1 that the reason of the imbalance was fare difference. 42 new buses operated only in Vientiane Capital, whereas others included inter-province and international bus routes, which fares were much more expensive than urban bus fare. Therefore, in spite of exceeding the number of passengers, income of 42 new buses was smaller than old buses.
Mr. TODA	Mr. TODA answered the question 2 that level of service consists of supplier side and user side. As the supplier side indicators, for instance trip numbers, running km and other indicators in the view of bus service provider were set. The main purpose was to improve bus service such as punctuality, frequency and reliability. Bus fare was studied in working group comparing to other foreign countries and concluded the price of urban bus fare in Vientiane Capital was highly enough. Therefore fare hike was difficult in Vientiane Capital and a tax exemption was under consideration by the Mayor. Also student bus pass was planning to be introduced.
Mr. Khamphoune	<p>Mr. Khamphoune answered the question 4 as follows;</p> <ol style="list-style-type: none"> 1. TBS and CBS planning were approved by DOT/ MPWT. It was necessary to construct TBS before CBS construction. 2. TBS(A) construction was waiting for instruction from the Mayor, because parking concession on the road facing to TBS (A) must be stopped or banned before starting construction. 3. TBS(B) was starting construction. It was preparing for fencing the construction site. After that, all shops and kiosks would be relocated. 4. TBS(C) was approved to begin construction. Fence was being removed to 4 meters outside.
Mr. TODA	The construction of TBS and CBS were planned to start within this month. However, He estimated the CBS reconstruction would delay and start from September.
Mr. TAKEI	<p>Mr. TAKEI concluded as follows:</p> <ol style="list-style-type: none"> 1. Indicators described in PDM were important factors to evaluate the Project achievement, therefore carefully monitor and record them. 2. The budget increasing for newly added activities 4 and 5 cited in PDM are under consideration of JICA HQ. Due to budget constraint, they might not be conducted.
Mr. MORI	Mr. MORI strongly recommended conducting Student Bass Pass since the fare was designed very low price as 50 USD/year, which was about 4 USD/month equivalents to 3 liters of fuel. Even such a low price, the total revenue was roughly estimated about one million USD/year because about 20,000 of all students of NUOL and teachers would purchase the Bus Pass. The amount was huge comparing to present

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
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Name of speaker	Content
	yearly turnover of VCSBE, about five million USD. Therefore the Student Bus Pass could be called win-win situation for both students and VCSBE.
Mr. THAMMAVONG	<ol style="list-style-type: none"> 1. Punctuality of the bus operation was an important thing to be improved. He recommended VCSBE to install time tables at bus stations. 2. A salary system for bus drivers should be introduced. Otherwise any new plan to improve bus service would be failed. 3. At Lao-American College intersection, the signal operation was improved. At present, the traffic was smoother than before and in the near future the road network would be extended. 4. The granted 42 new buses were very convenient and comfortable. They facilitate people in Vientiane to commute. However, these 42 buses still could not cover all required bus network due to limitation of the number of buses. In addition, many roads in Vientiane were narrow and not suited to operate by the new buses. Therefore, if possible, we would like JICA to take consideration to provide additional buses or smaller buses, in order to be accessible to all routes by buses.
Mr. Khamphoune	We contracted with drivers upon a lump sum system at now. We discussed with JICA Experts about introducing the new salary system for drivers. We also discussed about introducing ICT system and re-introducing bus conductors. Using ICT system, passengers would be counted precisely.
Closing Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.	Closing Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.

Agenda

Discussion Meeting
For
The Project to Enhance the Capacity of VCSBE

Date: 08 August 2014, 08:30 to 10:00 AM

Place: DOT Meeting Room

Time	Program
08:30 - 08:40	Opening Remark by Mr. Viengsavath SIPHANDONE Director General, Department of Transport/MPWT
08:40 - 08:55	Bus Operation by Mr. Khampoune TEMERATH Director, VCSBE
08:55 - 09:10	TBS / CBS by Mr. Khampoune TEMERATH Director, VCSBE
09:10 - 09:25	JCC Meeting Result by Mr. Viengsavath SIPHANDONE Director General, Department of Transport/MPWT
09:25 - 09:40	Discussion
09:40 - 09:50	Closing Speech by Mr. Imai KEN JICA Headquarter
09:50 - 10:00	Closing Remark by Mr. Viengsavath SIPHANDONE Director General, Department of Transport/MPWT

Registration

Meeting Topic: Discussion Meeting For The Project to Enhance the Capacity of VCSBE

Place: DOT Meeting Room

Date: 08 Aug 2014

Time: 08:30 - 10:00

ລ/ດ No.	ຊື່ ແລະ ນາມສະກຸນ Name & Surname	ຕຳແໜ່ງ Position	ມາຈາກພາກສ່ວນ Organization	ເບີໂທລະສັບມືຖື Telephone number	ທີ່ຢູ່ອີເມວ Email Address	ລາຍເຊັນ Signature
1	Mr. Viengsavath SIPHANDONE	Director General	MPWT			
2	Mr. Imai KEN	Advisor	JICA, Headquater			
3	Mr. Detsongkham THAMMAVONG	Director General	VTE DPWT			
4	AKIKO FISHIUE	Project Formulation Advisor	JICA Laos			
5	Khamphane TEMERATH	Director	VCSBE			
6	Dr. Boumth ONNANONG	Project Coordinator	DOT			
7	Bounpoune Phoungmanni	Dep. Din	VCSBE			
8						
9	Vandy CHANCHALEUD					
10		Team Leader	JICA Project Team			
11	TADA Toshinari	Team Leader	JICA Project Team			
12	Mishima Ai	Expert	"			

Bus Operation Report of Vientiane Capital State Bus Enterprise for Meeting on 08 August, 2014

Mr. Khamphoun THEMERATH
Director of Vientiane Capital State Bus Enterprise

Operation Report of 42 Buses which Received Grant from JICA in 2013

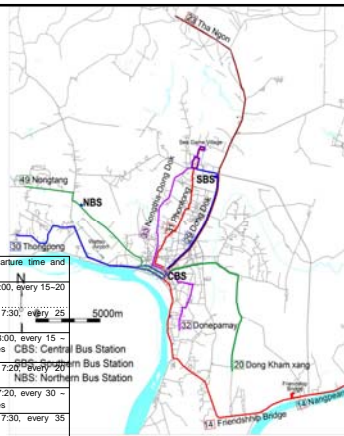
I. Eight Main Bus Routes for Our Bus Operation

1. CBS – Dongdok National University
2. CBS – Friendship Hospital – Dongdok
3. CBS – Dondeng Village – Huayhong Village – Dongdok
4. CBS – Tongpong
5. CBS – Nongtieng
6. CBS – Friendship Bridge
7. CBS – Tha ngorn
8. CBS - Thalath

Note: There are some routes planning to operate after road construction complete.

All Bus Route Operation

No.	Route	Fare (Kip)	CBS departure time and headway
14	CBS – Friendship Bridge	6,000	5:50 – 18:00, every 15–20 minutes
23	CBS – SBS – Tha Ngorn	5,000	5:50 – 17:30, every 25 minutes
29	CBS – SBS – Dong Dok – Sea Game Village (SGV)	3,000	6:30 – 18:00, every 15 – 20 minutes
31	CBS – Phontong – Dong Dok – SGV	3,000	6:00 – 17:20, every 25 minutes
33	CBS – Nongtha – Dong Dok – SGV	3,000	6:10 – 17:20, every 30 – 60 minutes
49	CBS – Sikay – Nongtang	4,000	6:15 – 17:30, every 35 minutes



Operation Report of 42 Buses which Received Grant from JICA in 2013

- 1) Since the implementation of new 42 buses from 2013, number of passenger has been increasing by **45.80%**.
- 2) The Improvement of management and bus services:
 - ▶ Installed The Digital Tachographs on the new 42 buses.
 - ▶ Completed BRT experiment for 300 meters at Thadeua Road.
 - ▶ Experimenting GPS bus tracking system for 5 buses.
 - ▶ NUOL Student Bus Pass introduction (Under preparation)
 - ▶ Implemented training of bus safety activities with KEISEI Bus Company from Japan in 2013.
 - ▶ Seminar conducted with the topic of Bus Operation Experience from Japan.
 - ▶ 1st – 3rd Training in Japan

The Remaining Issues to Be Solved.

- 1) Non specific regulation for public transportation
- 2) Not enough facility construction for public transportation such as:
 - ▶ No priority bus lane,
 - ▶ Not enough bus stops on bus routes,
 - ▶ No bus time table installation on bus stops,
 - ▶ Many illegal parking along the road that affecting to the punctuality bus operation,
 - ▶ New 42 buses are too large for some road capacity,
 - ▶ Subsidy and Tax exemption from government to public bus transportation.
 - ▶ Old bus renewal

Implementation Plan for Session 2014 – 2015

- ▶ TBSs construction to service passenger during three years of CBS construction.
- ▶ Introduce Implementation of NUOL Student Bus Pass
- ▶ Park and Ride system is considered to support public transportation network

Thank you

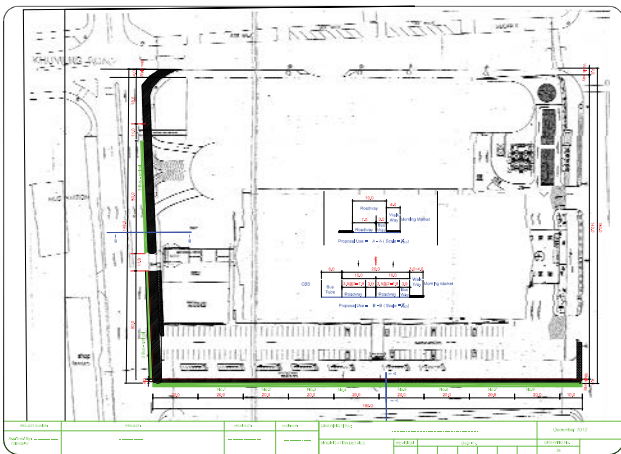
LAO PEOPLE DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

TBS DRAWING

22.11.2013

DRAWING LIST

1. TEMPORARY BUS STATION A (TBS-A)
 - 1.1 TBS-A PLAN
 - 1.2 TBS-A VIEW
2. TEMPORARY BUS STATION B (TBS-B)
 - 2.1 LOCATION PLAN FOR TBS-B AND C
 - 2.2 LOCATION TBS-B
 - 2.3 TBS-B PLAN
 - 2.4 TBS-B VIEW
 - 2.5 DIMENSION PLAN
 - 2.6 SIDE VIEW
 - 2.7 GROUND FLOOR AND FIRST FLOOR PLAN
 - 2.8 ROOF FLOOR PLAN
 - 2.9 SECTION
3. TEMPORARY BUS STATION C (TBS-C)
 - 3.1 TBS-C PLAN
 - 3.2 TBS-C VIEW
 - 3.3 TBS-C DETAIL



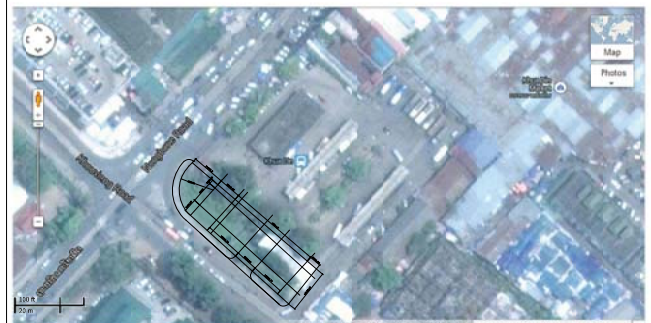
ສະຖານນິລົດເມຊີ່ອຳວ (TBS-A)



Remark:
- The Roof & Seat for TBS-A receive from existing bus Station
- TBS Information board for TBS-A, TBS-B & TBS-C receive from existing bus Station and Concrete Slab.

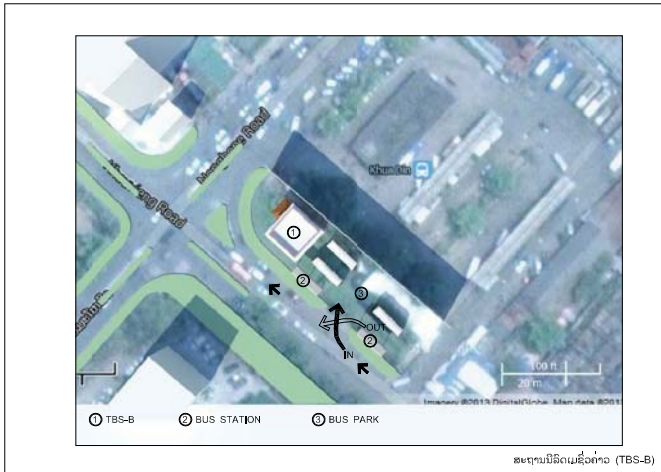
VIEW TBS-A

ສະຖານນິລົດເມຊີ່ອຳວ (TBS-A)



ແຜນທີ່ຕັ້ງຖານສະຖານນິລົດເມຊີ່ອຳວ TBS-B

Scale: 1/750

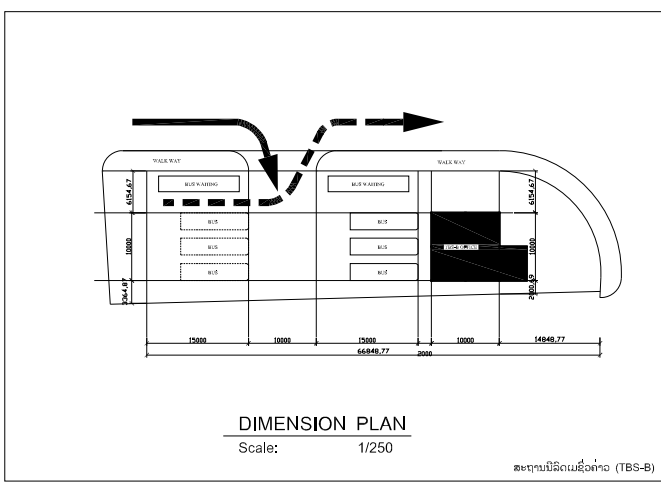


ឆមាសដំបូង (TBS-B)

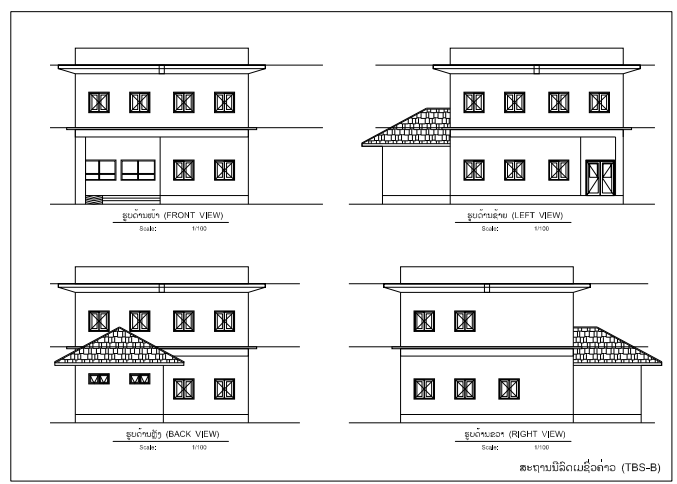


VIEW TBS-B

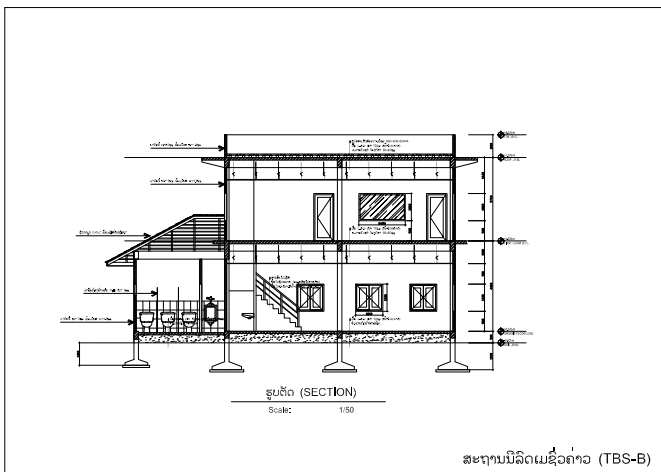
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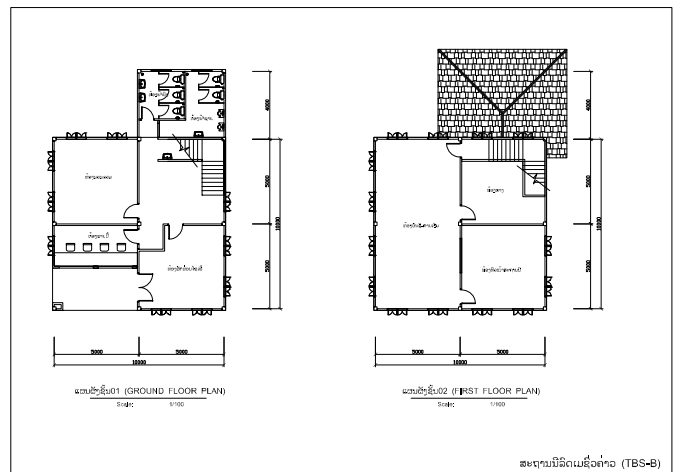
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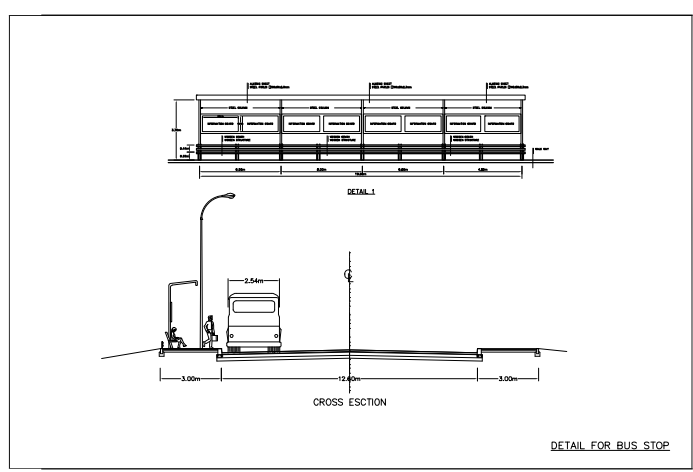
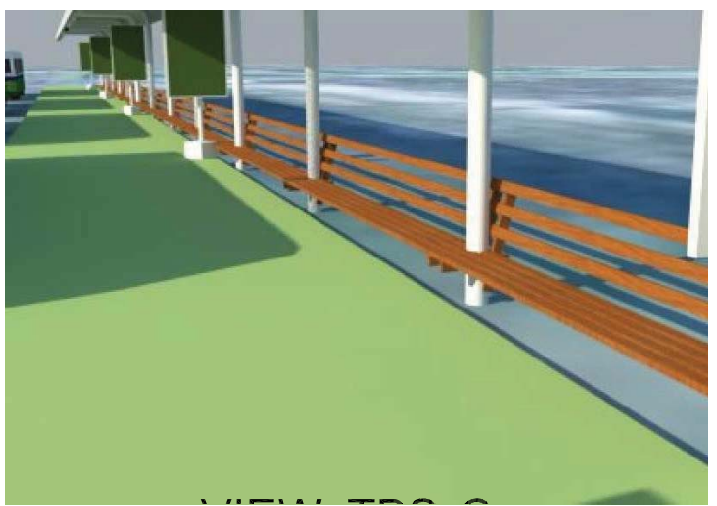
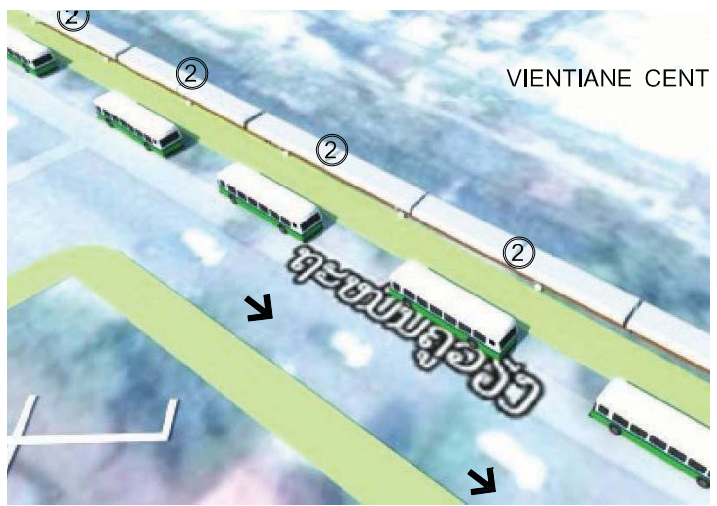
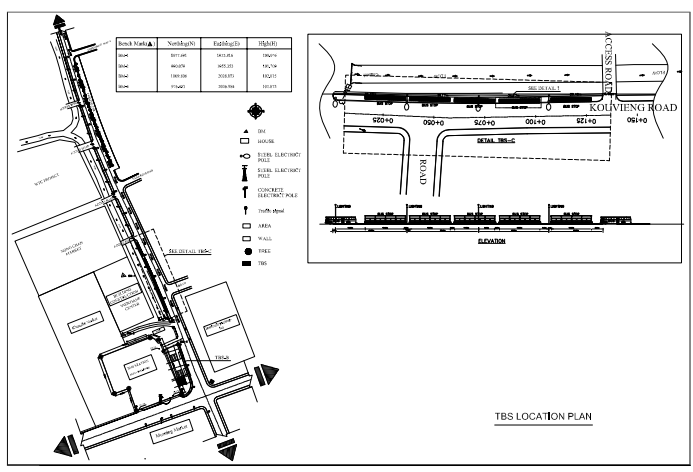
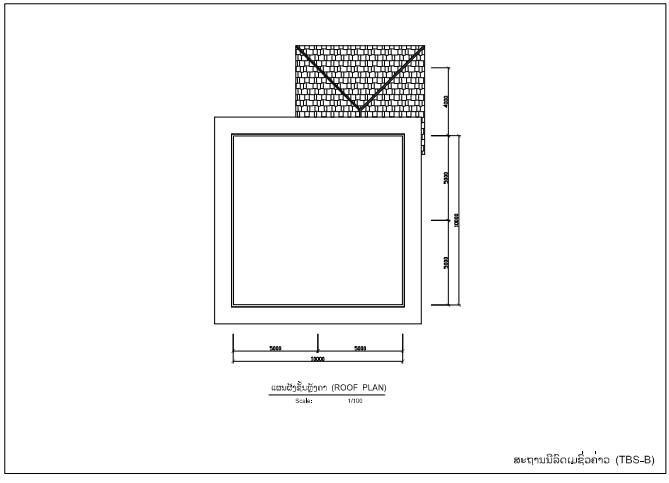
ឆមាសដំបូង (TBS-B)



ឆមាសដំបូង (TBS-B)



ឆមាសដំបូង (TBS-B)



Public Bus Operation Report of Vientiane Capital State Bus Enterprise for the Meeting between Laos Authorities and a Representative from JICA (Mr. IMAI KEN), visitor to Vientiane Capital State Bus Enterprise on 08/08/2014.

Respect to: Mr. IMAI KEN, a representative from HQ JICA Japan

Respect to: Mr. Viengsavath SIPHANDONE, Director of Department of Transport

Honored guest ladies and gentleman

On behalf of Vientiane Capital State Bus Enterprise would like to report about the current situation of bus operation as follow:

1. After receiving grants of 42 buses from Japanese people in 2012, we have operated those buses on 8 main bus routes in Vientiane Capital to substitute the old buses:

- 1) CBS – Dongdok University
- 2) CBS – Friendship Hospital – Dongdok University
- 3) CBS – Huayhong viallage – Dongdok University
- 4) CBS - Thongpong - Thatthong
- 5) CBS – Frienship Bridge
- 6) CBS – Thangorn
- 7) CBS – Nongtheng
- 8) CBS – Thalath. However, currently operating only from CBS – Norther Terminal Bus Station.

In addition, there are some routes planning to operate but it is still under construction.

- ❖ Since the implementation of new 42 buses from 2013, number of passenger has been increasing by 45.80%.
- ❖ In addition, the management and services have been improved such as:
 - Installed The Digital Tachographs on the new 42 buses.
 - Completed BRT social experiment for 300 meters at Thadeua Road.
 - GPS bus route tracking experiment for 5 buses.
 - NUOL Student Bus Pass introduction (under preparation)
 - Implemented training of bus safety activities with KEISEI Bus Company from Japan in 2013.
 - Seminar conducted with the topic of Bus Operation Experience from Japan.
 - 1st – 3rd Training in Japan

2. The Remaining Issues to Be Solved.

- 1) We still do not have specific regulation for public transportation
- 2) Not enough facility construction for public transportation
 - No priority bus lane,
 - Not enough bus stops on bus routes,
 - No bus time table installation on bus stops.

- Many illegal parking along the road that affecting to the punctuality bus operation,
 - 42 buses donated are too large for some routes because some routes are quite narrow; sometimes, the buses slow down the traffic. Therefore, to accessibility operating to passenger's requirement, it is necessary to have some medium buses to operate on the small road capacity.
 - Subsidy and Tax exemption from government to public bus transportation.
3. Implementation Plan in Session 2014 – 2015
- 1) TBS construction to service passenger during three years of CBS construction.
 - TBS A: will be located on Hutsady road, next to Morning market, already approved by Vientiane capital mayor.
 - TBS B: will be locating in front of CBS, now it is constructing bus service temporary office and preparing to relocate shops and kiosks.
 - TBS C: regarding to vice mayor of Vientiane Capital's suggestion is TBS C is proposed to set up next to Pasture Institute. Therefore, it is on the process of collecting information to have recommendation from vice mayor.
 - 2) Introduce Implementation of NUOL Student Bus Pass
 - Expecting to start implementation of NUOL Student Bus Pass on October, 2014.
 - 3) Park and Ride system is considered to support public transportation network.
 - 4) Coordination with Advertisement Company to install bus stop on the bus routes together with bus time table.
 - 5) Working together with Japanese experts to strategic planning of expanding public transportation network such as: management of traffic, should have more medium buses to link transportation network and operate on another routes.

The Current Number of Bus Operation

Bus Type	Total Bus	Actual Bus Operating	Remark
HINO (45 seats)	05	01	4 buses waiting for reparation
MITO (28 seats)	04	04	
HYUNDAI (45 seats)	34	32	2 buses waiting for reparation
NISSAN (28 seats)	30	21	9 buses waiting for reparation
ISUZU (45 seats)	42	42	
EV Bus (8, 12 seats)	13	03	Disuse

MINUTES OF MEETING
ON
THE FOURTH MEETING OF JOINT COORDINATING COMMITTEE
OF
THE PROJECT TO ENHANCE THE CAPACITY OF
VIENTIANE CAPITAL STATE BUS ENTERPRISE IN
LAO PEOPLE'S DEMOCRATIC REPUBLIC
ON 6 MARCH 2015

The fourth meeting of Joint Coordinating Committee (JCC) was held at Vientiane Capital State Bus Enterprise (VCSBE) Conference Room on 6 March 2015, 9:00 to 12:00 am. Director General (DG) of Department of Transport (DOT) of Ministry of Public Works and Transport (MPWT), Mr. Viengsavath SIPHANDONE, chaired the meeting. Following the official opening by the Chairperson and opening remarks of the Chief Representative of Japan International Cooperation Agency (JICA), Mr. Yusuke MURAKAMI, Director of VCSBE, Mr. Khamphoune TEMERATH, explained the achievements of the Project, and the JICA expert team presented recommendations for future improvement.

Mr. SIPHANDONE warmly welcomed all participants of this 4th JCC meeting of the Project. In his opening remarks, he also requested JICA to consider establishing Phase Two (2) of the project to sustain improvement of VCSBE's capacity and in order to participate in the formation of the coming Asian Development Bank (ADB)'s Bus Rapid Transport (BRT) system. It was also important to support new Central Bus Station (CBS) construction, establishment of a Temporary Bus Station (TBS) and its operation as well as ICT Student Bus Pass scheme expansion.

Mr. MURAKAMI expressed his appreciation to all counterparts on the project for their generous and

continuing support. He also requested all counterparts continue working on their respective tasks, utilizing the knowledge and technology obtained and working together to successfully formulate the second phase of the project.

Mr. Khamphoune TEMERATH, Director, VCSBE explained achievements of the Project. After that, Mr. Yoshiro KUNIMASA, JICA Expert Consultant, Project Deputy Leader explained recommendations. Meanwhile, Ms. HAMADA explained the Project Design Matrix (PDM) evaluation method and the results of final evaluation.

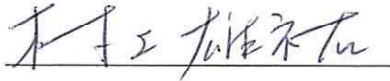
During discussions, Dr. KISHIUE mentioned the importance of promotion of a bus pass to those members of the public who did not use bus currently. It would require additional measures or services to be taken. In this regards, all relevant counterparts such as VCSBE, MPWT and DPWT would need to participate and support promotion efforts to expand the Student Bus Pass (SBP) scheme in Vientiane Capital.

Mr. IMAI explained the purpose of the final project evaluation. He said the evaluation was conducted to consider remaining issues and to clarify future actions for improving the project formulation process. The result of the final evaluation was not so high; however, the JICA evaluation team appreciated the efforts that all counterparts made. In addition, he explained the phase 2 project would be designed with components referring the results of the first phase final evaluation including its lessons learnt and remaining issues to be achieved. In order to consider the phase 2 contents, he requested to VCSBE to undertake continuous monitoring and monthly reports of sales number of SBP to JICA Laos office. He commented that the purpose of SBP expansion is to meet the national transport strategy of Laos and also contribute to VCSBE revenue increases. He requested VCSBE continue SBP expansion activities as mentioned by Mr. KUNIMASA.

Dr. Bounta appreciated the close communication and information sharing between the JICA Project team and counterparts which had been achieved through weekly meetings and other occasions where necessary.

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

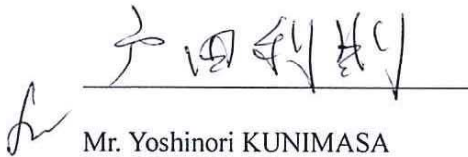
Since it contributed to smooth project implementation, he expected to maintain clear communication during the coming phase 2 of the project.



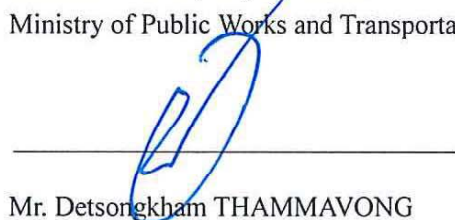
Mr. Yusuke MURAKAMI
Chief Representative
JICA LAO PDR



Mr. Viengsavath SIPHANDONE,
Director General, Project Director
Ministry of Public Works and Transportation



Mr. Yoshinori KUNIMASA
Deputy Team Leader of Japanese Experts



Mr. Detsongkham THAMMAVONG
Director General,
Department of Public Works and Transport of
Vientiane Capital



Mr. Khamphoune TEMERATH
Director, Project Manager



*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Annex 1:

Agenda
Joint Coordination Committee Meeting (JCC)
For
The Project to Enhance the Capacity of VCSBE

Date: 6 March 2015, 9:00 to 12:00 AM

Place: VCSBE Meeting Room

Time	Program
9:00 - 9:10	Meeting opens. Welcome by Mr. Viengsavath SIPHANDONE Director General, Department of Transport/MPWT
9:10 - 9:20	Opening Remarks by Mr. Yusuke MURAKAMI Representative of JICA Lao Office
First Session: Achievements of the Project	
9:20-9:50	Achievements of the Project by Mr. Khamphoune TEMERATH Director, VCSBE
9:50-10:10	Recommendation by Yoshiro KUNIMASA JICA Expert Consultant, Project Deputy Leader
10:10-10:30	Discussion All Participants
Second Session: Evaluation	
10:30-10:40	Objective of Evaluation by Mr. Ken IMAI Advisor, Infrastructure and Peace-building Department of JICA
10:40-11:10	Results of Project Evaluation by Ms. Mayumi HAMADA JICA Evaluation Consultant
11:10-11:30	Discussion All participants
11:30-11:40	Concluding Remarks by Mr. Ken IMAI Advisor, Infrastructure and Peace-building Department of JICA
11:40-11:50	Closing Remark by Mr. Viengsavath SIPHANDONE DG, Dot/MPWT

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Annex 2: Attendant List

DOT	Mr. Viengsavath SIPHANDONE, Director General Dr. Bounta ONNAVONG, Director of Planning and Budgeting Division. Mr. Puttasay SIRISACK, Officer of Planning and Budgeting Division
JICA Laos	Mr. Yusuke Murakami, Chief Representative. Dr. Akiko KISHIUE, Project Formulation Advisor.
JICA HQ	Mr. Ken IMAI, Advisor, Infrastructure and Peace-building Department of JICA Mr. WAKABAYASHI, Advisor, Infrastructure and Peace-building Department of JICA Ms. Mayumi HAMADA, Evaluation Consultant
DPWT/VC	Mr. Detsongkham THAMMAVONG, Director Mr. Thongphun SUNTHAVONG, Chief of Transport Sector Mr. Somsanith HOUATHONGKHAM, Officer of Transport Sector.
VCSBE	Mr. Khamphoune TEMERATH, Director of VCSBE Mr. Bounpone FONGMANY, Deputy Director of Technical Affairs Mr. Buapha PHETVISAY, Deputy Director of Bus Operation Affairs Mr. Vanly CHANCHALERN, Deputy Director of Administrative Affairs Mr. Bounma VILAVONG, Chief of Personnel Section
VC Traffic Police Department	Police Lieutenant Colonel. Bounmark SOUNDALAY, Deputy Director.
ADB	Mr. Phomma CHANTHIRATH
JICA Project Team	Mr. Kunimasa Yoshiro, Deputy Team Leader / Bus Service/Human Resource Development 2 Ms. MISHIMA Ai, Human Resource Development 1 Mr. YASHIRO Shuichi, Transport and Traffic Plan Mr. Sithiphon CHANTHOTHAVONG, Assistant engineer Mr. Chanthala VORRASING, Engineer Ms. Thepsouda NANHDAVONG

Annex 3: Record of Discussion

Name of speaker	Content
<p>Opening Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.</p>	<p>Opening Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.</p> <p>He warmly welcomed all participants of this last JCC meeting of the Project. He appreciated efforts of JICA experts and Lao experts especially their close work together with relevant CP members.</p> <p>He explained the agenda of today's JCC was to discuss the JICA Project achievements and issues to be improved. He mentioned some remaining issues which were delayed regarding implementation. One was new CBS construction and related tasks; and another was ICT SBP social experiment. Therefore, he requested JICA members to sustain their assistance by establishing Phase 2 of the Project particularly for new CBS construction related works' assistance and ICT SBP system expansion in Vientiane capital.</p> <p>In addition to above, ADB are preparing BRT project in Vientiane capital; in order to strengthen and achieve sufficient capacity to participate in the BRT operation, he requested JICA support for VCSBE to achieve this purpose.</p> <p>Lastly he wished Mr. Yusuke MURAKAMI, Chief of Representative, Mr. Ken IMAI, Advisor, Infrastructure and Peace-building Department of JICA and all other participants the best of health, prosperity and success. He also honoured the many achievements over the past 60 years of the Japan –Laos diplomatic relationship.</p>
<p>Opening Remarks by Mr. Yusuke MURAKAMI, Chief of Representative (JICA Laos).</p>	<p>Opening Remarks by Mr. Yusuke MURAKAMI, Chief of Representative (JICA Laos). He expressed his sincere appreciation for Lao CP's contribution to the JICA Project.</p> <p>He explained the background of the JICA project which emerged from a transport master plan in 2008. This JICA Project was to improve public transportation in Vientiane Capital through VCSBE capacity development for a period of around 3 years. Project evaluation commenced in February 2015, and he expressed appreciation to all relevant CP members who had contributed to the evaluation tasks.</p> <p>In addition to the project evaluation, it was a good opportunity to consider potential for Phase 2. He asked Lao side to contact JICA Lao office when they had recommendation for the new Phase 2 project content so opinions and ideas could be embedded in the formulation process. Finally he wished all participants' success, prosperity and best of health.</p>

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Name of speaker	Content
Achievement of the Project Mr. Khamphoune TEMERATH	He explained the achievements of the project (see attached document).
Recommendation Mr. Yoshiro KUNIMASA	He explained the recommendation (see attached document)
Discussion	
Ms. KISHIUE	Dr. KISHIUE mentioned importance of participation and governmental support of relevant CPs such as MPWT and DPWT to expand Student Bus Pass in Vientiane Capital with VCSBE SBP promotion effort.
ADB	He raised question about new CBS construction and TBS location since ADB was going to start a project for BRT implementation in Vientiane Capital that also would cover the planned new CBS and TBS location area. In addition, ADB's new project would reference a road and parking plan due to be set up during 2016-2019.
Mr. Detsongkham THAMMAVONG, Director	He replied to ADB questions about remaining issues for new CBS construction and TBS location setting.
Mr. IMAI	He explained the purpose of the final project evaluation. The result of the evaluation was to consider remaining issues and future actions for improvement. The result of the Project evaluation was not as high as might be desired, however, JICA evaluation team expressed belief that remaining issues could be resolved in future through further efforts.
Ms. HAMADA	Explanation of PDM evaluation method and the result of the JICA Project Evaluation result (See Appendix)
Mr. IMAI	The Phase 2 Project would be designed with reference to the final evaluation result of Phase 1. In order to assist the second phase, the JICA evaluation team suggested continuous monitoring of relevant data by VCSBE. VCSBE requested the submission of monthly reports on the sales number of SBP to JICA Laos office for monitoring. The purpose of SBP expansion would be to meet the national transport strategy of Laos and also contribute to VCSBE revenue increases. As the JICA Project Team mentioned, it was preferable to continue SBP expansion activities by VCSBE. The government of Laos now preparing a strategy for environmentally sustainable transportation. VCSBE should observe the national strategy. Therefore in order to set up the Phase 2 project it would be necessary to confirm its adherence to the national strategy. Close communication and information sharing between the JICA

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Name of speaker	Content
Dr. Bounta	<p>Project members and CP through weekly meeting and other meeting when necessary were good examples for smooth project implementation. He hoped that the clear pathways of communication would continue through to phase 2 of the project.</p> <p>He said some additional explanation for better understanding of JICA evaluation results together with team recommendations would assist Lao participants in future.</p>
Closing Remarks by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.	Closing remarks were delivered by Mr. Viengsavath SIPHANDONE, Director General of Department of Transport, Ministry of Public Works and Transport.

Meeting Agenda
On Road Traffic and Safety Issues
In Cooperation with Traffic Relevant Organizations

1 Meeting agenda

- a) Plan of bus use for traffic safety class in primary and secondary schools in later half of May 2013 by inviting Keisei Bus Company from Japan in cooperation with traffic police and Handicap international.
- b) Promotion of bus use through traffic enforcement, publicity of good safe driving manners, in particular, of motorcycle in cooperation with traffic police to contribute to reduce traffic congestion and traffic accident by motorcycle.
- c) Tentative central bus station layout and traffic control during construction of new central bus station building.
- d) Consider measures of road use and traffic control for BRT (Bus Rapid Transport) social experiment implementation such as bus priority lane setting, bus prioritized signal control, and illegal parking control on the candidate routes in cooperation with traffic police.

2 Date of the meeting (to be chaired by MPWT)

13 November 2012 at VCSBE

3 Participants to be invited

- ✓ Vientiane Capital State Bus Enterprise
- ✓ DPWT of VC
- ✓ Traffic Police of VC
- ✓ Ministry of Education / Department of Education of VC
- ✓ Handicap International
- ✓ JICA Project Team

Special Agenda

Date: November 13, 2012 Time: 2:00pm to 3:30pm

Venue: VCSBE

- | | |
|-------------------|--|
| 2:00pm to 2:10pm: | Opening: Director General, Department of Transport, MPWT
Mr. Viengsavath SIPHANDONE |
| 2:10pm to 2:20pm: | Bus Transportation Safety Campaigns with Traffic Police and
Schools |
| 2:20pm to 2:30pm: | Bus Service Requirements from Student Bus Users and the
Disable Group |
| 2:30pm to 2:40pm: | A Temporary Bus Station and Operation Plan during New
CBS Construction |
| 2:40pm to 2:50pm: | Bus safety drive and street parking issues |
| 2:50pm to 3:20pm: | Discussion |
| 3:20pm to 3:30pm: | Closing: Director General, DPWT, VC
Mr.Dethongkham THAMMAVONG |

Meeting Records

Time/Date: Tuesday, 13 November, 2012, 14:00 - 15:45

Place: VCSBE Meeting Room

Objectives: Discussion

Participants:

VCSBE	Mr. Khamphoune TEMERATH, Director Mr. Bouapha PHETVISAY, Deputy Director of Transport Affaires Mr. Bounpone FONGMANY, Deputy Director of Technical Affaires Mr. Vanly CHANCHALERN, Deputy Director of Administrative Affaires Mr. Bounma VILAVONG, Head of Administration and Personnel Sector Mr. Bounyu THAMMASARD, Deputy Head of Administration and Personnel Sector
DPWT/VC	Mr. Ounneua SILAVONG, Deputy Director Mr. Khamphay SOUVATHDY, Technical Officer Mr. Somsanith HOUDTHONGKHAM, Technical Officer
DoT/MPWT	Mr. Viengsavath SIPHANDONE, Director General Dr. Bounta ONNAVONG, Director of Planning and Budgeting Division
DoE&S/VC	Mr. Amnath SOUPHIDA, Technical Officer
Handicap International Laos	Ms. Minla VONGSANTY, Manager of advertise and research road safety
JICA Project Team	Mr. TODA Toshinori, Team Leader/Public Transportation Ms. MISHIMA Ai, Human Resource Development Mr. MURAKAMI Tadaaki, Bus route and Operation Mr. KOBAYASHI Kiyohito, Vehicle Management and Maintenance Mr. MURATA Minoru, Mechanics Mr. Chanthala VORRASING, Engineer Ms. Pathana INTHALANGSY, Interpreter

Special Meeting Agenda:

1. Bus Transportation Safety Campaigns with Traffic Police and Schools
2. A Temporary Bus Station and Operation Plan during New CBS Construction
3. Bus Service Requirements for Bus Users and the Disable Group
 - a. Report about Digital Tachograph installation
4. Bus safety drive and street parking issues
5. Discussion

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Name of speaker	Content	Action
Mr. Viengsavath SIPHANDONE	The official opening remark by the Chairperson, DG of DOT of MPWT and warmly welcome to all participants	
Mr. TODA Toshinori	<p>Informed about the JICA PEC-VCSBE project has been implementing for 10 months and agenda for today there were 5 topics will be discussed afterward</p> <ol style="list-style-type: none"> 1. Bus Transportation Safety Campaigns with Traffic Police and Schools; 2. Temporary Bus Station and Operation Plan during New CBS Construction; 3. Bus Service Requirements from Student Bus Users and the Disable Group; 4. Bus safety drive and street parking issues; 5. Discussion required. 	
Ms. MISHIMA Ai	<p>Presented about the Plan for Bus Transportation Safety Campaigns with Traffic Police and Schools</p> <ul style="list-style-type: none"> ▪ This concept from training experience in Japan (proposed with handout pass through the meeting); ▪ Plan to invite and discuss with main organizations and related authority in order to select around 5 schools in VC, which located in target route and will be implemented on early of May 2013; ▪ Objective about this event is to mitigate traffic accident and reduce motorcycle use to mitigate serious traffic accident and traffic congestion, promotion of bus use. Also, enhancing public awareness of traffic safety to be provided. (Presentation slides attached) 	
Mr. MURAKAMI Tadaaki	<p>Mention about Construction of New CBS building is expected to commence in January 2013 and require for 2 years construction. Temporary Bus Stop TBS plan has been final to propose for 2 areas:</p> <ul style="list-style-type: none"> ▪ West Side of Thalao Sao Mall; ▪ Boulevard Khouving Roadside. <p>However, cooperation of each organization is still required to consider on passengers safety, which board to and alight from buses and wait for bus in roadside and cross the road from Kmuadin market to TBS shall be secured. Also, Traffic control for illegal parking in TBS area shall be dedicated for bus operation use, private vehicles shall be prohibited. (as shown attached).</p>	
Mr. TODA Toshinori	<p>Proposed about Bus Service Requirements from Bus Users for Students and the Disable Group, mentioned about preliminary discussion between VCSBE with National University of Laos in order to establish a transportation committee for bus service improvement, which will start on January 2013.</p> <p>Also, need to prepare other transportation committees under the National Traffic Safety Committee to discuss about public bus service requirement at each district in Vientiane Capital and consideration about universal design concept for bus terminal, bus stops, and bus vehicles, which related to infrastructures suitable for disable people, elderly, children, and pregnant women etc. Especially, Bus Safety Drive of bus drivers with installed of Digital Tachograph.</p>	

Name of speaker	Content	Action
Mr. MURATA Minoru	<p>Informed about 42 new buses has been already installed digital tachograph and training. Explained more as following details:</p> <ul style="list-style-type: none"> ▪ Digital Tachograph will help to monitor bus drivers, maintain bus driving record in Memory card and driving safety data analysis for economic driving; ▪ Which can print out daily report to show driving record to bus drivers how they drove and point out how to improve their safety driving skills; ▪ Digital Tachograph now will focus on speed, which set up speed to control fuel consumption and how engine rotational speed show as revolution per minute RPM lower mean fuel consumption also lower (proposed with Digital Tachograph report data with graph pass through the meeting); ▪ Also, mentioned on 14 Nov 12 will train for Digital Tachograph data analysis and hope that Digital Tachograph is tool for help to improve VCSBE capacity more and more in future. 	
Dr. Bounta ONNAVONG	<p>Mentioned more about Digital Tachograph and black box meaning in Lao is a cheap device, system, which can be viewed solely of its input and output, but Digital Tachograph is more multi-functional, expensive device, system. However, JICA PEC-VCSBE will focus on safety and economic driving, and will be introduced more and more function in the near future.</p>	
Mr. TODA Toshinori	<p>Proposed more about street parking issues such as:</p> <ul style="list-style-type: none"> ▪ Illegal Street parking particular in morning and afternoon peak hour along bus route should be controlled and mentioned to consider about during ASEM, there were not many vehicles parking along the road and how they manage and there were many comments in Vientiane Times about this matter; ▪ Plan to introduce Bus Rapid Transit BRT operate on Route CBS and Friendship Bridge and Route CBS and Dongdok Campus National University of Lao; ▪ Also, request VCSBE to cooperate with Traffic Police for route selections, bus priority lane, and illegal parking control. 	
Mr. Khamphoune TEMERATH	<p>Mentioned about Central Bus Station CBS and Temporary Bus Stop (TBS) such as:</p> <ul style="list-style-type: none"> ▪ Chitchareune Construction Company limited CCC is developer concession; ▪ CCC has signed contract with NIKKEN SEIKEI Engineering (Japan) to design concept layout of CBS (ground floor); ▪ The problem for TBS at South side of Institute Pasteur Du LAOS now is already authorized to private Para-transit company; ▪ Southern Bus that will departure after refuel petrol, bus can be stand by at Southern Bus Station SBT; ▪ Would require for further discussion on Inter Bus City due to TBS selected areas may not appropriate. 	

*The JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise
(JICA PEC-VCSBE)*

Name of speaker	Content	Action
Mr. Ounneua SILAVONG	Commented on TBS selected areas not suitable to start the engine and stand by for over 10 minutes in those areas for only 42 new buses because it's impossible to stand by all buses there include Bus Inter-Provinces to Thalath, Kasy and Vangvieng and these should move to Northern Bus Station NBS as appropriate. Suggested VCSBE to get more information from Traffic Police. Street parking notice by government how Traffic Police can be managed. Also, they now discuss how to introduce traffic sign able to park which hour.	
Mr. Khamphoune TEMERATH	Proposed buses stand by area, which owned by CCC at Phonesa-ath Village to the meeting committee to further discuss and consideration up on appropriately.	
Ms. Minla VONGSANTY	Presented a bit about Handicap International role and responsibility in Laos, which focus on similarity of JICA PEC-VCSBE project activity that will be implemented in May next year, suggested for future cooperation as required. Also, comments about passengers' safety and facility to be provided. Especially, in front of school for student. How to encourage school to force students' parents to participate in order to promote using of public bus for example monthly payment can get discount for student, elderly people, etc.	
Mr. Khamphoune TEMERATH	Replied that JICA PEC-VCSBE project experts also advise and he already reported to above authority, which there is no any news update for the consideration of the subsidy yet.	
Dr. Bounta ONNAVONG	Commented on universal designs if compare to other developing country such as: none step or low floor. New CBS still cannot design as universal design due to area limitation.	
Mr. Viengsavath SIPHANDONE	<p>Conclusion mentioned that he will report about JICA PEC-VCSBE project working progress and other activity to the Minister of MPWT</p> <ul style="list-style-type: none"> ▪ Praise to JICA PEC-VCSBE project experts and VCSBE that will establish a transportation committee for bus service improvement for early next year and thank you to all participants about their comments that will not only help to improve VCBSE capacity, but also will help DoT to improve 3 articles for Law on Land Transport, Law on Land Traffic, and Multi-function Transport to identify transport function for bus, Para-transit, and pathway that will be enforced as appropriate as infrastructure suitable; ▪ Especially, praise to JICA PEC-VCSBE project experts for next year plan to Bus Transportation Safety Campaigns, which DG Viengsavath also suggested VCSBE bus safety event for next year should be during 6-12 May 2013 because during that time will be the UN Road Safety Week and should plan for creative activity such as: Q& A for gifts, Marathon, riding motorcycle with helmet, short drama; ▪ Mentioned about will be discussed and considered with above authority for subsidy policy for students and retirement people ▪ Reviewed of pathway, signpost, traffic sign and other facility should be suitable for bus users and disable group; ▪ Suggested for starting to collect some data, draft as policy, enforce as law, and get public comments to improve public bus services instead of using private vehicle to reduce traffic problem and he again thanks and appreciated Mr. TODA and Japanese Experts Team to assist Lao PDR. 	

- The meeting was adjourned at 15:45 pm.

Registration

Meeting Topic: Road Traffic and Safety Issues In Cooperation with Traffic Relevant Organizations

Place: VCSBE Meeting Room

Date: 13th November 2012

Time: 14:00 - 15:45

ລ/ດ No.	ຊື່ ແລະ ນາມສະກຸນ Name & Surname	ຕຳແໜ່ງ Position	ມາຈາກໜ້າກ່ຽວ Organization	ເບີໂທລະສັບມືຖື Telephone number	ທີ່ຢູ່ອີເມວ Email Address	ລາຍຊື່ Signature
1	Mr. Viengsavath SIPHANDONE	Director General	Department of Transport			
2	Dr. Bounta ONNAVONG	Director of Planning and Budgeting division	Department of Transport			
3	Mr. Khamphoune TEMERATH	Director	VCSBE			
4	Mr. Bouapha PHETVISAY	Deputy Director of Transport Affaires	VCSBE			
5	Mr. Vany CHANCHALEUNE	Deputy Director of administrative Affaires	VCSBE			
6	Mr. Bounpone FONGMANY	Deputy Director of Technical Affaires	VCSBE			
7	Mr. TODA Toshinori	Team leader	JICA Study team			
8	Ms. MISHIMA Ai	Bus Service/ Human Resource Development I	JICA Study team			
9	Mr. MURATA Minoru	Mechanics	JICA Study team			
10	Mr. KOBAYASHI Kiyohito	Vehicle Management and Maintenance	JICA Study team			
11	Mr. MURAKAMI Tadaaki	Bus Route and Operation	JICA Study team			
12	Ms. Pathana INTHALANGSY	Interpreter	JICA Study Team			
13	Mr. Chanthala VORRASING	Engineer	JICA Study Team			
14	Mr. Amnath SOUPHIDA	Officer	Vientiane Capital department of education and sport			
15	Mr. Ounneua SILAVONG	Deputy Director	Vientiane Capital DPWT			
16	Mr. Somsanith HOUATHONGKHAM	Officer of transport sector	Vientiane Capital DPWT			
17	Mr. Khamphay SOUVATHDY	Officer of transport sector	Vientiane Capital DPWT			
18	Mr. Bounngu THAMMASARD	Deputy Head of Administration and Personnel Sector	VCSBE			
19	Mr. Bounma VILAVONG	Head of Administration and Personnel Sector	VCSBE			
20	Ms. Minla VONGSANTY	Manager of advertise and research road safety	Handicap International			

PLAN FOR BUS TRAFFIC SAFETY TRAINING FOR CHILDREN

THE PROJECT TO ENHANCE THE CAPACITY OF
VIENTIANE CAPITAL STATE BUS ENTERPRISE

OBJECTIVE

- To mitigate traffic accident of bus .
- Promotion of bus use through the event.
- Giving opportunity to enjoy bus use through training to increase future bus users.
- Reduce motorcycle use to mitigate serious traffic accident and traffic congestion.
- Enhance public awareness of traffic safety in cooperation with Traffic Police and Traffic safety relevant organizations.

CONTENTS OF THE EVENT

- Bring a new bus from VCSBE to School yard.
- Explanation of bus and each parts function.
- How to get on and off bus, manner and behavior during bus driving, bus drivers' sight and dead angle from driver's sheet, etc.
- Trial of bus announce and see the view from driver's sheet.
- Q&A

MAIN IMPLEMENTATION ORGANIZATIONS

- Keisei Bus Company from Japan
- VCSBE
- Traffic Police
- Vientiane Capital
- MPWT
- Traffic Safety related organizations
- Ministry of Education
- JICA Project Team

DATE OF THE EVENT

Later half of May 2013

VENUE

- Around 5 schools in Vientiane located along bus route.
- Enterprise and university also considerable since traffic accident rate of bus and motorcycle is high.

Plan for Bus Traffic Safety Class for children

1. Objective

The JICA project to enhance the capacity of Vientiane capital state bus enterprise has been working since January 2012 to improve public bus use in Vientiane. Prior to the project, government of Japan decided to provide 42 new buses to Vientiane Capital State Bus Enterprise (VCSBE) to relocate old buses. The new provided buses have already operated in Vientiane City, together with the JICA project activities, however, the information of new bus operation and the routes are still not efficient to enhance bus use to the public. In addition, to mitigate traffic accident of bus, VCSBE is planning to conduct traffic safety class for children at schools using new bus such as how to get on bus, manner and behavior during bus driving, bus drivers' sight and dead angle from driver's sheet by inviting Keisei Bus Company Traffic Safety Education trainer from Japan. Through the training, we hope children will like bus and obtain knowledge of traffic safety.

2. The action to be taken for the activity

(1) Discussion with relevant organizations.

- MPWT
- DPWT of VC
- Ministry of education / Education department of VC
- VCSBE
- Handicap International
- JICA Project Team

(2) Selection of schools

Around 5 schools in Vientiane Capital.
Schools located near from new bus route are preferable.
Training for motorcyclists is also considerable.

(3) Target Age for the training

Around 6-15 years old

(4) Cooperative organization

- Traffic Police
- Keisei Bus Company from Japan
- Handicap International

(5) Implementation Date

Later half of May 2013 detail will be discussed with relevant organizations.

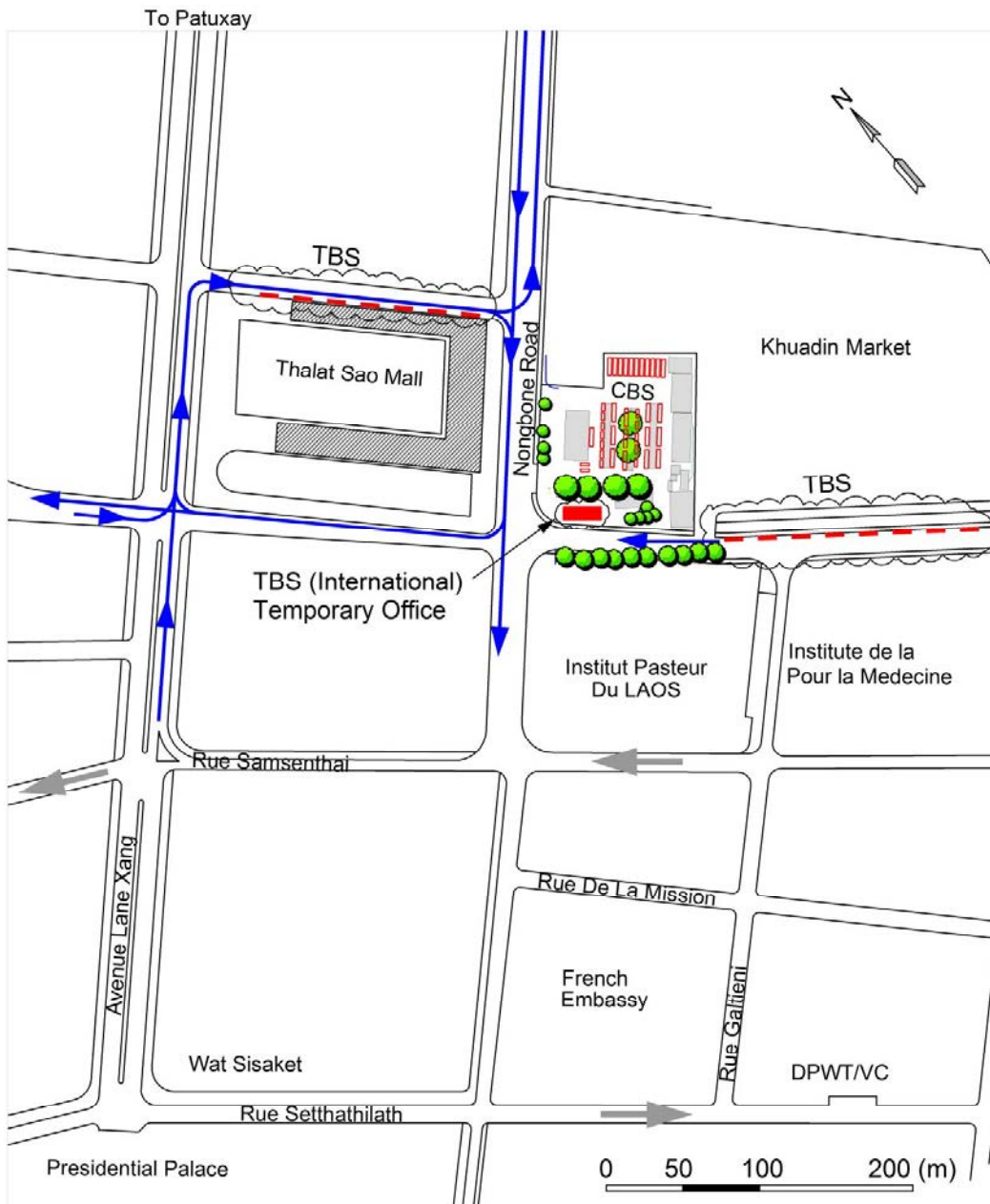
(6) Necessary equipment

	Equipment	Responsible organization
1	New bus	Provided by VCSBE
2	Trainer	Keisei Bus Company, Traffic Police and Handicap International
3	Textbook	JICA Project Team and Keisei Bus Company, Traffic Police and Handicap International
4	Space	School yard
5	Tools (Rope, Microphone etc)	Keisei Bus Company

The Project Enhance the Capacity of Vientiane Capital State Bus Enterprise

Temporary Bus Stop During new CBS construction

Construction of New CBS building is expected to commence in January 2013 having two year-construction period. As of November 2012, the temporary bus stops (TBS) which will be used during CBS construction are planned as shown in below.



TBS plan has been proposed. However, cooperation of each organization is still required.

- 1) Passengers Safety: The safety of passengers who board to and alight from buses and wait for bus in roadside shall be secured. Also, many passengers may cross the road from Khuadin market to TBS. Traffic safety for these passengers also required.
- 2) Traffic control: In order to perform safe and smooth bus operation, illegal parking in TBS area shall be prohibited. TBS shall be dedicated for bus operation use.

Bus Service Requirements from Student Bus Users and the Disable Group

1. Establish a transportation committee of Lao University to discuss bus service improvement, starting in next January.
2. Prepare other transportation committees under the National Traffic Safety Committee at each district in Vientiane Capital to discuss public bus service requirement.
3. Apply new design concept to bus terminal and bus stops, bus vehicles, and related infrastructures suitable for the disable, physical handicapper, the aged, children, pregnant women etc, as the universal design.

Bus safety drive and street parking issues

A. Bus Safety Drive

1. New bus has been installed a digital tachograph
2. We will monitor bus driving records and analysis the data for driving safety and economic driving such as ECO-DRIVE.
3. We will show a driving record to the driver how and what he drove and point out how he improve it.

B. Street Parking

1. For bus safety driving, illegal street parking along bus route should be control, in particular, during the morning and afternoon peak hour.
2. Bus Rapid Transit will be planned to introduce operate on Route CBS and Friendship Bridge and Rout CBS and Dongdok Campus of Lao University.
3. VCSBE requests cooperation of Traffic Police for route selections, bus priority lane and illegal parking control.

The Discussion Meeting of the Public Transport in Vientiane Capital
on Monday 29 April, 2013 Time: 8:00–11:00 AM, at Vientiane Capital Meeting Room

Agenda

Time	Description	Person responsible
08:00 – 08:30	Register	All Invitees attended
08:30 – 08:40	Welcoming and Opening Remark	Chair Person by HE Mr. Soukanh MHARATH Mayor, Vientiane Capital
08:40 – 09:40	Present about the background and work in progress of the Project, and propose to improve the Public Bus Transportation System in Vientiane Capital	Mr. Toshinori TODA Team Leader of JICA Expert of The Project to Enhance Capacity of Vientiane Capital State Bus Enterprise
09:40 – 10:40	Discussion	All Invitees attended
10:40 – 11:00	Conclusion and Closing Remark	Chair Person by HE Mr. Soukanh MHARATH Mayor, Vientiane Capital

List of Invitees

To the Discussion Meeting of the Public Transport in Vientiane Capital
on Monday 29 April, 2013 Time: 8:00–11:00 AM, at Vientiane Capital Meeting Room

Ministry of Public Works and Transport (MPWT)

No	Name	Designation
1	Dr. Santisouk SIMMALAVONG	Permanent Secretary, MPWT
2	Mr. Viengsavath SIPHANDONE	Director General, Department of Transport (DOT), MPWT
3	Dr. Bounta ONNAVONG	Director, Division of Planning and Budgeting, DOT, MPWT
4	Mr. Toui PHOMMASING	Director, Division of Land Transport, DOT, MPWT
5	Mr. Somnuk MEKTAKUL	Director, Division of Traffic Road Safety, DOT, MPWT
6	Mr. Khamla PHOMMAVANH	Secretary to Minister, MPWT
7	Mr. Putthasay SIRISACK	Officer, Division of Planning and Budgeting, DOT, MPWT

Vientiane Capital Office

No	Name	Designation
1	Mr. Keophilavanh ARPHATLATH	Vice Mayor, Vientiane Capital
2	Ms. Boualone VONGDALASENE	Chief of Cabinet, Vientiane Capital
3	Mr. Vixay SANAVANH	Director General, Department of Planning and Investment, MPI
4	Mr. Khamphan MALABANDITH	Chief of Finance Division, Vientiane Capital
5	Mr. Dedsongkham THAMMAVONG	Director, DPWT, Vientiane Capital
	Mr. Sythong MANHARNONG	Chief of Tax Division, Vientiane Capital
6	Mr. Thongthip SIVIXAY	Chief of Cabinet, Business Promotion Office, VC
7	Mr. Khamphoune TEMERATH	Director of Vientiane Capital State Bus Enterprise
8	Mr. Phommachanh SEUANEBOUNMA	Chief of Traffic Division, Vientiane Capital

Ministry of Public Security

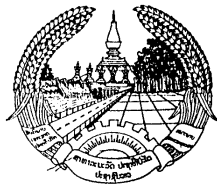
No	Name	Designation
1	Mr. Khamthawhai PHETOUTHAI	Director, Department of Traffic Police, MPS

Government's Office

No	Name	Designation
1	Mr. Phonesavanh INTHALANGSY	Chief of Management and Business Promotion Division of Public Enterprises, Business Promotion Office, The Prime Minister Office

Japanese Side

No	Name	Designation
1	H.E Ms. Junko YOKOTA	Ambassador of Japan to the Lao PDR
2	Mr. Susumu Yuzurio	Deputy Chief Representative, JICA Laos
3	Mr. Toshinori TODA	Team Leader of JICA Expert of The Project to Enhance Capacity of Vientiane Capital State Bus Enterprise



Peace Independence Democracy Unity Prosperity

Lao People's Democratic Republic

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Meeting Record

Of The Discussion Meeting of the Public Transport in Vientiane Capital
on Monday 29 April, 2013

In the Monday, Date on 29 April 2013 at 09:00 AM at 2nd Floor of Vientiane Capital Office Meeting Room, which was chaired by H.E Mr. Soukanh MHARATH, the Secretariat of Central Party, the Secretary of Committee Party, Mayor of Vientiane Capital; H.E Mr. Sommad PHOLSENA, the Minister of Ministry of Public Works and Transport (MPWT); H.E Ms. Junko YOKOTA, Ambassador of Japan to the Lao PDR; and Mr. Keophilavanh ARPHATLATH, Vice Mayor of Vientiane Capital; Deputy Chief Representative JICA Laos Office; there are many Directors from related Division, related Cabinet Office, and the Experts Team from the Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise participated in this Meeting.

The Meeting had listened to the propose of the objective for target level of the Meeting from H.E Mr. Soukanh MHARATH, Mayor of Vientiane Capital. Then, the Meeting had seen and listened to the presentation from the Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise from the Team Leader of the Experts Team. And there were many comments from the participants that participated in this Meeting.

After that the chairman of the Meeting had been briefly concluded and advised to implement in further as follow:

1. About the Traffic Resolution Activities by using the Public Transportation Method such as the resolution with a view to use of the Japanese Model. Especially, the Ambassador of Japan to the Lao PDR had concerned about this matters. Related to the Vientiane Capital is the Ministry of Public Works and Transport (MPWT) in order to help the Traffic Resolution Activities such as having a high commitment towards for solving the Transportation Issues by using the Public Transportation and propose using the Japanese Model was appropriateness, which can be adapted to use in the Lao PDR. Overall, especially, in the Vientiane Capital. And we should consider providing the support to the Public Transportation Project.
2. The Project above was the fundamental to improve and move to the further implementation, which we will able to acknowledge, deeply understand of the Project Implementation Plan of the Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise. Also, all Participants had added comments to some points in order to make the Project more comprehensive to move to implement. This day the Project has been moving into implementation.
 - The Major Principle, we were able to agree together, how to increase the using of the Public Bus Transportation in the Vientiane Capital more and more. Also, nowadays Vientiane Capital had paid more attention, which were supported by the Government of Japan in many times. However, the using of the Public Bus Transportation in the Vientiane Capital still not high enough, so how we will able to complete the tasks at least 25-30% at minimum, if we can implement as mentioned we will able to solve many problems inside the Vientiane Capital as the Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise's targets of the Project Implementation. After that Vientiane Capital will have to improve the level of the Vientiane Capital State Bus Enterprise to be as the Central Role of the Operating Transportation of Vientiane Capital, but must be sustainable. The important thing the Project propose the Business Partner from Japan to participate as Joint Venture in order to make this State Enterprise to be stability and sustainable. But in order to move to that stage they have to involve many factors such as: researching of Data Information, Policy, improves the regulation, and etc...Therefore, regarding to this issue this matter has to continue researching and in clear details.

- According to the improvement of the bus level of using Technical Service such as: the using of Digital Tachograph, (Speed Control) to control by technical, technical management, using equipment for ICT System to collect the Operation Data and other issues that related to service. However, for the issue to request the Support that we would like to use Financial Supporting System by Tax Payment to raise up the issue in order to propose to the Government to support of the Financial Aid. Regarding to BRT and the extension of Bus Operation from 17:00 PM to be 18:00 PM, related to the CBS Construction to move into other additional service providing in the CBS in order to increase the revenue to Vientiane Capital State Bus Enterprise or regarding to TBS selection area when they are going to build TBS at Hussady Village, which is very important issue that we have to group together for researching, solving in order to move into next implementation stage. Regarding based on what we have been discussed so far, what we can do in order to make Vientiane Capital State Bus Enterprise to start to co-operate an implementing with the Project's Experts such as: using the Profitable Routes to continue Bus Operations, but for those Unprofitable Routes shall to be temporary stopped, which will be the condition what we can research and move into next implementation or the extension of Bus Operation from 17:00 PM to be 18:00 PM, that we can implement by further discussing with the Project's Experts. If there is any issue regard to the Role of leadership, the Management of Vientiane Capital (VC) and the Ministry of Public Works and Transport (MPWT) shall to be urgent report, to facilitate to Vientiane Capital State Bus Enterprise activities, in order to have new Bus Services to provide to Public so the additional policy need to be concerned is about Bus Promotion, the small Electric Buses, which will make the services smoothly and move into other maintenance matters to be more compacted, which this need to be researched for the consideration, also we have to consider and propose to the Ambassador of Japan to the Lao PDR to continue of considering Loan with Minimum Interest to support to Vientiane Capital State Bus Enterprise in the Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise such as: Small buses or Electric Buses and others to be utilized to the Traffic Matter, to maintain, to improve the Public Transport, which is obvious significantly for Vientiane Capital and we have to continue in term of Macro-Research. Especially, the Ministry of Public Works and Transport (MPWT). For Vientiane Capital (VC) was supported the Proposal of Financial Source for Loan with Minimum Interest from the Government of Japan through the assistance from the Ambassador of Japan to the Lao PDR.
3. Regarding to the arrangement of the Public Bus Used Festival in order to educate and to introduce Social Experiment of Vientiane Capital (VC) is to assign to Vientiane Capital Office (VCO) to join with other related Division to research, how to arrange such as: Bus trip to National University of Laos, we have to persuade teachers, students, for using Public Bus Transportation. In the beginning to launch this festival, we will arrange to invite the Minister from various Ministries. Especially, the Minister of Ministry of Education and Sport (MOES), the Minister of Ministry of Public Works and Transport (MPWT), the Ambassador of Japan to the Lao PDR and the Mayor of Vientiane Capital, the President of National University of Laos, teachers, and students to involve in that Event, how many buses will use, where to park the buses and departure in which area, what is the related mechanism in order to be sustainable and to be ensure with others to be arranged the selected date (to be implemented on Monthly Basis) so this will be assigned to Mdm. Boualone VONGDARASENE and Mr. Khamphoune TEMERATH and other related Division of Ministry of Public Works and Transport (MPWT) to join to research in deeply details.

The Special Meeting was closed at 11:30 AM at the same day.

Chairman

H.E Mr. Soukanh MHARATH

Meeting record by

Thanongsack VONGVILAY

THE PROJECT TO ENHANCE THE CAPACITY OF VIENTIAN CAPITAL STATE BUS ENTERPRISE

Explanation Note for Special Meeting on 29 April 2013

Team Leader/Public Transport
Katahira & Engineers International (KEI)
Toda Toshinori

1. Relevant Study and Project

Title	Objectives	Proposed Plan
(1) Master Plan on Comprehensive Urban Transport in Vientiane (2008)	<ul style="list-style-type: none"> • Road network • Traffic management • <u>Public transportation</u> (PT share 10% ⇒25%) 	<ul style="list-style-type: none"> • Ring road construction • Traffic management • <u>Shuttle bus service</u>
(2) The Project of Improvement of Public Transportation Capacity (2010)	Increase in capacity of bus public transportation	<u>Grant aid of 42 new big buses</u> (Arrival in June 2012)
(3) The Project to Enhance the Capacity of VCSBE (2012-2014)	Urban public bus service of VCSB is improved	Technical Assistance for C/P <ul style="list-style-type: none"> • MPWT • Vientiane City • VCSBE

2. Progress of the Project

Major Activities	Objective	Results (to be expected)
(1) Digital Tachograph (1 st Year)	<ul style="list-style-type: none"> • Drive data • Safety drive 	<ul style="list-style-type: none"> • Speed control • Fuel saving • Bus stop location
(2) ICT Ticket Social Experiment (2 nd Year)	<ul style="list-style-type: none"> • “Cash free bus” • Collection of passenger data OP1: CBS – Friendship Bridge OP2: CBS- Dongdok Cam. 	<ul style="list-style-type: none"> • New fare system • Route B/C
(3) BRT Social Experiment (2 nd Year)	Bus priority by bus private lane OP1: Friendship ⇒CBS OP2:Dongdok Cam.⇒CBS	Bus speed-up on congestion sections for morning peak hour
(4) ICT introduction for bus operation / maintenance management	<ul style="list-style-type: none"> • Cost data by vehicle • Combination with financial status 	<ul style="list-style-type: none"> • Monthly financial sheet • Financial status by vehicle
(5) Bus use campaign/ seminar	<ul style="list-style-type: none"> • Increase of bus user • Bus service improvement 	University of Laos
(6) Training workshop	<ul style="list-style-type: none"> • Bus transportation (BRT) • Traffic management :STRADA • Bus operation by ITC 	<ul style="list-style-type: none"> • Prof. Nakamura (National Yokohama University) • The Project
(7) New CBS construction advise	<ul style="list-style-type: none"> • Advice on new CBS plan • Bus operation plan during new CBS construction 	<ul style="list-style-type: none"> • New CBS concept • Temporary bus station plan
(8) Subsidy policy preparation	Financial support for VCSBE	Request to MPWT & City
(9) Training in Japan	MLIT/ Keisei Bus Com./Geiyo Bus Com./Iyo Teshu Bus Com./Hiroden Bus Com. Bus station (Hiroshima/ Okayama)	<ul style="list-style-type: none"> • Road transportation policy • Subsidy policy • Bus daily operation/ digi-tacho /ICT ticket

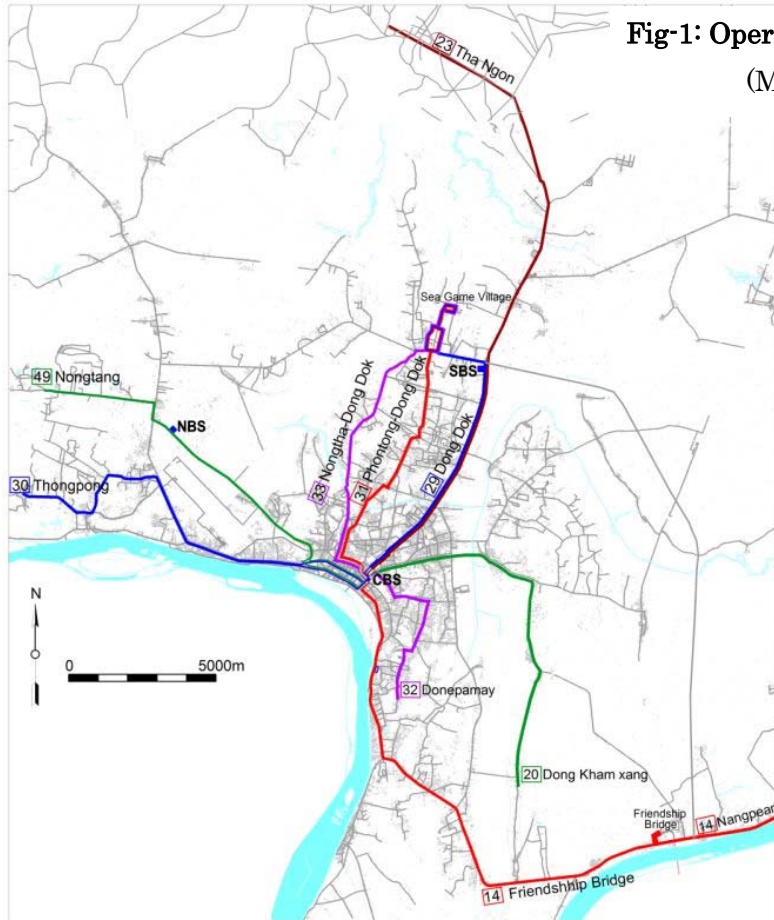


Fig-1: Operation Bus Routes
(March 2013)

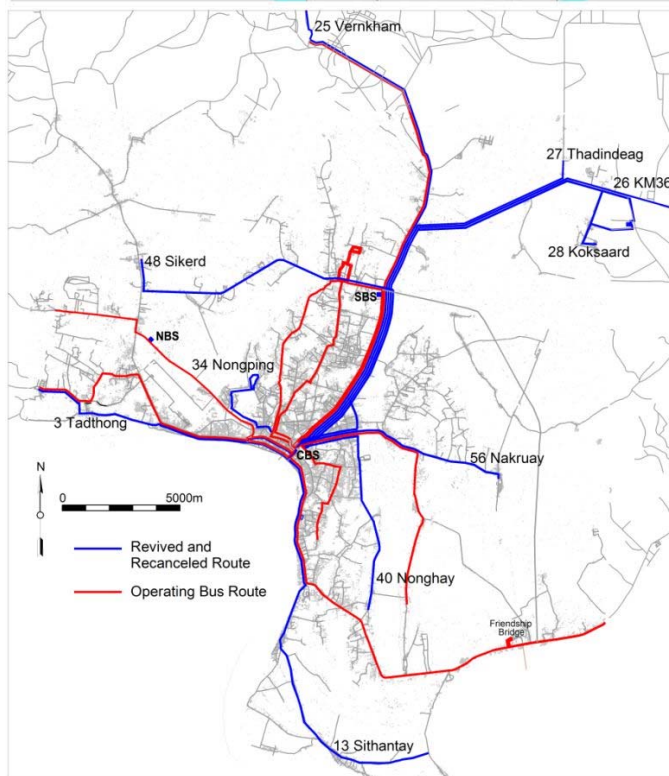


Fig-2: New Trial Routes (11)

(Trial Period: July to November 2012)

Note:
Suspending routes after trial for non-profitable (Blue Color)

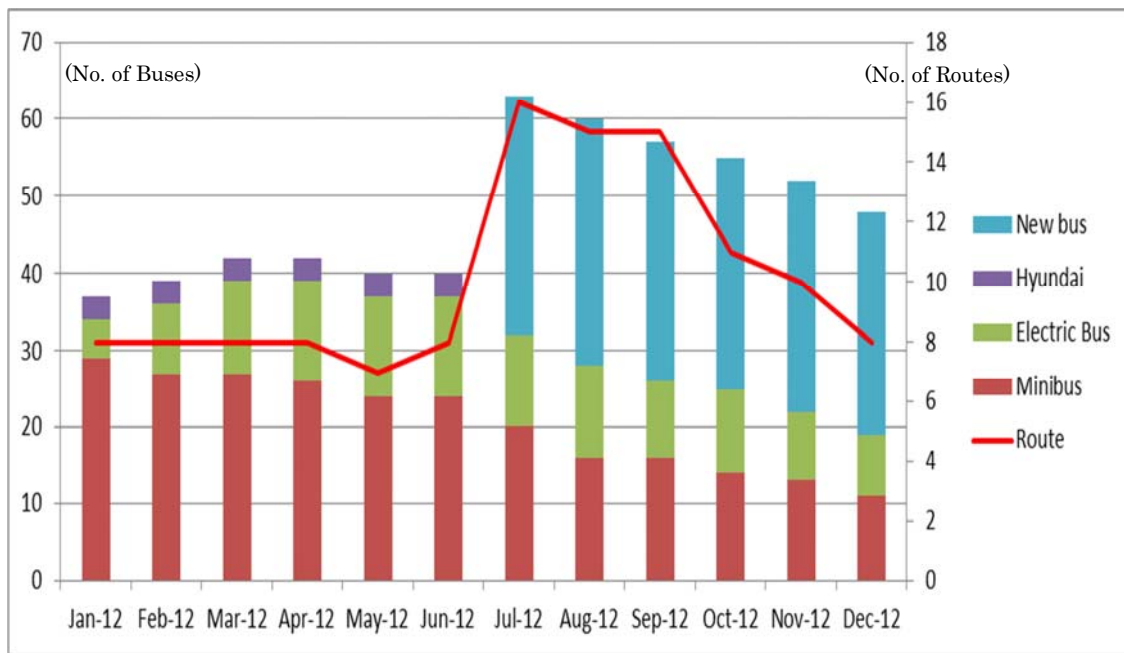
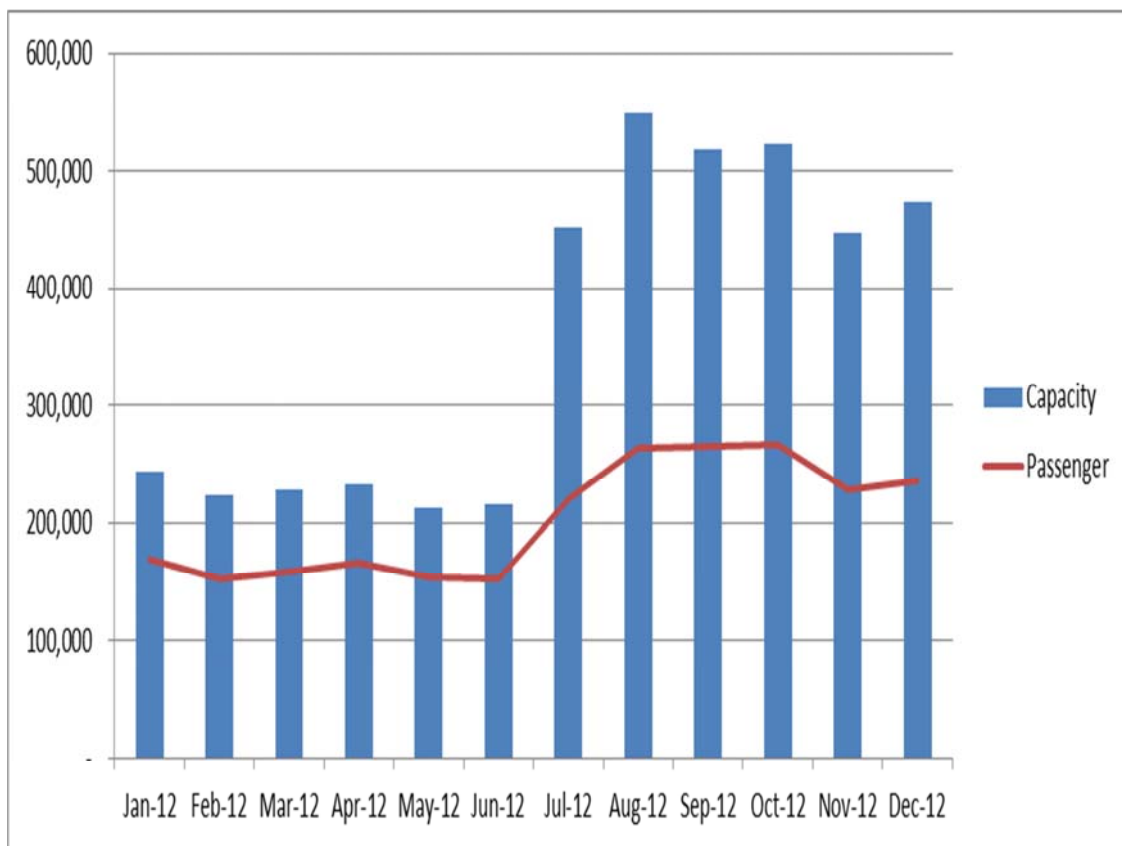


Fig. 3 Number of Operation Bus and Routes



3. Improvement of Bus Operation

(1) Review of Japanese bus company participation in VCSBE operation

The following conditions are to be prepared.

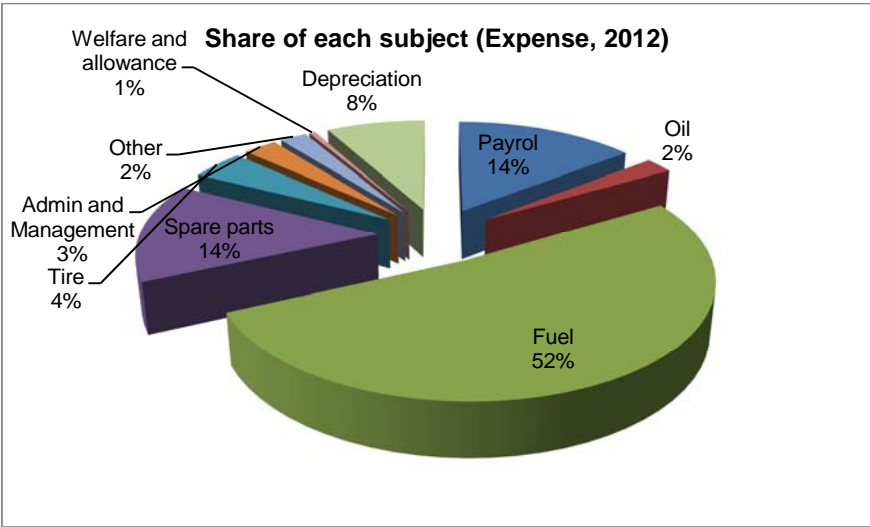
- Legal framework of public bus operation to be coordinated between Laos & Japan counterpart ministries; MPWT and MLIT
- Financial data and financial reports (BS/ PL/CF) to be prepared by the Project
- Renewal of old buses and increase in the numbers of buses to be considered by MPWT and City

(2) Subsidies

Current situation: Operation deficits: 10 % of total revenue being equivalent to paid VAT

Amount of Subsidies: LAK Three (3) Billion

Description	2009	2010	2011	2012	Average
VAT(Sales)	1,507,429,403	2,813,188,616	3,133,804,835	3,311,720,075	2,691,535,732
VAT(Expense)	583,039,983	1,468,400,479	1,645,788,321	1,516,894,519	1,303,530,826
Profit Tax	865,950,957	-	-	-	865,950,957
Minimum Profit Tax	-	263,116,979	313,384,483	331,172,007	302,557,823
Total Cash out flow	1,790,340,377	1,607,905,116	1,801,400,997	2,125,997,563	1,690,562,730
Devidence Tax	412,458,000	-	-	-	412,458,000
Total Tax (Inc indirect paid)	2,785,838,360	3,076,305,595	3,447,189,318	3,642,892,082	3,406,551,555



Three financial support schemes are reviewed.

- Tax Preference or Exemption of VAT should be considered for the public service companies.
- MPWT subsidies using “Road Fund” to promote public transport use for mitigation of traffic congestion
- City subsidies applying a welfare policy for the transport vulnerable; the aged, the disable, the student, etc.

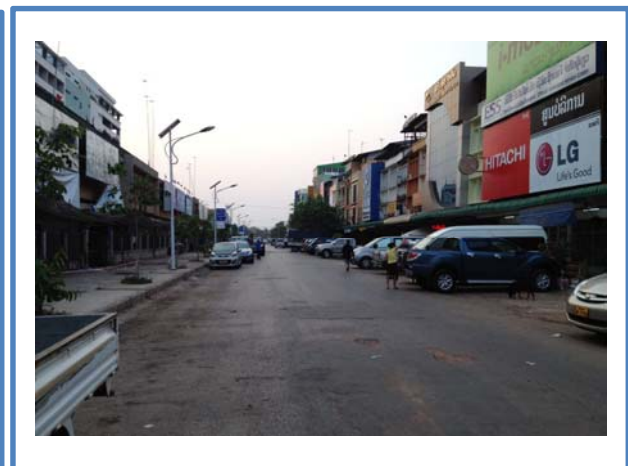
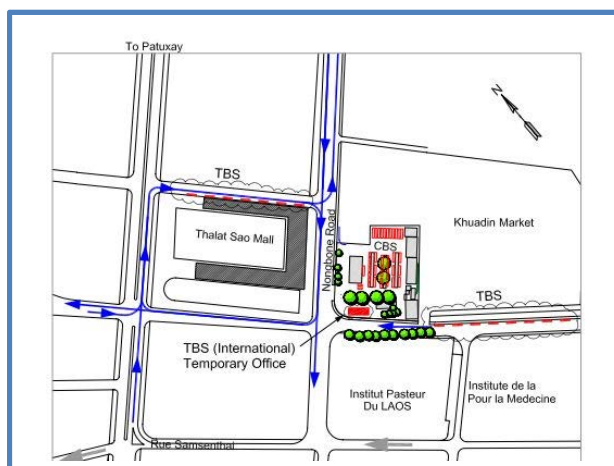
Consideration:

All financial supports may be used for legal and policy implementation. The Government may consider “mobility right for all citizens” as one of urban BHN.

Payer	Target				
	Bus company	Bus passenger	vulnerable (Elderly people/ Child)	Student	Policy participants e.g.) Park & Ride
Central Government	<ul style="list-style-type: none"> • Fund • National policy promotion by specified financial resource 				
Ministries	<ul style="list-style-type: none"> • Tax concession • Subsidy for capital assets • Subsidy for bus operation • Transportation policy promotion 	<ul style="list-style-type: none"> • Subsidy for bus operation • Transportation policy promotion 	<ul style="list-style-type: none"> • Subsidy for bus operation • Social welfare policy promotion 	<ul style="list-style-type: none"> • Subsidy for bus operation • Educational policy promotion 	<ul style="list-style-type: none"> • Fare subsidy • Participation to the respective policies
Local government	<ul style="list-style-type: none"> • Subsidy for bus operation • Urban development policy/ Urban transportation network 	<ul style="list-style-type: none"> • Fare subsidy • Welfare 	<ul style="list-style-type: none"> • Fare subsidy • Welfare 	<ul style="list-style-type: none"> • Fare subsidy • Welfare 	

(3) New CBS and Provision of Temporary Bus Station (See Fig in next page)

- Provision of additional floors (three preferable) for incomes to VCSBE out of fare revenue
Ex.2012: 4.3billion Kip for other operation income, including rental fees of kiosk.
- Provision of a temporary bus station and traffic control for bus operation
Ex. Parking control/ One- way direction / Left turn for bus with a traffic signal
- Relocation of shops in or near CBS
- Coordination of Tuk-Tuk/Sonteo parking



ສະພາບທົ່ວໄປ

ຂອງ

ລັດວິສາຫະກິດລົດເມນະຄອນຫຼວງວຽງຈັນ

ໂດຍ ທ່ານ ຄຳພຸນ ເຕເມຣາດ
ຜູ້ອຳນວຍການລັດວິສາຫະກິດລົດເມ

ປະຫວັດຄວາມເປັນມາ

6. ລັດວິສາຫະກິດລົດເມນະຄອນຫຼວງວຽງຈັນປະກອບມີຂະແໜງການດັ່ງນີ້:

- ຂະແໜງຈັດຕັ້ງ, ນະໂຍບາຍ ແລະ ບໍລິຫານ
- ຂະແໜງການເງິນ
- ຂະແໜງສະໜອງວັດຖຸອາໄຫຼ່
- ກອງຂົນສົ່ງໂດຍສານ
- ກອງຄຸ້ມຄອງເຕັກນິກ ແລະ ອຸສ້ອມແປງ.

ປະຫວັດຄວາມເປັນມາ

1. ລັດວິສາຫະກິດລົດເມນະຄອນຫຼວງວຽງຈັນແມ່ນວິສາຫະກິດທີ່ເປັນຂອງລັດ ເຮັດພາລະບົດບາດຂົນສົ່ງໂດຍສານພາຍໃນຕົວເມືອງ, ຊານເມືອງ, ບັນດາແຂວງ ແລະ ຕ່າງປະເທດຈຳນວນໜຶ່ງ.
2. ລັດວິສາຫະກິດລົດເມຂຶ້ນກັບການຊີ້ນຳຂອງພະແນກໂຍທາທິການ ແລະ ຂົນສົ່ງນະຄອນຫຼວງວຽງຈັນ.
3. ປີ 1989 – 1990 ໄດ້ຮັບການຊ່ວຍເຫຼືອຈາກລັດຖະບານຍີ່ປຸ່ນມີລົດເມຈຳນວນ 50 ຄັນ
 - ລົດເມຂະໜາດໃຫຍ່ 32 ຄັນ
 - ລົດເມຂະໜາດກາງ 18 ຄັນນອກນັ້ນຍັງກໍ່ສ້າງສະຖານີລົດເມ, ຫ້ອງການ ແລະ ອຸສ້ອມແປງ.

ປະຫວັດຄວາມເປັນມາ

7. ການດຳເນີນທຸລະກິດຜ່ານມາແມ່ນກຸ້ມຕີນເອງທາງດ້ານການເງິນແລະປະຕິບັດພັນທະຕໍ່ລັດຕະຫຼອດມາ, ນັບແຕ່ປີ 1990 ເຖິງ ປີ 2012 ພວກເຮົາສາມາດສະຫຼຸບການເຄື່ອນໄຫວໄດ້ດັ່ງນີ້:

- ຂົນສົ່ງໂດຍສານໄດ້ທັງໝົດ: 106,567,061 ຄົນ
- ສ້າງລາຍຮັບທັງໝົດ: 360,642,749,749 ກີບ
- ມອບພັນທະຕໍ່ລັດໄດ້ທັງໝົດ: 39,957,245,831 ກີບ

ປະຫວັດຄວາມເປັນມາ

4. ປີ 1999 – 2000 ຍັງໄດ້ຮັບການຊ່ວຍເຫຼືອຈາກລັດຖະບານຍີ່ປຸ່ນມີລົດເມຈຳນວນ 56 ຄັນ
 - ລົດເມຂະໜາດໃຫຍ່ 45 ບ່ອນນັ່ງ 26 ຄັນ
 - ລົດເມຂະໜາດກາງ 26 ບ່ອນນັ່ງ 30 ຄັນ
5. ປັດຈຸບັນລັດວິສາຫະກິດລົດເມນະຄອນຫຼວງວຽງຈັນມີພະນັກງານ ແລະ ກຳມະກອນທັງໝົດ 264 ທ່ານ, ຍິງ 17 ທ່ານ
 - ພະນັກງານຫ້ອງການ, ວິຊາການ 44 ທ່ານ
 - ພະນັກງານຂັບລົດ 152 ທ່ານ
 - ພະນັກງານເຕັກນິກແລະ ອຸສ້ອມແປງ 57 ທ່ານ
 - ພະນັກງານສັນຍາຈ້າງ 11 ທ່ານ

**Meeting on Introduction of ICT student bus pass social experiment and
Future Optimum BRT System Introduction for Vientiane Capital.
December 23, 2013, at Vientiane Capital Governor Office**

Meeting Agenda

Time	Agenda Item	Responsible
08:30- 09:00	Registration	All participants
09:00-09:05	Welcome and Opening Remark	HE Mr. Soukanh MHARATH, Mayor of Vientiane Capital
09:05 - 10:05	Presentation of ICT student bus pass and BRT social experiment plan	Ms. Ai Mishima JICA project team
10:05- 10:35	Discussion	All participants
10:35 - 10:45	Conclusion	HE Mr. Soukanh MHARATH, Mayor of Vientiane Capital
10:45– 10:50	Closing Remark	HE Mr. Soukanh MHARATH, Mayor of Vientiane Capital

List of Participant for BRT - ICT

Japan Embassy	Representative from Japan Embassy
JICA Laos	Mr. Susumu Yuzurio, Deputy Chief Representative Mr. Mori JICA Expert
DoT/MPWT	HE Mr. Sommad PHOLSENA, Minister, Ministry of Public Works and Transport (MPWT) Dr. Santisouk SIMMALAVONG, Permanent Secretary Mr. Viengsavath SIPHANDONE, Director General, Department of Transport Dr. Bounta ONNAVONG, Director, Division of Planning and Budgeting Mr. Somnuk MEKTAKUL, Director, Division of Traffic Road Safety Mr. Putthasay SIRISACK, Officer, Division of Planning and Budgeting
VC	HE Mr. Soukanh MHARATH, Mayor, Vientiane Mr. Keophilavanh ARPHAITLATH, Vice Mayor, Vientiane Capital Mr. Thongthip SIVIXAY, Deputy Chief of Cabinet, Vientiane Capital
DPWT/VC	Mr. Dedsongkham THAMMAVONG, Director, DPWT, Vientiane Capital Mr. Thongpoune SOUNTHAVONG, Chief of Transport Section Mr. Somsanid HOUDTHONGKHAM, Transport Section
VCSBE	Mr. Khamphoune TEMERATH, Director of VCSBE Mr. Buapha PHETVISAY, Deputy Director of Bus Operation Affaires Mr. Bounpone PHONGMANY, Deputy Director of Technical Affaires Mr. Vanly CHANCHALERN, Deputy Director of Administrative Affaires Mr. Bounthan SENSACKDAVONG, Chief of Finance Department of VCSBE Mr. Douangta SOUTHKHAMHUK, Administrative Officer of VCSBE
Traffic Department Vientiane Capital	Mr. Phommachan SOUANBOUNMA, Director of Traffic Police Department of Vientiane Capital Police Major General Bounmark SOUNDALAI, Deputy Director of Traffic Police Department of Vientiane Capital
JICA Project Team	Mr. Toshinori TODA, Team Leader of JICA Expert of The Project to Enhance Capacity of Vientiane Capital State Bus Enterprise Ms. MISHIMA Ai, Human Resource Development Mr. Sithiphon Chanthothavong, Assistant Engineer Mr. Chanthala VORRASING, Project Engineer
NUOL	President of National University Of Laos (Dongdok Campus)
MOPS	Mr. Khamthavay PHETOUTHAY, Director of Traffic Police Department
ADB	Mr. Phomma CHANTHIRATH

Discussion on Optimum Bus Rapid Transit (BRT) System in Vientiane

THE PROJECT TO ENHANCE THE CAPACITY OF VIENTIANE CAPITAL STATE BUS ENTERPRISE

Bus use contributes to traffic jam mitigation



BRT social experiment in the 2nd Project year (2013)

- BRT social experiment implementation on 17-21 June 2013 at Tadua Road.
- Result of the social experiment presentation was done on July 2013.
- Report on BRT social experiment was submitted by JICA Project Team on September 2013.
- Future possibility of BRT introduction in Vientiane was discussed by relevant organizations.



Expecting impacts from BRT

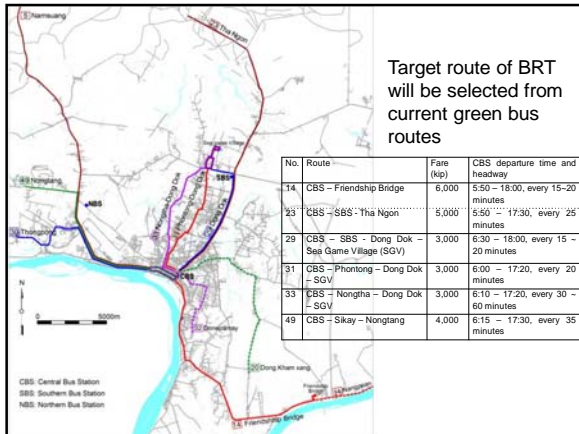
- Reduce bus travel time during peak hour by setting bus lane to avoid traffic congestion.
- Thus, bus travel time will be much shorter than private vehicle travel time.
- Then, modal shift from private vehicle to bus will start.
- Traffic congestion in Vientiane will be mitigated and environmentally sustainable traffic will be realized in Vientiane.

Activities of New BRT

1. Target road selection
2. Selection of the experiment method
3. Survey (traffic volume, traffic congestion length, travel time, and number of bus passenger)
4. Survey analysis, if any, conduct further study
5. Experiment designing (Number of traffic police and their arrangement, necessary equipment and facilities, time setting, etc.)

Activities of New BRT (Con't)

6. Publicity for the experiment implementation
 7. Implementation
 8. Monitoring and Evaluation survey (Traffic flow and Interview survey)
 9. Result analysis
 10. Sustain BRT by relevant organizations
- * Initiative of Traffic Police is crucial to sustain BRT.

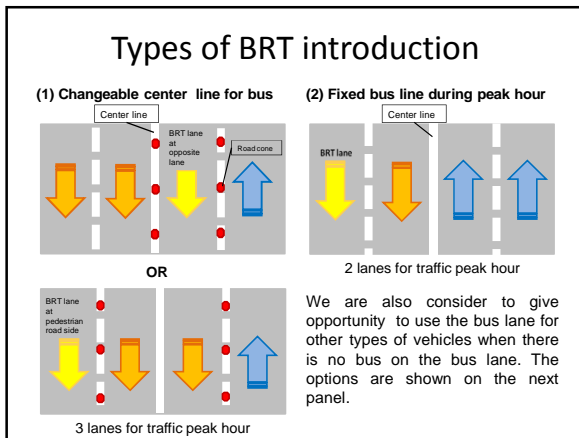


Other issues to be consider

- Illegal parking control and law enforcement. Need to control before BRT implementation at the target road.
- Bus stop setting and bus drivers' education to control bus boarding and alighting locations .

And, for better traffic condition in future...

- Comprehensive approach to transport demand management
- Introduction of commuter bus system to schools and companies
- Incentive (tax or others) on ban on using private vehicles for employees of the private companies.



Selection of Bus lane users

Option-1
Bus + Motorcycle

Option-2
Bus + Emergency car

Option-3
Bus + Emergency car
+Motorcycle

Option-4
Bus + High occupancy vehicle

- Traffic police guidance is necessary to control a car flow.

Note;
-Other vehicles are only allowed to use the BRT lane when no bus.
- It is difficult to identify high occupancy vehicle at site.

Traffic Volume

As reference,
Traffic volume survey during BRT social experiment on June 2013.

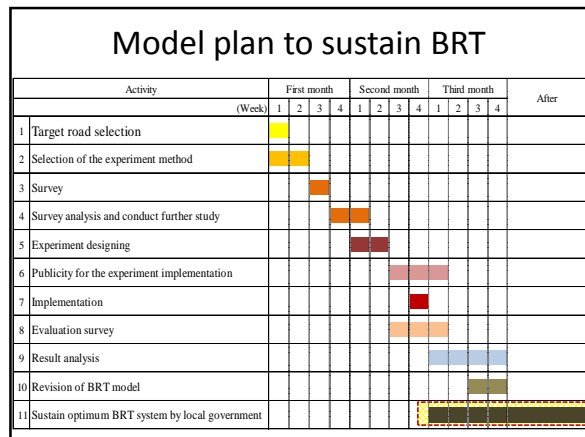
- 545 motorcycles during peak time 7:45-8:00 a.m. inbound.
- Bus headway was 15 minutes.

- However, We are also expecting modal shift from private car / motorcycle to public bus.
- Therefore, We suggest to allow motorcycles to use the bus lane when there is no bus during peak hour until VCSBE increase bus frequency in future.

Comparison of BRT systems

	(1) Changeable center lane for bus	(2) Fixed bus lane during peak hour
1 Traffic control	<u>Difficult</u> Large number of traffic polices with their commitments during the implementation are required to avoid traffic accident between private cars and motorcycles which come from the opposite side of bus lane.	<u>Good</u> Traffic control by traffic police is required together with lane marking or road setting for bus lane. Low risk of traffic accident but congestion at the private car and motorcycle lane will be more serious.
2 Efficiency	<u>Very good (3-lane use)</u> Effective use of no congested opposite side road lane for bus operation without limiting traffic flow at the congested side roads.	<u>Good (2-lane use)</u> High benefit for bus users. On the contrary, traffic congestion will be more serious at private car and motorcycle lane. Modal shift from car and motorcycle to public bus will be highly expected.

	(1) Changeable center lane	(2) Fixed bus lane during peak hour
3 Sustainability	Difficult Need traffic police traffic guide to avoid traffic accident during the implementation. Task for change of center line or setting road cones is required on daily basis.	Good Lower risk of traffic accident. Fewer number of traffic police is required when the road users are accustomed to bus lane rule.
4 Labor	Many Need changeable centerline sign or traffic guidance by traffic police.	Few Road marking and traffic control by traffic police to set bus lane.
5 Safety	Need careful consideration Need intensive traffic control by traffic police during the implementation to avoid traffic accidents.	Fair Lower risk of traffic accident.
6 Human intensive method	Need careful consideration -High risk of traffic accident between bus and other vehicles during operation without skilled traffic control. -Traffic police need to dispatch more during the implementation. -Hard task to conduct on daily basis.	Recommended -Less human resource for the implementation. -Lower risk of traffic accident. -Enhance motivation of modal shift from car and motorcycle to public bus.



Demarcation of BRT introduction

JICA Project Team	Lao CP organizations
<ul style="list-style-type: none"> Suggest brainstorming discussion among the relevant organizations Advise and support for BRT target road setting and methodology Social experiment design and calculation of necessary traffic police and tools for the experiment Traffic survey design and conduction Preparation of the experiment Social experiment implementation Evaluation survey and analysis Conclusion and Recommendation Handover the task to Lao side 	<ul style="list-style-type: none"> Meetings for BRT consideration by all relevant organizations Traffic problem findings Selection of BRT target roads Selection of BRT methodology The experiment date Provision of necessary personnel and equipment for the experiment Publicity to the public Preparation of the experiment Setting of work roles for relevant authorities and its coordination. Social experiment implementation Sustain BRT

Thank you for your attention.

ICT STUDENT BUS PASS(SBP) Proposal

THE PROJECT TO ENHANCE THE
CAPACITY OF VIENTIANE CAPITAL
STATE BUS ENTERPRISE

Objectives of ICT SBP introduction

- Increase bus user in Vientiane
- To secure and fast fare collection system introduction.
- To collect passenger's data from the system.
- To enhance bus use among the NUOL students. In future, to expand to all Vientiane citizens.
- To mitigate traffic congestion in Vientiane by modal shift.
- To promote environmentally sustainable transport in Vientiane.
- To increase VCSBE revenue to sustain public traffic transportation in Vientiane by increasing bus users.

What is Student Bus Pass (SBP)?

Once the student purchase SBP at enrollment of university, they ride all VCSBE urban buses for 4-year of study period.

-Target : ALL NUOL STUDENTS

-Coverage bus routes : All inner city VCSBE bus routes.

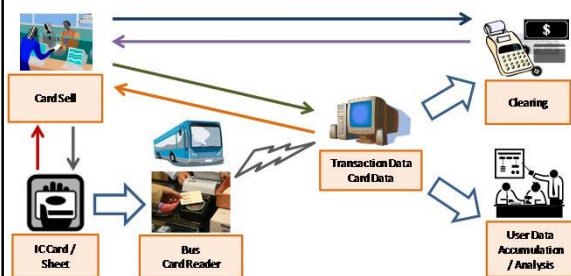
-Cost : **As transition period**

	Duration	Price
1	1 year	500,000 Kip
2	2 years	700,000 Kip
3	3 years	900,000 Kip
4	4 years	1,000,000 Kip

Function of ICT card system

Function item	Function to be applied	Note
Fare setting	Prepaid fare The SBP holder can use all Vientiane city urban buses.	Expiry date ICT card setting by year (1-4 years) during transition period.
Card sell	Sell at NUOL or CBS.	Cover all NUOL students
Card Reader	Passenger must bring SBP when use bus and touch the SBP on the card reader when boarding and alighting.	Near Field Communication (NFC) type contactless card system will be applied.
Passenger bus use data collection	Accumulate passenger data (date, time, location, number of passengers, passengers' attribute).	These date will be vital resource to consider future optimum public bus network consideration.

ICT Bus Pass mechanism



How to use SBP

- SBP is an ICT card with picture and expiry date.
- Touch the SBP when boarding and alighting bus on the ICT display panel.
- Students need not to pay bus fare after they purchase until the expiry date.

Actions for the introduction

- Setup of SBP fare
- Set SBP introduction date
- Preparation and Design of SBP
- Dissemination of the SBP to students detailed date.

ICT system introduction schedule

Activity	1st month				2nd month				3rd month				4th month				5th month				6th month				7th month				8th month				9th month				10th month				11th month				After																			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4																								
1 Card system structure consideration	■																																																															
2 Estimation of the system	■																																																															
3 Tender document preparation					■																																																											
4 Tender					■																																																											
5 Selection of company and contract					■																																																											
6 System development									■				■				■				■				■				■				■				■				■				■				■				■											
7 Equipment provision									■				■				■				■				■				■				■				■				■				■				■				■											
8 Test																									■				■				■				■				■				■				■				■											
9 Publicity to the public																													■				■				■				■				■				■				■				■							
10 Social experiment implementation																																	■				■				■				■				■				■				■							
11 Modification of the ICT system																																	■				■				■				■				■				■				■							
12 Sustain ICT fare collection system by VCSBE																																																									■				■			

Issue to be discussed

1. Method of the Bus Pass dissemination to NUOL students.
2. Possibility to combine the Bus Pass to Student identification card.
3. How to sustain the mechanism after the JICA project completion.
4. How to expand the Bus Pass system in Vientiane people.
5. Bus driver salary payment system.

Photos



Meeting Record

Of the Discussion Meeting of BRT Experiment Preliminary Survey Result Report

On Tuesday 11 March 2014

On Tuesday 11 March 2014 at 9:00 AM at 1st Floor of Vientiane Capital Office Meeting Room which was chaired by Mr. Keophilavan Aphailard, Vice Mayor of Vientiane Capital. Attended guests from chief cabinet, the director of departments, the director of divisions, specialize, experts and representative of VCSBE.

The meeting has listened to the propose of the objective for target level of the meeting from Mr. Keophilavan Aphailard, Vice Mayor of Vientiane Capital. Then, the meeting had seen and listened to the presentation of BRT social experiment preliminary survey result which was presented by Mr. Phongsavan Inthavongsa, Transportation specialize and the presentation of result of traffic survey which was presented by Mr. Murakami, the expert of JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise. In addition, there was discussion about traffic improvement in each section from the participants. Then the chairman of the meeting concluded and recommended on the implementation as follow:

Speaker	Contents	Remark
Mr. Bounmark	<ul style="list-style-type: none"> BRT operation from Hongseng intersection the motorbike lane is required to improve by traffic lane marking, traffic sign setting, etc. There are 4 turning points from Hongseng intersection. Therefore, if there are many turning points it will be the cause of traffic congestion. In the morning at 7:30AM-8:30 AM turning point is needed more survey, traffic sign is required to establish and bus stop should be improved because the bus stops are not in order. 	
Mr. Khamphoun	<ul style="list-style-type: none"> For the lane we do not have the specific lane for BRT. Therefore, the BRT lane should be separated to provide the BRT processing on time. BRT time schedule is demanded to be determined. Survey on turning points. 	
Mr. Viengsavat	<ul style="list-style-type: none"> Before BRT operation it is needed on appropriate road design, specific lane, BRT size because appropriately design will solve the traffic congestion problem. Therefore, we shall have discussion about the BRT size. Survey on BRT Park and Ride. BRT operation ask for advertisement on radio or TV. BRT Park and Ride is needed on experiment(we can use 	

Speaker	Contents	Remark
	Thatluang for BRT Park and Ride)	
Dr. Suntisouk	<ul style="list-style-type: none"> • BRT is desirable sample as well as Student Bus Pass. • BRT operation asked for advertisement . • Parking manner is required on survey by cooperate with traffic police to prohibit parking along the road side at 7:30A.M-8:30A/M • Close unappropriate turning points and allow only one main turning point. • The vehicles from Khamphengmuang road is not allow to turn left. 	
Mr. Sipheth Thammavong	<ul style="list-style-type: none"> • Mentioned that if we mark the traffic lane on the road the vehicles will still combine. So, we should have the barrier to separate the lane for BRT or change to one way. • Agreed on prohibit parking along the road side and Park and Ride for BRT such as: Thatluang, ITECC, etc • Rise the awaransess of people and advertising. • BRT is suitable to start before rush hour. 	
Mr. Khamthavai	<ul style="list-style-type: none"> • Start-stop point of BRT is needed on survey. • If the traffic sign and marking on the road are not match, it will be the problem. • BRT barrier will be impossible. • Barrier setting can help the policemen on rush hour. • If we use the right lane it will be difficult because there are a lot of parking on the road side and if we do not have the appropriate regulation it will be difficult for implementation. 	
Mr. TODA	<ul style="list-style-type: none"> • The right lane is demanded to allow only motorbike and bus. • The lane that we need to conduct is the lane that can provide BRT process on time. • When the heavy traffic congestion the vehicles can move only 10-15 second. • We also have the future plan to improve at Lao-American intersection as follow: <ul style="list-style-type: none"> ○ Traffic light improvement. ○ To coordinate with relevant sectors. ○ We will have more survey in the future to add more lanes on the right. 	
Conclusion		
Ms. Mishima	<ul style="list-style-type: none"> • According to survey, the problem was found. Therefore, is it possible to introduce BRT? Because last experiment some lanes were the cause of traffic congestion. • BRT category is required to discuss and determine on BRT distance. Therefore, it will be highly appropriate to join with the relevant sectors. 	
Mr. Khamphoun	<ul style="list-style-type: none"> • BRT distance is required to define on the experiment as well as cone setting. 	

Speaker	Contents	Remark
Mr. TODA	<ul style="list-style-type: none"> • Mr. TODA questioned on BRT lane shall be on the right lane? • Previously experiment was not BRT specific BRT lane and its operation reduce the traffic congestion. 	
Mr. Viengsavath	<ul style="list-style-type: none"> • BRT lane decided on the right lane, starting from Thatluang to Dongdok and park and ride at Thatluang for the experiment. 	
Mr. Keophilavan	<ul style="list-style-type: none"> • The relevant districts will be invited on the implementation as well as cooperate with traffic police. • The experiment shall be before Lao New Year day. 	
Mr. TODA	<ul style="list-style-type: none"> • The previously experience on Thaduea road is a good lesson for the experiment. 	
Mr. Keophilavan	<ul style="list-style-type: none"> • Expressed the gratitude to participants and JICA expert team and closed the meeting. 	

Registration

Meeting Topic: Meeting of the Discussion Meeting of BRT Experiment Preliminary Survey Result Report

Place: Vientiane Capital Office Meeting Room

Date: 11 March 2014

Time: 09:00 - 11:00

ລ/ດ No.	ຊື່ ແລະ ນາມສະກຸນ Name & Surname	ຕຳແໜ່ງ Position	ມາຈາກພາກສ່ວນ Organization	ເບີໂທລະສັບ Telephone number	ທີ່ຢູ່ອີເມວ Email Address	ລາຍເຊັນ Signature
1	Mr. Keophilavan APHAILARD	Vice Mayor	Vientiane Capital			
2	Mr. Sipheth Thamvong	Permanent Secretary	Cabinet of Vientiane Capital			
3	Mr. Santisouk SIMMALAVONG	Permanent Secretary	Cabinet of MPWT			
4	Mr. ViengsaVaith SIPHANDONE	Director General	Department of Transport			
5	Mr. Puttaxay SIRISACK	Officer staff	Department of Transport			
6	Mr. Khamthavai PHETUTHAI	Director General	Department of Traffic Police(MOPS)			
7	Police Major. Bounmark SOUNDALAY	Deputy Director	VC Traffic Police Department			
8	Mr. Ounneua SILAVONG	Deputy Director	VC DPWT			
9	Mr.Thongphun SUNTHAVONG	Chief of transport sector	VC DPWT			
10	Mr. Somsanith HUADTHONM	Officer of transport sector	VC DPWT			
11	Mr. Khamphoune TEMERATH	Director	VCSBE			
12	Mr. Bouapha PHETVISAY	Deputy Director of Transport Affaires	VCSBE			
13	Mr. Bounpone FONGMANY	Deputy director of Technical Affaires	VCSBE			
14	Mr. Thanongsy DETHVONGSONE	Head of	VCSBE			
15	Mr.TODA Toshinori	Team leader	JICA Study team			
16	Ms.MISHIMA Ai	Bus Service/ Human Resource Development	JICA Study team			
17	Mr.MURAKAMI Tadaaki	Bus Route and Operation	JICA Study team			
18	Mr. Chanthala	Engineer	JICA Study Team			
19	Mr. Sitthiphon Chanthothavong	Engineer Assistant	JICA Study Team			



ສາລະບານ

- I. ເວລາທີ່ໃຊ້ໃນການເດີນທາງໃນຊົ່ວໂມງເລັ່ງດ່ວນຢູ່ຖະໜົນໄກສອນ ພິມວິຫານ (Travel Time Survey Results)
- II. ລວງຍາວຂອງລົດທີ່ລໍຖ້າລະບົບໄຟຊຽວຢູ່ສີ່ແຍກລາວ-ອາເມລິກາ (Queue Length at Lao-America Intersection)
- III. ສະພາບການຈະລາຈອນຕົວຈິງຢູ່ສີ່ແຍກລາວ-ອາເມລິກາ (Video Shooting at Lao-America Intersection)

1.1. ເວລາທີ່ໃຊ້ໃນການເດີນທາງໃນຊົ່ວໂມງເລັ່ງດ່ວນຢູ່ຖະໜົນໄກສອນ ພິມວິຫານ (Travel Time Survey Results)

Item	Inbound			Outbound		
	Start Time	Time Record(Minute)	Speed(Km/h)	Start Time	Time Record(Minute)	Speed(Km/h)
1	7:30	6.42	5.84	7:37	2.20	17.04
2	7:40	5.32	7.05	7:47	1.54	24.34
3	7:50	7.42	5.05	7:59	2.19	17.11
4	8:03	6.27	5.98	8:11	1.27	29.51
5	8:16	8.12	4.62	8:25	1.52	24.66
6	8:30	8.09	4.64			
Average		6.94	5.53		1.74	22.53

Item	Inbound			Outbound		
	Start Time	Time Record(Minute)	Speed(Km/h)	Start Time	Time Record(Minute)	Speed(Km/h)
1	7:30	5.15	7.28	7:37	1.47	25.50
2	7:40	6.51	5.76	7:48	2.17	17.27
3	7:51	6.32	5.93	7:59	2.22	16.88
4	8:04	6.24	6.01	8:11	2.14	17.51
5	8:16	8.27	4.53	8:25	1.25	29.99
6	8:28	4.15	9.03			
Average		6.11	6.42		1.85	21.43

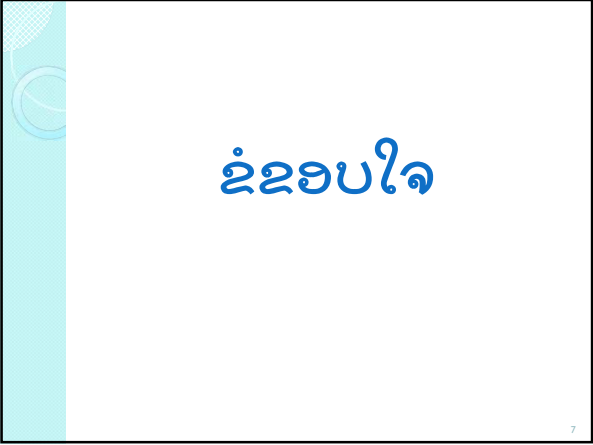
Average Twoday Survey Inbound Outbound
Travel Time(Minute) 6.52 1.80
Travel Speed(Km/h) 5.98 21.98



1.2. ລວງຍາວຂອງລົດທີ່ລໍຖ້າລະບົບໄຟຊຽວຢູ່ສີ່ແຍກລາວ-ອາເມລິກາ (Queue Length at Lao-America Intersection)

Direction From Dongdok to CBS(Inbound)		Direction From Dongdok to CBS(Inbound)	
Time	Queue Length(m)	Time	Queue Length(m)
7:30-7:35	1,242.56	7:30-7:35	761.30
7:35-7:40	1,488.77	7:35-7:40	878.25
7:40-7:45	1,587.36	7:40-7:45	963.32
7:45-7:50	1,609.96	7:45-7:50	974.24
7:50-7:55	1,915.63	7:50-7:55	968.92
7:55-8:00	1,858.12	7:55-8:00	1,003.29
8:00-8:05	1,752.90	8:00-8:05	1,013.56
8:05-8:10	1,583.44	8:05-8:10	1,213.39
8:10-8:15	1,563.53	8:10-8:15	1,229.45
8:15-8:20	1,516.86	8:15-8:20	1,326.01
8:20-8:25	1,582.33	8:20-8:25	1,333.22
8:25-8:30	1,705.43	8:25-8:30	1,286.59
Average	1,617.24	Average	1,079.29





Preparation for BRT plan in Kaysone Phomvihane Rd.

March 11 2014
JICA PEC-VCSBE

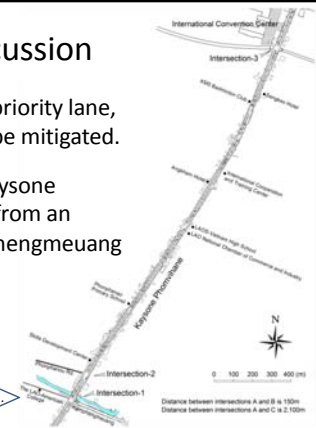
Subject of Discussion

Prior to install of a bus priority lane,
traffic congestion shall be mitigated.

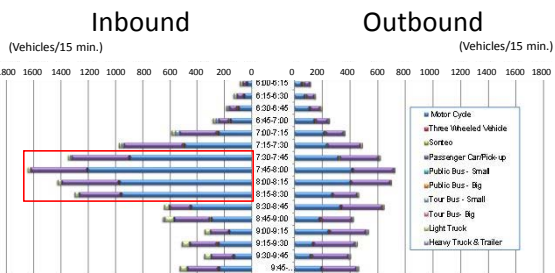
Traffic congestion on Kaysone
Phomvihane Rd occurs from an
intersection with Kamphengmeuang
in morning peak.

How do you mitigate it?

Congestion occurs from this intersection



Traffic volume of Kaysone Phomvihane Rd



Peak period of inbound traffic is 7:30 – 8:30.

Intersection-2
Kaysone Phomvihane and
Phonphanou Rd.

Intersection-1
Kaysone Phomvihane and
Kamphengmeuang

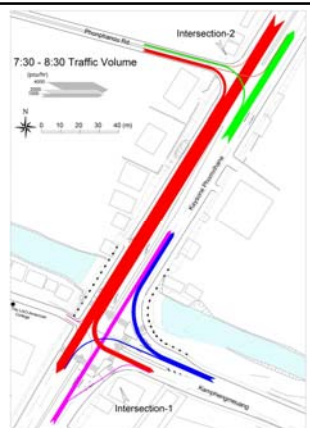
Congestion occurs from this intersection.



- 1) Inbound traffic volume was 2,985 pcu before intersection-2.
- 2) 606 pcu was added at intersection-2.
- 3) Inbound traffic volume at the section between intersection-1 and intersection-2 was 3,562 pcu per hour.

Note) PCU: Passenger Car Unit

$$PCU = M/C * 0.33 + \text{Three wheeler} * 0.75 + \text{Passenger car/Pick up} * 1.00 + \text{Small bus} * 1.50 + \text{Bug bus} * 2.00 + \text{Trailer} * 3.00$$



- 4) At intersection-1, inbound traffic is separated into 3 direction.
Straight 64% (2,295 pcu)
Left-turn 34% (1,195 pcu)
Right-turn 2 %
- 5) Left-turn traffic conflicts with outbound traffic. While left-turn traffic passes this intersection, outbound traffic stopped, vice versa.
- 6) If outbound traffic stop, traffic jam occurs on outbound lane. If left-turn traffic stop, inbound traffic get stuck.



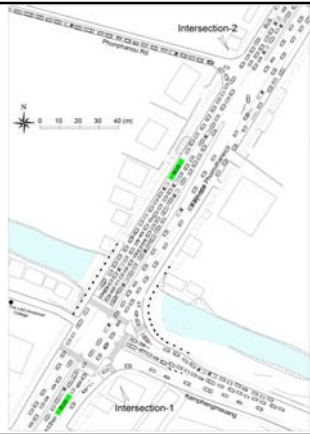
<Conflict>

Outbound 974 pcu/hr.

Left-turn 1,195 pcu/hr.

How to mitigate the congestion of an intersection-1.

How to keep a straight lane of inbound even if left-turn lane get stuck.



Photos



Minutes of Meeting

Date & time: January 12, 2015 09:00 – 11:00

Venue: Department of Public Works and Transport

In Attendances:

DPWT: Mr. Dethsongkham THAMMAVONG, Director of DPWT

Mr. Somsanith HUADTHONGKHAM,

DOT: Dr. Bountha ONNAVONG, Director of DOT

VCSBE: Mr. Khamphoun TEMERATH, Director of VCSBE

Mr. Bounthun SIENSACKDAVONG, Head of Financial Division

Mr. Bouapha PHETVIXAY, Head of Bus Operation Planning Division

Mr. Thanongsy DETHVONGSONE, Deputy of Bus Operation Planning

JICA PROJECT TEAM: Ms. Ai Mishima, JICA Expert

Mr. Chanthala VORRASING, JICA Project Engineer,

Mr. Siththiphon CHANTHOTHAVONG, JICA Project Engineer

Subject: Discussion on Introduction of Variety of Bus Pass for Student and Ordinary

On January 12, 2015, at 09:00 a.m, a discussion meeting was kicked off between Department of Public Works and Transport (DPWT), Department of Transport, JICA Project Team and Vientiane Capital State Bus Enterprise, under chairman of Mr. Dethsongkham THAMMAVONG, Director of DPWT.

An objective of the meeting is to evaluate the implementation of experimenting bus passes to students in Vientiane Capital that has been conducted from November 05, 2014 until today by the provision of JICA Project to Enhance the Capacity of Vientiane Capital State Bus Enterprise.

VCSBE authorities started the meeting by reporting the result of SBP implementation and the

summaries of current situation that were shown as follows:

- Since Inexpensive Student Bus Pass has been expanded to all students in Vientiane Capital until present, the total registers number was 351 people, including such as:
 - National University of Laos was 156 students,
 - Other private colleges was 42 students,
 - Secondary schools locating along bus routes was 145 students,
 - Teacher was 8 people,

Bus Pass promoting and selling campaign is collaboration between National University of Laos and VCSBE that visited all faculties to sell the tickets and presently the bus pass sales is in only CBS.

- However, the number of obtainable applicants is still under our expectation that targeting to have at least 1000 bus passes should be sold out. Therefore, the assumptions of unachievable goal are: the understanding of many students to Student Bus Pass is not deep enough and also bus service provision is unable to sufficient exceed customer's requirements as the example:

- Punctuality and agility are not satisfied,
- Unable to provide bus operation service to cover all routes,
- Spreading information of SBP not cover to students,
- Terminal installation is taking time, currently; students have commuted by buses with using temporary cards that are inconvenient for passenger on board counting.

After reporting about overall situation was finished, meeting attendees started to find out the main issues and difficulties that needed immediately solutions by concentrating to increase the amount of bus pass sales. To raise the number of bus pass holder, it is considered to expend target from students to ordinary people, at the same time; to reduce the traffic congestion on the road to enable bus operation smoothly, therefore a supportive government is so important particular financial supports. Therefore, the meeting has summaries and agreement as below:

1. It is required to consider additional coordination with NUOL to encourage more students to interested in travelling their journey by riding on the buses as well as increasing of bus pass using. Therefore, provision of accessible bus services to the University dormitories is really important.
2. VCSBE should have comprehensive preparation to provide satisfaction of bus

services to customers such as:

- Improve bus network or providing additional buses on some important routes and reliable time table of bus operation.
 - Fast with safety service and secure students will reach their destination on time, this is priority requirement from students.
 - There should have clearly instruction of using bus pass and management.
 - An installation of Bus Pass system should be completed as soon as possible.
3. It is agreeable to start experiment of introducing various bus passes to ordinary people but the prices should be different from student, the fare range would be considered as 3 months, 6 months and 12 months with the extra discount. VCSBE is assigned to calculation of the bus fare.
 4. Providing facilities for more punctual operation and quicker is necessary to dedicate bus lanes during the peak time such as in morning time is 07:00 a.m to 09:00 a.m and evening time is 16:00 p.m to 18:00 p.m, at the same time, prohibition of illegal parking along the bus routes should be ordered.
 5. VCSBE should have more effectively promotion to accustom people to have interests to buses using.