

MINUTES OF THE THIRD JOINT COORDINATING COMMITTEE (JCC) MEETING  
FOR  
THE PROJECT FOR CAPACITY DEVELOPMENT ON INTEGRATED MANAGEMENT OF  
MUNICIPAL SOLID WASTE IN VIETNAM

In line with the Record of Discussions (hereinafter referred to as "R/D") signed between the Government of the Socialist Republic of Viet Nam (hereinafter referred to as "the Government of Viet Nam") and the Japan International Cooperation Agency (hereinafter referred to as "JICA") on 17<sup>th</sup> June, 2013, the Vietnamese side and the Japanese side held the third Joint Coordinating Committee (hereinafter referred to as "JCC") Meeting for the Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam (hereinafter referred to as "the Project") in Hanoi on 11<sup>th</sup> August, 2016.

JICA Expert Team (JET), Project Management Unit (PMU), JCC and counterparts of the Project were working together to revise the Project Designed Matrix (PDM) and Plan of Operation (PO), based on the report from the Joint Mid-term Review Team.

Consequently, the revised PDM and PO were completed, submitted to this JCC Meeting and agreed by the JCC Meeting.

Hanoi, 11<sup>th</sup> August, 2016

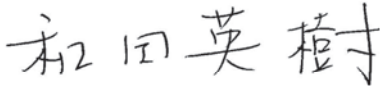


Mr. Naoki Kakioka  
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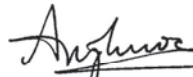


Mr. Nguyen Hong Tien  
JCC Chairperson  
General Director  
Administration of Technical Infrastructure  
Ministry of Construction  
SOCIALIST REPUBLIC OF VIET NAM

witnessed by



Mr. Hideki Wada  
Leader of JICA Expert Team  
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Mr. Dong Phuoc An  
Deputy Director  
Department of Construction, Hanoi City  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Vu Cuong  
Vice General Director  
Urban Environment One Member Limited  
Company, Hanoi  
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## I. Introduction

The contents of the third JCC meeting were:

- Reports on implementation of the Project in 2015 and the Phase I presented by both sides of Vietnam and Japan
- Revision of Plan of Operation
- Revision of Project Design Matrix
- Results of the Joint Mid-term Review presented by the Joint Mid-term Review Team

The participants of the third JCC meeting are listed in Appendix 1.

## II. Major Points Discussed

Participants gave comments, discussed and reached agreement on content of Report on implementation of the Project, Joint-Midterm Review Report and revision of PO and PDM

### 1. Modification of PDM

The PDM was revised. The previous PDM agreed in the second JCC Meeting held on 11<sup>th</sup> May, 2015 is referred in Appendix 2 and the revised PDM based on the results of the Joint Mid-term Review is attached in Appendix 3. The comparison with reasons of revision is attached in Appendix 4.

Major revised points are shown below.

- The Objectively Verifiable Indicators were revised so that the progress of the Project can be monitored objectively.
- The Means of Verification were revised in accordance with the changes of the Objectively Verifiable Indicators.
- The Activities of “1-10. Draft the revision of National Strategy on Integrated Solid Waste Management (ISWM) based on the review under Activity 1-1 for submission to the Prime Minister” and “3-4. Formulate the guiding reference for ISWM Master Plan based on the experiences from Activities 3-2 and 3-3” were added, considering the importance of these activities.
- The Output 4: “Advanced knowledge of central and local government officials on municipal solid waste management is acquired.” was re-categorized as one of the Inputs.

### 2. Modification of PO

The PO was revised and the annual PO (APO) was developed. The previous PO agreed in the second JCC Meeting is referred in Appendix 5 and the revised PO is attached in Appendix 6. The comparison with reasons for revising is attached in Appendix 7.

Major revised points are shown below.

- The POs were revised in accordance with the revision of the PDM.
- The schedule bars in the POs were modified in accordance with the progress of the Project so far.

### 3. Project Manager for Output 2

In accordance with the institutional change in Hanoi City, the Project Manager for Output 2 was changed. Mr. Nguyen Duy Cuong was nominated as the Project Manager decided by Hanoi DOC and informed to Project Management Unit.

### 4. Project Manager for Output 3

Mr. Nguyen Dai Vien was decided by Province People’s Committee of Thua Thien Hue Province as the Project Manager for Output 3 and informed to Project Management Unit.

### III. Conclusions

1. Confirmation of the official Minute of the JCC Meeting  
The original text of this minute is English version. Vietnamese version is prepared for reference purpose only. In the event of any conflict between the English and Vietnamese versions, the English version shall prevail.
2. PDM and PO  
The PDM and PO were revised as attached in the Appendix 3 and Appendix 6.
3. Cost sharing in the Project  
To conduct the Activities related to training and seminars, both sides agreed that the transportation cost for participants (if any) would be covered by the counterpart budget of Vietnamese side, and the other types of costs will be borne according to the R/D of the Project signed by both Vietnamese side and Japanese side on 17<sup>th</sup> June, 2013.
4. Technical support to Thua Thien Hue Province  
MOC and JET will support Thua Thien Hue Province to implement the Prioritized Projects stated in its ISWM Master Plan as the activities for Output 3.
5. Report on the progress of the Project  
All stakeholders of the Project shall periodically report once a month on the progress of the Project implementation to the Project Management Unit.

### IV. Appendix list

- Appendix 1. Participants List in the Third JCC Meeting
- Appendix 2. Former Project Design Matrix (as of the second JCC meeting held on 11<sup>th</sup> May, 2015)
- Appendix 3. New Project Design Matrix (as of the third JCC Meeting held on 11<sup>th</sup> August, 2016)
- Appendix 4. Comparison between the former PDM and the new PDM
- Appendix 5. Former Plan of Operation (as of the second JCC Meeting held on 11<sup>th</sup> May, 2015)
- Appendix 6. New Plan of Operation (as of the third JCC Meeting held on 11<sup>th</sup> August, 2016)
- Appendix 7. Comparison between the former PO and the new PO

### Appendix 1. Participants List in the Third JCC Meeting

Category	No.	Name	Position, Organization
Vietnamese Counterparts	1	Nguyen Hong Tien	JCC Chairperson General Director, Administration of Technical Infrastructure (ATI), Ministry of Construction
	2	Tran Anh Tuan	Project Director Vice General Director, ATI
	3	Dang Anh Thu	Vice Project Director/ Project Manager for Output 1 Head of Solid waste management Division (SWMD), ATI
	4	Le Thu Thuy	Deputy Head, SWMD, ATI
	5	Nguyen Khanh Long	Deputy Head, SWMD, ATI
	6	Hoang Manh Hiep	Staff of ATI
	7	Tran Kieu Anh	Ditto
	8	Phung Anh Duc	Ditto
	9	Nguyen Xuan Bach	Ditto
	10	Nguyen Thi Bich Hue	Vice Director, International Cooperation Department, MOC
	11	Nguyen Van Quy	Deputy Head of Planning and General Affairs Division, Hanoi DOC
	12	Vuong Ngoc Anh	Staff, Planning and General Affairs Division, Hanoi DOC
	13	Hoang Mai Huong	Deputy Head of Environmental Technical Infrastructure and Underground works Management Division, Hanoi DOC
	14	Nguyen Duy Cuong	Project Manager for Output 2 Vice Director, Urban Technical Infrastructure Works Maintenance Unit, Hanoi DOC
	15	Le Thi Bich Hang	Staff, Urban Technical Infrastructure Works Maintenance Unit, Hanoi DOC
	16	Tran Hong Nhat	Ditto, Hanoi DOC
	17	Do Duc Thanh	Staff, Department of Natural resources and Environment of Hanoi
	18	Ngo Hong Khanh	Ditto
	19	Vu Cuong	Vice General Director, URENCO Hanoi
	20	Nguyen Thi Thanh	Staff, URENCO Hanoi
	21	Vu Cao Dai	Ditto
	22	Tran Dinh Ha	Information Center, MOC
JICA	23	Naoki Kakioka	Senior Representative, Viet Nam Office, JICA
Japanese Mid-term Review Mission Team	24	Mitsuo Yoshida	Leader, Senior Advisor, JICA
	25	Kotaro Taniguchi	Member, Senior Representative, Viet Nam Office, JICA
	26	Dao To Cam	Member, Program officer, Viet Nam Office, JICA
	27	Yasuyo Hirouchi	Member, Permanent Expert, International Development Associates
JICA Expert Team	28	Hideki Wada	Chief Advisor, JICA Expert Team
	29	Norihisa Hirata	Expert, JICA Expert Team
	30	Nguyen Huong Giang	Local staff, JICA Expert Team
	31	Le Minh Ngoc	Local staff, JICA Expert Team
	32	Ngo Thi Lan Phuong	Local staff, JICA Expert Team



## Appendix 2. Former Project Design Matrix (as of the second JCC meeting held on 11 May, 2015)

Project Title: The Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam

Implementing Agency: Ministry of Construction (MOC)

Cooperating Agencies: 1) Hanoi Department of Construction (Hanoi DOC), 2) Urban Environment One Member Limited Company (Hanoi URENCO), 3) Thua Thien Hue Province

Direct Beneficiaries: Staff of the implementing and cooperating agencies, Indirect Beneficiaries: Residents of Hanoi city and Thua Thien Hue Province

Target Areas: Hanoi city, other related Provinces including Thua Thien Hue Province

Target Waste: "Municipal Solid Waste" in this project is defined as 1) Domestic solid waste generated from daily activities in households, institutional (schools, government offices etc.), public areas (roads, parks etc.) and commercial/service entities (shops, offices, restaurants, markets, hotels etc.), 2) construction waste and 3) septic tank sludge.

Project Period: Four (4) years from April, 2014.

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>Overall Goal</b> Long term overall goal (super goal): Integrated solid waste management (ISWM) is established overall in Vietnam in accordance with the National Strategy on ISWM.</p> <p>Short term overall goal (5 years after the completion of the project): ISWM system on municipal solid waste is established in accordance with the national strategy on ISWM.</p>	<p>1. The concept of ISWM on municipal solid waste is prevailed overall in Vietnam, and at least a few trials for ISWM on municipal solid waste are observed.</p>	<p>1. Survey report</p>	<p>1. The Vietnamese government maintains the policy of ISWM on municipal solid waste. 2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste.</p>
<p><b>Project Purpose</b> Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.</p>	<p>1. The policy supports from the central government to the local governments are implemented. 2. Implementation of the solid waste management in the local governments are monitored by the central government and fed back to the central supporting policies. 3. Implementation plan on municipal solid waste management is prepared and implemented in Hanoi city 4. ISWM M/P is prepared/updated in the model Province.</p>	<p>1. Minutes of the Meeting of Joint Coordinating Committee (JCC) 2. Project progress reports, capacity assessment reports, and completion report. 3. Joint project evaluation reports 4. ISWM M/P</p>	<p>1. Most counterpart staff continues working for the Project. 2. The new Law on Environmental Protection does not change the MOC's roles and responsibilities on ISWM.</p>
<p><b>Outputs</b> Output 1: Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on Integrated Solid Waste Management is enhanced, in particular for municipal solid waste management</p>	<p>1. Existing policies, legislations, guidelines, standards, etc. on municipal solid waste management are improved. 2. Existing coordination and guidance activities to local government on municipal solid waste management are improved. 3. Two times of domestic trainings and seminars are organized every year. 4. Progress of implementation of implementation plan for Hanoi solid waste treatment Master Plan.</p>	<p>1. Project reports 2. Capacity assessment reports 3. Joint project evaluation reports</p>	<p>1. Necessary budget for related activities is secured by concerned agencies. 2. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HPC.</p>
<p>Output 2: DOC of Hanoi PC enhances the capacity on implementation of municipal solid waste management.</p>	<p>1. Progress of implementation of implementation plan for Hanoi solid waste treatment Master Plan.</p>	<p>1. Project reports 2. Capacity assessment reports 3. Joint project evaluation reports</p>	
<p>Output 3: Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province.</p>	<p>1. The capacity status of existing SWM in the model Province is well analyzed by MOC. 2. ISWM Master Plan in particular for municipal solid waste management sector of the model Province.</p>	<p>1. Project reports 2. Capacity assessment reports 3. Joint project evaluation reports</p>	

<p>Output 4: Advanced knowledge of central and local government officials on municipal solid waste management is acquired.</p>	<p>1. Individual action plan for improving municipal solid waste management activities is prepared by the participants of the training course in Japan. 2. Experience and information are exchanged among participants in the third country training course. 3. Training courses are organized every year.</p>	<p>1. Job report 2. Training evaluation report 3. Individual action plan and its progress report</p>	
<p><b>Activities</b></p> <p>1-1. Review policies, legislations, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary. 1-2. Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and constructing, and then make recommendations on criteria on selection of suitable technologies. 1-3. Develop a guidance for making construction plans for municipal solid waste treatment facilities. 1-4. Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments. 1-5. Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems. 1-6. Study on investment models and management models to be applied to the investment on construction and management of SWM complex. 1-7. Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes. 1-8. Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices. 1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide. 2-1. Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advices and recommendations. 2-2. (Deleted.) 2-3. Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities. 2-4. Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected</p>	<p><b>Inputs</b></p> <p>&lt;Japan side&gt;</p> <p>(1) Japanese Experts 1) Chief advisor 2) Project coordinator 3) Institution, organization 4) Solid waste management 5) Database management 6) Financial management 7) Waste treatment technology 8) Environmental education 9) Other experts in specific fields, if needed</p> <p>(2) International Training 1) Counterpart training will be conducted in Japan; ① Short term training: 1-2 times/year, 10-12 personnel ② Long term training: one time/year, 7-10 personnel</p> <p>(3) Equipment and Material 1) Based on necessity, equipment and materials which are required for the implementation; such as ① Environmental education &amp; PR ② Trainings, seminars and public awareness raising activities</p> <p>(4) Project Cost 1) General expenditure for the activities of the Japanese experts 2) Partial costs which are required for the implementation; such as ① Environmental education &amp; PR ② Trainings, seminars and public awareness raising activities</p>	<p>&lt;Vietnamese side&gt;</p> <p>(1) Project director 2) Project managers 3) Counterpart staff in i) MOC ii) Hanoi DOC iii) Hanoi URENCO iv) DOC in model Province 4) Administrative staff for project implementation</p> <p>(2) Project office, equipment and materials 1) Office space for Japanese experts ii) Hanoi DOC iii) DOC of model Province which are required, such as trainings, seminars etc. (3) Project cost 1) Project costs which are required; such as i) Counterpart budget ii) Trainings, seminars etc.</p>	<p><b>Pre-Conditions</b></p> <p>There is no substantial decrease in the budget of MOC, Hanoi DOC.</p>

target SWM complex in particular for municipal solid waste part.

2-5. Study the investment promotion for the construction of target SWM complex, such as BOT, PFI, PPP etc.

2-6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on municipal solid waste management.

3-1. Implement "Capacity Assessment" for existing SWM in the model Province.

3-2. Provide technical assistance for the local government of the model Province on the preparation/upgraded of ISWM Master Plan in particular for municipal solid waste management sector, which will be submitted to local government of selected city/ province.

3-3. Provide technical assistance for the initiation of implementing ISWM Master Plan in particular for municipal solid waste management sector.

4-1. Conduct technical training courses in order to enhance knowledge of municipal solid waste management of central and local government officials.

4-2. Conduct third country training course(s) in neighboring countries in order to enhance knowledge of municipal solid waste management of central and local government officials.



### Appendix 3. New Project Design Matrix (as of the third JCC Meeting held on 11 August, 2016)

Project Title: The Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam

Implementing Agency: Ministry of Construction (MOC)

Cooperating Agencies: 1) Hanoi Department of Construction (Hanoi DOC), 2) Urban Environment One Member Limited Company (Hanoi URENCO), 3) Thua Thien Hue (TTH) Province

Direct Beneficiaries: Staff of the implementing and cooperating agencies.

Indirect Beneficiaries: Residents of Hanoi city and TTH Province

Target Area: Hanoi city, other related Provinces including TTH Province

Target Waste: "Municipal Solid Waste" in the Project is defined as 1) Domestic solid waste generated from daily activities in households, institutional (schools, government offices etc.), public areas (roads, parks, etc.) and commercial/service entities (shops, offices, restaurants, markets, hotels etc.); 2) construction waste and 3) septic tank sludge

Project Period: From 31<sup>st</sup> March 2014 to 15<sup>th</sup> March 2018

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>Overall Goal</b> Long term overall goal (super goal): Integrated solid waste management (ISWM) is established overall in Vietnam in accordance with the National Strategy on ISWM.</p> <p>Short term overall goal (5 years after the completion of the project): ISWM system on municipal solid waste is established in accordance with the national strategy on ISWM.</p> <p><b>Project Purpose</b> Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.</p>	<p>1. By March 2022, at least X<sup>(*)</sup> Cities/Provinces develop/update or are developing/updating "Integrated" Master Plans on SWM</p> <p>(*) Target value (X) would be update by the Project in the fourth JCC scheduled in 2017.</p> <p>1. By the end of the Project, at least Y %<sup>(**)</sup> of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC.</p> <p>2. By the end of the Project, staff of MOC enhances its management capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>3. By the end of the Project, staff of Hanoi DOC enhances its capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>4. By the end of the Project, staff of Thua Thien Hue Province enhances its capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>(**) Target value (Y) would be update by the Project in the fourth JCC scheduled in 2017.</p> <p>(***) The capacity assessment items would be proposed updated to the fourth JCC scheduled in 2017.</p>	<p>1. Record kept by ATT, MOC</p> <p>1. List of official letters sending the documents to competent agencies</p> <p>2. Results of capacity assessment jointly conducted by PMU and JET</p> <p>3. ditto of Item 2</p> <p>4. ditto of Item 2</p>	<p>1. The Vietnamese government mandates the policy of ISWM on municipal solid waste</p> <p>2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste</p> <p>3. Cities/Provinces prepare budget for newly development/update implementation including formulation for master plans.</p>
<p><b>Outputs</b> Output 1 Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on ISWM is enhanced, in particular for MSWM</p>	<p>1a. By the end of the Project, at least Z%<sup>(**)</sup> of the draft guiding references, developed through the Project, are accepted by ATT, MOC for policy support to local governments</p> <p>1b. The present conditions of MSWM are monitored nationwide by ATT, MOC annually through collection of at least 40 items of data and its aggregation into the database.</p> <p>1c. The major aggregated data are compiled in project's documents to be shared with Cities/Provinces in 2016 and 2017.</p>	<p>1a. List of guiding references authorized/accepted</p> <p>1b. Number of data items aggregated in the database each year</p> <p>1c. Date of data book publication</p> <p>1d. Date, contents, and participants of project seminars</p>	<p>1. Most counterpart staff continues working for the Project.</p> <p>2. The new Law on Environmental Protection does not change the MOC's roles and responsibilities on ISWM.</p>

<p>Output 2 Capacity of Hanoi DOC on implementation of ISWM is enhanced</p> <p>Output 3 Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province</p>	<p>1d. Domestic seminars on ISWM are organized once per year by MOC during implementation of the Project.</p> <p>1e. Policy guidance from MOC to the local governments are implemented in the domestic seminars. Co-learning Study Session (CSS), from 2013, utilizing the acquired knowledge and deliverables during implementation of the Project.</p> <p>(*1) Target value (Z) would be updated by the Project in the fourth JCC scheduled in 2017.</p> <p>2a. By December 2015, Implementation Plan of Hanoi Solid Waste Treatment Master Plan, with proposals on 5-year priority projects on domestic waste, construction waste, and septic tank sludge, is developed.</p> <p>2b. The initial stage of the approved priority projects is implemented by Hanoi DOC from September 2016.</p> <p>3a. The capacity status of existing SWM in TTH Province is analyzed by MOC during selection</p> <p>3b. Technical comments on ISWM Master Plan in particular for MSWM sector of TTH Province are provided by MOC during preparation master plan formulation.</p> <p>3c. Written comments on ISWM Master Plan was provided by MOC to Provincial PC before approval</p> <p>3d. Progress of pilot trials and preparation for priority projects identified in the ISWM Master plan is monitored by ATI-MOC through a progress report of each project</p> <p>3e. By the end of the Project, guiding reference for Master Plan for ISWM preparation is issued/accepted by ATI-MOC.</p>	<p>1c. Date, contents, and participants of CSSs</p> <p>2a. Project report</p> <p>2b. Progress report</p> <p>3a. Project reports</p> <p>3b. Written comments or Record of Task Force meeting</p> <p>3c. Written comments of ATI provided to TTH DOC&amp;PPC</p> <p>3d. Progress reports received by ATI-MOC</p> <p>3e. Date of issue/ acceptance</p>	
<p><b>Activities</b></p> <p>1-1. Review policies, legislations, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary.</p> <p>1-2. Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and constructing, and then make recommendations on criteria on selection of suitable technologies.</p> <p>1-3. Develop a guidance for making construction plans for municipal solid waste treatment facilities.</p> <p>1-4. Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments.</p> <p>1-5. Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems.</p> <p>1-6. Study on investment models and management models to be applied to the investment on construction and management of SWM complex.</p>	<p><b>Inputs</b></p> <p>&lt;Japanese Side&gt;</p> <p>(1) Japanese Experts</p> <ol style="list-style-type: none"> <li>1) Chief advisor</li> <li>2) Project coordinator</li> <li>3) Institution, organization</li> <li>4) Solid waste management</li> <li>5) Database management</li> <li>6) Financial management</li> <li>7) Waste treatment technology</li> <li>8) Environmental education</li> <li>9) Other experts in specific fields, if needed</li> </ol> <p>(2) International Training</p> <ol style="list-style-type: none"> <li>1) Counterpart training will be conducted in Japan 2 times/year, 10-12 personnel</li> </ol> <p>(3) Equipment and Material</p> <ol style="list-style-type: none"> <li>1) Based on necessity, equipment and materials which are required for the implementation, such as</li> </ol>	<p>&lt;Vietnamese Side&gt;</p> <p>(1) Counterpart and other staff</p> <ol style="list-style-type: none"> <li>1) Project director</li> <li>2) Project managers</li> <li>3) Counterpart staff in             <ol style="list-style-type: none"> <li>1) MOC</li> <li>ii) Hanoi DOC</li> <li>iii) Hanoi TURENCG</li> <li>iv) DOC in model Province</li> </ol> </li> <li>4) Administrative staff for project implementation</li> </ol> <p>(2) Project office, equipment and materials</p> <ol style="list-style-type: none"> <li>1) Office space for Japanese experts</li> <li>ii) MOC</li> <li>iii) Hanoi DOC</li> <li>iii) DOC of model Province</li> </ol>	<p>A. Necessary budget for related activities is secured by concerned agencies.</p> <p>B. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HFC.</p>



<p>1-7. Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes. (Note: Activity 1-7 is combined with Activity 1-3)</p> <p>1-8. Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices.</p> <p>1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide (Note: Activity 1-9 is combined with Activity 1-8)</p> <p>1-10. Draft the revision of National Strategy on ISWM based on the review under Activity 1-1 for submission to the Prime Minister</p>	<p>i) Environmental education &amp; PR ii) Trainings, seminars and public awareness raising activities</p> <p>(4) Project Cost 1) General expenditure for the activities of the Japanese experts 2) Partial costs which are required for the implementation, such as i) Environmental education &amp; PR ii) Trainings, seminars and public awareness raising activities</p>	<p>2) Equipment and materials which are required, such as trainings, seminars etc.</p> <p>(3) Project cost 1) Project costs which are required, such as i) Counterpart budget ii) Trainings, seminars etc.</p>	<p><b>Pre-Condition</b> There is no substantial decrease in the budget of MOC, Hanoi DOC.</p>
<p>2-1. Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advices and recommendations.</p> <p>2-2. (Deleted)</p> <p>2-3. Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities.</p>			
<p>2-4. Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected target SWM complex in particular for municipal solid waste part.</p> <p>2-5. Study the investment promotion for the construction of target SWM complex, such as BOT, PFI, PPP etc (Note: Activity 2-5 is combined with Activity 2-4)</p>			
<p>2-6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on MSWM</p>			
<p>3-1. Implement "Capacity Assessment" for existing SWM in the model Province.</p> <p>3-2. Provide technical assistance for the local government of the model Province on the preparation/upgraded of ISWM Master Plan in particular for municipal solid waste management sector, which will be submitted to local government of selected city/ province.</p>			
<p>3-3. Provide technical assistance for the initiation of implementing ISWM Master Plan in particular for MSWM sector</p> <p>3-4. Formulate the guiding reference for development of Integrated SWM Master Plan based on the experiences from Activities 3-2 and 3-3.</p>			

#### Appendix 4. Comparison between the former PDM and the new PDM

No.	Former version (Appendix 2) (as of the last JCC Meeting held on 11 May 2015)	New version (Appendix 3) (as of the third JCC Meeting held on 11 August 2016)	Reason to revise
<b>&lt;Outputs&gt;</b>			
1	Output 2: DOC of Hanoi PC enhances the capacity on implementation of municipal solid waste management.	Output 2: Capacity of Hanoi DOC on implementation of ISWM is enhanced	The point that the capacities to be developed is for ISWM is emphasized.
2	Output 4: Advanced knowledge of central and local government officials on municipal solid waste is acquired.	Deleted	It is considered to be one of the inputs of the project
<b>&lt;Activities&gt;</b>			
3	1-7 Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes.	1-7 Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes (Note: Activity 1-7 is combined with Activity 1-3) <sup>(*)</sup>	The addition of this note is for reflecting the project progress.
4	1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide	1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide (Note: Activity 1-9 is combined with Activity 1-8).	Ditto of No 3
5		1-10 Draft the revision of National Strategy on ISWM based on the review under Activity 1-1 for submission to the Prime Minister	This activity added considering the importance of the drafting of the revision of the National Strategy on ISWM.
6		3-4 Formulate the guiding reference for ISWM Master Plan based on the experiences from Activities 3-2 and 3-3.	This activity added considering the importance of a guidance for formulating ISWM Master Plan to Provinces/Cities
7	4-1 Conduct technical training courses in order to enhance knowledge of municipal solid waste management of central and local government officials	Deleted	Deletion of this activities is in line with the deletion of Output 4
8	4-2 Conduct third country training course(s) in neighboring countries in order to enhance knowledge of municipal solid waste management of central and local government officials.	Deleted	Ditto of No 7
<b>&lt; Objectively Verifiable Indicators of Overall Goal &gt;</b>			
9	1. The concept of ISWM on municipal solid waste is prevailed overall in Vietnam, and at least a few trials for ISWM on municipal solid waste are observed.	1. By March 2022, at least X <sup>(*)</sup> Cities/Provinces develop/update or are developing/updating "Integrated" Master Plans.  <sup>(*)</sup> Target value (X) would be updated by the Project in the fourth JCC scheduled in 2017.	This change is to make the Verifiable Indicators quantitative and clearer for evaluation

No.	Former version (Appendix 2) (as of the last JCC Meeting held on 11 May 2015)	New version (Appendix 3) (as of the third JCC Meeting held on 11 August 2016)	Reason to revise
	<b>&lt;Means of Verification of Overall Goal&gt;</b>		
10	1. Survey report	1. Record kept by ATI, MOC	This change is in line with the revision of Verifiable Indicators
	<b>&lt;Important Assumptions of Overall Goal&gt;</b>		
11	1. The Vietnamese government maintains the policy of ISWM on municipal solid waste. 2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste. <i>(Former assumptions were revised and moved down to Important Assumptions of Project Purposes of new version)</i>		It is considered to be more suitable to be kept in part of Project Purpose
	<b>&lt;Objectively Verifiable Indicators of Project purpose&gt;</b>		
12	1. The policy supports from the central government to the local governments are implemented. 2. Implementation of the solid waste management in the local governments are monitored by the central government and fed back to the central supporting policies. 3. Implementation plan on municipal solid waste management is prepared and implemented in Hanoi city 4. ISWM M/P is prepared/ upgraded in the model Province.	Replaced by: 1. By the end of the Project, at least Y % <sup>(*)</sup> of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC. 2. By the end of the Project, staff of MOC enhances its management capacity comprehensively in terms of the capacity assessment items <sup>(**)</sup> 3. By the end of the Project, staff of Hanoi DOC enhances its capacity comprehensively in terms of the capacity assessment items. 4. By the end of the Project, staff of Thua Thien Hue Province enhances its capacity comprehensively in terms of the capacity assessment items.  <sup>(*)</sup> Target value (Y) would be updated by the Project in the fourth JCC scheduled in 2017. <sup>(**)</sup> The capacity assessment items would be proposed/updated to the fourth JCC scheduled in 2017	These changes are to make the Verifiable Indicators clearer and convincing for evaluate
	<b>&lt;Means of Verification of Project Purpose&gt;</b>		
13	1. Minutes of the Meeting of Joint Coordinating Committee (JCC) 2. Project progress reports, capacity assessment reports, and completion report. 3. Joint project evaluation reports 4. ISWM M/P	1. List of official letters sending the documents to competent agencies 2. Results of capacity assessment jointly conducted by PMU and JET 3. ditto of Item 2 4. ditto of Item 2	This change is in line with the revision of Verifiable Indicators

No.	Former version (Appendix 2) (as of the last JCC Meeting held on 11 May 2015)	New version (Appendix 3) (as of the third JCC Meeting held on 11 August 2016)	Reason to revise
<	<b>Important Assumptions of Project Purpose</b> >		
14	<p>1. Most counterpart staff continues working for the Project.</p> <p>2. The new Law on Environmental Protection does not change the MOC's roles and responsibilities on ISWM.</p> <p><i>(Former assumptions were moved down to Important Assumptions of Outputs in new version)</i></p>	<p>The Important Assumption of Overall Goal moved here and added No 3 as following:</p> <ol style="list-style-type: none"> <li>1. The Vietnamese government mandates the policy of ISWM on municipal solid waste</li> <li>2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste</li> <li>3. Cities/Provinces prepare budget for newly development/update implementation including formulation for master plans on SWM</li> </ol>	<p>The moving is considered to be more suitable to be kept in part of Outputs</p> <p>The new assumption is added as conditions for cities/provinces to implement master plans on SWM</p>
<	<b>Objectively Verifiable Indicators of Output 1</b> >		
15	<ol style="list-style-type: none"> <li>1. Existing policies, legislations, guidelines, standards, etc. on municipal solid waste management are improved.</li> <li>2. Existing coordination and guidance activities to local government on municipal solid waste management are improved.</li> <li>3. Two times of domestic trainings and seminars are organized every year.</li> </ol>	<ol style="list-style-type: none"> <li>1a. By the end of the Project, at least 2% (*) of the draft guiding references, developed through the Project, are accepted by ATI, MOC for policy support to local governments</li> <li>1b. The present conditions of MSWM are monitored nationwide by ATI, MOC annually through collection of at least 40 items of data and its aggregation into the database.</li> <li>1c. The major aggregated data are compiled in project's documents to be shared with Cities/Provinces in 2016 and 2017.</li> <li>1d. Domestic seminars on ISWM are organized once per year by MOC during implementation of the Project</li> <li>1e. Policy guidance from MOC to the local governments are implemented in the domestic seminars, Co-learning Study Session (CSS), from 2015, utilizing the acquired knowledge and deliverables during implementation of the Project.</li> </ol> <p>(*4) Target value (Z) would be updated by the Project in the fourth JCC scheduled in 2017.</p>	<p>These changes are to make the Verifiable Indicators clearer and convincing for evaluate</p>
<	<b>Means of Verification of Output 1</b> >		
16	<ol style="list-style-type: none"> <li>1. Project reports</li> <li>2. Capacity assessment reports</li> <li>3. Joint project evaluation reports</li> </ol>	<ol style="list-style-type: none"> <li>1a. List of guiding references authorized/accepted</li> <li>1b. Number of data items aggregated in the database each year</li> <li>1c. Date of data book publication</li> <li>1d. Date, contents, and participants of project seminars</li> <li>1e. Date, contents, and participants of CSSs</li> </ol>	<p>This change is in line with the revision of Verifiable Indicators</p>



No.	Former version (Appendix 2) (as of the last JCC Meeting held on 11 May 2015)	New version (Appendix 3) (as of the third JCC Meeting held on 11 August 2016)	Reason to revise
<b>&lt;Objectively Verifiable Indicators of Output 2&gt;</b>			
17	1. Progress of implementation of implementation plan for Hanoi solid waste treatment Master Plan.	2a. By December 2015, Implementation Plan of Hanoi Solid Waste Treatment Master Plan, with proposals on 5-year priority projects on domestic waste, construction waste, and septic tank sludge, is developed. 2b. The initial stage of the approved priority projects is implemented by Hanoi DOC from September 2016.	This change is to make the Verifiable Indicators clearer and convincing for evaluate  This indicator is added for reflecting the project progress.
<b>&lt; Means of Verification of Output 2 &gt;</b>			
18	1. Project reports 2. Capacity assessment reports 3. Joint project evaluation reports	2a. Project report 2b. Progress report	This change is in line with the revision of Verifiable Indicators
<b>&lt;Objectively Verifiable Indicators of Output 3&gt;</b>			
19	1. The capacity status of existing SWM in the model Province is well analyzed by MOC 2. ISWM Master Plan in particular for municipal solid waste management sector of the model Province.	3a. The capacity status of existing SWM in TTH Province is analyzed by MOC during selection  3b. Technical comments on ISWM Master Plan in particular for MSWM sector of TTH Province are provided by MOC during master plan formulation. 3c. Written comments on ISWM Master Plan was provided by ATI, MOC to Provincial PC before approval 3d. Progress of pilot trials and preparation for priority projects identified in the ISWM Master plan is monitored by ATI, MOC through a progress report of each project 3e. By the end of the Project, guiding reference for Master Plan preparation is authorized/approved by ATI, MOC	The name of the TTH Province was mentioned for specifying the name of the model Province. The expression "during selection" was added for reflecting the capacity assessment process conducted in the project. This change is to make the Verifiable Indicators clearer and convincing for evaluate  The addition is to make the Verifiable Indicators clearer and convincing for evaluate
<b>&lt;Means of Verification of Output3&gt;</b>			
20	1. Project reports 2. Capacity assessment reports 3. Joint project evaluation reports	3a. Project reports 3b. Written comments or Record of Task Force meeting 3c. Written comments of ATI provided to TTH DOC&PPC 3d. Progress reports received by ATI-MOC 3e. Date of issue/ acceptance	This change is in line with the revision of Verifiable Indicators
<b>&lt; Important Assumptions of Outputs &gt;</b>			
21	1. Necessary budget for related activities is secured by concerned agencies. 2. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HPC	The Important Assumption of Project Purpose were moved here: 1. Most counterpart staff continues working for the Project. 2. The new Law on Environmental Protection does not	The moving is considered to be more suitable to be kept in part of Activities



No.	Former version (Appendix 2) (as of the last JCC Meeting held on 11 May 2015) <i>(Former assumptions were moved down to Important assumption of Activities of new version)</i>	New version (Appendix 3) (as of the third JCC Meeting held on 11 August 2016) change the MOC's roles and responsibilities on ISWM	Reason to revise
<b>&lt; Important Assumptions of Activities &gt;</b>			
22	<Moved>	The Important Assumption of Outputs were moved here A. Necessary budget for related activities is secured by concerned agencies. B. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HFC	The moving is considered to be more suitable with PDM's structure
<b>&lt;Inputs of Activities&gt;</b>			
23	(2) International Training 1) Counterpart training will be conducted in Japan; ① Short term training : 1-2 times/year, 10-12 personnel ② Long term training: one time/year, 7-10 personnel	(2) International Training 1) Counterpart training will be conducted in Japan 2 times/year, 10-12 personnel	This change is to be in line with implementation in reality

**Appendix 5. Former Plan of Operation (as of the second JCC Meeting held on 11 May, 2015)**

Activities	Implementing Agencies	Cooperating Agencies	1 <sup>st</sup> Year				2 <sup>nd</sup> Year				3 <sup>rd</sup> Year				4 <sup>th</sup> Year				Major Products (proposed)	
			1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4		
<b>Project Schedule</b>																				
1. Capacity of MOC on management policy-making, and support system for local governments to execute the "National Strategy on Integrated Solid Waste Management" is enhanced, in particular for municipal solid waste management.																				
1-1. Review policies, legislations, institutional framework, and standards for solid waste management in central government and make recommendations if necessary.																				
	MOC																			Recommendation papers, for example: 1. Revision version of Decree No.59, Decision 2149/2009/QĐ-TTg, standard of national regulations, 2. Review on Management of septic tank sludge in the circular 04/2015/TT-BXD and propose if necessary, and 3. Regulations on Management of construction waste
1-2. Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and constructing, and then make recommendations on criteria on selection of suitable technologies.	MOC																			1. Result of evaluation 2. Criteria on selection of technologies
1-3. Develop a guidance for making construction plans for municipal solid waste treatment facilities.	MOC																			1. Guidance for preparation of construction plan for solid waste treatment facilities (combine with the activity 1-7) 1. Monitoring and supervision plan of MOC 2. Monitoring and supervision report of MOC
1-4. Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments.	MOC																			1. Compilation/ analyzed result of solid waste management 2. Database
1-5. Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems.	MOC																			1. Guidance for application
1-6. Study on investment models and management models to be applied to the	MOC																			

Activities	Implementing Agencies	Cooperating Agencies	1 <sup>st</sup> Year				2 <sup>nd</sup> Year				3 <sup>rd</sup> Year				4 <sup>th</sup> Year				Major Products (proposed)
			1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
Project Schedule investment on construction and management of SWM complex.																			
1-7. Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes.	MOC																	1. Guidance for formulating of construction plan for municipal solid waste treatment facilities at inter-provincial level	
1-8. Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices.	MOC																	1. Training program	
1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide.	MOC																	1. Conference/workshop program	
2. DOC of Hanoi PC enhances the capacity on implementation of solid waste management																			
2-1. Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advices and recommendations.	HPC/ DOC/ MOC	HN URENCO																1. Report on Lesson learned and recommendation	
2-2. (Deleted.)																			
2-3. Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities.	HPC/ DOC/ MOC	HN URENCO																1. Recommendation paper 2. Implementation Plan	
2-4. Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected target SWM complex in particular for municipal solid waste part.	HPC/ DOC/ MOC	HN URENCO																1. Pre-FS Report	
2-5. Study the investment promotion for the construction of target SWM complex, such	HPC/ DOC/	HN URENCO																1. Study report	

Activities	Implementing Agencies	Cooperating Agencies	1 <sup>st</sup> Year				2 <sup>nd</sup> Year				3 <sup>rd</sup> Year				4 <sup>th</sup> Year				Major Products (proposed)	
			1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4		
Project Schedule as BOT, PFI, PPP, etc.	MOC																			
2-6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on municipal solid waste management	HPC/ DOC/ MOC	HNI URENCO																		1. Lesson learn report
3. Technical support capacity of MOC for preparation of SWM Master Plan, is enhanced through model Province																				
3-1. Implement "Capacity Assessment" for existing SWM in the model Province.	Province PC/ DOC/MOC																			1. Capacity assessment report
3-2. Provide technical assistance for the local government of the model Province on the preparation/upgraded of ISWM Master Plan in particular for municipal solid waste management sector, which will be submitted to local government of selected city/province.	Province PC/ DOC/MOC																			1. ISWM Master Plan in particular for MSW for the model Province
3-3. Provide technical assistance for the initiation of implementing ISWM Master Plan in particular for municipal solid waste management sector.	Province PC/ DOC/MOC																			1. Activity report
4. Advanced knowledge of central and local government officials on municipal solid waste management is acquired.																				
4-1. Conduct technical training courses in order to enhance knowledge of municipal solid waste management of central and local government officials.	MOC/DOC	Related Agencies																		1. Job report 2. Action plan
4-2. Conduct third country training course(s) in neighboring countries in order to enhance knowledge of municipal solid waste management of central and local government officials.	MOC/DOC	Related Agencies																		

Appendix 6. New Plan of Operation (as of the third JCC Meeting held on 11 August, 2016)  
 (1) Overall Plan of Operation

Detail Plan of Operation											
Activities	Responsible Organization	Collaborating organization	Schedule of activities as per the first PC				Schedule of sub-activities as per the approved workplans				
			1st Year 2014	2nd Year 2015	3rd Year 2016	4th Year 2017	The description as of Aug 2016				
Project Schedule											
Capacity of MCC on management, policy-making, and support system for local governments to execute the "National Strategy on Integrated Solid Waste Management" is enhanced, in particular for municipal solid waste management.	MCC								Dr. Tran Anh Tuan, Project Director		
1.1 Review policies, legislations, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary	MCC								Dang Anh Thu		Wada, Hirata, Koyama
1.1.0 Studying actual conditions of solid waste management in Vietnam and identifying review points of legal documents	MCC										Wada, Hirata, Koyama
1.1.1 Review the legal documents consistent to "Decree on Waste and Scrap Management"	MCC										Wada, Hirata
1.1.2 Draft the revision of the Decree No. 59/2007/ND-CP	MCC										Wada, Hirata
1.1.3 Develop the draft guidance on valuation method of solid waste treatment service price and reflect comments on the draft circular developed by MCC.	MCC										Wada, Hirata
1.1.4 Develop the draft waste generation index of domestic waste and land use criteria for solid waste treatment facilities	MCC										Wada, Koyama
1.1.5 Formulate the draft standard contract form for SW collection, transportation and treatment service	MCC										Wada, Hirata



Activities	Responsible Organization	Collaborating organization	1st Year												Expected results	Responsible Person (Vietnamese: C/P)	Implementers (Vietnamese: C/P)	Experts
			2014			2015			2016			2017						
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
1.1.6 Formulate the draft regulation on construction solid waste management	MDC	-														Draft of the regulation on construction waste management report to the implementation procedure		Wada, Hirata
1.1.7 Review and revise the planning criteria QCVN01 (Chapter 6, solid waste management)	MDC	-														Draft of the planning criteria submitted to MOC for reply	Thu	Wada, Hirata
1.2 Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and constructing, and then make recommendations on criteria on selection of suitable technologies	MDC	-																Wada, Koyama
1.2.1 Develop the draft guiding reference on technology selection	MDC	-														Guidance report on technology selection		Wada, Koyama
1.3 Develop a guidance for making construction plans for municipal solid waste treatment facilities	MDC	-																Wada, Koyama
1.3.1 Formulate the draft guiding reference for construction plan	MDC	-														Guidance report on construction plan		Wada, Koyama
1.3.2 Formulate the draft guiding reference for mid-term/long-term facility development plan	MDC	-														Guidance report on mid-term/long-term facility development plan		Wada, Koyama
1.4 Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments	MDC	-																Wada, Hirata, Koyama
1.4.1 Develop monitoring and supervision plan of MP implementation, including forms, through trial in Hanoi & the Thua Thien Hue Province (Act 3.2)	MDC	-														Monitoring and supervision plan		Wada, Hirata, Koyama
1.4.2 Prepare monitoring and supervision report, of MP implementation in Hanoi and the Thua Thien Hue Province (by MOC)	MDC	-														Monitoring and supervision report		Wada, Hirata, Koyama
1.5 Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems	MDC	-															Thu	Wada, Hirata, Koyama
1.5.1 Collect the solid waste data from 63 provinces and aggregate the data into database	MDC	-														Annual data collection form and database		Thu, Long, Kieu Anh
1.5.2 Develop aggregation data report from 63 provinces	MDC	-														Aggregation data report to be referred by province		Thu, Long, Kieu Anh

Activities	Responsible Organization	1st Year												Collaborating organization	Expected results	Responsible Person (Vietnamese - CP)	Implementers (Vietnamese - CP)	Experts
		2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015					
1.6 Study on investment models and management models to be applied to the investment on construction and management of SWM complex.	MDC														Guidance report on investment model and management of complexes		Thuy	Wada, Mori, Koyama
1.6.1 Develop the draft guiding reference on investment model and management and operation of solid waste treatment facilities.	MDC																Thuy	Wada, Mori, Koyama
1.7 Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes (Combined with Act 1.3)	MDC																	Wada, Mori, Koyama
1.8 Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices.	MDC															Thu		Wada, Hirata, Koyama
1.8.1 Develop "Co-learning Study Session" program	MDC														The program of CSSs agreed by AIT			Wada, Hirata, Koyama
1.8.2 Implement the "Co-learning Study Session" by using the guidance reports	MDC														The CSSs coordinated by MOC and AIT		Thu, Kieu Anh	Wada, Hirata, Koyama
1.8.3 Propose the possible certification programs for local governments through trials in CSS	MDC														The certification program		Thu, Kieu Anh	Wada, Koyama, Ngoc
1.8.4 Hold the seminars and/or workshop	MDC														Seminars and/or workshops organized by MOC	Thu	Kieu Anh	Wada, Hirata, Koyama
1.9 Organize conferences and workshops among experts on technical, legislative and social issues of municipal solid waste management in nationwide (Combined with Act 1.6)	MDC															Thu		Wada, Hirata
1.9.1 Hold the conferences and workshops among experts (combined with Act 1.8.2 & 1.8.4)	MDC														Technical inputs from Japanese academics to MOC		Kieu Anh	Wada, Hirata
1.10 Draft the revision of National Strategy on ISWM based on the review under Activity 1-1 for submission to the Prime Minister	MOC														Draft of the revision (SP) to the legislation procedure	Long	Long	Wada, Hirata, Koyama
2 Capacity of Hanoi DOC on implementation of ISWM is enhanced	HFC/DOC Hanoi																Each (MOC)	Wada, Hirata
2.1 Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advice and recommendations	HFC/DOC																	Wada, Hirata
2.1.1 Review the 3R project	DOC														Review report to Hanoi for their policy			Wada, Hirata

Activities	Responsible Organization	Collaborating organization	1st Year				2nd Year				3rd Year				4th Year				Expected results	Responsible Person (Vietnamese C/P)	Implementers (Vietnamese C/P)	Experts	
			2015	2016	2017	2018	2015	2016	2017	2018	2015	2016	2017	2018	2015	2016	2017	2018					
(2.2) (Deleted)																							
2.3 Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities	HFC/DOC																						Wada, Hirata, Sato
2.3.1 Master plan for domestic waste, construction waste and septic tank sludge	site	URENCO																					Wada, Hirata, Sato
2.3.2 Prepare proposal on domestic waste management as part of IP, including 5-year prioritized projects	site	site																					Wada, Hirata, Sato
2.3.3 Prepare proposal on construction waste management as part of IP, including 5-year prioritized projects	site	site																					Wada, Hirata, Sato
2.3.4 Prepare proposal on septic tank sludge management as part of IP, including 5-year prioritized projects	site	site																					Wada, Hirata, Sato
2.3.5 Implement the initial stage of 5-year prioritized projects regarding domestic waste management (a) Improvement of collection and transportation (b) Comprehensive monitoring of Master Plan Implementation, (c) Proposal of required treatment facilities, (d) Establishment of "Modeling Waste Management Office for Avoiding Crisis"	DOC	URENCO																					Wada, Hirata, Sato
2.3.6 Implement the initial stage of 5-year pilot projects ((a) Establishment of technical standards for recycle products of construction waste, (b) Construction, O&M of recycle plants, (c) Utilization of recycled products at construction works)	DOC	URENCO																					Wada, Hirata, Sato
2.3.7 Implement the initial stage of 5-year pilot projects ((a) Clarify the availability of Can Dien Treatment Plant (TP), (b) STS collection into Can Dien TP, (c) Expansion plan in whole Hanoi City for STS including sewage sludge)	DOC	URENCO																					Wada, Hirata, Sato
2.4 Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected target SWM complex in particular for municipal solid waste part	HFC/DOC																						Wada, Hirata, Sato
2.4.1 Select the site for the Pre-FS	HFC/DOC	MCC URENCO																					Wada, Mori, Suzuki, Fukuda
2.4.2 Develop the draft Pre-FS report	site	site																					Wada, Mori, Suzuki, Fukuda
2.5 Study the investment promotion for the construction of target SWM complex, such as BOT, PFI, PPP etc.	HFC/DOC																						Wada, Mori, Suzuki, Fukuda
2.5.1 Study on the investment promotion (Combined with Act.2.4)	HFC/DOC	MCC URENCO																					Wada, Mori, Suzuki, Fukuda



Activities	Responsible Organization	Collaborating organization	1st Year				2nd Year				3rd Year				4th Year				Expected results	Responsible Person (Vietnamese- C/P)	Implementers (Vietnamese- C/P)	Experts
			2014	2015	2016	2017	2015	2016	2017	2018	2015	2016	2017	2018	2015	2016	2017	2018				
2.6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on municipal solid waste management	HFC/DOC	MOC URENDO																	Wada, Hiata Sato			
2.6.1 Draw the lessons from the planning and implementation of MP	HFC/DOC	MOC URENDO																	Wada, Hiata Sato			
3. Technical support capacity of MOC for preparation of SWM Master Plan, is enhanced through model Province.	MOC	TTH																	Tuan Duc (MOC) Vien (DOC)			
3.1 Implement "Capacity Assessment" for existing SWM in the model Province	TTH/PODOC, MOC																		Wada			
3.2 Provide technical assistance for the local government of the model Province on the preparation/upgrade of ISWM Master Plan, in particular for municipal solid waste management sector, which will be submitted to local government of selected city/province	TTH/PODOC, MOC																		Wada, Hiata Koyama, Ngoc			
3.3 Provide technical assistance for the initiation of implementing ISWM Master Plan, in particular for municipal solid waste management sector	TTH/PODOC, MOC																		Vien (DOC)			
3.3.1 Monitor the initial stage of implementation of the participatory 3R prioritized projects regularly (a) Promotion of community-based development, (b) Promotion of JRS through collaboration with businesses, (c) Pilot trial for source separation conducted by TTH province	MOC	TTH PFOOD/CHERO																	Vice Chairperson of PPC			
3.3.2 Monitor the initial stage of implementation of the prioritized projects promoting integrated solid waste management regularly (a) Facility development, (b) Cement feeding, (c) SWI Integral Committee. (d) Instruction material for implementation of Master Plan)	MOC																		Duc (MOC) Members specified in lastforce of TTH			
3.4 Formulate the plucking relevance for ISWM Master Plan formulation based on the activities of 3-2 and 3-3	MOC	TTH PFOOD/CHERO																	Duc Members specified in lastforce of TTH			
0 Project Management																			Thi, Kieu Anh			
0.1 Develop the draft project publicity needs	MOC																		Wada, Koyama			
0.2 Capacity Assessment Activity for indicators																			Wada, Koyama			
0.3 Conduct technical training courses in order to enhance knowledge of municipal solid waste management of central and local government officials	MOC																		Thi			
0.3.1 Organize study tours in Japan	MOC																		Wada, Hiata Koyama			

(2) Annual Plan of Operation

Activities	Milestones or SWs	Schedule of sub-activities as per workplan												Responsible Person (Vietnamese C/P)	Expected results	Implementers (Vietnamese C/P)	Expires	
		1st quarter of 2017	2nd quarter	3rd quarter	4th quarter	1st quarter of 2018	2nd quarter	3rd quarter	4th quarter	1st quarter of 2019	2nd quarter	3rd quarter	4th quarter					
Annual Plan of Operation																		
Project Synopsis:																		
1	Capacity of MOC in management, policy-making and support system for implementation to meet the National Strategy on Solid Waste Management and Treatment, in particular for municipal solid waste management.																	
1.1	Review policies, legal texts, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary.	Review legal documents																
1.1.1	Review the legal documents consistent to "Decree on Waste and Solid Management"	Review legal documents																
1.1.2	Check the version of the Decree No. 59/2007/QĐ-CP	Review legal documents																
1.1.3	Provide the draft waste generation index of domestic waste and land use criteria for solid waste treatment facilities.	Feasibility																
1.1.4	Formulate the draft standard (control) on the SW collection, transportation and treatment service.	Defining																
1.1.5	Formulate the draft regulation on construction solid waste management.	Defining																
1.1.7	Review and revise the planning details OCEVN01 (Cluster B, solid waste management)	Defining																
1.4	Develop, monitor and supervise plan of MP implementation, including items through built in Hand 5, the Thua Thien Hue Province (Act 3.3)	During																
1.4.2	Program monitoring and supervision report of MP implementation in Hoa Binh and the Thua Thien Hue Province (by MOC)	During																



Activities	Progress as of 31/12/2016	2016						2017						Expected results	Responsible (Vietnamese C/P)	Implementers (Vietnamese C/P)	Experts
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
1.5 Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it as a study problems															Thu		Wright, Hinda, Kogoma
1.5.1 Collect the solid waste data from 65 provinces and aggregate the data into database	Report for the first municipal solid waste sector																Thu, Long, Hieu Anh
1.5.2 Develop application data report from 65 provinces	Report of the country into 4 provinces (Hue, Vinh, Thanh Hoa, Ha Tinh)																Thu, Long, Hieu Anh
1.6 Study on investment needs and management needs to be applied by the government on construction and management of SVAM complex																	Thu, Long, Hieu Anh
1.6.1 Develop the draft guideline reference on extended social and management and operation of solid waste treatment facilities	Management plan of SVAM complex for treatment of industry and municipal waste in Vietnam																Thu, Long, Hieu Anh
1.6.2 Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities at national level and state experiences of domestic and international practices																	Thu, Long, Hieu Anh
1.8																	Wright, Hinda, Kogoma
1.8.1 Implement the "Co-learning Study Session" by using the guidance reports																	Thu, Long, Hieu Anh
1.8.2 Propose the possible certification programs for local governments through pilots in CSS	Report on the certification program																Thu, Long, Hieu Anh
1.8.3 Hold the seminars and/or workshop	Workshop on 4 provinces (Hanoi, Vinh, Thanh Hoa, HCMC)																Thu, Long, Hieu Anh
1.8.4																	Wright, Hinda, Kogoma
1.9																	Wright, Hinda, Kogoma
1.9.1 Draft the revision of National Strategy on SVAM based on the revision of the National Strategy on SVAM	Active in some other local or national sector																Thu, Long, Hieu Anh

Activities	Progress to 31/5	1st quarter of 2017												Expected results	Responsible (Vietnamese C/P)	Implementers (Vietnamese C/P)	Experts
		2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016				
2. Capacity of Hanoi DOC on Implementation of ISWM is enhanced																	
2.3 Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities																	
2.3.1 Implement the initial stage of 5-year projects (including collecting domestic waste management, (a) improvement of collection and transportation, (b) required treatment facilities, (c) Establishment of "Waste-making Waste Management Office for Adding Value")																	
2.3.2 Implement the initial stage of 5-year pilot projects (a) Establishment of technical standards for recycle products of construction waste, (b) Construction, SMM of recycle plants, (c) Utilization of recycled products in construction works																	
2.3.3 Clarify the availability of land for construction of C&D, TP, (b) SFS collection into C&D, TP, (c) Expansion plan to include Hanoi City for (a) including sewage sludge																	
2.3.4 Learn the lessons of planning and implementation of Hanoi solid waste treatment master plan in particular on municipal solid waste management																	
3. Technical support capacity of MOC for preparation of SWM Master Plan is enhanced through model Province																	
3.1 Provide technical assistance for the local government of the model Province on the preparation of SWM Master Plan, in particular for municipal solid waste management sector, which will be submitted to local government of each province																	
3.2 Provide technical assistance for the initiation of implementing SWM Master Plan, in particular for municipal solid waste management sector																	
3.3 Monitor the initial stage of implementation of the pilot projects, (a) pilot project projects, (b) Pilot project of construction of community-based composting, (b) Pilot project of SFS through collaboration with businesses, (c) Pilot trial for source separation) conducted by TH province																	
3.3.1 Monitor the initial stage of implementation of the pilot projects, (a) pilot project projects, (b) Pilot project of construction of community-based composting, (b) Pilot project of SFS through collaboration with businesses, (c) Pilot trial for source separation) conducted by TH province																	
3.3.2 Develop (a) Current status, (b) SWM master plan, (c) SWM master plan, (d) SWM master plan, (e) SWM master plan, (f) SWM master plan, (g) SWM master plan, (h) SWM master plan, (i) SWM master plan, (j) SWM master plan, (k) SWM master plan, (l) SWM master plan, (m) SWM master plan, (n) SWM master plan, (o) SWM master plan, (p) SWM master plan, (q) SWM master plan, (r) SWM master plan, (s) SWM master plan, (t) SWM master plan, (u) SWM master plan, (v) SWM master plan, (w) SWM master plan, (x) SWM master plan, (y) SWM master plan, (z) SWM master plan																	
3.4 Formulate the guiding reference for SWM Master Plan formulation based on the activities of 3.1, 3.2 and 3.3																	

Activities	Progress to 2015	2nd quarter 2016				3rd quarter 2016				4th quarter 2016				1st quarter of 2017	Expected results	Responsible (Vietnamese C/P)	Implementers (Vietnamese C/P)	Experts
		File in 2016	6	7	8	9	10	11	12	1	2	3	4					
0 Project Management																Dr. Tuan	Ms. Thi My Hoa, ACP	
0.1 Develop the draft project subsidy model	45% progress																	W/P2B, Kojama
0.2 Review the PCM and PQ																		
0.3 Organize study tours in Japan																		
0.3.1 Study tour in Saitama in August 2016																		W/P2B, Hieda, Kojama
0.3.2 Study tour in Osaka in November 2016																		

## Appendix 7. Comparison between the former PO and the new PO

No.	Former version (as of the last JCC Meeting held on 11 May 2015)	New version (as of the third JCC Meeting held on 11 August 2016)	Reason to revise
1	This version did not contain the column for Vietnamese responsible persons. Vietnamese implementing persons and Japanese experts.	The column for responsible persons, implementing persons and Japanese experts in each activity was added.	This change was added for confirming the Vietnamese responsible persons. Vietnamese implementing persons and Japanese experts for securing the activity efficiency.
2	The former WP did not contain the activity 1.1.7.	The activity 1.1.7 was added.	MOC proposed to review QCXDVN01 (Chapter 6)
3	The contents of the activity 1.4 was unclear.	The activities of 1.4.1 and 1.4.2 for enhancing the monitoring and supervising Cities/Provinces were added.	These activities were added considering the importance of the monitoring and supervising
4	The former WP did not contain the activity 1.6.1.	The activity 1.6.1 for the development of the draft guiding reference on investment model and management and operation of solid waste treatment facilities	This change was added considering the importance of promoting investment and securing proper operation by utilizing the recommendation paper for investment and operation prepared by the project team.
5	The "Co-learning Study Session" (CSS) proposed in the Phase I of the Project was categorized in Activity 1.4.	The activity regarding CSSs are categorized in 1.8 together with the proposal of the certification program.	The activities regarding CSSs were put on 1.8 by considering the importance to training programs.
6	The former WP did not contain Activity 1.10.	The activity 1.10 for drafting the revision of Decision No. 21/9/2009/QĐ-TTg was put in a new activity.	The importance of the revision of the decision was considered.
7	The former WP did not contain the activities of 2.3.5, 2.3.6 and 2.3.7.	The activities regarding the implementation of the initial stage of three prioritized projects were added.	These were added in accordance with the project progress.
8	The former WP did not contain the activities of 3.3.1 and 3.3.2.	The activities regarding the monitoring on the initial stage of the prioritized project proposed by the master plan were added.	These were added in accordance with the project progress.
9	The former WP did not contain the Activity 3.4.	The activities for formulating the guiding reference for master plan formulation were added.	This activity added by considering the effectiveness to disseminate the master plan developed for Thua Thien Hue Province.
10	Activity 4 mentioning the study tours in Japan was contained.	Activity 4 was deleted. Activity of training course is specified in Activity 0	The study tours are not one of the activities, but are the inputs to the project as considered in PDM.
11	The former WP did not contain the project publicity media and the capacity assessment activity.	The development of project publicity media and capacity assessment activity were added as Activity 0.	These activities cannot be put in any project activities, but was put in Activity 0 for ensuring the implementation considering the importance.
12	The annual work plan contained in the former WP.	The "Annual Work Plan" (APO) was developed for planning the activities of year 2016.	APO was developed in accordance with the PO for practical uses.

Note: "WVP" means "Work Plan"

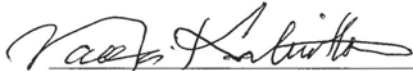
MINUTES OF THE FOURTH JOINT COORDINATING COMMITTEE (JCC) MEETING  
FOR  
THE PROJECT FOR CAPACITY DEVELOPMENT ON INTEGRATED MANAGEMENT OF  
MUNICIPAL SOLID WASTE IN VIETNAM

In line with the Record of Discussions (hereinafter referred to as "R/D") signed between the Government of the Socialist Republic of Viet Nam (hereinafter referred to as "the Government of Viet Nam") and the Japan International Cooperation Agency (hereinafter referred to as "JICA") on 17<sup>th</sup> June, 2013, the Vietnamese side and the Japanese side held the fourth Joint Coordinating Committee (hereinafter referred to as "JCC") Meeting for the Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam (hereinafter referred to as "the Project") in Hanoi on 12 April, 2017.

JICA Expert Team (JET), Project Management Unit (PMU), JCC and counterparts of the Project were working together to revise the Project Designed Matrix (PDM) and Annual Plan of Operation (APO) of 2017.

Consequently, the revised PDM and APO of 2017 were completed, submitted to this JCC Meeting and agreed by the JCC Meeting.

Hanoi, 12 April, 2017

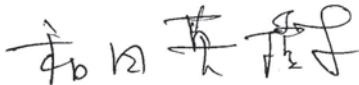


Mr. Naoki Kakioka  
Senior Representative  
Viet Nam Office  
Japan International Cooperation Agency  
JAPAN



Mr. Nguyen Hong Tien  
JCC Chairperson  
General Director  
Administration of Technical Infrastructure  
Ministry of Construction  
SOCIALIST REPUBLIC OF VIET NAM

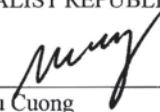
witnessed by



Mr. Hideki Wada  
Leader of JICA Expert Team  
JAPAN



Mr. Dong Phuoc An  
Deputy Director  
Department of Construction, Hanoi City  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Vu Cuong  
Vice General Director  
Urban Environment One Member Limited  
Company, Hanoi City  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Nguyen Dai Vien  
Vice Director  
Department of Construction, Thua Thien Hue  
Province  
SOCIALIST REPUBLIC OF VIETNAM



## I. Introduction

The contents of the fourth JCC meeting were:

- The reports on implementation of the Project in 2016 presented.
- The Annual Plan of Operation of 2017 and the revision of Project Design Matrix were presented.

The participants of the fourth JCC meeting are listed in Appendix 1.

## II. Major Points Discussed

Participants gave comments, discussed and reached agreement on content of Report on implementation of the Project, APO of 2017 and the PDM

### 1. Modification of PO

The annual PO (APO) for year 2017 was developed as attached in Appendix 2.

Major revised points are shown below.

- Activity 1.1.2 related to draft of the revision of Decree No.59/2007/ND-CP shall be continue as showed in Appendix 2.
- Technical comments on the current master plan on solid waste management of Hanoi City will be provided by the JET as one of the activities of Output 2.
- In the Sub-Activity 1.8.3, the “Guiding Principles for the Certification Program” instead of the “Possible Certification Program” will be developed and tested in the “Co-learning Study Session” of the Sub-Activity 1.8.2.

### 2. Modification of PDM

The PDM agreed in the third JCC meeting (attached in Appendix 3) and included some target indicators of Objectively Verifiable Indicators (OVIs) should be identified in this 4<sup>th</sup> JCC. The target values in the PDM were given their values as attached in Appendix 4.

The values were given as explained below.

- OVI “X” for Overall Goal: By March 2022, at least three Cities/Provinces develop/update or are developing/updating “Integrated” Master Plans on SWM.
- OVI (item 1) “Y” for Project Purpose: By the end of the Project, 80% of the drafts of legal documents on Municipal Solid Waste Management (MSWM), developed or revised through the Project, are submitted to the competent agencies by MOC, with the condition that the criterion on whether “the legal document is submitted to the competent agencies” or not is to be reconsidered, taking into consideration that the legalization processes depends on the contents of the legal documents.
- Regarding OVI (item 2, 3 and 4) for Project Purpose: By the end of the Project, relevant officials of MOC, Hanoi DOC and Thua Thien Hue Province enhances its management capacity comprehensively in terms of the capacity assessment items. The capacity assessment check lists contained in Appendix 4 will be used as the capacity assessment items. The scores of 7.0 in all aggregated items of the capacity assessment items were set as the target values.
- OVI “Z” for Output 1: By the end of the Project, 100% of the draft guiding references for policy support to local governments, developed through the Project, are accepted by ATI, MOC for policy support to local governments, with the condition that the “Certification Program” is changed to “Guiding Principles for the Certification Program”, considering that further discussions is necessary to set up any certification programs, even though ATI, MOC accepts them.

3. **Project Manager for Output 2**  
In accordance with the institutional change in Hanoi City, the Project Manager for Output 2 was changed. Mr. Tran Anh Tuan – Vice Director of Urban Technical Infrastructure Works Maintenance Unit was nominated as the Project Manager decided by Hanoi DOC and agreed in the fourth JCC Meeting.
4. **Output 3**  
After six months of implementing prioritized projects in Thua Thien Hue, JET, ATI and TTH have evaluated the initial results. Based on this, the decision on whether the current scope and number of prioritized projects will be maintained as original schedule or amended need to be quickly considered and agreed upon all stakeholders.

### III. Conclusions

1. **Confirmation of the official Minute of the JCC Meeting**  
The original text of this minute is English version. Vietnamese version is prepared for reference purpose only. In the event of any conflict between the English and Vietnamese versions, the English version shall prevail.
2. **PDM and APO of 2017**  
The APO of 2017 was revised as attached in the Appendix 2. The target values in the PDM attached in Appendix 3 were given as shown in Appendix 4. Accordingly, the PDM with target values of OVI approved in 4<sup>th</sup> JCC meeting is attached in Appendix 5

### IV. Appendix list

- Appendix 1. Participants List in the Fourth JCC Meeting
- Appendix 2. Annual Plan of Operation for year 2017
- Appendix 3. Project Design Matrix (version approved in 3<sup>rd</sup> JCC meeting)
- Appendix 4. Target values in the Objectively Verifiable Indicators discussed in the fourth JCC
- Appendix 5. Project Design Matrix containing the target values (version approved in 4<sup>th</sup> JCC meeting)

### Appendix 1. Participants List in the Fourth JCC Meeting

Category	No.	Name	Position, Organization
Vietnamese Counterparts	1	Nguyen Hong Tien	General Director, Administration of Technical Infrastructure (ATI), Ministry of Construction
	2	Tran Anh Tuan	Project Director Vice General Director, ATI, MOC
	3	Dang Anh Thu	Vice Project Director/ Head of Solid waste management Division (SWMD), ATI, MOC
	4	Le Thu Thuy	Deputy Head, SWMD, ATI, MOC
	5	Hoang Manh Hiep	Staff of SWMD, ATI, MOC
	6	Tran Kieu Anh	Ditto
	7	Nguyen Xuan Bach	Ditto
	8	Nguyen Thi Bich Hue	Vice Director, International Cooperation Department, MOC
	9	Nguyen Van Quy	Deputy Head of Technical Infrastructure Division, Hanoi DOC
	10	Dinh Minh Tri	Staff, Technical Infrastructure Division, Hanoi DOC
	11	Pham Hai Duong	Staff, General Affairs, Environment Protection Agency, Department of Natural resources and Environment of Hanoi
	12	Vu Cuong	Vice General Director, URENCO Hanoi
	13	Nguyen Dai Vien	Vice Director, Thua Thien Hue DOC
	14	Bach Minh Tuan	Information Center, MOC
JICA	15	Naoki Kakioka	Senior Representative, Viet Nam Office, JICA
	16	Akiko Urakami	Project Formulation Advisor, JICA Vietnam
	17	Toshiyuki Yamasaki	JICA Environmental Policy Advisor
JICA Expert Team	18	Dao To Cam	Member, Program officer, Viet Nam Office, JICA
	19	Hideki Wada	Team leader, JICA Expert Team
	20	Nguyen Huong Giang	Local staff, JICA Expert Team
	21	Le Minh Ngoc	Local staff, JICA Expert Team
	22	Ngo Thi Lan Phuong	Local staff, JICA Expert Team

## Appendix 2. Annual Plan of Operation for year 2017 (as of the fourth JCC Meeting)

Item	Project Objective	Quarter												Responsible Person (Last Name)	Start Date	End Date	Milestone / Deliverable		
		1	2	3	4	5	6	7	8	9	10	11	12						
1	Complete the implementation of the new governance structure and support systems for the new governance structure.																		
1.1	Review and update the governance structure and support systems for the new governance structure.																		
1.2	Implement the governance structure and support systems for the new governance structure.																		
1.3	Implement the governance structure and support systems for the new governance structure.																		
1.4	Implement the governance structure and support systems for the new governance structure.																		
1.5	Implement the governance structure and support systems for the new governance structure.																		
1.6	Implement the governance structure and support systems for the new governance structure.																		
1.7	Implement the governance structure and support systems for the new governance structure.																		
1.8	Implement the governance structure and support systems for the new governance structure.																		
1.9	Implement the governance structure and support systems for the new governance structure.																		
1.10	Implement the governance structure and support systems for the new governance structure.																		

Activity	Description	Start Date	Months												End Date	Reporting Period	Reporting Period	Reporting Period
			1	2	3	4	5	6	7	8	9	10	11	12				
1	Develop a plan for the implementation of the project...	2023-01-01														2023-01-01	2023-01-01	2023-01-01
2	Implement the project plan...	2023-02-01														2023-02-01	2023-02-01	2023-02-01
3	Monitor and evaluate project progress...	2023-03-01														2023-03-01	2023-03-01	2023-03-01
4	Report on project progress to stakeholders...	2023-04-01														2023-04-01	2023-04-01	2023-04-01
5	Adjust project plan based on feedback...	2023-05-01														2023-05-01	2023-05-01	2023-05-01
6	Complete project implementation...	2023-06-01														2023-06-01	2023-06-01	2023-06-01
7	Final evaluation and lessons learned...	2023-07-01														2023-07-01	2023-07-01	2023-07-01
8	Archive project documents...	2023-08-01														2023-08-01	2023-08-01	2023-08-01
9	Disseminate project findings...	2023-09-01														2023-09-01	2023-09-01	2023-09-01
10	Conduct a final review of the project...	2023-10-01														2023-10-01	2023-10-01	2023-10-01
11	Prepare a final report on project outcomes...	2023-11-01														2023-11-01	2023-11-01	2023-11-01
12	Submit final report to the sponsor...	2023-12-01														2023-12-01	2023-12-01	2023-12-01



### Appendix 3. Project Design Matrix (Version approved in 3<sup>rd</sup> JCC meeting)

Project Title: The Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam

Implementing Agency: Ministry of Construction (MOC)

Cooperating Agencies: 1) Hanoi Department of Construction (Hanoi DOC), 2) Urban Environment One Member Limited Company (Hanoi URENCO), 3) Thua Thien Hue (TTH) Province

Direct Beneficiaries: Staff of the implementing and cooperating agencies.

Indirect Beneficiaries: Residents of Hanoi city and TTH Province

Target Area: Hanoi city, other related Provinces including TTH Province

Target Waste: "Municipal Solid Waste" in the Project is defined as 1) Domestic solid waste generated from daily activities in households, institutional (schools, government offices etc.), public areas (roads, parks, etc.) and commercial/service entities (shops, offices, restaurants, markets, hotels etc.); 2) construction waste and 3) septic tank sludge

Project Period: From 31<sup>st</sup> March 2014 to 15<sup>th</sup> March 2018

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>Overall Goal</b> Long term overall goal (super goal): Integrated solid waste management (ISWM) is established overall in Vietnam in accordance with the National Strategy on ISWM.</p> <p>Short term overall goal (5 years after the completion of the project): ISWM system on municipal solid waste is established in accordance with the national strategy on ISWM.</p> <p><b>Project Purpose</b> Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.</p>	<p>1. By March 2022, at least X<sup>(*)</sup> Cities/Provinces develop/update or are developing/updating "Integrated" Master Plans on SWM</p> <p>(*) Target value (X) would be update by the Project in the fourth JCC scheduled in 2017.</p> <p>1. By the end of the Project, at least Y %<sup>(**)</sup> of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC.</p> <p>2. By the end of the Project, staff of MOC enhances its management capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>3. By the end of the Project, staff of Hanoi DOC enhances its capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>4. By the end of the Project, staff of Thua Thien Hue Province enhances its capacity comprehensively in terms of the capacity assessment items<sup>(**)</sup>.</p> <p>(**) Target value (Y) would be update by the Project in the fourth JCC scheduled in 2017.</p> <p>(***) The capacity assessment items would be proposed updated to the fourth JCC scheduled in 2017.</p>	<p>1. Record kept by ATT, MOC</p> <p>1. List of official letters sending the documents to competent agencies</p> <p>2. Results of capacity assessment jointly conducted by PMU and JET</p> <p>3. ditto of Item 2</p> <p>4. ditto of Item 2</p>	<p>1. The Vietnamese government mandates the policy of ISWM on municipal solid waste</p> <p>2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste</p> <p>3. Cities/Provinces prepare budget for newly development/update implementation including formulation for master plans.</p>
<p><b>Outputs</b> Output 1 Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on ISWM is enhanced, in particular for MSWM</p>	<p>1a. By the end of the Project, at least Z%<sup>(**)</sup> of the draft guiding references, developed through the Project, are accepted by ATT, MOC for policy support to local governments</p> <p>1b. The present conditions of MSWM are monitored nationwide by ATT, MOC annually through collection of at least 40 items of data and its aggregation into the database.</p> <p>1c. The major aggregated data are compiled in project's documents to be shared with Cities/Provinces in 2016 and 2017.</p>	<p>1a. List of guiding references authorized/accepted</p> <p>1b. Number of data items aggregated in the database each year</p> <p>1c. Date of data book publication</p> <p>1d. Date, contents, and participants of project seminars</p>	<p>1. Most counterpart staff continues working for the Project.</p> <p>2. The new Law on Environmental Protection does not change the MOC's roles and responsibilities on ISWM.</p>

<p>Output 2 Capacity of Hanoi DOC on implementation of ISWM is enhanced</p> <p>Output 3 Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province</p>	<p>1d. Domestic seminars on ISWM are organized once per year by MOC during implementation of the Project.</p> <p>1e. Policy guidance from MOC to the local governments are implemented in the domestic seminars. Co-learning Study Session (CSS), from 2013, utilizing the acquired knowledge and deliverables during implementation of the Project.</p> <p>(*1) Target value (Z) would be updated by the Project in the fourth JCC scheduled in 2017.</p> <p>2a. By December 2015, Implementation Plan of Hanoi Solid Waste Treatment Master Plan, with proposals on 5-year priority projects on domestic waste, construction waste, and septic tank sludge, is developed.</p> <p>2b. The initial stage of the approved priority projects is implemented by Hanoi DOC from September 2016.</p> <p>3a. The capacity status of existing SWM in TTH Province is analyzed by MOC during selection</p> <p>3b. Technical comments on ISWM Master Plan in particular for MSWM sector of TTH Province are provided by MOC during preparation master plan formulation.</p> <p>3c. Written comments on ISWM Master Plan was provided by MOC to Provincial PC before approval</p> <p>3d. Progress of pilot trials and preparation for priority projects identified in the ISWM Master plan is monitored by ATI-MOC through a progress report of each project</p> <p>3e. By the end of the Project, guiding reference for Master Plan for ISWM preparation is issued/accepted by ATI-MOC.</p>	<p>1e. Date, contents, and participants of CSSs</p> <p>2a. Project report</p> <p>2b. Progress report</p> <p>3a. Project reports</p> <p>3b. Written comments or Record of Task Force meeting</p> <p>3c. Written comments of ATI provided to TTH DOC&amp;PPC</p> <p>3d. Progress reports received by ATI-MOC</p> <p>3e. Date of issue/ acceptance</p>	
<p><b>Activities</b></p> <p>1-1. Review policies, legislations, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary.</p> <p>1-2. Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and constructing, and then make recommendations on criteria on selection of suitable technologies.</p> <p>1-3. Develop a guidance for making construction plans for municipal solid waste treatment facilities.</p> <p>1-4. Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments.</p> <p>1-5. Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems.</p> <p>1-6. Study on investment models and management models to be applied to the investment on construction and management of SWM complex.</p>	<p><b>Inputs</b></p> <p>&lt;Japanese Side&gt;</p> <p>(1) Japanese Experts</p> <p>1) Chief advisor</p> <p>2) Project coordinator</p> <p>3) Institution, organization</p> <p>4) Solid waste management</p> <p>5) Database management</p> <p>6) Financial management</p> <p>7) Waste treatment technology</p> <p>8) Environmental education</p> <p>9) Other experts in specific fields, if needed</p> <p>(2) International Training</p> <p>1) Counterpart training will be conducted in Japan 2 times/year, 10-12 personnel</p> <p>(3) Equipment and Material</p> <p>1) Based on necessity, equipment and materials which are required for the implementation, such as</p>	<p>&lt;Vietnamese Side&gt;</p> <p>(1) Counterpart and other staff</p> <p>1) Project director</p> <p>2) Project managers</p> <p>3) Counterpart staff in</p> <p>1) MOC</p> <p>ii) Hanoi DOC</p> <p>iii) Hanoi TURENCG</p> <p>iv) DOC in model Province</p> <p>4) Administrative staff for project implementation</p> <p>(2) Project office, equipment and materials</p> <p>1) Office space for Japanese experts</p> <p>ii) MOC</p> <p>iii) Hanoi DOC</p> <p>iii) DOC of model Province</p>	<p>A. Necessary budget for related activities is secured by concerned agencies.</p> <p>B. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HFC.</p>

<p>1-7. Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes. (Note: Activity 1-7 is combined with Activity 1-3)</p> <p>1-8. Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices.</p> <p>1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide (Note: Activity 1-9 is combined with Activity 1-8)</p> <p>1-10. Draft the revision of National Strategy on ISWM based on the review under Activity 1-1 for submission to the Prime Minister</p>	<p>i) Environmental education &amp; PR ii) Trainings, seminars and public awareness; raising activities</p> <p>(4) Project Cost 1) General expenditure for the activities of the Japanese experts 2) Partial costs which are required for the implementation, such as i) Environmental education &amp; PR ii) Trainings, seminars and public awareness; raising activities</p>	<p>2) Equipment and materials which are required, such as trainings, seminars etc.</p> <p>(3) Project cost 1) Project costs which are required, such as i) Counterpart budget ii) Trainings, seminars etc.</p>	<p><b>Pre-Condition</b> There is no substantial decrease in the budget of MOC, Hanoi DOC.</p>
<p>2-1. Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advices and recommendations.</p> <p>2-2. (Deleted)</p> <p>2-3. Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities.</p>			
<p>2-4. Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected target SWM complex in particular for municipal solid waste part.</p> <p>2-5. Study the investment promotion for the construction of target SWM complex, such as BOT, PFI, PPP etc (Note: Activity 2-5 is combined with Activity 2-4)</p>			
<p>2-6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on MSWM</p> <p>3-1. Implement "Capacity Assessment" for existing SWM in the model Province.</p> <p>3-2. Provide technical assistance for the local government of the model Province on the preparation/upgraded of ISWM Master Plan in particular for municipal solid waste management sector, which will be submitted to local government of selected city/ province.</p>			
<p>3-3. Provide technical assistance for the initiation of implementing ISWM Master Plan in particular for MSWM sector</p> <p>3-4. Formulate the guiding reference for development of Integrated SWM Master Plan based on the experiences from Activities 3-2 and 3-3.</p>			



## Appendix 4. Target values of Objectively Verifiable Indicators discussed in the fourth JCC Meeting

Target values of the Objectively Verifiable Indicators discussed in the fourth JCC Meeting

April, 2017

### 1 Number of Cities/Provinces developing/updating "Integrated" master plans (OVI for overall goal)

#### (1) Description in PDM

- By March 2022, at least X Cities/Provinces develop/update or are developing/updating "Integrated" Master Plans on SWM

#### (2) Definition

- Developing/updating "Integrated" Master Plans means "development/updating of the master plans based on the guiding reference for master plan formulation".

#### (3) Analysis

- According to the survey conducted in 2016, seven Provinces are revising or have plans to revise their master plans.
- It is supposed that nearly 3-4 Cities/Provinces may revised their master plans every year.
- In five years from 2018 to 2022, 15-20 Cities/Provinces (3-4 \* 5 years) may revised their master plans.

Table Cities/Provinces which have plans to revise the master plans

City/Province	Under revision	To be revised/ developed
An Giang		✓
Bac Ninh	✓	
Dong Nai		✓
Dong Thap	✓	
Ho Chi Minh City		✓
Lam Dong		✓
Quang Ninh	✓	
Hanoi		✓

- No plan to revise: 30
- No answer: 26

#### (4) Conclusion

- X=3

Rate of Cities/Provinces which use the reference guide	Number of Cities/Provinces to revise their master plans in five years by 2022	Target value of "X"
10%	15-20	2
20%	15-20	3-4
30%	15-20	5-6
40%	15-20	6-8
50%	15-20	8-10



2 Number of legal documents (OVI for the Project Purpose)

(1) Description in PDM

- By the end of the Project, at least Y% of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC

(2) Definition

- “Submitted to the competent agencies by MOC” means to be sent to other related agencies for their comments.

(3) Analysis

- The number of the legal documents drafted/revised in VWP are eight.
- Out of eight documents, six documents were sent to other related agencies as of April 2017.

Table Legal documents drafted or commented in VWP and their status

Document name	No. of the document	Status	Submitted to the competent agencies?	Accumulated number of documents sent to other related agencies
1. Decree on Waste and Scrap Management	Decree No. 38/2015/ND-CP	Enacted (MOC integrated in comments sent to MONRE to submit government for enacting)	Yes	1/8 (13%)
2. National technical regulations on urban infrastructures	QCVN07/2010/BXD	Enacted	Yes	2/8 (25%)
3. Circular on domestic solid waste treatment services price	New Circular	Submission for issue	Yes	3/8 (38%)
4. National Strategy on ISWM	Decision No. 2149/QĐ-TTg	Legalization process (Sent to other related agencies in December 2016)	Yes	4/8 (50%)
5. Decree on SVWM facilities	New Decree related to SVWM planning (corresponding to Decree No. 59/2007/ND-CP)	Under discussions	No	4/8 (50%)
6. Standard contract form	New Circular	Legalization process (Sent to other related agencies in September 2016)	Yes	5/8 (63%)
7. Regulation on construction waste	New Circular	Legalization process	Yes	6/8 (75%)

Document name	No. of the document	Status	Submitted to the competent agencies?	Accumulated number of documents sent to other related agencies
		(Sent to other related agencies in November 2016)		
8. National technical regulation on planning	To be issued as QCVN01	Under discussions	No	6/8 (75%)

(4) Conclusion

- “Y” is set as “80%”.

3 Capacity assessment items (OVI for Project Purpose)

(1) Description in PDM

- By the end of the Project, staff of MOC enhances its management capacity comprehensively in terms of the capacity assessment items.
- By the end of the Project, staff of Hanoi DOC enhances its capacity comprehensively in terms of the capacity assessment items.
- By the end of the Project, staff of Thua Thien Hue Province enhances its capacity comprehensively in terms of the capacity assessment items.

(2) Definition

- “Enhancement of the capacity comprehensively” means to enhance the capacity so as to reach the certain score in all capacities shown in the capacity assessment check sheet.

i) Capacity assessment check sheet For MOC

Level	No.	Question	Score (1 – 5)	Reason you gave the score
Organization level	1	Are issues and challenges for improvement of the local SWM issues shared in the organization?		
	2	Are the decision making authorities functioned practically in the organization?		
	3	Are the training opportunities given to the staff enough in the organization?		
	4	Are the number of staff in the organization enough?		
	5	Do the related agencies collaborate with each other?		
	6	Is budget for annual plan of the organization secured and monitored well?		

Level	No.	Question	Score (1 – 5)	Reason you gave the score
	7	Is the future financial improvement in the organization scheduled?		
	8	Is the nationwide SWM data monitored well?		
	9	Is the progress for improvement in the local governments (SW treatment applied technology, collection fee policy, etc.) monitored?		
	10	Does the review mechanism on local policies exist?		
Institution/ society level	11	Are the focal issues and challenged for improvement of the local SWM shared with the local governments?		
	12	Are the issues and challenges for improvement of the local SWM published?		
	13	Are the policies of the central government stated and published in legal documents?		
	14	Is the policy changes of the central government informed the local government properly?		
	15	Is the supports (budget, policy, regulation, guiding, etc) from the central government to promote the public involvement in the local government enough?		
	16	Are the supports (budget, policy, regulation, guiding, etc) from the central government to improve the waste collection in the local governments enough?		
	17	Are the supports (budget, policy, regulation, guiding, etc) from the central government to promote the facilities in the local governments enough?		
	18	Are the training opportunities give to the local government enough? Is the publicity from the central government to mass media enough?		
	19	Is the implementation of the central policies reported to the local governments enough?		
	20	Is the nationwide SWM data published?		

Level	No.	Question	Score (1 – 5)	Reason you gave the score
	21	Is the implementation of the central policies published?		
	22	Are the reviews on local policies reflected to local supporting policies well?		

ii) Capacity assessment check sheet for Hanoi and Thua Thien Hue

Level	No.	Question	Score (1-5)	Reason you gave the score
Organization level	1	Are issues and challenges for improvement shared in the organization?		
	2	Are the decision makings consistent to the shared issues and challenges?		
	3	Are the decision making authorities functioned practically in the organization?		
	4	Are the training opportunities given to the staff enough in the organization?		
	5	Are the number of staff in the organization enough?		
	6	Are the staff including collection crew and facility operator managed well?		
	7	Do the related agencies collaborate with each other?		
	8	Is budget for annual plan of the organization secured and monitored well?		
	9	Is the future financial improvement of the organization scheduled?		
	10	Is the future investment/procurement of the organization scheduled?		
	11	Is the waste data managed well in the organization?		
Institution/ society level	12	Is the policies stated and published in the legal document?		
	13	Are the issues and challenges shared with the public?		
	14	Is the white paper developed and shared with the public?		
	15	Is the public involvement for reducing and controlling waste at sources tried?		
	16	Is the collaboration with residential groups good?		
	17	Are the complaints from residents recoded?		
	18	Is the publicity to mass media enough?		



(3) Analysis

- Based on the baseline data, the target value of 7.0 in all capacities can be proposed.

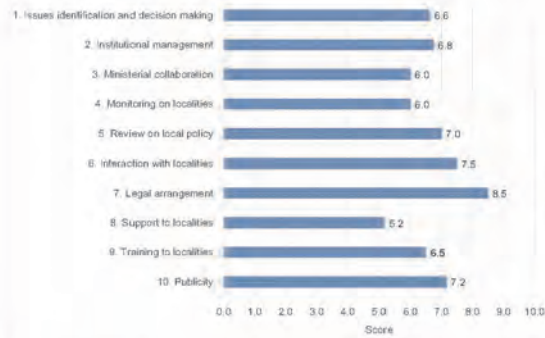


Figure Capacity assessment in organization and institution/society level in MOC (2014 as the baseline data)



Figure Capacity assessment in organization and institution/society level in Hanoi City (2014 as the baseline data)

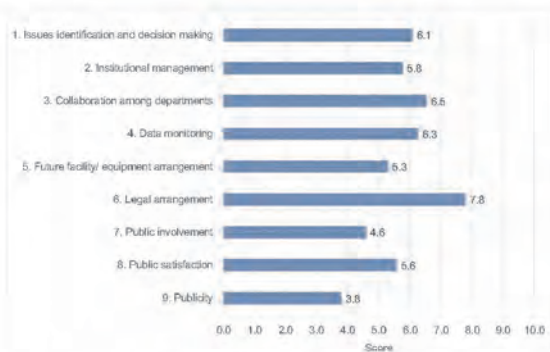


Figure Capacity assessment in organization and institution/society level in Thua Thien Hue Province (2014 as the baseline data)

(4) Conclusion

- The capacity will be assessed in October 2017.
- The target value is “7.0” points in all capacities.

4 Number of reference guides (OVI for Output 1)

(1) Description in PDM

- By the end of the Project, at least Z% of the draft guiding references, developed through the Project, are accepted by ATL, MOC for policy support to local governments.

(2) Definition

- “Acceptance by ATL, MOC” means that the reference guides are accepted by ATL, MOC (continuous improvement is possible).

(3) Analysis

- The number of the reference guides drafted/ revised in VWP are seven.
- Out of seven documents, three documents were accepted by ATL, MOC so far and the present Z is 43%.

Table Guiding References drafted in WWP and their status

Document name	Status	Accepted by ATI?	Accumulated number of documents sent to other related agencies
1. Guiding reference for technology selection	Accepted by ATI	Yes	1/7 (14%)
2. Guiding reference for construction plan formulation	Accepted by ATI	Yes	2/7 (29%)
3. Guiding reference for mid-term/long-term facility development plan	Accepted by ATI	Yes	3/7 (43%)
4. Guiding reference on sound financial system	To be confirmed	No	3/7 (43%)
5. Guiding reference for master plan formulation	Under discussions	No	3/7 (43%)
6. Guiding reference for treatment facility investment and operation	Under discussions	No	3/7 (43%)
7. Guiding principles for the certification program	Under discussions	No	3/7 (43%)

(4) Conclusion

- "Z" is set as "100%".

**Appendix 5. Project Design Matrix including target values (version approved in fourth JCC meeting)**

**Project Title:** The Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam  
**Implementing Agency:** Ministry of Construction (MOC)  
**Cooperating Agencies:** 1) Hanoi Department of Construction (Hanoi DOC), 2) Urban Environment One Member Limited Company (Hanoi URENCO), 3) Thua Thien Hue (TTH) Province  
**Direct Beneficiaries:** Staff of the implementing and cooperating agencies  
**Indirect Beneficiaries:** Residents of Hanoi city and TTH Province  
**Target Area:** Hanoi city, other related Provinces including TTH Province  
**Target Waste:** "Municipal Solid Waste" in the Project is defined as 1) Domestic solid waste generated from daily activities in households, institutional (schools, government offices etc), public areas (roads, parks, etc.) and commercial/service entities (shops, offices, restaurants, markets, hotels etc.), 2) construction waste and 3) septic tank sludge  
**Project Period:** From 31<sup>st</sup> March 2014 to 15<sup>th</sup> March 2018

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>Overall Goal</b>                      Long term overall goal (super goal):                      Integrated solid waste management (ISWM) is established overall in Vietnam in accordance with the National Strategy on ISWM.</p> <p><b>Short term overall goal</b> (5 years after the completion of the project):                      ISWM system on municipal solid waste is established in accordance with the national strategy on ISWM.</p> <p><b>Project Purpose:</b>                      Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.</p>	<p>1. By March 2022, at least 3 Cities/Provinces develop/update or are developing/updating "Integrated" Master Plans on SWM</p> <p>1. By the end of the Project, at least 80 % of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC.                      2. By the end of the Project, staff of MOC enhances its management capacity comprehensively in terms of the capacity assessment items <sup>(*)</sup>.                      3. By the end of the Project, staff of Hanoi DOC enhances its capacity comprehensively in terms of the capacity assessment items <sup>(*)</sup>.                      4. By the end of the Project, staff of Thua Thien Hue Province enhances its capacity comprehensively in terms of the capacity assessment items <sup>(*)</sup>.</p> <p><sup>(*)</sup>1) The capacity assessment items were updated in the fourth JCC held in April 12, 2017.</p>	<p>1. Record kept by ATI, MOC</p> <p>1. List of official letters sending the documents to competent agencies                      2. Results of capacity assessment jointly conducted by PNU and JET                      3. ditto of item 2                      4. ditto of item 2</p>	<p>1. The Vietnamese government mandates the policy of ISWM on municipal solid waste                      2. The Vietnamese government allocates budget and mobilize other sources for ISWM on municipal solid waste                      3. Cities/Provinces prepare budget for newly development/update implementation including formulation for master plans.</p>
<p><b>Outputs</b>                      Output 1 Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on ISWM is enhanced, in particular for MSWM</p>	<p>1a. By the end of the Project, 100 % of the draft guiding references, developed through the Project, are accepted by ATI, MOC for policy support to local governments                      1b. The present conditions of MSWM are monitored nationwide by ATI, MOC annually through collection of at least 40 items of data and its aggregation into the database.                      1c. The major aggregated data are compiled in project's documents to be shared with Cities/Provinces in 2016 and 2017.                      1d. Domestic seminars on ISWM are organized once per year by MOC during implementation of the Project.                      1e. Policy guidance from MOC to the local governments are</p>	<p>1a. List of guiding references authorized/accepted                      1b. Number of data items aggregated in the database each year                      1c. Date of data book publication                      1d. Date, contents, and participants of project seminars                      1e. Date, contents, and participants of CSSs</p>	<p>1. Most counterpart staff continues working for the Project.                      2. The new Law on Environmental Protection does not change the MOC's roles and responsibilities on ISWM.</p>



<p>Output 2 Capacity of Hanoi DOC on implementation of ISWM is enhanced</p> <p>Output 3 Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province</p>	<p>implemented in the domestic seminars, Co-learning Study Session (CSS), from 2015, utilizing the acquired knowledge and deliverables during implementation of the Project.</p> <p>2a. By December 2015, Implementation Plan of Hanoi Solid Waste Treatment Master Plan, with proposals on 5-year priority projects on domestic waste, construction waste, and septic tank sludge, is developed.</p> <p>2b. The initial stage of the approved priority projects is implemented by Hanoi DOC from September 2016.</p> <p>3a. The capacity status of existing SWM in TTH Province is analyzed by MOC during selection</p> <p>3b. Technical comments on ISWM Master Plan in particular for MSWM sector of TTH Province are provided by MOC during preparation master plan formulation.</p> <p>3c. Written comments on ISWM Master Plan was provided by MOC to Provincial PC before approval</p> <p>3d. Progress of pilot trials and preparation for priority projects identified in the ISWM Master plan is monitored by ATI-MOC through a progress report of each project</p> <p>3e. By the end of the Project, guiding references for Master Plan for ISWM preparation is issued/accepted by ATI-MOC.</p>	<p>2a. Project report</p> <p>2b. Progress report</p> <p>3a. Project reports</p> <p>3b. Written comments or Record of Task Force meeting</p> <p>3c. Written comments of ATI provided to TTH DOC&amp;PPC</p> <p>3d. Progress reports received by ATI-MOC</p> <p>3e. Date of issue/ acceptance</p>	
<p><b>Activities</b></p> <p>1-1. Renew policies, legislations, institutional framework, and standards for municipal solid waste management in central government and make recommendations if necessary.</p> <p>1-2. Review and evaluate traditional and modern technologies on treatment and management, and technical regulations on planning and construction, and then make recommendations on criteria on selection of suitable technologies.</p> <p>1-3. Develop a guidance for making construction plans for municipal solid waste treatment facilities.</p> <p>1-4. Develop capacity of MOC to supervise and to monitor the implementation on municipal solid waste management by local governments.</p> <p>1-5. Collect data and information to be utilized for strengthening municipal solid waste management in national level, analyze it and identify problems.</p> <p>1-6. Study on investment models and management of SWM complex.</p> <p>1-7. Study and make guidance for formulating construction plans on inter-provincial municipal solid waste treatment complexes. (Note: Activity 1-7 is combined with Activity 1-5)</p> <p>1-8. Organize trainings and seminars to enhance proper municipal solid waste management on legal framework, management</p>	<p><b>Inputs</b></p> <p>&lt;Japanese Side&gt;</p> <p>(1) Japanese Experts</p> <p>1) Chief advisor</p> <p>2) Project coordinator</p> <p>3) Institution, organization</p> <p>4) Solid waste management</p> <p>5) Database management</p> <p>6) Financial management</p> <p>7) Waste treatment technology</p> <p>8) Environmental education</p> <p>9) Other experts in specific fields, if needed</p> <p>(2) International Training</p> <p>1) Counterpart training will be conducted in Japan 2 times/year, 10-12 personnel</p> <p>(3) Equipment and Material</p> <p>1) Based on necessity, equipment and materials which are required for the implementation; such as</p> <p>i) Environmental education &amp; PR</p> <p>ii) Trainings, seminars and public awareness raising activities</p> <p>(4) Project Cost</p> <p>1) General expenditure for the activities of the Japanese experts</p> <p>2) Partial costs which are required for the implementation; such as</p>	<p>&lt;Vietnamese Side&gt;</p> <p>(1) Counterpart and other staff</p> <p>1) Project director</p> <p>2) Project managers</p> <p>3) Counterpart staff in</p> <p>f) MOC</p> <p>g) Hanoi DOC</p> <p>h) Hanoi URENCO</p> <p>i) DOC in model Province</p> <p>4) Administrative staff for project implementation</p> <p>(2) Project office, equipment and materials</p> <p>1) Office space for Japanese experts</p> <p>f) MOC</p> <p>g) Hanoi DOC</p> <p>h) DOC of model Province</p> <p>2) Equipment and materials which are required, such as trainings, seminars etc.</p> <p>(3) Project cost</p> <p>1) Project costs which are</p>	<p>A. Necessary budget for related activities is secured by concerned agencies.</p> <p>B. Draft master plan of solid waste treatment of Hanoi city is prepared in the beginning stage of the project by HPC.</p>

<p>mechanism, technologies and responsibilities etc. in national level and share experiences of domestic and international practices.</p> <p>1-9. Organize conferences and workshops among experts on technical, legislative and social issues on municipal solid waste management in nationwide (Note: Activity 1-9 is combined with Activity 1-8)</p> <p>1-10. Draft the revision of National Strategy on ISWM based on the review under Activity 1-1 for submission to the Prime Minister</p> <p>2-1. Review the results of phase 1 Project from the sustainability point of view and also analyze Hanoi city situation as a whole system on ISWM. Identify lessons learned and make advices and recommendations.</p> <p>2-2. (Deleted.)</p> <p>2-3. Make advice and recommendations on the implementation of Hanoi solid waste treatment master plan, including public awareness raising activities.</p> <p>2-4. Make technical advice to select the site for target SWM complexes in accordance with Hanoi solid waste treatment master plan, and conduct a pre-feasibility study for the selected target SWM complex in particular for municipal solid waste part.</p> <p>2-5. Study the investment promotion for the construction of target SWM complex, such as BOT, PFI, PPP etc (Note: Activity 2-5 is combined with Activity 2-4)</p> <p>2-6. Learn the lessons of planning and implementation of Hanoi solid waste treatment Master Plan in particular on MSWM</p> <p>3-1. Implement "Capacity Assessment" for existing SWM in the model Province.</p> <p>3-2. Provide technical assistance for the local government of the model Province on the preparation/upgraded of ISWM Master Plan in particular for municipal solid waste management sector, which will be submitted to local government of selected city/ province.</p> <p>3-3. Provide technical assistance for the initiation of implementing ISWM Master Plan in particular for MSWM sector</p> <p>3-4. Formulate the guiding reference for development of Integrated SWM Master Plan based on the experiences from Activities 3-2 and 3-3.</p>	<p>i) Environmental education &amp; PR ii) Trainings, seminars and public awareness raising activities</p>	<p>required, such as i) Counterpart budget ii) Trainings, seminars etc.</p>	<p><b>Pre-Condition</b> There is no substantial decrease in the budget of MOC, Hanoi DOC.</p>
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MINUTES OF THE FIFTH JOINT COORDINATING COMMITTEE (JCC) MEETING  
FOR  
THE PROJECT FOR CAPACITY DEVELOPMENT ON INTEGRATED MANAGEMENT OF  
MUNICIPAL SOLID WASTE IN VIETNAM

In line with the Record of Discussions signed between the Government of the Socialist Republic of Viet Nam and the Japan International Cooperation Agency (hereinafter referred to as "JICA") on 17<sup>th</sup> June, 2013, the Vietnamese side and the Japanese side held the fifth Joint Coordinating Committee (hereinafter referred to as "JCC") Meeting for the Project for Capacity Development on Integrated Management of Municipal Solid Waste in Vietnam (hereinafter referred to as "the Project") in Hanoi on 21 September, 2017.

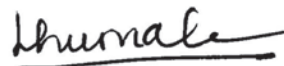
JCC, Project Management Unit (PMU), counterparts of the Project and JICA Expert Team (JET) were working together to be informed the results of the Report of the Joint Terminal Evaluation and to discuss the proposals from Joint Terminal Evaluation Team.

Consequently, the Report of the Joint Terminal Evaluation signed by the Team leader of Joint Japanese - Vietnamese evaluation team were submitted to this JCC Meeting and received by the JCC.

Hanoi, September 21, 2017



Mr. Naoki Kakioka  
Senior Representative  
Viet Nam Office  
Japan International Cooperation Agency  
JAPAN




Ms. Mai Thi Lien Huong  
JCC Chairperson  
General Director  
Administration of Technical Infrastructure  
Ministry of Construction  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Hideki Wada  
Leader of JICA Expert Team  
JAPAN

witnessed by



Mr. Dong Phuoc An  
Deputy Director  
Department of Construction, Hanoi City  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Vu Cuong  
Vice General Director  
Urban Environment One Member Limited  
Company, Hanoi City  
SOCIALIST REPUBLIC OF VIET NAM



Mr. Nguyen Dai Vien  
Vice Director  
Department of Construction, Thua Thien Hue  
Province  
SOCIALIST REPUBLIC OF VIET NAM



## I. Introduction

The contents of the fifth JCC meeting were:

- The report on overall progress of the project
- The report of the Joint Terminal Evaluation

The participants of the fifth JCC meeting are listed in Appendix 1.

## II. Major Points Discussed

Participants gave comments, discussed and reached agreement on proposals of Joint Terminal Evaluation Team as follows

1. Redesigning and undertaking the capacity assessment
  - The need to redesign the capacity assessment was confirmed to implement it before the end of the Project and during the Ex-Post Evaluation Study.
  - It was agreed that the capacity assessment would be revised by JET with the comments by JICA by December 2017 and the capacity assessment would be implemented by the end of the Project.
2. Revising the Indicators of the short-term Overall Goal

Through the terminal evaluation, it was confirmed that some additional indicators to measure the process to achieve the short-term Overall Goal should be set up by the final JCC and should be approved as Project Design Matrix (PDM) version 5. The PDM version 5 is to be approved at the final JCC, before JET leaves Vietnam.
3. Clarifying the methods of dissemination of the guiding references comprising six parts, and the booklet titled “Vietnam Waste at a Glance 2016 & 2017”
  - It was confirmed that the guiding references and Vietnam Waste at a Glance 2017 would be finalized as soon as possible and these two documents as well as Vietnam Waste at a Glance 2016 should be disseminated before the end of the Project
  - It was discussed about how to disseminate these documents and confirmed that they should be disseminated by utilizing Co-learning Study Session (CSS), workshops and others
4. Transferring various know-how of major activities of the Project from the JET
  - MOC:
    - The schedule of the training for Ministry of Construction (MOC) counterparts from JET on the data management of national Solid waste management statistics were confirmed and its smooth implementation by the end of the Project was discussed
    - It was confirmed that MOC would make efforts to hold four CSS programs as planned by the end of the Project, and would consider the possibility to utilize the results of the Project after the completion of the Project
  - Hanoi Department of Construction (DOC):
    - It was confirmed that JET and Hanoi DOC should discuss on necessary measures for implementing priority projects to be the basis for studying and proposing to HPC countermeasures for implementation.
  - TTH DOC/Steering Committee
    - It was confirmed that the TTH DOC and the Steering Committee in cooperation with the JET should implement and analyze priority projects, and discuss the possibility for future implementation including budget allocation



5. Sharing knowledge at the workshop
  - It was confirmed that the workshop to share and disseminate the guiding references and other outputs should be organized in the fourth quarter of 2017.

### III. Conclusions

1. Confirmation of the official Minute of the JCC Meeting  
The original text of this minute is English version. Vietnamese version is prepared for reference purpose only. In the event of any conflict between the English and Vietnamese versions, the English version shall prevail.
2. Report of the Joint Terminal Evaluation  
The Report of the Joint Terminal Evaluation as attached in Appendix 2 was submitted to the fifth JCC meeting.

### IV. Appendix list

- Appendix 1. Participants List in the Fifth JCC Meeting
- Appendix 2. Report of the Joint Terminal Evaluation

### Appendix 1. Participants List in the Fourth JCC Meeting

Category	No.	Name	Position, Organization
Vietnamese Counterparts	1	Mai Thi Lien Huong	General Director, Administration of Technical Infrastructure (ATI), Ministry of Construction
	2	Nguyen Quoc Tuan	Vice General Director, ATI
	3	Dang Anh Thu	Vice Project Director/ Head of Solid waste management Division (SWMD), ATI
	4	Nguyen Khanh Long	Deputy Head, SWMD, ATI
	5	Le Thu Thuy	Ditto
	6	Hoang Manh Hiep	Official of ATI
	7	Tran Kieu Anh	Ditto
	8	Phung Anh Duc	Ditto
	9	Nguyen Xuan Bach	Ditto
	10	Nguyen Thi Bich Hue	Vice Director, International Cooperation Department, Ministry of Construction
	11	Nguyen Thanh Tung	International Cooperation Department, Ministry of Construction
	12	Dinh Minh Tri	Official, Technical Infrastructure Division, Department of Construction (DOC) of Hanoi
	13	Nguyen Thu Trang	Environment Protection Agency, Department of Natural Resources and Environment of Hanoi
	14	Nguyen Le Huyen	Deputy Head of Foreign Affairs Department, URENCO Hanoi
	15	Nguyen Dai Vien	Vice Director of Thua Thien Hue DOC
	16	Nguyen Dac Phuoc	Deputy Head of Technical Infrastructure Division, Thua Thien Hue DOC
	17	Nguyen Van Thuan	Technical Infrastructure Works Maintenance Unit, Hanoi DOC
		18	Ninh Hoang Hanh
JICA	19	Naoki Kakioka	Senior Representative of JICA Vietnam
	20	Yuko Kanto	Project Formulation Advisor, JICA Vietnam
	21	Dao To Cam	Program Officer, JICA Vietnam
	22	Shiro Amano	Senior Advisor on Solid waste management
	23	Toshiko Shimada	Terminal Evaluator
JICA Expert Team	24	Hideki Wada	Team Leader
	25	Norihisa Hirata	Vice Team Leader
	26	Nguyen Huong Giang	National staff

Appendix 2. Report of the Joint Terminal Evaluation

**JOINT TERMINAL EVALUATION REPORT  
ON THE PROJECT FOR CAPACITY DEVELOPMENT ON  
INTEGRATED MANAGEMENT OF MUNICIPAL  
SOLID WASTE IN VIETNAM**

Hanoi, September 21, 2017



Mr. Naoki KAKIOKA  
Leader of Japanese Terminal Evaluation Team  
Senior Representative  
Japan International Cooperation Agency  
Vietnam Office  
JAPAN



Ms. Nguyen Thi Bich Hue  
Leader of Vietnamese Terminal Evaluation Team  
Deputy Director General  
International Cooperation Department  
Ministry of Construction  
SOCIALIST REPUBLIC OF VIET NAM

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Note 1: The original text of this Report is English version. Vietnamese version is prepared for reference purpose only. In the event of any conflict between the English and Vietnamese versions, the English version shall prevail.

Note 2: The Terminal Evaluation Study was conducted six months before the completion of the Project.



## Abbreviations

3R	Reduce – Reuse – Recycle
ATI	Administration of Technical Infrastructure
CSS	Co-learning Study Session
DOC	Department of Construction
DONRE	Department of Natural Resources and Environment
DPO	Detailed Plan of Operation
HEPCO	Hue Urban Environment and Public Works State Company
HPC	Hanoi People's Committee
ISWM	Integrated Solid Waste Management
JCC	Joint Coordinating Committee
JET	JICA Expert Team
JICA	Japan International Cooperation Agency
MOC	Ministry of Construction
MSWM	Municipal Solid Waste Management
PDM	Project Design Matrix
PO	Plan of Operation
PPC	Provincial People's Committee
R/D	Record of Discussion
STS	Septic Tank Sludge
SWM	Solid Waste Management
TTH	Thua Thien Hue
URENCO	Urban Environment One Member Limited Company
VND	Viet Nam Dong

## **1. Introduction**

### **1.1 Background**

In the Socialist Republic of Viet Nam (hereinafter referred to as “Vietnam”), the amount of solid waste has increased sharply and it gets hard to find new final disposal sites in large cities due to rapid urbanization and industrialization. Ordinary solid waste occupies approximately 80% of the total solid waste. Mean collection service coverage over the nation is estimated at approximately 75%. About 70 to 80 % of final disposal sites are inappropriately operated. Such open dumping has become a serious issue. Therefore, it is urgent to construct engineered landfills and to minimize waste amount by means of source separation, recycling and intermediate treatment.

In 2007, the Government of Vietnam enacted Decree No.59/2007/ND-CP on Solid Waste Management (SWM), which stipulates the definition and classification of solid waste and basic principles of SWM. This decree also prescribes the local governments’ responsibility to establish solid waste master plans including development of SWM related facilities. The National Strategy on Integrated SWM which was approved in 2009 (Decision No. 2149/2009/QĐ-TTg) which sets such goals as to achieve an ordinary waste collection rate of 85% by 2015, to reach a reuse/recycling rate of 35% by 2015, and to formulate SWM master plans in all urban cities. To achieve these goals, it also clarifies responsibilities among relevant organizations.

The Ministry of Construction (MOC), a responsible authority of SWM, has intended to establish a sound ordinary SWM by gaining the public understanding and cooperation, in which separate collection, recycling facilities and sanitary landfills are well harmonized for waste minimization considering the scale and characteristic of each city.

Under these circumstances, the Government of Vietnam requested the Government of Japan to carry out a technical assistance project to improve capacity of SWM at both central and local government levels. Upon this request Japan International Cooperation Agency (JICA) dispatched the Detailed Planning Survey Team in January 2010 to formulate and agreed on the detailed design of the Project for Capacity Development on Integrated Management of Municipal Solid Waste (hereinafter referred to as “the Project”) and the official Record of Discussion (R/D) was signed on June 17, 2013 accordingly. The Project started from March 31, 2014 as a four-year technical cooperation project. As the Project will terminate in March 2018, the Terminal Evaluation Study was conducted from September 5 to 22, 2017.

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### 1.2 Objectives of the Terminal Evaluation

- (1) To confirm progress of the Project and examine achievement of the Project Purpose by the end of the Project
- (2) To clarify the priority issues and challenges by the end of the Project
- (3) To assess the Project based on the five criteria such as relevance, effectiveness, efficiency, impact, and sustainability
- (4) To make recommendations to be implemented by the end of the Project and after the termination of the Project
- (5) To obtain lessons learned from the Project for better implementation of other projects

### 1.3 Joint Terminal Evaluation Study Team

The Joint Terminal Evaluation Study Team (hereinafter referred as “the Team”) consists of the following members:

#### [Vietnamese Side]

Name	Title	Affiliation
Ms. Nguyen Thi Bich Hue	Leader	Deputy Director General, International Cooperation Department, MOC

#### [Japanese Side]

Name	Title	Affiliation
Mr. Naoki Kakioka	Leader	Senior Representative, JICA Vietnam Office
Mr. Shiro Amano	Solid Waste Management	JICA Advisor, Global Environment Department, JICA Headquarters
Ms. Yuko Kanto	Evaluation Planning	Project Formulation Advisor, JICA Vietnam Office
Ms. Dao To Cam	Evaluation Planning	Program Officer, JICA Vietnam Office
Ms. Toshiko Shimada	Evaluation Analysis	Consultant, IC Net Limited

### 1.4 Outline of the Project

The Project was implemented based on the Project Design Matrix (PDM) Version 0 that was agreed in the R/D on June 17, 2013. This PDM was revised four times during the implementation of the Project. The PDM Version 4, which is the latest one approved by the fourth Joint Coordinating Committee (JCC) on April 12, 2017, is described below.

#### (1) Overall Goal

Long term (Super Goal)	Integrated solid waste management (ISWM) is established overall in Vietnam in accordance with the National Strategy on ISWM.
Short term (5 years after the completion of the Project)	ISWM system on municipal solid waste is established in accordance with the national strategy on ISWM.

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**(2) Project Purpose**

Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.

**(3) Output**

Output 1	Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on ISWM is enhanced, in particular for MSWM.
Output 2	Capacity of Hanoi Department of Construction (DOC) on implementation of ISWM is enhanced.
Output 3	Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province.

**1.5 Schedule of the Terminal Evaluation Study**

Date	Programme
Sep 5 (Tue)	Arrival of Ms. Shimada in Hanoi 15:30-17:00 Meeting in JICA Vietnam Office
Sep 6 (Wed)	9:00-14:00 Interview with the Japanese Expert Team 14:15-15:30 Meeting with the member of Joint Evaluation Team 16:00-18:00 Courtesy call on and interview with Ms Mai Thi Lien Huong (DG)
Sep 7 (Thu)	9:00-10:00 Interview with URENCO 10:00-11:30 Interview with Hanoi DOC 13:30-17:00 Interview with ATI-MOC
Sep 8 (Fri)	8:30-12:00 Interview with ATI-MOC 15:00-17:30 Interview with the Japanese Expert Team
Sep9 (Sat)	Compiling the results of interview
Sep 10 (Sun)	Arrival of Mr. Amano in Hanoi 17:30 Departure from Hanoi 18:40 Arrive in Hue
Sep11 (Mon)	8:00 Site visit of prioritized projects 13:30-14:30 Courtesy call on TTH PPC Vice Chairman and the Steering Committee 16:00-17:30 Interview with TTH DOC 19:30 Departure from Hue 20:35 Arrive in Hue
Sep 12 (Tue)	AM Compiling the results of interview 15:00-16:00 Interview with the Japanese Expert Team
Sep 13(Wed)	AM Compiling the results of interview 14:00-16:30 Meeting among the Japanese evaluators
Sep 14 (Thu)	Report preparation (Ms. Shimada) Site visit to waste treatment complexes and waste collection (Mr. Amano)
Sep 15 (Fri)	Report preparation
Sep 16 (Sat)	Report preparation
Sep 17 (Sun)	Report preparation
Sep 18(Mon)	9:00-12:00 Meeting among the Joint Evaluation Team 13:30-17:00 Meeting among C/P, JET and the Joint Evaluation Team

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Sep 19 (Tue)	9:00-17:00 Meeting among the counterparts, the JET and the Joint Evaluation Team
Sep 20(Wed)	Preparation for report
Sep 21 (Thu)	AM Finalizing the Joint Evaluation Report 13:00- 17:00 Joint Coordinating Committee
Sep 22 (Fri)	AM Courtesy call on Embassy of Japan 14:00-15:30 JICA reporting by TV conference
Sep 23 (Sat)	8:00 Departure from Hanoi 15:05 Arrive in Tokyo

#### 1.6 Methodology of the Terminal Evaluation

The Project was evaluated using Project Cycle Management method defined in the New JICA Guidelines for Project Evaluation First Edition (2010). The procedures for the Terminal Evaluation were as follows:

- (1) The Team reviewed the PDM Version 4 (See the ANNEX 1).
- (2) The Team developed an Evaluation Grid (See the ANNEX 2).
- (3) The Team collected the necessary data for evaluation by reviewing the Project reports and the relevant documents, and undertaking a questionnaire survey and an interview with the counterparts of Administration of Technical Infrastructure (ATI) of MOC, the Hanoi DOC, Urban Environment One Member Limited Company (URENCO), the Thua Tien Hue (TTH) DOC, the Steering Committee and the Japanese Expert Team (JET) of the Project. The Team also conducted the site visit in prioritization projects in TTH Province and the landfill sites in Hanoi City.
- (4) The Team verified and evaluated the achievements as per the PDM Version 4 and implementation processes of the Project by referring to the Evaluation Grid.
- (5) The Team evaluated the Project based on the following five criteria:

<b>Relevance</b>	Relevance refers to the validity of the Project Purpose and the short-term Overall Goal in accordance with the policy direction of the Government of Vietnam and the Japanese Official Development Assistance as well as needs of beneficiaries and target groups.
<b>Efficiency</b>	Efficiency refers to the productivity of the implementation process, examining if the inputs of the Project were efficiently converted into the Output.
<b>Effectiveness</b>	Effectiveness refers to the extent to which the expected benefits of the Project have been achieved as planned, and examines if the benefit was brought about as a result of the Project.
<b>Impact</b>	Impact refers to direct and indirect, positive and negative impacts caused by implementing the Project, including the extent to which the short-term Overall Goal has been attained.
<b>Sustainability</b>	Sustainability refers to the extent to which the Vietnamese side can further develop the Project, and the benefits generated by the Project can be sustained in the policy, financial, institutional, organizational and technical aspects.

- (6) The Team made a conclusion based on the results of evaluation analysis. Also, the Team made recommendations to the Project, and obtained lessons learned from the Project.

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## 2. Achievement of the Project

### 2.1 Inputs

#### 2.1.1 Vietnamese side

1. At the time of the Terminal Evaluation, 23 people were assigned as the counterparts of MOC, the Hanoi DOC, URENCO, the TTH DOC and Hue Urban Environment and Public Works State Company (HEPCO). The total number of the counterparts by the time of the Terminal Evaluation stood at 32 people (See ANNEX 3).
2. The Vietnamese side allocated Viet Nam Dong (VND) 2,253.56 million for the office rent for the JET, the cost for the workshops and JCC meetings and others (See ANNEX 4).
3. The TTH Provincial People's Committee (PPC) provided the office space for the JET in its annex from May 2016.

#### 2.1.2 Japanese side

1. Fifteen (15) experts were assigned. Their professional fields are as follows: 1) Chief Advisor/ISWM; 2) SWM Treatment Technology; 3) Institution Organization and Financial Management; 4) Waste Collection and Transport Planning<sup>1</sup>/ Planning and Management of Procurement; 5) Intermediate Treatment and Recycling; 6) Sludge Disposal/Construction Waste Treatment and Recycling; 7) Industrial Waste Management and Planning; 8) Hazardous Waste Management and Planning; 9) Final Disposal Management and Planning; 10) Environmental and Social Consideration/Coordinator/Management of Waste Surveys; 11) Database Management/Environmental Education; 12) Planning and Cost Estimation of Waste Treatment Facilities; 13) Financial Planning; and 14) Study Tour in Japan. Six academic advisors were also assigned on the short-term basis. The total man (person)-months for the Japanese experts and the academic advisors were 166.64 as of September 30, 2017 (See ANNEX5).
2. The Japanese side has allocated 67.28 million yen, i.e., VND13.89 billion<sup>2</sup> for the cost of operation in Vietnam such as implementation of surveys, workshops and training, employment costs for staff and local consultants, transportation costs and other office operation costs (See ANNEX 6).
3. The Japanese side provided computers, digital cameras and other equipment required for Project activities. The total cost for equipment provided by the Japanese side stood at 0.845 million yen, i.e., VND 174.74 million<sup>3</sup> (See ANNEX 7).
4. The Project provided training in Japan seven times in which 99 people from MOC, Hanoi, DOC, URENCO, TTH DOC, and other related organizations participated (See ANNEX 8)<sup>4</sup>.

<sup>1</sup> Two experts were dispatched.

<sup>2</sup> Exchange rate was adopted according to JICA's procurement rate (VND1=¥ 0.004841 in September 2017).

<sup>3</sup> Exchange rate was adopted according to JICA's procurement rate (VND1=¥ 0.004841 in September 2017).

<sup>4</sup> The Project will organize one more training in Japan scheduled from September 23 to October 4, 2017, in which 12 people will participate.

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## 2.2 Outputs

The degree of achievement on each output is described below:

<b>Output 1:</b>	<b>Capacity of MOC on management, policy-making, and support system for local governments to execute the National Strategy on ISWM is enhanced, in particular for MSWM.</b>
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The following indicators were defined in order to evaluate the achievement of the Output 1:

<b>Indicator 1a.</b>	<b>By the end of the Project, 100 % of the draft guiding references, developed through the Project, are accepted by ATI, MOC for policy support to local governments.</b>
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The Indicator 1a is not appropriate to measure whether the capacity of MOC has been improved because the counterparts of MOC were expected to be actively involved in the development of guiding references in the Project, not to just accept them as a product. Thus, the Evaluation Team considered that it is not appropriate to measure the improvement of capacity of MOC by this Indicator. However, the Team confirmed that the Project has so far drafted six guiding references. The drafts of these references were basically prepared by the JET based on the Project's activities such as review and analysis of current SWM in Vietnam, development of the ISWM Master Plan in TTH Province and others, and finalized through a series of discussion between the counterparts of MOC and the JET. The progress of these drafts at the time of the Terminal Evaluation was as follows: three drafts were already finalized; two were almost finalized; and the remaining one needs to be further discussed between the counterparts of MOC and the JET, and to collect and integrated comments from the stakeholders in the Co-learning Study Session (CSS) (See Table 1). These guiding references are likely to be completely developed and printed by the end of the Project.

**Table 1: Guiding references developed by the Project**

Document name	Progress
1. Guiding reference for formulation of ISMM mater plan	Almost finalized
2. Guiding reference for mid-term/long-term facility development plan	Already finalized
3. Guiding reference to select technology	Already finalized
4. Guiding reference for construction planning	Already finalized
5. Guiding reference for investment and management of domestic waste treatment facilities	Almost finalized
6. Guiding reference for establishing a sound financial management	The draft submitted by the JET needs to be discussed for finalization among the stakeholders.

Source: provided by the Project

<b>Indicator 1b.</b>	<b>The present conditions of MSWM are monitored nationwide by ATI, MOC</b>
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**annually through collection of at least 40 items of data and its aggregation into the database.**

The Indicator 1b has been on track and will be achieved by the end of the Project. Collection of accurate data is indispensable for analyzing the status of solid waste and taking effective countermeasures of ISWM. Before the implementation of the Project, the MOC has collected the data of SWM including 40 items from 63 provinces/cities. The aggregated data have been published as part of Statistics Yearbook by the General Statistics Office. The Project has developed the data management system of statistics on SWM to review and monitor the status of SWM in all provinces/cities. Specifically, the JET has taken initiatives in developing a data form to be filled out by all provinces/cities, reviewing the quality of the collected data of 56 items, and aggregating into the database by using the computer software developed by the Project. In 2016, the JET has demonstrated the data aggregation and analysis of 125 items as part of on-the-job training for the counterparts of MOC three times. At the time of the Terminal Evaluation, the counterparts who received such training had taken the lead in collecting 119 items of SWM-related data and planning to review the quality of these data.

**Table 2: Number of data items on SWM collected by the Project**

Year	Number of data on SWM
Before 2015	40
2015	56
2016	125
2017	119

Source: provided by the Project

**Indicator 1c. The major aggregated data are compiled in project's documents to be shared with Cities/Provinces in 2016 and 2017.**

The Indicator 1c has been on track, and will be achieved by the end of the Project. The JET has prepared a booklet titled the Vietnam Waste at a Glance using the collected and aggregated data in 2015. According to the counterparts of MOC, they have reviewed it and found the need to make it more user-friendly and reliable by modifying some descriptions and correcting data. They plan to distribute it as a reference document with the logo marks of MOC, JICA and the Project by the end of the Project, and will upload it at the web site.

**Indicator 1d. Domestic seminars on ISWM are organized once per year by MOC during implementation of the Project.**

The MOC has organized the workshops two times, the seminars two times, and the CSS five times with the support of JET in the Project (See Table 3). Thus, the Indicator 1d has been already achieved.

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**Table 3: Workshops, seminars and CSS in the Project**

	Date	Events	Content	Place	Number of participants
1	Aug 11, 2014	Workshop on Integrated Solid Waste Management in Vietnam	<ul style="list-style-type: none"> <li>To discuss and identify the current situation of solid waste management in Vietnam</li> <li>To identify issues to be solved solid waste management in Vietnam</li> <li>To develop relationships and establish network for ongoing coordination among other ministries, provinces, related agencies, business entities, and scientists</li> <li>To advertise the issues and solutions to related organizations and citizens</li> </ul>	Hanoi	170
2	April 27, 2015	Preliminary CSS Technology selection	<ul style="list-style-type: none"> <li>To share the guidance manuals on technology selection, facility development plan, and financial issues with the participating provinces,</li> <li>To train the participating provinces how to use the manuals and</li> <li>To obtain the feedbacks from the participating provinces</li> </ul>	Hue City, TTH Province	15
3	Jan 14, 2015	Workshop on Integrated solid waste management - Worldwide trend of solid waste management and the applicability in Vietnam	<ul style="list-style-type: none"> <li>To share the progress of the project</li> <li>To discuss solutions for solving the issues shared in the first workshop</li> </ul>	Hanoi	147
4	Jan 15, 2016	Seminar for Capacity Development of Integrated Solid Waste Management toward Effective Management and Sustainable Development	<ul style="list-style-type: none"> <li>To share the progresses and products with the related ministries and provinces.</li> <li>To discuss the next step, based on the shared information</li> </ul>	Hochimi nh City	77
5	Nov 9, 2016	Seminar for Integrated approach for the development of solid waste treatment facilities	<ul style="list-style-type: none"> <li>To share overview of domestic solid waste management in Vietnam based on data analysis?</li> <li>To assess performance of Decision No.2149/QĐ-TTg dated December 17, 2009</li> <li>To share data collection through some experiences of Japan</li> <li>To share the proper selection of a SW treatment technology</li> <li>To share investment for SWM including financial issue</li> </ul>	Hochimi nh City	74
6	Nov. 11, 2016	1 <sup>st</sup> CSS for South-Central Region	<ul style="list-style-type: none"> <li>To share the guidance manuals with the Provinces</li> <li>To train the Provinces on how to use the manuals</li> <li>To review the guidance manuals by applying them</li> </ul>	Nha Trang, Khanh Hoa	22
7	Dec 16, 2016	1 <sup>st</sup> CSS for Mekong River Delta Region	<ul style="list-style-type: none"> <li>Ditto</li> </ul>	Can Tho City	24

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8	June17, 2017	2 <sup>nd</sup> CSS for Mekong River Delta Region	<ul style="list-style-type: none"> <li>• To share the guidance manuals with the Provinces</li> <li>• To train the Provinces on how to use the manuals</li> <li>• To review the guidance manuals by applying them</li> </ul>	Long An Province	22
9	June22, 2017	2 <sup>nd</sup> CSS for South-Central Region	<ul style="list-style-type: none"> <li>• To share the guidance manuals with the Provinces</li> <li>• To train the Provinces on how to use the manuals</li> <li>• To review the guidance manuals by applying them</li> </ul>	Lam Dong Province	22

Source: provided by the Project

**Indicator 1e.** Policy guidance from MOC to the local governments are implemented in the domestic seminars, Co-learning Study Session (CSS), from 2015, utilizing the acquired knowledge and deliverables during implementation of the Project.

The Indicator 1e has been achieved, considering the results of workshops and CSS where several counterparts of MOC provided the presentation of policy guidance of SWM. The Project has organized the CSS, aiming at sharing the issues on SWM among the participants from central and local governments, discussing measures and improving the capacity of MOC to provide the policy guidance to local governments. Most of the counterparts of MOC interviewed by the Team noted that the CSS was very effective in enabling the participants of cities and provinces to discuss the challenges and the measures of SWM interactively. Others also mentioned such an interactive session in a small group made it easy for the participants to understand the legal and policy issues related to SWM.

#### **Summary of Output 1**

All the activities under the Output 1 have made good progress. The Indicator 1d and 1e have been already achieved; the Indicator 1b and 1c have been on track and will be achieved by the end of the Project. Regarding the Indicator 1a, i.e., the acceptance of guiding reference by MOC, the Team considered that it is not appropriate to measure the improvement of capacity of MOC by this Indicator. However, the Team has confirmed good progress of development of the guiding references based on the Project's activities. Considering the above, the Output 1 has been almost achieved.

**Output 2:** Capacity of Hanoi DOC on implementation of ISWM is enhanced.

The following indicators were defined in order to evaluate the achievement of the Output 2:

**Indicator 2a** By December 2015, Implementation Plan of Hanoi Solid Waste Treatment Master Plan, with proposals on 5-year priority projects on domestic waste,

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construction waste, and septic tank sludge, is developed.

The Indicator 2a has been already achieved because the counterparts of Hanoi DOC developed the Implementation Plan of Hanoi Solid Waste Treatment Master Plan in December 2015, focusing (1) domestic waste, (2) construction waste and (3) septic tank sludge. The priority projects proposed in the Implementation Plan are illustrated in Table 4.

**Table 4: Priority projects proposed in the Implementation Plan**

1	Domestic waste priority project
a	Improvement of collection and transportation
b	Comprehensive monitoring of Master Plan implementation
c	Establishment of "Modernizing Waste Management Office for Avoiding Crisis"
2	Construction waste priority project
a	Establishment of technical standards for recycle products of construction waste
b	Construction, O&M of recycle plants
c	Utilization of recycled products at construction works
3	Septic Tank Sludge (STS) priority project
a	Cau Dien Treatment Plant
b	STS collection into Cau Dien Treatment Plant
c	Expansion In whole Hanoi City

Source: provided by the Project

**Indicator 2b**      **The initial stage of the approved priority projects is implemented by Hanoi DOC from September 2016.**

The Indicator 2b has not been fully achieved yet because the progress of activities differed from one priority project to another. First, the progress of domestic waste priority project was as follows: the Hanoi DOC in cooperation with URENCO and JET submitted the report on sustainable use of Soc Son waste treatment complex to the Hanoi People's Committee (HPC) in December 2016, which was developed based on the results of the Pre-Feasibility Study under the Project; and the Project has prepared the draft regulation of domestic waste management through a series of discussion between the counterparts of Hanoi DOC and the JET in accordance with the Degree No. 38/2016/ND-CP on waste and scrap management.

Second, the following good progress of construction waste priority project was confirmed: the Hanoi DOC, with the support of the JET, has submitted the draft of the scheme on enhancing the effectiveness of construction waste collection, treatment and reuse in Hanoi city and the draft proposal for construction waste program to the HPC in July and August 2017 respectively.

Third, the less progress of STS priority project was confirmed: The Project has not been able to conduct a workshop for private collection companies to discuss the status of collection of STS and measures for effective collection and transportation of STS. The Project has been preparing for organizing that

workshop. According to the counterparts of Hanoi DOC and URECO, it was hard for them even to identify such private collection companies of STS to invite the workshop because they tended to hesitate to contact the government or semi-government institutions such as the Hanoi DOC and URENCO. Some of them might be involved in dumping STS illegally. The JET noted that they had already identified some of them and sent as well as collected the questionnaire to confirm the status and their willingness to transport the collected STS to Can Dien Treatment Plant operated by URENCO.

**Summary of Output 2**

The Indicator 2a has been already achieved, while the activities of STS are being carried out regarding the Indicator 2b. Thus, the Output 2 has been almost achieved but not fully achieved at the time of the Terminal Evaluation.

<b>Output 3:</b>	<b>Technical support capacity of MOC for preparation of ISWM Master Plan, in particular for municipal solid waste management sector, is enhanced through model Province.</b>
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The following indicators were defined in order to evaluate the achievement of the Output 3:

<b>Indicator 3a.</b>	<b>The capacity status of existing SWM in TTH Province is analyzed by MOC during selection.</b>
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The Indicator 3a has been already achieved during the selection of the model province in 2014. The counterparts of MOC and the JET assessed 10 provinces recommended by the MOC as the candidates as per the selection criteria<sup>5</sup>. Based on the results of assessment, TTH Province was selected as the model province and approved by the 1<sup>st</sup> JCC on July 8, 2014.

<b>Indicator 3b.</b>	<b>Technical comments on ISWM Master Plan in particular for MSWM sector of TTH Province are provided by MOC during preparation master plan formulation.</b>
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The Indicator 3b has been also achieved because the MOC provided technical comments on the draft of the ISWM Mater Plan developed by the TTH DOC in cooperation with the members of Task Force and the JET in 2015.

<b>Indicator 3c.</b>	<b>Written comments on ISWM Master Plan was provided by MOC to Provincial People's Committee before approval.</b>
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<sup>5</sup> The selection criteria includes: 1) It does not yet have a master plan of solid waste management or does have one already but requires to be improved; 2) It has a high priority on its policies and urgent need of SWM improvement and; 3) Its size of population is small-medium.

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The Indicator 3c has been already achieved. The TTH DOC submitted the ISWM Master Plan in May 2016. The MOC provided the written comments on it to the TTH PPC before the approval. Immediately after this, the TTH PPC integrated its comments into the ISWM Master Plan and approved it in June 2016.

<b>Indicator 3d.</b>	<b>Progress of pilot trials and preparation for priority projects identified in the ISWM Master plan is monitored by ATL-MOC through a progress report of each project.</b>
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The Indicator 3d has been achieved because the progress of priority projects has been monitored by various means.

Once the ISWM Mater Plan was approved, the TTH PPC decided to undertake eight priority projects determined in the Master Plan through a series of discussion with the MOC, the JET and the concerned departments and organizations in TTH Province on June 23, 2016. For the effective implementation of priority projects, the Project has formed a Steering Committee on September 15, 2016 chaired by the Vice Chairperson of TTH PPC, comprising the related departments and institutions such as DOC, Department of Natural Resources and Environment (DONRE), Department of Agricultural and Rural Development, Department of Education and Training, Department of Finance, HEPCO and others.

These priority projects have been just launched since November 2016 with the technical support of the JET. The Project has conducted the following monitoring activities: (1) submission of monitoring sheets by the JET to MOC and the TTH DOC every three months; (2) submission of regular reports by the TTH DOC to MOC; and (3) joint monitoring visits by MOC and the JET six times to the sites of priority projects. As indicated in Table 5, the Team has visited most of the sites and confirmed that all priority projects have just commenced on a relatively small scale in the scattered areas of TTH Province. The JET, in cooperation with the TTH DOC, other members of the Steering Committee and other stakeholders has taken the initiatives in implementing most of priority projects.

**Table 5: Progress of priority projects in the TTH Province under the Project**

1	<b>Promotion of community-based composting</b>
	Community-based composting has been undertaken in Huong Xuan Ward with 78 households and Quang Tho Commune with 270 households. According to the members of Steering Committee, the collected amount of organic waste was smaller than expected at the beginning. Thus, the project provided Xuan Ward with a bicycle with attached container to increase the collection amount. As a result, the amount of organic waste collected has been significantly increased by 300%. The first batch of compost will be ready soon and will be utilized for farming. The project also decided to increase the target groups including Quang Tho Commune, a local market and a kinder garden. The JET explained that the awareness of the residents and local people has been enhanced to make composting, and that proper source separation of organic waste is the key to produce good quality of compost.

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2	Promotion of 3Rs (Reduce – Reuse – Recycle) in cooperation with business entities
<p>Nguyen Tri Phuong secondary school has been carrying out source separation in class rooms, the canteen and the premises of school. The students designed a mascot to be used for promotion of awareness of source separation and pasted a note of type of waste for source separation with this mascot on dust bins. Every week, the teachers have encouraged the students to undertake source separation during mass meetings. The source separation in class rooms has been undertaken appropriately; there seemed to be a room for improvement of source separation in the premises of school and the canteen. According to the teacher, this might be because the new school term just started and new students were not well aware of source separation practice at school. The DOC plans to coordinate with the Department of Education and Training for expanding such activities to other schools. The JET is looking for an opportunity to collaborate with JOCV (Japanese Overseas Cooperation Volunteer) for promotion of 3R activities at school.</p> <p>The Project has implemented the separation of beverage bottle containers in the office building. Separate discharge has been introduced, but seemed to be further improved. More awareness to tenants and monitoring by the Project is required to have effective source separation and collection of recyclables.</p> <p>The Project has also introduced the drop-off collection for dry cell battery in La Residence Hall, Indochine Hotel and HEPSCO. The collected battery is planned to be either disposed of at the Loc Thuy landfill site or treated by the incinerator under construction at Thuy Phuong landfill.</p>	
3	Pilot source separation
<p>The Project has identified the apartment for the pilot source separation, and soon to start the activities. The members of Steering Committee have emphasized the necessity of source separation and showed the strong willingness to introduce it in TTH Province.</p>	
4	Facility development in Phu Son and Huong Binh
<p>The JET has given the comments on the detailed planning of centralized treatment facility in Phu Son and in selecting an investor for providing technical support through a series of discussion with the DOC and other stakeholders. Regarding Huong Binh, the TTH PPC and Fukuoka Prefectural Government in Japan have signed the Memorandum of Understanding for technical cooperation to construct a semi-aerobic landfill.</p>	
5	Cement feeding
<p>The JET has taken the lead in conducting the chemical analysis on the samples of ash, and discussed with a cement manufacture for further activities.</p>	
6	Committee for implementation of the Master Plan
<p>The Steering Committee established by the Project has actively discussed the progress of priority projects including issues arisen during the implementation with the JET.</p>	
7	Development of Data Book
<p>The DOC and the JET have developed and published the Data Book 2015 to describe the current situation of waste management in TTH Province. It has received a good reputation from the stakeholders. The DOC TTH is now discussing the preparation of the Data Book 2016 with the JET.</p>	
8	Introduction of comprehensive financial system
<p>The DOC and the JET have discussed the fee recovery system for Phu Son Regional Plant with the Department of Finance.</p>	

Source: The Terminal Evaluation Study

<b>Indicator 3e.</b>	<b>By the end of the Project, guiding reference for Master Plan for ISWM preparation is issued/accepted by ATI-MOC.</b>
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The Indicator 3e is part of the Indicator 1a of the Output 1. The Project has drafted the guiding reference for Master Plan for ISWM based on the experiences of TTH Province. It is highly likely to be finalized and distributed to provinces by the end of the Project. Therefore, the Indicator 3e has been on track and will be achieved by the end of the Project.

**Summary of Output 3**

Except for the Indicator 3e, all four Indicators have been already achieved. Given this, the Output has

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been almost achieved at the time of the Terminal Evaluation. It should be noted that the Output 3 focuses on improving technical support capacity of MOC through the various Project activities in the model province, i.e., TTH Province. However, no Outputs were designed in the PDM to improve the capacity of TTH Province although it was described in the Indicator 4 of the Project Purpose.

### 2.3 Project Purpose

<b>Project Purpose:</b>	<b>Capacity of municipal solid waste management (MSWM) is developed comprehensively in central and local governments.</b>
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The current status of each verifiable indicator is presented below.

<b>Indicator 1</b>	<b>By the end of the Project, at least 80 % of the drafts of legal documents on MSWM, developed or revised through the Project, are submitted to the competent agencies by MOC*. * "submitted to the competent agencies by MOC" means to be sent to other related agencies for their comments.</b>
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It is not always required to submit all legal documents prepared by the MOC to the other related ministries and organizations. It depends on the content of legal documents. Considering this, it is not necessarily relevant to set the Indicator 1 to measure the MOC's capacity of ISWM. Thus, the Team regarded that it is not appropriate to measure the MOC's capacity by this Indicator. However, the Team has confirmed that the Project has drafted the new legal documents and amended the existing ones related to SWM.

By the time of the Terminal Evaluation, the Project has so far been involved in drafting or commenting eight legal documents. Out of the eight legal documents, the Project has newly drafted the following two: (1) Standard contract form for collection, transportation and treatment of domestic solid waste; and (2) Regulation on construction waste. The Project has also prepared the four drafts of amended documents as follows: (3) National technical regulations on urban infrastructures; (4) National Strategy on ISWM; (5) Decree on SWM facilities; and (6) National technical regulation on planning. Moreover, the Project has contributed to two other legal documents by providing the comment to the concerned organizations: (7) Decree on Waste and Scrap Management and (8) Circular on domestic solid waste treatment services price.

To date, the four legal documents already have come into effect as follows:

- Decree No.38/ND-CP dated on 24/4/2015 of the Government on Waste and Scrap Management
- Circular No.07/2017/TT-BXD dated on 15/5/2017 on guiding the determination of service price for domestic solid waste treatment service

- Circular No.08/2017/TT-BXD dated on 16/5/2017 on management of construction waste
- QCVN07:2016/BXD National Technical Regulations on Technical Infrastructure Works

The status of the remaining four documents is presented below:

- Regarding the standard contract form, the ATI is reviewing the comments by the Department of Legal Affairs before submitting to the Minister of MOC.
- The MOC has already submitted the draft of amended National Strategy on ISWM to the Prime Minister for its approval. It can be expected to be approved by the end of the Project.
- Concerning the amendment of Decree No. 59 on SWM facilities, it depends on the government's annual program on legal document development. Also, the MOC needs to reflect some of the provisions related to SWM, i.e., Article 7 to Article 12 stipulated in the Decree No. 59 which were not covered by the Decree No. 38 into the amendment of Decree on SWM facilities. It will take time to amend it.
- The Project has provided the comments related to SWM to the draft of National Technical Regulation on Planning. According to the counterparts of MOC, it is likely to be approved by the Minister by the end of this year or in the beginning of next year.

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