

Project Monitoring Report
on
Project Name
Grant Agreement No. XXXXXXXX
 20XX, Month

Organizational Information

Signer of the G/A (Recipient)	_____ Person in Charge (Designation) _____ Contacts _____ Address: _____ Phone/FAX: _____ Email: _____
Executing Agency	_____ Person in Charge (Designation) _____ Contacts _____ Address: _____ Phone/FAX: _____ Email: _____
Line Ministry	_____ Person in Charge (Designation) _____ Contacts _____ Address: _____ Phone/FAX: _____ Email: _____

General Information:

Project Title	
E/N	Signed date: Duration:
G/A	Signed date: Duration:
Source of Finance	Government of Japan: Not exceeding JPY _____ mil. Government of (_____): _____

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1: Project Description	
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1-1 Project Objective

1-2 Project Rationale

- Higher-level objectives to which the project contributes (national/regional/sectoral policies and strategies)
- Situation of the target groups to which the project addresses

1-3 Indicators for measurement of "Effectiveness"

Quantitative indicators to measure the attainment of project objectives		
Indicators	Original (Yr)	Target (Yr)
Qualitative indicators to measure the attainment of project objectives		

2: Details of the Project

2-1 Location

Components	Original <i>(proposed in the outline design)</i>	Actual
1.		

2-2 Scope of the work

Components	Original* <i>(proposed in the outline design)</i>	Actual*
1.		

Reasons for modification of scope (if any).

(PMR)

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2-3 Implementation Schedule

Items	Original		Actual
	<i>(proposed in the outline design)</i>	<i>(at the time of signing the Grant Agreement)</i>	

Reasons for any changes of the schedule, and their effects on the project (if any)

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2-4 Obligations by the Recipient

2-4-1 Progress of Specific Obligations

See Attachment 2.

2-4-2 Activities

See Attachment 3.

2-4-3 Report on RD

See Attachment 11.

2-5 Project Cost

2-5-1 Cost borne by the Grant(Confidential until the Bidding)

Components			Cost (Million Yen)	
	Original <i>(proposed in the outline design)</i>	Actual <i>(in case of any modification)</i>	Original ^{1),2)} <i>(proposed in the outline design)</i>	Actual
	1.			
Total				

Note: 1) Date of estimation:

2) Exchange rate: 1 US Dollar = Yen

2-5-2 Cost borne by the Recipient

Components			Cost (1,000 Taka)	
	Original <i>(proposed in the outline design)</i>	Actual <i>(in case of any modification)</i>	Original ^{1),2)} <i>(proposed in the outline design)</i>	Actual
	1.			

- Note: 1) Date of estimation:
2) Exchange rate: 1 US Dollar =

Reasons for the remarkable gaps between the original and actual cost, and the countermeasures (if any)

(PMR)

2-6 Executing Agency

- Organization's role, financial position, capacity, cost recovery etc,
- Organization Chart including the unit in charge of the implementation and number of employees.

Original (at the time of outline design)

name:

role:

financial situation:

institutional and organizational arrangement (organogram):

human resources (number and ability of staff):

Actual (PMR)

2-7 Environmental and Social Impacts

- The results of environmental monitoring based on Attachment 5 (in accordance with Schedule 4 of the Grant Agreement).
- The results of social monitoring based on in Attachment 5 (in accordance with Schedule 4 of the Grant Agreement).
- Disclosed information related to results of environmental and social monitoring to local stakeholders (whenever applicable).

3: Operation and Maintenance (O&M)

3-1 Physical Arrangement

- Plan for O&M (number and skills of the staff in the responsible division or section, availability of manuals and guidelines, availability of spareparts, etc.)

Original (at the time of outline design)

Actual (PMR)

3-2 Budgetary Arrangement

- Required O&M cost and actual budget allocation for O&M

Original (at the time of outline design)

Actual (PMR)

4: Potential Risks and Mitigation Measures

- Potential risks which may affect the project implementation, attainment of objectives, sustainability
- Mitigation measures corresponding to the potential risks

Assessment of Potential Risks (at the time of outline design)

Potential Risks	Assessment
1. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:
2. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:
3. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:

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	Contingency Plan (if applicable):
Actual Situation and Countermeasures	
(PMR)	

5: Evaluation and Monitoring Plan (after the work completion)

5-1 Overall evaluation

Please describe your overall evaluation on the project.

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5-2 Lessons Learnt and Recommendations

Please raise any lessons learned from the project experience, which might be valuable for the future assistance or similar type of projects, as well as any recommendations, which might be beneficial for better realization of the project effect, impact and assurance of sustainability.

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5-3 Monitoring Plan of the Indicators for Post-Evaluation

Please describe monitoring methods, section(s)/department(s) in charge of monitoring, frequency, the term to monitor the indicators stipulated in 1-3.

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Attachment

1. Project Location Map
2. Specific obligations of the Recipient which will not be funded with the Grant
3. Monthly Report submitted by the Consultant
- Appendix - Photocopy of Contractor's Progress Report (if any)
 - Consultant Member List
 - Contractor's Main Staff List
4. Check list for the Contract (including Record of Amendment of the Contract/Agreement and Schedule of Payment)
5. Environmental Monitoring Form / Social Monitoring Form
6. Monitoring sheet on price of specified materials (Quarterly)
7. Report on Proportion of Procurement (Recipient Country, Japan and Third Countries) (PMR (final) only)
8. Pictures (by JPEG style by CD-R) (PMR (final) only)
9. Equipment List (PMR (final) only)
10. Drawing (PMR (final) only)
11. Report on RD (After project)

Monitoring sheet on price of specified materials

1. Initial Conditions (Confirmed)

Items of Specified Materials		Initial Volume A	Initial Unit Price (¥) B	Initial total Price C=A×B	1% of Contract Price D	Condition of payment Price (Decreased) E=C-D	Price (Increased) F=C+D
1	Item 1	●●t	●	●	●	●	●
2	Item 2	●●t	●	●	●		
3	Item 3						
4	Item 4						
5	Item 5						

2. Monitoring of the Unit Price of Specified Materials

(1) Method of Monitoring : ●●

(2) Result of the Monitoring Survey on Unit Price for each specified materials

Items of Specified Materials		1st month, 2015	2nd month, 2015	3rd month, 2015	4th	5th	6th
1	Item 1	●	●	●			
2	Item 2						
3	Item 3						
4	Item 4						
5	Item 5						

(3) Summary of Discussion with Contractor (if necessary)

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Report on Proportion of Procurement (Recipient Country, Japan and Third Countries)
 (Actual Expenditure by Construction and Equipment each)

	Domestic Procurement (Recipient Country) A	Foreign Procurement (Japan) B	Foreign Procurement (Third Countries) C	Total D
Construction Cost	(A/D%)	(B/D%)	(C/D%)	
Direct Construction	(A/D%)	(B/D%)	(C/D%)	
Cost others	(A/D%)	(B/D%)	(C/D%)	
Equipment Cost	(A/D%)	(B/D%)	(C/D%)	
Design and Supervision Cost	(A/D%)	(B/D%)	(C/D%)	
Total	(A/D%)	(B/D%)	(C/D%)	

Major Undertakings to be taken by Recipient Government

1. Before the Tender

NO	Items	Deadline	In charge	Cost (KIP)	Ref.
1	To coordinate with the National Bank of Lao PDR to open Bank Account (Banking Arrangement (B/A))	Immediately after G/A	MoES MoF BoL	N/A	Jan. 2023
2	To issue A/P to a bank in Japan (the Agent Bank) for the payment to the consultant	within 2 weeks after the signing of the agreement	MoES MoF BoL	N/A	Feb. 2023
3	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		-	-	-
	Advising commission of A/P	within 2 weeks after the signing of the agreement	MoES MoF BoL	600,000	Feb. 2023
	Payment commission for A/P	At the payment upon certification of consultant agreement	MoES MoF BoL	7,500,000	Feb. 2023
4	To create and apply Environmental and Social Impact Assessment (ESIA) Report and Environmental and Social Management and Monitoring Plan (ESMMP)	12 months before the tender date	MoES	Under investigation	Aug. 2023
5	To approve ESIA Report / ESMMP	2 months before the tender date	MoES	Under investigation	Aug. 2023
6	To secure the following lands Project construction site including building area and temporary construction yard and stockyard within Chao Anouvong Stadium	Before E/N	MoES	N/A	Oct. 2022
7	To secure the move or the temporary rooms of following rooms; 1) Medical science room 2) Fitness gym 3) Offices 4) Equipment warehouse 5) Dormitory 6) Canteen, Shops	Before the construction contract	MoES	N/A	Nov. 2023
8	To obtain the building permit and other necessary permissions	1 month before the tender date	MoES	Under investigation	Aug. 2023

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2. During the Project Implementation

NO	Items	Deadline	In charge	Cost	Ref.
1	To issue A/P to a bank in Japan (the Agent Bank) for the payment to the contractor and supplier(s)	within 2 weeks after the signing of the contract(s)	MoES MoF BoL	N/A	Oct. 2023
2	To bear the following commissions to a bank of Japan for the banking services based upon the B/A	-	-	-	-
	1) Advising commission of A/P	within 2 weeks after the signing of the contract(s)	MoES MoF BoL	1,200,000	Oct. 2023
	2) Payment commission for A/P	At the payment upon certification of Contract	MoES MoF BoL	540,000,000	Oct. 2023
		At the payment upon value of works achieves 50% of Facility Construction	MoES MoF BoL	36,000,000	Aug. 2024

		At the payment upon value of works achieves 50% of Facility Construction	MoES MoF BoL	27,000,000	Sep. 2024
		At the payment upon the handover of equipment	MoES MoF BoL	11,000,000	Nov. 2024
		At the payment upon completion of Facility Construction	MoES MoF BoL	13,500,000	Nov. 2024
		At the payment upon completion of Technical Assistance	MoES MoF BoL	400,000	Dec. 2024
3	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country	during the Project	MoES	N/A	As appropriate
	1) Facilitate tax exemption and customs clearance of the products at the port of disembarkation	during the Project	MoES MPI MoF	N/A	As appropriate
4	To accord Japanese physical persons and/or physical persons of third countries whose services may be required in connection with the supply of the products and the services such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work	during the Project	MoES MPI	N/A	As appropriate
5	To ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the country of the Recipient with respect to the purchase of the Products and/or the Services be exempted; Such customs duties, internal taxes and other fiscal levies mentioned above include VAT, commercial tax, income tax and corporate tax of Japanese nationals, resident tax, fuel tax, but not limited, which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract	during the Project	MoES MPI MoF	N/A	As appropriate
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for construction of the facilities as well as for the transportation and installation of the equipment	during the Project	MoES	N/A	As appropriate
7	To submit Project Monitoring Report.	every quarter and when necessary	MoES	N/A	As appropriate
*Followings shall be examined further through the study:					
8	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities	-	-	-	-
	1) Electricity				
	The distributing line to the site	3 months before completion of the construction	MoES	Under investigation	Aug. 2024
	2) Water Supply				
	The city water distribution main to the site, if necessary	3 months before completion of the construction	MoES	Under investigation	Aug. 2024
	3) Drainage				
	The city drainage main (for storm, sewer and others) to the site, if necessary	3 months before completion of the construction	MoES	Under investigation	Aug. 2024
	4) Telephone System				
	The telephone trunk line and internet line to the main distribution frame/panel (MDF) of the new constructed facility, if necessary.	3 months before completion of the construction	MoES	Under investigation	Aug. 2024
	5) Gas Supply (if any)				
	The city gas main to the site, if necessary.	3 months before	MoES	Under	Aug. 2024

		completion of the construction		investigation	
6) Furniture and Equipment					
	Transferring and Purchasing general furniture for facilities.	1 month after completion of the construction	MoES	Under investigation	Aug. 2024
9	To implement and monitoring of ESMMP	during the construction	MoES	Under investigation	Aug. 2024
	To submit results of environmental monitoring to JICA, by using the monitoring form, on a quarterly basis as a part of Project Monitoring Report	during the construction	MoES	N/A	As appropriate
	To implement Resettlement Action Plan (RAP) (livelihood restoration program, if needed)	for a period based on livelihood restoration program	MoES	N/A	As appropriate
	To implement social monitoring, and to submit the monitoring results to JICA, by using the monitoring form, on a quarterly basis as a part of Project Monitoring Report - Period of the monitoring may be extended if affected persons' livelihoods are not sufficiently restored. Extension of the monitoring will be decided based on agreement between MoES and JICA.	- until the end of livelihood restoration program (In case that livelihood restoration program is provided) - for two years after land acquisition and resettlement complete (In case that livelihood restoration program is not provided)	MoES	N/A	As appropriate

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3. After the Project

NO	Items	Deadline	In charge	Cost	Ref.
1	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid 1) Allocation of sufficient budget for operation and maintenance 2) Operation and maintenance structure 3) Routine check/Periodic inspection 4) Contracting with agents for maintenance of specialized equipment and lift (If necessary) 5) Regular collection and proper disposals of wastewater	After completion of the construction	MoES	Under investigation	As appropriate
2	To implement ESMMP, if necessary	for a period based on ESSMP	MoES	Under investigation	As appropriate
3	To submit results of environmental monitoring to JICA, by using the monitoring form, semiannually - The period of environmental monitoring may be extended if any significant negative impacts on the environment are found. The extension of environmental monitoring will be decided based on the agreement between MoES and JICA.	for three years after the Project	MoES	N/A	As appropriate

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*Deadline, person in charge and cost shall be further examined through the study.

Major Undertakings to be Covered by the Japanese Grant

No	Items	Deadline	Cost Estimated (Million Japanese Yen)*	Ref.
1	To construct facility			
	- Rehabilitation of Chao Anouvong Stadium			
	1) To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country			
	a) Marine(Air) transportation of the products from Japan to the recipient country			
	b) Internal transportation from the port of disembarkation to the project site			
	2) To construct access roads			
	a) Within the site			
	3) To construct the temporary building			
	4) To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities			
	a) Electricity			
	The drop wiring and internal wiring within the site/ the facility to be renovated			
	The main circuit breaker and transformer			
	b) Water Supply			
	The supply system within the site/ the facility to be renovated (receiving and/or elevated tanks)			
	c) Drainage			
	The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site/ the facility to be renovated			
	d) Furniture and Equipment			
Project equipment				
2	To procure equipment			
3	To implement detailed design, tender support, construction and procurement supervision and soft component (Consultant)			
4	Contingencies			
	Total			

*; Items shall be further examined through the survey.

*; Deadline and the cost estimates shall be further examined through the survey.

*; This is subject to the approval of the Government of Japan.

Comparison of the rehabilitation plan and the international guidelines

Category	Rehabilitation plan		Regulations				fulfill	Remarks	
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA			WR
Athletic	Track								
	400m	Oval Standard	More than 6 lanes	-	Oval Standard or Double Bend 6 lanes	-	-	Yes	WA Competition Categories 7
	100m and 110m Hurdles	-	More than 6 lanes	-	6 lanes	-	-	Yes	Construction Categories IV
	Steeplechase	-	1	-	1	-	-	Yes	
	Direction	NW/SE less than 22.5°	-	-	NW/SE less than 22.5°	-	-	Yes	
	Surface	all-weather running track	-	-	all-weather running track	-	-	Yes	
	Drainage Field	-	Yes	-	Required	-	-	Yes	
	Water jump	-	1	-	NA	-	-	Yes	
	Long and Triple Jump	-	2	-	2	-	-	Yes	
	High Jump	-	2	-	2	-	-	Yes	
	Pole Vault	-	2	-	2	-	-	Yes	
	Throwing								
	Discus and Hammer Throw	-	1	-	1	-	-	Yes	
	Javelin Throw	-	1	-	1	-	-	Yes	
	Shot Put	-	2	-	2	-	-	Yes	
	Ancillary facilities								
Warm-up Facilities	-	No	-	Adjacent park or playing field	-	-	No		
Ancillary rooms	-	*	-	200m2	-	-	No		
Spectators	-	Yes	-	Required	-	-	Yes		

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec./Area (m2)	Number	IPC	WA	FIFA	WR		
Football	Surface	Natural grass	-	Wood or Synthetic rubber or Natural grass or Artificial grass	-	Natural grass or certified artificial turf	-	Yes	
	Drainage	-	Yes	-	-	Required	-	Yes	
	Pitch	105m x 68m	1	40m x 20m	-	105m x 68m	-	Yes	
	Grass area	109m x 74m	-	-	-	115m x 78m	-	No	
	Overall Playing Field area	170m x 102m	-	-	-	125m x 85m	-	Yes	Including athletic area
Rugby	Surface	Natural grass	-	-	-	-	Grass or Sand or Clay or Snow or Certified artificial turf	Yes	
	Field of play	94m x 68m	1	-	-	-	94~100m x 68~70m	Yes	
	Playing area	106m x 68m	-	-	-	-	106~144m x 68~70m	Yes	
	Playing enclosure	116m x 78m	-	-	-	-	116~154m x 78~80m	Yes	Including athletic area
Spectators	Seating	3000 ~4000 seats	-	-	Minimum "C" value 60mm	Minimum "C" value 60mm/ Minimum width 50cm VIP and VIP: minimum width 60cm	-	Yes	

Category	Rehabilitation plan		Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Distinguished Guests	* seats	-	-	20~25 seats	-	-	*
	VIP Seating/ Sponsors' Seating	* seats	-	-	200 seats	Required	-	*
	Toilet (for Male, Female and Universal)	-	4	-	-	Recommended minimum number of toilets and sinks is 28 and 14 respectively for every 1,000 women and 3 toilets, 15 urinals and 6 sinks for every 1,000 men.	-	*
	Café space	*	1	-	-	-	-	-
	Shop space	*	1	-	-	-	-	-
Rooms for Sport								
Ancillary Rooms								
	Foyer	*m2	1	-	15m2 per 30 users and Reception room 10~15m2 and Toilet (M, F)	Utility/refreshment area (minimum 25m2)	-	Yes

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/Area (m2)	Number	IPC	WA	FIFA	WR		
	Changing room	*m2	4	-	75m2 (24 lockers) 100m2 (36 lockers) 145m2 (48 lockers) 195m2 (72 lockers)	At least 2 rooms Preferably 4 rooms (80m2, at least 25 people)	-	Yes	
	Massage area	*m2	4	-	1 area/room (2.40m x 1.80m)	40m2 (3 massage tables)	-	Yes	
	Showers/Toilets	*m2	4	-	1 area/2 changing rooms	50m2 (11 showers, 5 washbasins 3 urinals, 3 toilets)	-	Yes	
	Room for coaches	*m2	2 (Male and Female)	-	2 rooms (20m2)	30m2 (1 shower, 4 lockers, toilet)	-	Yes	
	Call Room	-	No	-	80m2 (1.2m2 per athlete)		-	No	
	Room for Victory Ceremony Preparation	-	No	-	30~45m2		-	No	
	Weight Training Room/Fitness gym	*m2	1	-	24~240m2		-	Yes	
	Sauna/Relaxation Area	-	No	-	60m2		-	No	

Category	Rehabilitation plan				Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR			
	Dormitory (Male)	*m2	1	-	-	-	-	-	For para athletes intensive training 15 males	
	Dormitory (Female)	*m2	1	-	-	-	-	-	For para athletes intensive training 10 females	
Rooms for Officials										
	Judges	*m2	2 (Male and Female)	-	2.50m2 each for 30 or less judges. 2m2 for more than 30 judges each and 1m2 each for over 50 judges. with shower and toilet	-	-	-	Yes	
	Referees	*m2	2 (Male and Female)	-	1 room (20m2 with shower and toilet)	24~45m2 (lockers for 4 people, a massage table, 2 showers, 1 washbasin, 1 urinal, 1 toilet)	-	-	Yes	
	Meeting room	*m2	*	-	An adequate room	-	-	-	*	
	First Aid Room	-	No	-	1 room (at least 15m2 with toilet)	-	-	-	No	

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Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/Area (m2)	Number	IPC	WA	FIFA	WR		
	Station for Medical Services	*m2	1	-	Waiting room (10~15m2), consultation and examination room (15m2), treatment room (15m2) and toilets	50m2 (an examination table, 2 portable stretchers, a treatment table)	-	Yes	Including first aid and doping control
	Doping Control Rooms	-	Included in Station for Medical Services	-	Waiting Room (15 athletes, 2m2/person) Working Room (18m2) Toilets (2 cubicles, 4.5m2)	Minimum 36m2 (toilet, working room and waiting room)	-	No	
	Medical science Room	*m2	1	-	-	-	-	-	Including Massage space
	Ball kids' Room	*m2	2 (for Boys and Girls)	-	-	Minimum 40m2 (for each sex). (2 toilets, 2 washbasins, 2 showers)	-	Yes	
Rooms and Space for Distinguished Guests, VIPs and Sponsors									
	VIP room	*m2	*	-	-	-	-	-	
	Hospitality Facilities	-	No	-	important	-	-	No	
Other Areas									
	Athletics Equipment Room	*m2	1	-	required	-	-	Yes	
	Display Areas	-	*	-	in the main entrance	-	-	No	
	Franchises	-	*	-	to sell food, drink, merchandising	-	-	No	

Category	Rehabilitation plan			Regulations				Fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Advertising Boards	-	*	-	Refer to IAAF Advertising Regulations	-	-	No	
Rooms for the Media									
Media Centre									
	Entrance Hall	-	No	-	as required	-	-	No	
	Reception Area	-	No	-	as required	Required	-	No	
	Administration Secretariat, Press Office	-	No	-	Director 20m2 Other members of staff 12m2/person Secretariat 12m2 Temporary press office 20m2	-	-	No	
	Room for Press Conferences	*m2	1	-	400 seated persons	Required	-	*	
	Catering Facilities	-	No	-	as required	Required	-	No	
	Lounge Area	-	No	-	1m2 of equipment space for every 2 persons	-	-	No	
	Cloak Room	-	No	-	if required	-	-	No	
	Toilets	-	No	-	as required	-	-	No	
	Store for Cleaning Equipment	-	No	-	as required	-	-	No	
	IT and T desk	-	No	-	-	Required	-	No	
	Copy and fax service	-	No	-	-	Required	-	No	
	Pigeonholes	-	No	-	-	Required	-	No	
	Host city information desk	-	No	-	-	Required	-	No	
	Press								

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Main Stand Seating	*seats	-	-	National competition (50 seats with desk, 30 seats)/ Regional (300 seats with desk, 100 seats)/ International (800~900 seats with desk, 200~300 seats)	-	-	*	
	Main Press Centre (MPC)	-	No	-	World Championships / Olympics (Working places for 500~650 journalists)	Media working areas Photographers , working areas offices for media management	-	No	
	Working Area within the Stadium	-	No	-	Unless the MPC is located within the stadium	-	-	No	
	Formal Interview Room	-	No	-	National events (50~70 persons), Regional events (100~150 persons) International events (200~300 persons)	Press conference room: Minimum 200m2, Approximately 100 seats	-	No	
	Results Preparation and Delivery	-	No	-	-	-	-	No	

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Camera Repair Service	-	No	-	-	Required	-	No	
	Lockers	-	No	-	National (30~40), Regional (125~150) World / Olympic (250~300)	Required	-	No	
	Press Agencies	-	No	-	-	-	-	No	
	Ticket distribution desks	-	No	-	-	2 (one for photographers, one for print journalists)	-	No	
	Mixed zone	-	No	-	-	Room for approximately 250 media personnel	-	No	
	Flash interview position	-	No	-	-	for live interviews immediately after the match or interviews with coaches at the beginning or the end of the half-time interval	-	No	
	Television and Radio								

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Commentary Positions	-	No	-	National (5~6), Regional (20~30), International (80~100), World Championships and Olympic Games (150).	-	-	No	
	International Broadcast Centre (IBC)	-	No	-	-	-	-	No	
	Outside Broadcast (OB) Vans Compound	-	No	-	National competition (2~3 vans, 800m2) Major regional/international competition (10~12 vans, 1500m2) World Championships (20~25 vans, 3000m2).	4,000~6,000m2 for a major final	-	No	
	Television studios	-	No	-	-	3 television studios for major matches, approximately 25m2 and a minimum 3meter height	-	No	

Category	Rehabilitation plan		Regulations				fulfill	Remarks	
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA			WR
	Presentation studios	-	No	-	-	1 studio with a panoramic view over the pitch for major international events	-	No	
Operational Rooms and Rooms for Competition Organization									
Rooms for Operation and Technical Installations									
	Box for competition director	-	No	-	4 x 3m	-	-	No	
	Box for event presentation manager	-	No	-	4 x 5m	minimum 20m2 (1 toilet, 1 washbasin)	-	No	
	Box for stadium announcers	-	No	-	4 x 3m	-	-	No	
	Box for scoreboard operator	-	No	-	2 x 3m	-	-	No	
	Box for security/ police	-	No	-	4 x 3m	-	-	No	
	Box for monitor surveillance	-	No	-	as required	-	-	No	
	Box for public address system	-	No	-	2 x 2m	-	-	No	
	Box for lighting control	-	No	-	2 x 2m	-	-	No	
	Box for timing /photo finish evaluation	-	No	-	3 x 5m	-	-	No	
	Toilets	-	No	-	as required	-	-	No	
	Store for cleaning equipment	-	No	-	as required	-	-	No	
	Stewards and Public Order Services								

Category	Rehabilitation plan		Regulations				fulfill	Remarks	
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA			WR
	Assembly and lounge for police, fire brigade and stewards	-	No	-	1m2 per person	-	-	No	
	Toilets	-	No	-	as required	-	-	No	
	Security cells	*m2	1	-	as required	-	-	Yes	
Rooms for Organizers / Sports Federations									
	International president' s office	-	No	-	24m2	-	-	No	
	International secretary general' s office	-	No	-	18m2	-	-	No	
	National president' s office	-	No	-	24m2	-	-	No	
	National secretary general' s office	-	No	-	18m2	-	-	No	
	Competition secretariat	-	No	-	as required	-	-	No	
	Computer room	-	No	-	30~35m2	-	-	No	
	Technical information centre	-	No	-	as required	-	-	No	
	Rooms for statisticians	-	No	-	as required	-	-	No	
	Conference room (among others for the Jury of Appeal and for video monitoring)	-	No	-	20~30m2	-	-	No	

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Small kitchen	-	No	-	minimum 8m2	-	-	No	
	Toilets	-	No	-	as required	-	-	No	
Rooms for Administration and Maintenance									
Administration									
	Reception Area	-	No	-	-	-	-	No	
Offices									
	Director	-	No	-	20m2	-	-	No	
	Secretariat	-	No	-	12m2	-	-	No	
	Other members of staff	*	1	-	12m2/person	-	-	Yes	For 5 permanent staffs
	Accounts dept. / entrance tickets administration	-	No	-	12m2	-	-	No	
	PR and marketing	-	No	-	12m2	-	-	No	
	Competition organization	-	No	-	12m2	-	-	No	
Conference Area									
	Conference room	*m2	1	-	20~30m2	-	-	Yes	For 10 persons
	Small kitchen	-	No	-	as required	-	-	No	
	Toilets	*m2	3 (Male, Female, Universal)	-	as required	-	-	Yes	
	Store for cleaning equipment	*m2	1	-	as required	-	-	Yes	
Maintenance									

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Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Office for Maintenance Manager	-	No	-	15~20m2	-	-	No	
	Offices for the Technicians								
	Room for building maintenance	*m2	1	-	10m2	-	-	Yes	
	Room for heating, ventilation, sanitary engineers	-	No	-	10m2	-	-	No	
	Room for electrical engineers	-	No	-	10m2	-	-	No	
	Room for ground staff	-	No	-	10m2	-	-	No	
	Personnel Rooms								
	Changing and sanitary room	-	No	-	as required	-	-	No	
	Lounge with small kitchen	-	No	-	min. 8m2 or 1.20m2/person	-	-	No	
	Store room and Workshops								
	Sports Equipment Room	*m2	1	-	1m2 of equipment space for every 500m2 to 700m2 of usable sports area	-	-	Yes	
	Maintenance and Cleaning Room	*m2	1	-	1m2 of equipment space for every 400m2 to 500m2 of usable sports area	-	-	Yes	

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Room for Fertilizers, Cleaning Agents and Spare Parts	*m2	1	-	as required	-	-	Yes	
	Storeroom for Electrical Equipment	-	No	-	as required	-	-	No	
	Workshop	*m2	1	-	minimum 15m2	-	-	Yes	
	Garage for Tractor	*m2	1	-	15m2	-	-	Yes	
	Garage for Small Pick-up Vans, Lorries	-	No	-	15~20m2	-	-	No	
	Fuel Store	-	No	-	as required	-	-	No	
	Plant Rooms								
	Heat Plant	-	No	-	-	-	-	No	
	Refrigeration Plant	-	No	-	-	-	-	No	
	Ventilation Plant System	-	No	-	-	-	-	No	
	Transformers and Power Distributors	*m2	*	-	-	-	-	*	
	Fire Fighting Water Network and Water Reservoir	*m2	*	-	-	-	-	*	
	Mains Room	-	No	-	as required	-	-	No	

Category	Rehabilitation plan			Regulations			fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Waste Disposal Area							
	Waste Disposal Area	*	*	-	as required	-	*	
	Lighting and Power							
	Lighting Criteria							
Technical Services	Horizontal Illuminance (Eh)	-	-	-	Non-Televised Events Eh ave. (lux) 500	Eh ave. (lux) National games non-televised 750 National televised 2,500 International televised 3,500	-	Yes Non-Televised
	Vertical Illuminance towards Cameras (Ev) ave. (Lux)	-	-	-	World Championships and Olympic Games Slow motion camera 1800 Mobile camera 1000 Photo Finish camera 2000	International televised 1,800 field camera National televised 1,400 field camera	-	No
	Ev towards fixed Cameras ave. (Lux)	-	-	-	National and International Competitions Fixed camera 1000 World Championships and Olympic Games Fixed camera 1400	International televised fixed camera >2,000 National televised fixed camera 2,000	-	No

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Ev towards Mobile and ENG Cameras	-	-	-	the uniformity (Ev min./Ev max.) between the four vertical calculations at a single grid point should not be lower than 0.3	-	-	No	
	Ratios	-	-	-	should not exceed the ratio of 0.5 to 2 times the vertical illuminance level on immediately adjacent to the competition area (around 15 first rows) should be around but not be less than 25% of that provided for the competition area	-	-	Yes	

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Category	Rehabilitation plan			Regulations			fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Planning, Measurement/ Installation commissioning	-	-	-	The planning value or replacement value of the lighting is to be calculated around at least 25% higher because of ageing and soiling of the lights	Horizontal: positioning the measuring cell 1m above the pitch at 90° , perpendicular to the pitch Fixed camera: positioning the measuring cell 1m above the pitch, 30° above the horizon Field camera: positioning the measuring cell 1m above the pitch and parallel to the pitch	-	Yes

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Illuminance Uniformity	-	-	-	National and International Competitions Fixed camera U1=0.4 U2=0.6 World Championships and Olympic Games Fixed camera U1=0.5 U2=0.7 Uniformity Gradient (UG) per 5 m < 20%	National games non- televised U2=0.7 CV<0.3-0.4 UG = 2-2.5 National games televised U1=0.6 U2=0.8 CV<0.13-0.15 UG = 1.5-2	-	Yes	Non- Televised
	Glare	-	-	-	Glare Rating (GR) < 50	GR<50	-	Yes	Non- Televised
	Colour Temperature	-	-	-	> 4000	National games non- televised Tk>4,000	-	Yes	Non- Televised
	Colour Rendering Index	-	-	-	> 80	Ra>65 for both televised and non-televised events	-	Yes	Non- Televised
Lighting Recommendations									
	Televised Events	-	-	-	necessary to provide an adequate vertical illumination towards cameras across the scene viewed by the camera	-	-	No	

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Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Anti-Panic Lighting	-	-	-	maintain an illumination of at least 25 lux in the stands	-	-	*	
	Modelling and Shadows	-	-	-	the distribution of the total flux installed should be no greater than 60% for the main camera side and no less than 40% for the opposite side	-	-	*	
Installation Recommendations									
	Permitted Longitudinal Positioning of the Floodlights	-	-	-	lighting equipment shall not be placed within a zone of 15° either side of the goal line for televised competitions and 10° for non-televised competitions	Class III National game (non-televised) Event pitch shall be illuminated with a minimum of 8 poles.	-	Yes	

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Category	Rehabilitation plan			Regulations			Fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Pre-Determination of Tower Height	-	-	-	the angle subtended at the centre of the competition area to the head-frame centre shall be not less than 25° ($h = d \times \tan \alpha$), while ensuring that no luminaire is aimed above 70° from the downward vertical	For televised-quality lighting: The head frame and light structure may exceed 25° minimum guideline but it may not exceed 45° degrees. Luminaire tilt angles should not exceed 70° from the nadir (straight down) to the centre of the beam.	-	Yes
	Stroboscopic Effect	-	-	-	"flicker" or stroboscopic effect can be minimised by ensuring that the illumination is provided by groups of three luminaires with overlapping beams	-	-	Yes

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Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Power Requirement	-	-	-	If the high voltage power supply to the stadium comes from one substation, should be standby generators	an N+1 arrangement	-	*	
	Environmental impact	-	-	-	-	Horizontal spill 50m from stadium perimeter 25 lux 200m further 10 lux Maximum vertical 50m from stadium perimeter 40 lux 200m from stadium perimeter 20 lux	-	*	
Measurements									
	Timing	-	-	-	With time differences measured to the nearest 1/1000 of a second, the slit camera seemed a suitable by tachometer	-	-	No	
	Distance and Height	-	-	-	-	-	-	No	

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Wind Speed	-	-	-	by mechanical means (moving propellers) or by the use of ultrasonic or mass flow technology certified as accurate by an appropriate authority	-	-	No	
	Cables	-	-	-	to connect up the timing, distance measurement and data processing equipment, permanently laid cables should be provided	-	-	*	

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Category	Rehabilitation plan		Regulations				fulfill	Remarks	
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA			WR
	Field Boards	-	-	-	including athlete's name, number, nationality, details of the performance and the current position of the athlete	-	-	No	
	Scoreboards								
	Board Types	LED	1		-Scoreboards with incandescent lamps - Electromechanical scoreboards - LCD scoreboards - LED scoreboards - Cathode ray tubes - Fluorescent tubes	-	-	Yes	

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Category	Rehabilitation plan			Regulations				fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Choice of Board	-	-	-	<p>character height between 0.35m and 0.52m must be used.</p> <p>30mm pixels can be used with a minimum of 192 lines and the height of the board should be about 6m.</p> <p>the height of the board should be 3% to 5% of the maximum viewing distance.</p> <p>minimum luminance -2000 NIT for 2-tone matrix boards</p> <p>-4000 NIT for colour video matrix boards</p> <p>at least 10 lines of 32 characters are required</p>	-	-	*	
	Functions	-	-	-	All functions are controlled by the video or computer system	-	-	*	

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Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Public Address (PA) Systems	-	-	-	frequency range of approximately 350 to 6000Hz. For transmission of music, the lower frequency band from 50 to 100Hz upwards and, the higher range up to 10kHz and beyond	-	-	*	Construction Category I-III standards should be equipped with public address systems
	Required Transmission Volumes	-	-	-	a useful signal of 115dB(A) to ensure the required 10dB(A) signal-to-noise gap	-	-	*	

Category	Rehabilitation plan			Regulations				fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Environmental Impact of Public Address Systems	-	-	-	Some countries have set statutory maximum thresholds for facilities situated near residential areas. These specifications must be taken into account in the planning and calibration of public address systems.	-	-	Yes	
	Loudspeaker Arrangement	-	-	-	ensure that most of loudspeaker signal output reaches the spectator from the front, or at least from an overhead location.	-	-	Yes	

Category	Rehabilitation plan			Regulations				fulfill	Remarks
	Items	Spec/Area (m2)	Number	IPC	WA	FIFA	WR		
	Suitable Loudspeaker systems	-	-	-	fully weatherproof. Prevailing background noise conditions, use of high-directivity loudspeakers with sharply focused beam characteristics which ideally should address only the spectator areas while radiating a minimum of noise to the surrounding environment	-	-	Yes	
	Amplifier Output, Operation and System Availability	-	-	-	the necessary amplifier output is essentially dependent on the size of the facility and the useful signal volume to be achieved.	-	-	*	
Television Monitoring Systems (Crowd Control)									

Category	Rehabilitation plan			Regulations				Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR	
	Lighting Requirements	-	-	-	In the case of artificial lighting, it is essential that the lamp contains all the colours of natural light. For example, Halogen lamps.	-	-	*
	Lamp Types/Colour Fidelity	-	-	-	Metal Halide (HPI): Good to excellent/ Tubular Fluorescent (TL): Moderate to excellent/ Halogen Lamps: Excellent/ Incandescent Lamps: Excellent	-	-	*
	Image Processing	-	-	-	video-matrix, quad units, multiplexers and video switches	-	-	*
	Technical Installation Concept	-	-	-	it is desirable to have a complete record of all incidents from the beginning to the end of the sports event.	-	-	*
Technical Services for the Media								

Category	Rehabilitation plan			Regulations				fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA	WR		
	Communications	-	-	-	Direct sight, telephone link or ideally open radio link are essential	-	-	No	
	Press	-	-	-	Provision of Work Area of Journalists, TV Monitors, Telecommunications	-	-	No	
	Television and Radio	-	-	-	-Commentary unit -colour TV monitor -data channels -an information terminal -International Broadcast Centre (IBC)	-	-	No	
	Communications and additional areas								
	Communications rooms	-	-	-		Communications rooms should be dedicated and separate from electrical rooms.	-	No	

Category	Rehabilitation plan		Regulations				fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Telephones	-	-	-	-	The stadium must have a central telephone switchboard with a tapping facility for incoming calls.	-	*
Parking	for spectators	*parking lots	-	-	1 car parking space, (approx. 25m2) for every 4 spectator spaces or, in the case of an optimal public transport network, 25 spectator spaces and 1 bus park (approx. 50m2) for every 500 spectator spaces.	For 60,000 capacity stadium, 10,000 cars 500 buses	-	*

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Category	Rehabilitation plan			Regulations			fulfil	Remarks
	Items	Spec/ Area (m2)	Number	IPC	WA	FIFA		
	Hospitality parking	*parking lots	-	-	-	Near the VIP entrance, and separate from the public car parks, there should be sufficient parking space for the buses and cars used by VIPs.	-	*
	Parking for teams, match officials and stadium staff	*parking lots	-	-	-	at least 4 buses and 14 cars (six each for the teams and two for the match officials) should be available	-	*
	The emergency services and disabled spectators	*parking lots	-	-	-	immediately adjacent to, or inside, the stadium	-	* for police vehicles, fire engines, ambulances services and for the vehicles of disabled spectators

*: Further study is required.

IPC: IPC Accessibility Guide - 4th edition - October 2020

WA: Track and Field Facilities Manual 2019 Edition - C and Track and Field Facilities Manual 2008 Edition - C of World Athletic

FIFA: FIFA Football Stadiums Technical recommendations and requirements - 5th Edition

WR: Laws of the game Rugby Union 2022 World Rugby

Main procedures of the permissions

1. Environmental and Social Impact Assessment (ESIA)

NO	Items	Deadline	Duration	Tentative Date	In charge
1	Screening	12 months before the tender date	1 days	Oct. 2022	MoES
2	Submission of - Scoping report - Terms of Reference (TOR)	11.5 months before the tender date	1 month	Oct. 2022	MoES
3	Appraisal of - Scoping report - Terms of Reference (TOR)	10.5 months before the tender date	15 working days	Nov. 2022	MoNRE
4	Explanation to the habitant who effected by the project Correction of comments to the project from distrect, prefecture, province	9.5 months before the tender date	15 days	Nov. 2022	MoES
5	Submission of - Application form - Environmental and Social Impact Assessment (ESIA) report and - Environmental and Social Management and Monitoring Plan (ESMMP)	9 months before the tender date	3 months	Dec. 2022	MoES
6	Management review of ESIA and ESMMP	6 months before the tender date	10 days	March. 2023	MoNRE
7	Submission of 15 sets of ESIA and ESMMP	6.5 months before the tender date	5 days	March. 2023	MoES
8	Technical review of ESIA and ESMMP - Distribution to relevant organizations (by MoNER) - Review by concerned organization (by Concerned Organizations) - Public hearing in district, prefecture, province for correcting comments to the ESIA report (by MoES) - Modification and Submission of Final Environmental and Social Impact Assessment (ESIA) report (by MoES)	6.5 months before the tender date	95 working days	March. 2023	MoNRE, Concerned Organizations and MoES
9	Issuance of Environmental Compliance Certificate	2 months before the tender date	-	Aug. 2023	MoNRE
10	Implement and Monitoring of ESMMP	During the construction and after the operation, if necessary			MoES
11	Report of ESMMP	During the construction and after the operation, if necessary			MoES

MoES: Ministry of Education and Sport, MoNRE: Ministry of Natural Resources and Environment

2. Building permit

NO	Items	Deadline	Duration	Tentative Date	In charge
1	Preparation of Drawings (Architecture, Structure, Mechanical, Electrical, Plumbing)	2 months before the tender date	-	Aug. 2023	Consultant
2	Submission of - Application form - Agreement of neighbors - Request for the site survey to MoPWT - Record of the site survey by MoPWT - Land ownership certificate - Environmental Compliance Certificate - Drawings (Architecture, Structure, Mechanical, Electrical, Plumbing)	2 months before the tender date	-	Aug. 2023	MoES

MoPWT: Ministry of Public Works and Transport

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4-2 討議議事録 (M/D) : 第 3 回現地調査 (準備調査報告書 (案) 説明調査) 時

次項以降、第 3 回現地調査 (準備調査報告書 (案) 説明調査) 時の討議議事録 (M/D) を添付する。

Minutes of Discussions
on the Preparatory Survey for the Project for
the Rehabilitation of Chao Anouvong Stadium
(Explanation on Draft Preparatory Survey Report)

With reference to the minutes of discussions signed between the Ministry of Education and Sports of the Lao People's Democratic Republic (hereinafter referred to as "Lao PDR") and the Japan International Cooperation Agency (hereinafter referred to as "JICA") on February 15, 2022 and in response to the request from Lao PDR dated September 17, 2020, JICA dispatched the Preparatory Survey Team (hereinafter referred to as "the Team") for the explanation of Draft Preparatory Survey Report (hereinafter referred to as "the Draft Report") for the Project for the Rehabilitation of Chao Anouvong Stadium (hereinafter referred to as "the Project").

As a result of the discussions, both sides agreed on the main items described in the attached sheets.



ITO Noriyuki
Leader
Preparatory Survey Team
Japan International Cooperation Agency
Japan



Vientiane, September 14, 2023

Mrs. Daravone KITTIPHANH (PhD)
Chief of the Cabinet Office /
Permanent Secretary
Ministry of Education and Sports
Lao People's Democratic Republic

ATTACHEMENT

1. Objective of the Project

The objective of the Project is to promote the use of the Chao Anouvong Stadium by athletes and a wide range of citizens through strengthening of its functions such as barrier free design, etc. and improvement of the safety of the facilities by rehabilitating the stadium and its ancillary facilities and procuring equipment, thereby contributing to the promotion of social participation of the people with disabilities, the promotion of sports and cultural activities and the development of urban environment in Vientiane Capital.

2. Title of the Preparatory Survey

Both sides confirmed the title of the Preparatory Survey as “the Preparatory Survey for the Project for the Rehabilitation of Chao Anouvong Stadium”.

3. Project site

Both sides confirmed that the site of the Project is in the Chao Anouvong Stadium, which is shown in Annex 1.

4. Responsible authority for the Project

Both sides confirmed the authorities responsible for the Project are as follows:
The Ministry of Education and Sports will be the executing agency for the Project (hereinafter referred to as “the Executing Agency”). The Executing Agency shall coordinate with all the relevant authorities to ensure smooth implementation of the Project and ensure that the undertakings for the Project shall be taken care by relevant authorities properly and on time. The organization charts are shown in Annex 2.

5. Contents of the Draft Report

After the explanation of the contents of the Draft Report by the Team, the Lao PDR side agreed to its contents. JICA will finalize the Preparatory Survey Report based on the confirmed items. The report will be sent to the Lao PDR side around October 2023.

6. Cost estimate

Both sides confirmed that the cost estimate including the contingency explained by the Team is provisional and will be examined further by the Government of Japan for

its approval. The contingency would cover the additional cost against natural disaster, unexpected natural conditions, etc.

7. Confidentiality of the cost estimate and technical specifications

Both sides confirmed that the cost estimate and technical specifications of the Project should never be disclosed to any third parties until all the contracts under the Project are concluded.

8. Procedures and Basic Principles of Japanese Grant

The Lao PDR side agreed that the procedures and basic principles of Japanese Grant (hereinafter referred to as “the Grant”) as described in Annex 3 shall be applied to the Project. In addition, the Lao PDR side agreed to take necessary measures according to the procedures.

9. Timeline for the project implementation

The Team explained to the Lao PDR side that the expected timeline for the project implementation is as attached in Annex 4.

10. Expected outcomes and indicators

Both sides agreed that key indicators for expected outcomes are as follows. The Lao PDR side will be responsible for the achievement of agreed key indicators targeted in year 2029 and shall monitor the progress for Ex-Post Evaluation based on those indicators.

[Quantitative indicators]

Indicator	Baseline (2019)	Target (2029) (3 years after completion)
Number of tournaments and matches held at the Chao Anouvong Stadium (excluding events, including sports for people with disabilities)	34 times per year	53 times per year
Number of sports tournaments and matches held for people with disabilities at the Chao Anouvong Stadium	1 time per year	27 times per year
Number of persons utilizing the Chao Anouvong Stadium (athletes and spectators in tournaments and matches, ordinary citizens)	100 thousand persons	140 thousand persons

[Qualitative indicators]

- Improvement of safety, convenience and hygiene in the use of facilities and equipment;



- Improvement of the quality of activities of para-athletes;
- Expansion of opportunities for social participation by people with disabilities; and
- Improvement of the cultural and healthy living environment for citizens.

11. Ex-Post Evaluation

JICA will conduct ex-post evaluation after three (3) years from the project completion, in principle, with respect to five evaluation criteria (Relevance, Effectiveness, Efficiency, Impact, Sustainability). The result of the evaluation will be publicized. The Lao PDR side is required to provide necessary support for the data collection.

12. Technical assistance (“Soft Component” of the Project)

Considering the sustainable operation and maintenance of the products and services granted through the Project, the following technical assistance is planned under the Project. The Lao PDR side confirmed to deploy necessary number of counterparts who are appropriate and competent in terms of its purpose of the technical assistance as described in the Draft Report.

- (a) Target group: staffs of the Asset Management Division (Cabinet Office), Competitions Division, Sports Development Division (Department of Elite sports), Parasports Division and Sports for All Division (Department of Sports for All, Physical and Arts Education) and related divisions of MOES
- (b) Main objectives: Establish a system of operation and maintenance of the facilities and turf through formulation of manuals in Lao language and related training, and organize methods to promote use of the facilities by people with disabilities

13. Undertakings of the Project

Both sides confirmed the undertakings of the Project as described in Annex 5. With regard to exemption of customs duties, internal taxes and other fiscal levies as stipulated in 1. (2) No.3 and No. 5 of Annex 5, both sides confirmed that such customs duties, internal taxes and other fiscal levies, which shall be clarified in the bid documents, are to be borne by the Executing Agency without using the Grant, during the implementation stage of the Project.

The Lao PDR side assured to take the necessary measures and coordination including allocation of the necessary budget which are preconditions of implementation of the Project. It is further agreed that the costs are indicative, i.e. at Outline Design level. More accurate costs will be calculated at the Detailed Design stage.

Both sides also confirmed that the Annex 5 will be used as an attachment of G/A. As shown in Annex 5, Both sides confirmed that the Executing Agency shall take necessary measures to ensure and maintain the security of the Project site and the persons related to the implementation of the Project, in cooperation with relevant authorities such as police.

14. Monitoring during the implementation

The Project will be monitored by the Executing Agency and reported to JICA by using the form of Project Monitoring Report (PMR) attached as Annex 6. The timing of submission of the PMR is described in Annex 5.

15. Project completion

Both sides confirmed that the project completes when all the facilities constructed and equipment procured by the Grant are in operation. The completion of the Project will be reported to JICA promptly by the Executing Agency, but in any event not later than six months after completion of the Project.

16. Items and measures to be considered for the smooth implementation of the Project

Both sides confirmed the items and measures to be considered for the smooth implementation of the Project as follows:

16-1. The Lao PDR side confirmed that when problems such as delay of construction works or procurement of equipment by contractor(s)/supplier(s) arise during the implementation of the Project, the Executing Agency will take necessary measures in a timely manner in accordance with technical opinion of the consultant.

16-2. The Lao PDR side agreed that in case the amount of the Grant, which includes the contingency, is not enough to cover the entire cost of components as planned by the outline design, the Lao PDR side will take necessary measures such as revising specifications, reducing the Project scope, or absorbing the cost exceeding the amount of the Grant (increasing the financial contribution by Lao PDR side), based on technical analysis and opinions of the consultant.

17. Environmental and Social Considerations

17-1 General Issues

17-1-1 Environmental Guidelines and Environmental Category

The Team explained that ‘JICA Guidelines for Environmental and Social Considerations (April 2010)’ (hereinafter referred to as “the Guidelines”) is

applicable for the Project. The Project is categorized as C because the Project is likely to have minimal adverse impact on the environment under the Guidelines.

18. Other Relevant Issues

18-1 Disclosure of Information

Both sides confirmed that the Preparatory Survey Report from which project cost is excluded will be disclosed to the public after completion of the Preparatory Survey. The comprehensive report including the project cost will be disclosed to the public after all the contracts under the Project are concluded.

18-2 Gender Mainstreaming

Both sides confirmed that gender mainstreaming should be duly practiced for the Project implementation as the project could be categorized as GIS (Gender Integrated Project) at the time of ex-ante evaluation. In particular, Both sides agreed on the following gender elements to be integrated into the Project.

- (a) Facility design and selection of equipment that reflects gender-specific needs from a user's perspective including those related to safety and usability.
- (b) Construction plan that includes necessary measures to address gender-related issues such as ensuring equal pay between genders and adequate working environment for women workers, among others.
- (c) Collection of gender aggregated data for monitoring and evaluation (both for quantitative and qualitative indicators) to the possible extent

18-3 Sustainable Management, Operations and Maintenance, and Utilization of the Chao Anouvong Stadium

(a) Undertakings by the Lao PDR side

Lao PDR promised to secure the financial and human resources, and operate and maintain the rehabilitated stadium by the Lao PDR side, based on the Usage Plan, Maintenance Plan and Financial Plan stipulated in the draft Preparatory Survey Report, which would be crucial in order for the stadium to be fully utilized and for the objective of the Project to be achieved.

(b) Technical Cooperation

Both sides confirmed that Lao PDR side will regularly share with JICA about the status and challenges of management and operation of the stadium, and consult with JICA accordingly on the necessity of the technical cooperation project(s), to be planned and implemented in collaboration with the Project, in

order to utilize the Japanese knowledge and experience to ensure sustainable management and operations and full utilization of the Chao Anouvong Stadium.

18-4 Publicity on the Cultural Grant Aid

The following activities will be carried out in recognition of the valuable contribution made by the people and government of Japan to the cultural development of the Lao PDR.

- (a) To hold a handover ceremony
- (b) To place a sign which shows that the stadium was rehabilitated with support from Japan
- (c) To conduct a public recognition through website, brochure, social media and press release by the Lao PDR

Annex 1 Project Site

Annex 2 Organization Chart

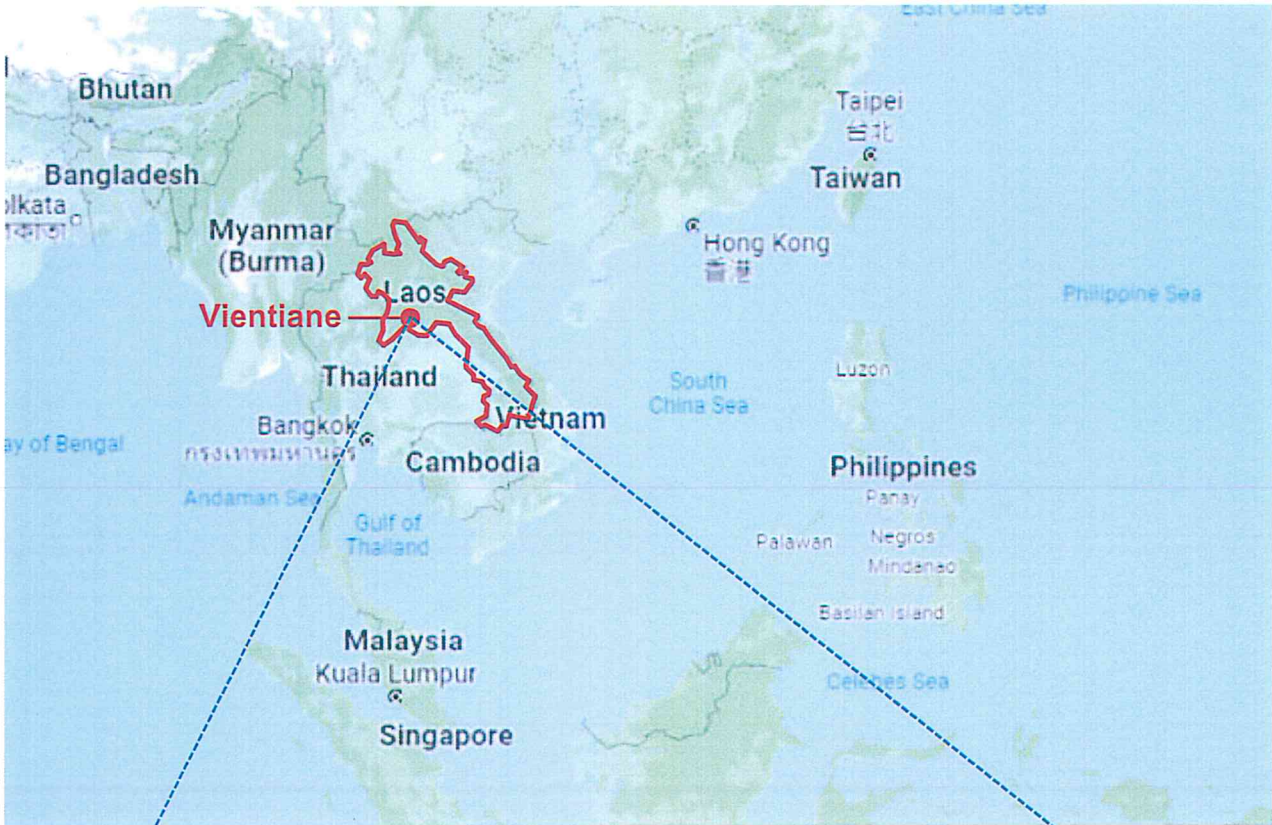
Annex 3 Japanese Grant

Annex 4 Project Implementation Schedule

Annex 5 Major Undertakings to be taken by the Government of Lao PDR

Annex 6 Project Monitoring Report (template)

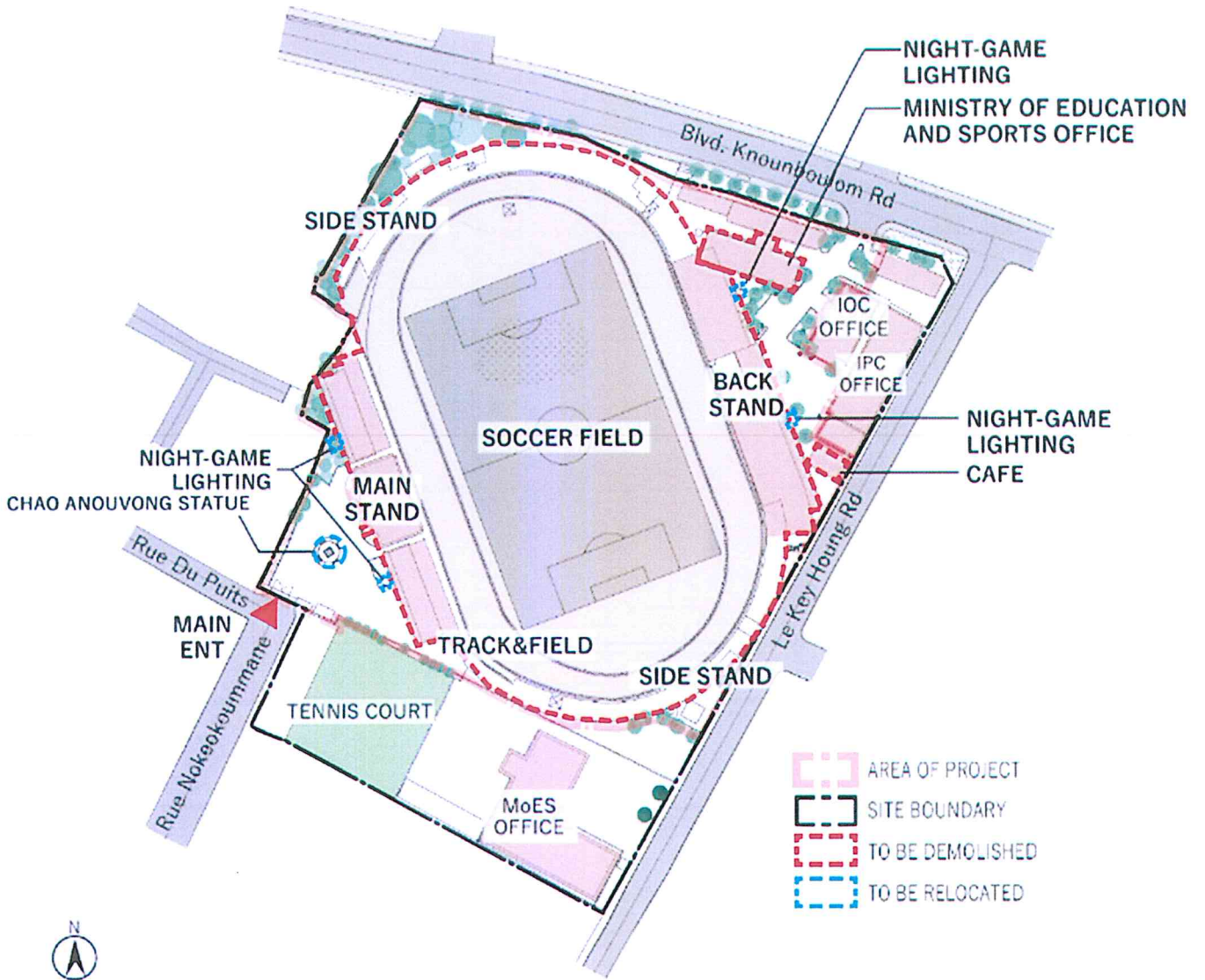
Project Site



(Map of Lao PDR)

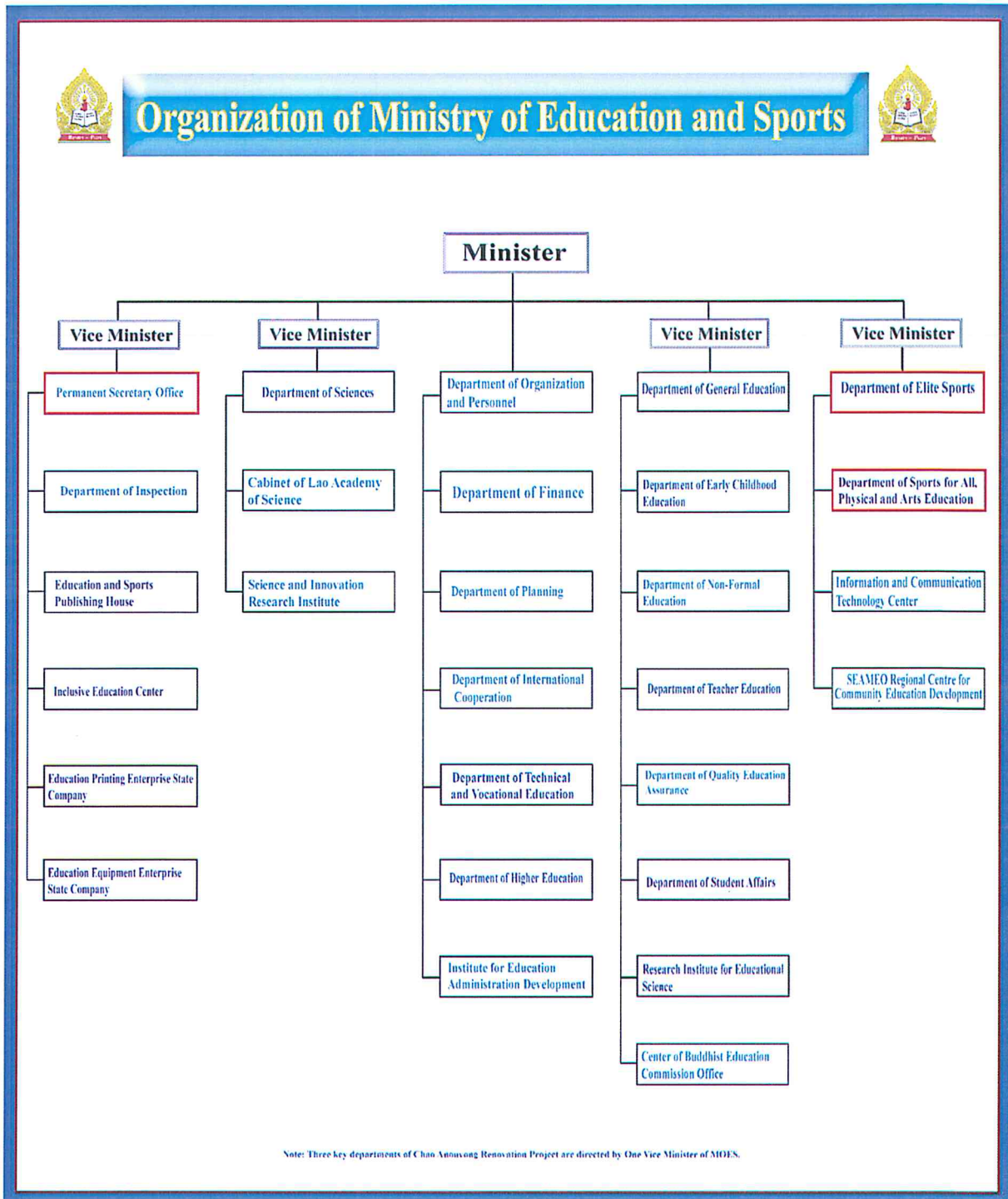


(Map of Vientiane)

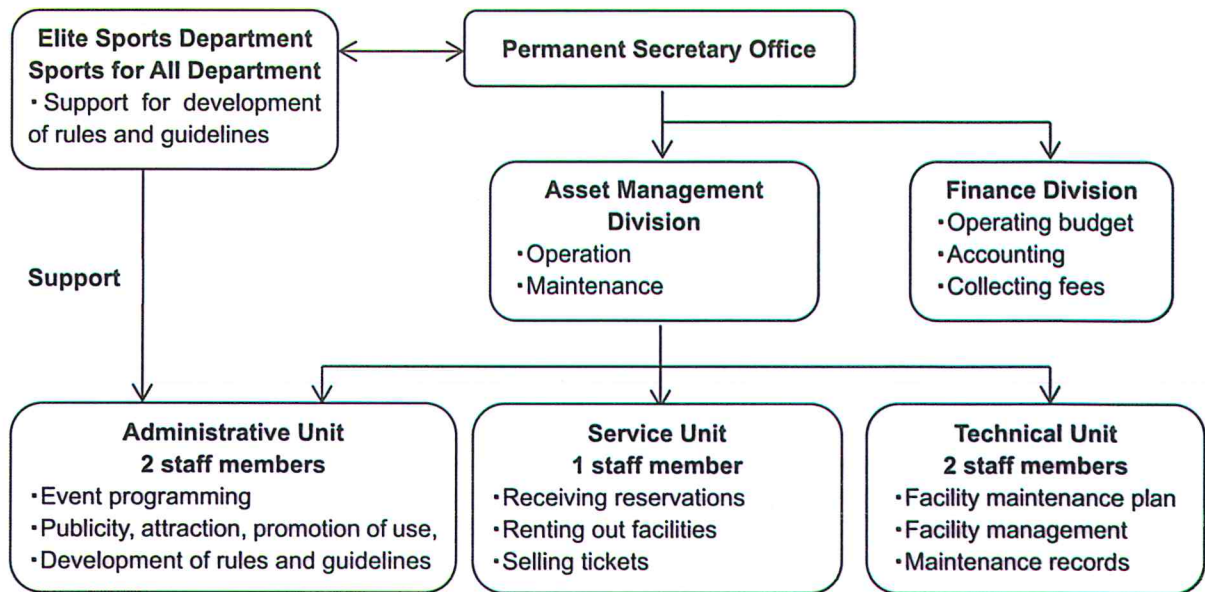


(Project Site)

Organization Chart



Operational Structure and Organization Chart



JAPANESE GRANT

The Japanese Grant is non-reimbursable fund provided to a recipient country (hereinafter referred to as “the Recipient”) to purchase the products and/or services (engineering services and transportation of the products, etc.) for its economic and social development in accordance with the relevant laws and regulations of Japan. Followings are the basic features of the project grants operated by JICA (hereinafter referred to as “Project Grants”).

1. Procedures of Project Grants

Project Grants are conducted through following procedures (See “PROCEDURES OF JAPANESE GRANT” for details):

(1) Preparation

- The Preparatory Survey (hereinafter referred to as “the Survey”) conducted by JICA

(2) Appraisal

- Appraisal by the government of Japan (hereinafter referred to as “GOJ”) and JICA, and Approval by the Japanese Cabinet

(3) Implementation

Exchange of Notes

- The Notes exchanged between the GOJ and the government of the Recipient

Grant Agreement (hereinafter referred to as “the G/A”)

- Agreement concluded between JICA and the Recipient

Banking Arrangement (hereinafter referred to as “the B/A”)

- Opening of bank account by the Recipient in a bank in Japan (hereinafter referred to as "the Bank") to receive the grant

Construction works/procurement

- Implementation of the project (hereinafter referred to as “the Project”) on the basis of the G/A

(4) Ex-post Monitoring and Evaluation

- Monitoring and evaluation at post-implementation stage

2. Preparatory Survey

(1) Contents of the Survey

The aim of the Survey is to provide basic documents necessary for the appraisal of the the Project made by the GOJ and JICA. The contents of the Survey are as follows:

- Confirmation of the background, objectives, and benefits of the Project and also institutional capacity of

relevant agencies of the Recipient necessary for the implementation of the Project.

- Evaluation of the feasibility of the Project to be implemented under the Japanese Grant from a technical, financial, social and economic point of view.
- Confirmation of items agreed between both parties concerning the basic concept of the Project.
- Preparation of an outline design of the Project.
- Estimation of costs of the Project.
- Confirmation of Environmental and Social Considerations

The contents of the original request by the Recipient are not necessarily approved in their initial form. The Outline Design of the Project is confirmed based on the guidelines of the Japanese Grant.

JICA requests the Recipient to take measures necessary to achieve its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the executing agency of the Project. Therefore, the contents of the Project are confirmed by all relevant organizations of the Recipient based on the Minutes of Discussions.

(2) Selection of Consultants

For smooth implementation of the Survey, JICA contracts with (a) consulting firm(s). JICA selects (a) firm(s) based on proposals submitted by interested firms.

(3) Result of the Survey

JICA reviews the report on the results of the Survey and recommends the GOJ to appraise the implementation of the Project after confirming the feasibility of the Project.

3. Basic Principles of Project Grants

(1) Implementation Stage

1) The E/N and the G/A

After the Project is approved by the Cabinet of Japan, the Exchange of Notes (hereinafter referred to as “the E/N”) will be signed between the GOJ and the Government of the Recipient to make a pledge for assistance, which is followed by the conclusion of the G/A between JICA and the Recipient to define the necessary articles, in accordance with the E/N, to implement the Project, such as conditions of disbursement, responsibilities of the Recipient, and procurement conditions. The terms and conditions generally applicable to the Japanese Grant are stipulated in the “General Terms and Conditions for Japanese Grant (January 2016).”

2) Banking Arrangements (B/A) (See “Financial Flow of Japanese Grant (A/P Type)” for details)

a) The Recipient shall open an account or shall cause its designated authority to open an account under the name of the Recipient in the Bank, in principle. JICA will disburse the Japanese Grant in Japanese yen for the Recipient to cover the obligations incurred by the Recipient under the verified contracts.

b) The Japanese Grant will be disbursed when payment requests are submitted by the Bank to JICA under an Authorization to Pay (A/P) issued by the Recipient.

3) Procurement Procedure

The products and/or services necessary for the implementation of the Project shall be procured in accordance with JICA’s procurement guidelines as stipulated in the G/A.

4) Selection of Consultants

In order to maintain technical consistency, the consulting firm(s) which conducted the Survey will be recommended by JICA to the Recipient to continue to work on the Project’s implementation after the E/N and G/A.

5) Eligible source country

In using the Japanese Grant disbursed by JICA for the purchase of products and/or services, the eligible source countries of such products and/or services shall be Japan and/or the Recipient. The Japanese Grant may be used for the purchase of the products and/or services of a third country as eligible, if necessary, taking into account the quality, competitiveness and economic rationality of products and/or services necessary for achieving the objective of the Project. However, the prime contractors, namely, constructing and procurement firms, and the prime consulting firm, which enter into contracts with the Recipient, are limited to "Japanese nationals", in principle.

6) Contracts and Concurrence by JICA

The Recipient will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be concurred by JICA in order to be verified as eligible for using the Japanese Grant.

7) Monitoring

The Recipient is required to take their initiative to carefully monitor the progress of the Project in order to ensure its smooth implementation as part of their responsibility in the G/A, and to regularly report to JICA about its status by using the Project Monitoring Report (PMR).

8) Safety Measures

The Recipient must ensure that the safety is highly observed during the implementation of the Project.

9) Construction Quality Control Meeting

Construction Quality Control Meeting (hereinafter referred to as the “Meeting”) will be held for quality assurance and smooth implementation of the Works at each stage of the Works. The member of the Meeting will be composed by the

Recipient (or executing agency), the Consultant, the Contractor and JICA. The functions of the Meeting are as followings:

- a) Sharing information on the objective, concept and conditions of design from the Contractor, before start of construction.
- b) Discussing the issues affecting the Works such as modification of the design, test, inspection, safety control and the Client's obligation, during of construction.

(2) Ex-post Monitoring and Evaluation Stage

- 1) After the project completion, JICA will continue to keep in close contact with the Recipient in order to monitor that the outputs of the Project is used and maintained properly to attain its expected outcomes.
- 2) In principle, JICA will conduct ex-post evaluation of the Project after three years from the completion. It is required for the Recipient to furnish any necessary information as JICA may reasonably request.

(3) Others

1) Environmental and Social Considerations

The Recipient shall carefully consider environmental and social impacts by the Project and must comply with the environmental regulations of the Recipient and JICA Guidelines for Environmental and Social Considerations (April, 2010).

2) Major undertakings to be taken by the Government of the Recipient

For the smooth and proper implementation of the Project, the Recipient is required to undertake necessary measures including land acquisition, and bear an advising commission of the A/P and payment commissions paid to the Bank as agreed with the GOJ and/or JICA. The Government of the Recipient shall ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the Recipient with respect to the purchase of the Products and/or the Services be exempted or be borne by its designated authority without using the Grant and its accrued interest, since the grant fund comes from the Japanese taxpayers.

3) Measures to ensure more efficient implementation of the Grant

- i) In the event that the E/N and the G/A concerning a project cannot be signed by the end of the following Japanese fiscal year of the cabinet decision concerned by the GOJ, the authorities concerned of the two Governments will discuss the cancellation of the project.

ii) In the event that the period, specified in the G/A, during which the grant is available expires before the completion of the disbursement, the authorities concerned of the GO J will thoroughly review the status, situation and perspective of the implementation of the project concerned before extending the said period. The authorities concerned of the two Governments will discuss the termination of the project including a refund, unless there are concrete prospects for its completion.

iii) Regardless of the period mentioned in ii) above, the authorities concerned of the two Governments will, in the event that five years have passed since the cabinet decision concerned by the GOJ before the completion of the disbursement, except as otherwise confirmed between them, discuss the termination of a project including a refund, unless there are concrete prospects for its completion.

4) Proper Use

The Recipient is required to maintain and use properly and effectively the products and/or services under the Project (including the facilities constructed and the equipment purchased), to assign staff necessary for this operation and maintenance and to bear all the expenses other than those covered by the Japanese Grant.

5) Export and Re-export

The products purchased under the Japanese Grant should not be exported or re-exported from the Recipient.



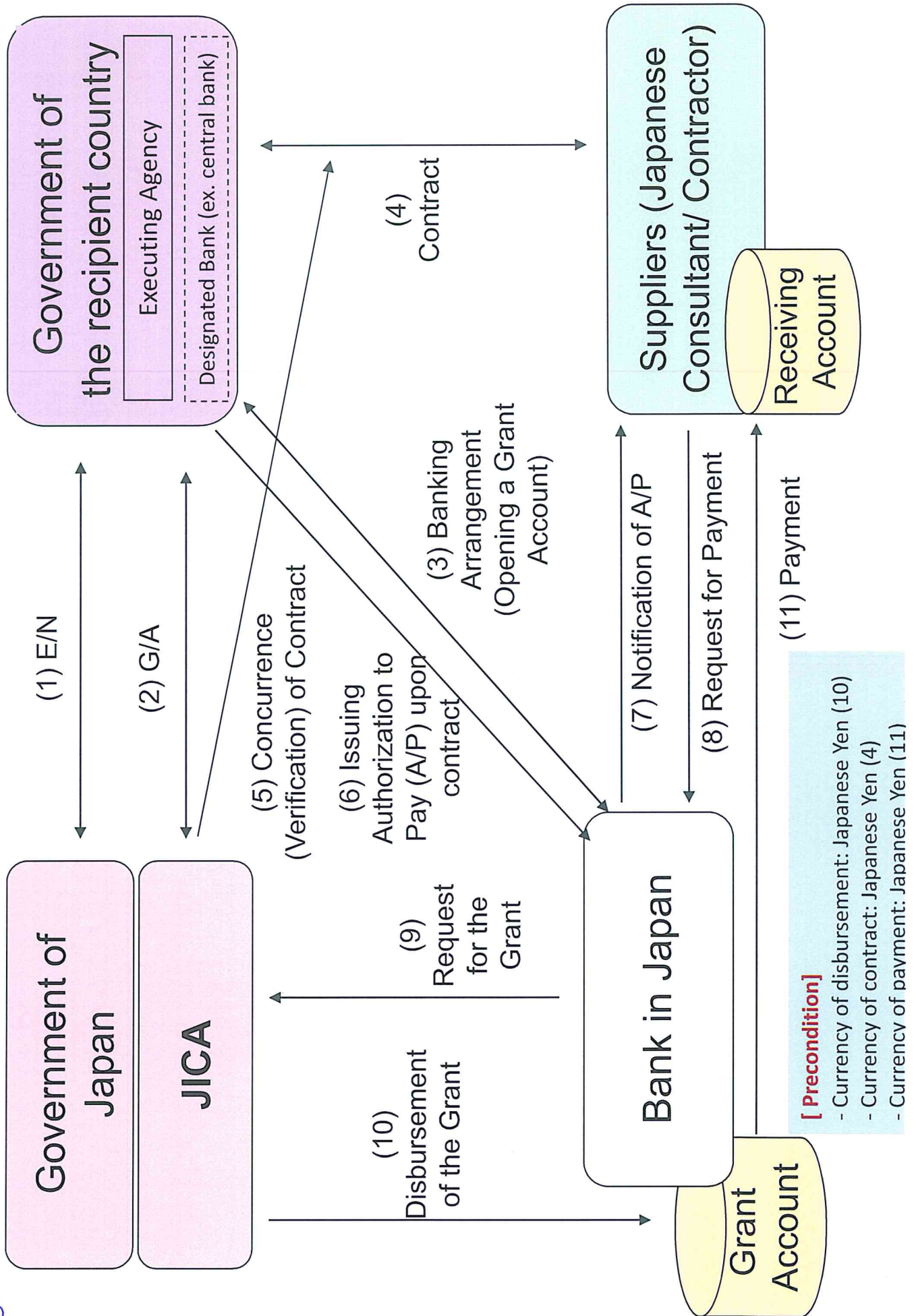
PROCEDURES OF JAPANESE GRANT

Stage	Procedures	Remarks	Recipient Government	Japanese Government	JICA	Consultants	Contractors	Agent Bank
Official Request	Request for grants through diplomatic channel	Request shall be submitted before appraisal stage.	x	x				
1. Preparation	(1) Preparatory Survey Preparation of outline design and cost estimate		x		x	x		
2. Appraisal	(2) Preparatory Survey Explanation of draft outline design, including cost estimate, undertakings, etc.		x		x	x		
	(3) Agreement on conditions for implementation	Conditions will be explained with the draft notes (E/N) and Grant Agreement (G/A) which will be signed before approval by Japanese government.	x	x (E/N)	x (G/A)			
	(4) Approval by the Japanese cabinet			x				
3. Implementation	(5) Exchange of Notes (E/N)		x	x				
	(6) Signing of Grant Agreement (G/A)		x		x			
	(7) Banking Arrangement (B/A)	Need to be informed to JICA	x					x
	(8) Contracting with consultant and issuance of Authorization to Pay (A/P)	Concurrence by JICA is required	x			x		x
	(9) Detail design (D/D)		x			x		
	(10) Preparation of bidding documents	Concurrence by JICA is required	x			x		
	(11) Bidding	Concurrence by JICA is required	x			x	x	
	(12) Contracting with contractor/supplier and issuance of A/P	Concurrence by JICA is required	x				x	x
	(13) Construction works/procurement	Concurrence by JICA is required for major modification of design and amendment of contracts.	x			x	x	
(14) Completion certificate		x			x	x		
4. Ex-post monitoring & evaluation	(15) Ex-post monitoring	To be implemented generally after 1, 3, 10 years of completion, subject to change	x		x			
	(16) Ex-post evaluation	To be implemented basically after 3 years of completion	x		x			

notes:

1. Project Monitoring Report and Report for Project Completion shall be submitted to JICA as agreed in the G/A.
2. Concurrence by JICA is required for allocation of grant for remaining amount and/or contingencies as agreed in the G/A.

Financial Flow of Japanese Grant (A/P Type)



Project Implementation Schedule

Year	2024	2025	2026	2027
Detail Design & Bidding	Jan.  Nov.			
Construction	Nov.  Sep.			
Procurement	Nov.  Sep.			
Soft Component			Sep. ■ ■ Oct.	
One Year Warranty Inspection				Sep. 




Major Undertakings to be taken by Recipient Government

1. Specific obligations of the Government of Lao PDR which will not be funded with the Grant
(1) Before the Tender

NO	Items	Deadline	In charge	Cost (JPY)	Cost (USD)	Cost (KIP)	Date.
1	To coordinate with the National Bank of Lao PDR to open Bank Account (Banking Arrangement (B/A))	Immediately after G/A	MoES MoF BoL	N/A			Jan. 2024
2	To issue A/P to a bank in Japan (the Agent Bank) for the payment to the consultant	within 2 weeks after the signing of the agreement	MoES MoF BoL	N/A			Feb. 2024
3	To bear the following commissions to a bank of Japan for the banking services based upon the B/A	-	-	-			-
	Advising commission of A/P	within 2 weeks after the signing of the agreement	MoES MoF BoL	6,000	-	600,000	Jan. 2024
	Payment commission for A/P	At the payment upon certification of consultant agreement	MoES MoF BoL	14,238	-	1,423,800	Feb. 2024
		At the payment upon 100% of the consulting works for Term-1	MoES MoF BoL	33,222	-	3,322,200	Mar. 2024
4	To create and apply Environmental and Social Impact Assessment (ESIA) Report and Environmental and Social Management and Monitoring Plan (ESMMP)	12 months before the tender date	MoES	-	56,100.00	643,467,000	Sep. 2023
5	To approve ESIA Report / ESMMP	2 months before the tender date	MoES	-	1,500.00	17,205,000	Aug. 2024
6	To secure the following lands Project construction site including building area and temporary construction yard and stockyard within Chao Anouvong Stadium	Before E/N	MoES	N/A			Oct. 2023
7	To secure the move or the temporary rooms of following rooms; 1) Medical science room 2) Fitness gym 3) Offices 4) Equipment warehouse 5) Dormitory 6) Canteen, Shops	Before the construction contract	MoES	N/A			Oct. 2024
8	To obtain the building permit and other necessary permissions To apply industrial waste treatment for disposal of the demolition and site clearance debris	1 month before the tender date	MoES	-	-	1,300,000	Sep. 2024
9	To apply for a budget for tax exemptions to MPI and MOF, and approved by the National Assembly	1 year before the construction start	MoES	190,000,000	-	19,000,000,000	By May 2024

E/N: Exchange of Note, G/A: Grant Agreement, B/A: Banking Arrangement, A/P: Authorization to pay, N/A: Not Applicable, MoES: Ministry of Education and Sport, MPI: Ministry of Planning and Investment, MoF: Ministry of Finance, BoL: Bank of Lao PDR
* Showing cost is calculated as 1USD = 11,470KIP, 1 yen =100KIP/ The exchange rate at the time of the survey (January 2022) applied to project cost estimation based on JICA guidelines.

(2) During the Project Implementation

NO	Items	Deadline	In charge	Cost (JPY)	Cost (USD)	Cost (KIP)	Date.
1	To issue A/P to a bank in Japan (the Agent Bank) for the payment to the contractor and supplier(s)	within 2 weeks after the signing of the contract(s)	MoES MoF BoL	N/A			Nov. 2024
2	To bear the following commissions to a bank of Japan for the banking services based upon the B/A	-	-	-			-
	1) Advising commission of A/P	within 2 weeks after the signing of the contract(s)	MoES MoF BoL	12,000	-	1,200,000	Nov. 2024
	2) Payment commission for A/P	At the payment upon certification of Contract	MoES MoF BoL	157,837	-	15,783,700	Nov. 2024
		At the payment upon value of works achieves 50% of Construction works for Term-2	MoES MoF BoL	115,941	-	11,594,100	Jan. 2025
		At the payment upon value of works achieves 85% of Construction works for Term-2	MoES MoF BoL	77,294	-	7,729,400	Mar. 2025
		At the payment upon 100% of the Construction works for Term-2	MoES MoF BoL	43,520	-	4,352,000	Mar. 2025
		At the payment upon advance payment of Construction works for Term-3	MoES MoF BoL	515,464	-	51,546,400	Apr. 2025
		At the payment upon value of works achieves 50% of Construction works for Term-3	MoES MoF BoL	423,626	-	42,362,600	Dec. 2025
		At the payment upon value of works achieves 85% of Construction works for Term-3	MoES MoF BoL	279,949	-	27,994,900	Feb. 2026
		At the payment upon 100% of Construction works for Term-3	MoES MoF BoL	143,677	-	14,367,700	Mar. 2026
		At the payment upon advance payment of Construction works for Term-4	MoES MoF BoL	475,858	-	47,585,800	Apr. 2026
		At the payment upon completion of Shipment	MoES MoF BoL	71,834	-	7,183,400	Jun. 2026

		At the payment upon value of works achieves 50% of Construction works for Term-4	MoES MoF BoL	373,865	-	37,386,500	Jul. 2026
		At the payment upon value of works achieves 85% of Construction works for Term-4	MoES MoF BoL	248,112	-	24,811,200	Aug. 2026
		At the payment upon completion of Construction works and handover of Equipment for Term-4	MoES MoF BoL	147,094	-	14,709,400	Sep. 2026
		At the payment upon completion of Technical Assistance	MoES MoF BoL	10,764	-	1,076,400	Nov. 2026
3	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country	during the Project	MoES	N/A			As appropriate
	1) Facilitate tax exemption and customs clearance of the products at the port of disembarkation	during the Project	MoES MPI MoF	N/A			As appropriate
4	To accord Japanese physical persons and/or physical persons of third countries whose services may be required in connection with the supply of the products and the services such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work	during the Project	MoES MPI	N/A			As appropriate
5	To ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the country of the Recipient with respect to the purchase of the Products and/or the Services be exempted Such customs duties, internal taxes and other fiscal levies mentioned above include VAT, commercial tax, income tax and corporate tax of Japanese nationals, resident tax, fuel tax, but not limited, which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract	during the Project	MoES MPI MoF	Depends on the actual application (purchase) amount			As appropriate
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for construction of the facilities as well as for the transportation and installation of the equipment	during the Project	MoES	N/A			As appropriate
7	To submit Project Monitoring Report.	monthly	MoES	N/A			As appropriate
8	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities	-	-	-			-
	1) Electricity						
	The distributing line to the site	4 months before completion of the	MoES	-	3,531.00	40,500,000	May. 2026

	construction						
2) Water Supply							
The city water distribution main to the site, if necessary	4 months before completion of the construction	MoES	-	5,296.00	60,750,000	May. 2026	
3) Drainage							
The city drainage main (for storm, sewer and others) to the site, if necessary	4 months before completion of the construction	MoES	-	6,000.00	68,820,000	May. 2026	
4) Telephone System							
The telephone trunk line and internet line to the main distribution frame/panel (MDF) of the new constructed facility, if necessary.	4 months before completion of the construction	MoES	-	2,001.00	22,950,000	May. 2026	
5) Furniture and Equipment							
Transferring and Purchasing general furniture for facilities.	1 month after completion of the construction	MoES	-	28,378.00	325,500,000	Oct. 2026	
6) Interior work for shop and cafeteria							
To ensure the tenants of shop and cafeteria	1 month after completion of the construction	MoES	-	-	-	Oct. 2026	
7) Planting							
Planting trees and flowers with the tree/flower beds.	1 month after completion of the construction	MoES	-	44,638.00	512,000,000	Oct. 2026	
9	To implement and monitoring of ESMMP	during the construction	MoES	According to agreement with MoNRE		Nov. 2024	
	To submit results of environmental monitoring to JICA, by using the monitoring form, on a quarterly basis as a part of Project Monitoring Report	during the construction	MoES	N/A		As appropriate	
	To implement Resettlement Action Plan (RAP) (livelihood restoration program, if needed)	for a period based on livelihood restoration program	MoES	N/A		As appropriate	
	To implement social monitoring, and to submit the monitoring results to JICA, by using the monitoring form, on a quarterly basis as a part of Project Monitoring Report - Period of the monitoring may be extended if affected persons' livelihoods are not sufficiently restored. Extension of the monitoring will be decided based on agreement between MoES and JICA.	- until the end of livelihood restoration program (In case that livelihood restoration program is provided) - for two years after land acquisition and resettlement complete (In case that livelihood restoration program is not provided)	MoES	N/A		As appropriate	

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* Showing cost is calculated as 1USD = 11,470KIP, 1 yen = 100KIP/ The exchange rate at the time of the survey (January 2022) applied to project cost estimation based on JICA guidelines.

(3) After the Project

NO	Items	Deadline	In charge	Cost (JPY)	Cost (USD)	Cost (KIP)	Date.
1	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid 1) Allocation of sufficient budget for operation and maintenance 2) Operation and maintenance structure 3) Routine check/Periodic inspection 4) Contracting with agents for maintenance of specialized equipment and lift (If necessary) 5) Regular collection and proper disposals of wastewater	After completion of the construction	MoES	-	109,939.00	1,261,000,000	As appropriate
2	To implement ESMMP, if necessary	for a period based on ESSMP	MoES	According to agreement with MoNRE			As appropriate
3	To submit results of environmental monitoring to JICA, by using the monitoring form, semiannually - The period of environmental monitoring may be extended if any significant negative impacts on the environment are found. The extension of environmental monitoring will be decided based on the agreement between MoES and JICA.	for three years after the Project	MoES	N/A			As appropriate
4	To bear the following commissions to a bank of Japan for the banking services based upon the B/A	-	-	-			-
	Payment commission for A/P	At the payment upon completion of the search over the defects of Construction Work and Equipment	MoES MoF BoL	821	-	82,100	Sep. 2027

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Main procedures of the permissions

1. Environmental and Social Impact Assessment (ESIA)

NO	Items	Deadline	Duration	Tentative Date	In charge
1	Screening	12 months before the tender date	1 days	11 th Sep. 2023	MoES
2	Submission of - Scoping report - Terms of Reference (TOR)	11.5 months before the tender date	1 month	13 th Sep. 2023	MoES
3	Appraisal of - Scoping report - Terms of Reference (TOR)	10.5 months before the tender date	15 working days	16 th Oct. 2023	MoNRE
4	Explanation to the habitant who effected by the project Correction of comments to the project from distrect, prefecture, province	9.5 months before the tender date	15 days	6 th Nov. 2023	MoES
5	Submission of - Application form - Environmental and Social Impact Assessment (ESIA) report and - Environmental and Social Management and Monitoring Plan (ESMMP)	9 months before the tender date	3 months	21 st Nov. 2023	MoES
6	Management review of ESIA and ESMMP	6 months before the tender date	10 days	21 st Feb. 2024	MoNER
7	Submission of 15 sets of ESIA and ESMMP	5.5 months before the tender date	5 days	4 th Mar. 2024	MoES
8	Technical review of ESIA and ESMMP - Distribution to relevant organizations (by MoNER) - Review by concerned organization (by Concerned Organizations) - Public hearing in district, prefecture, province for correcting comments to the ESIA report (by MoES) -Modification and Submission of Final Environmental and Social Impact Assessment (ESIA) report (by MoES)	5.5 months before the tender date	95 working days	11 th Mar. 2024	MoNER, Concerned Organizations and MoES
9	Issuance of Environmental Compliance Certificate	2 months before the tender date	-	31 st Jul. 2024	MoNRE
10	Implement and Monitoring of ESMMP	During the construction and after the operation, if necessary			MoES
11	Report of ESMMP	During the construction and after the operation, if necessary			MoES

MoES: Ministry of Education and Sport, MoNRE: Ministry of Natural Resources and Environment

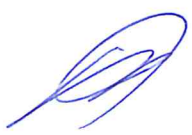
2. Building permit

NO	Items	Deadline	Duration	Tentative Date	In charge
1	Preparation of Drawings (Architecture, Structure, Mechanical, Electrical, Plumbing)	2 months before the tender date	-	1 st Aug. 2024	Consultant
2	Submission of - Application form - Agreement of neighbors - Request for the site survey to MoPWT - Record of the site survey by MoPWT - Land ownership certificate - Environmental Compliance Certificate - Drawings (Architecture, Structure, Mechanical, Electrical, Plumbing)	2 months before the tender date	-	1 st Aug. 2024	MoES

MoPWT: Ministry of Public Works and Transport

3. Industrial Waste Disposal

NO	Items	Deadline	Duration	Tentative Date	In charge
1	Issuance of a letter from the MOES to the Vientiane Municipal Services Department notifying them of the disposal of industrial waste. The letter shall include the projected total weight of the waste No special permit application is required.	1 months before the tender date	-	1 st Sep. 2024	MoES



Project Monitoring Report
on
Project Name
Grant Agreement No. XXXXXXXX
20XX, Month

Organizational Information

Signer of the G/A (Recipient)	<hr/> Person in Charge (Designation) _____ <hr/> Contacts _____ Address: _____ Phone/FAX: _____ Email: _____
Executing Agency	<hr/> Person in Charge (Designation) _____ <hr/> Contacts _____ Address: _____ Phone/FAX: _____ Email: _____
Line Ministry	<hr/> Person in Charge (Designation) _____ <hr/> Contacts _____ Address: _____ Phone/FAX: _____ Email: _____

General Information:

Project Title	
E/N	Signed date: Duration:
G/A	Signed date: Duration:
Source of Finance	Government of Japan: Not exceeding JPY _____ mil. Government of (_____): _____

1: Project Description	
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1-1 Project Objective

1-2 Project Rationale

- Higher-level objectives to which the project contributes (national/regional/sectoral policies and strategies)
- Situation of the target groups to which the project addresses

1-3 Indicators for measurement of "Effectiveness"

Quantitative indicators to measure the attainment of project objectives		
Indicators	Original (Yr)	Target (Yr)
Qualitative indicators to measure the attainment of project objectives		

2: Details of the Project

2-1 Location

Components	Original <i>(proposed in the outline design)</i>	Actual
1.		

2-2 Scope of the work

Components	Original* <i>(proposed in the outline design)</i>	Actual*
1.		

Reasons for modification of scope (if any).

(PMR)




2-3 Implementation Schedule

Items	Original		Actual
	<i>(proposed in the outline design)</i>	<i>(at the time of signing the Grant Agreement)</i>	

Reasons for any changes of the schedule, and their effects on the project (if any)

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2-4 Obligations by the Recipient

2-4-1 Progress of Specific Obligations

See Attachment 2.

2-4-2 Activities

See Attachment 3.

2-4-3 Report on RD

See Attachment 11.

2-5 Project Cost

2-5-1 Cost borne by the Grant(Confidential until the Bidding)

Components			Cost (Million Yen)	
	Original <i>(proposed in the outline design)</i>	Actual <i>(in case of any modification)</i>	Original ^{1),2)} <i>(proposed in the outline design)</i>	Actual
	1.			
Total				

Note: 1) Date of estimation:
 2) Exchange rate: 1 US Dollar = Yen

2-5-2 Cost borne by the Recipient

Components			Cost (1,000 Taka)	
	Original <i>(proposed in the outline design)</i>	Actual <i>(in case of any modification)</i>	Original ^{1),2)} <i>(proposed in the outline design)</i>	Actual
	1.			

- Note: 1) Date of estimation:
2) Exchange rate: 1 US Dollar =

Reasons for the remarkable gaps between the original and actual cost, and the countermeasures (if any)

(PMR)

2-6 Executing Agency

- Organization's role, financial position, capacity, cost recovery etc,
- Organization Chart including the unit in charge of the implementation and number of employees.

Original (at the time of outline design) name: role: financial situation: institutional and organizational arrangement (organogram): human resources (number and ability of staff):
Actual (PMR)

2-7 Environmental and Social Impacts

- The results of environmental monitoring based on Attachment 5 (in accordance with Schedule 4 of the Grant Agreement).
- The results of social monitoring based on in Attachment 5 (in accordance with Schedule 4 of the Grant Agreement).
- Disclosed information related to results of environmental and social monitoring to local stakeholders (whenever applicable).

3: Operation and Maintenance (O&M)

3-1 Physical Arrangement

- Plan for O&M (number and skills of the staff in the responsible division or section, availability of manuals and guidelines, availability of spareparts, etc.)

Original (at the time of outline design)
Actual (PMR)

3-2 Budgetary Arrangement

- Required O&M cost and actual budget allocation for O&M

Original (at the time of outline design)

Actual (PMR)

4: Potential Risks and Mitigation Measures

- Potential risks which may affect the project implementation, attainment of objectives, sustainability
- Mitigation measures corresponding to the potential risks

Assessment of Potential Risks (at the time of outline design)

Potential Risks	Assessment
1. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:
	Contingency Plan (if applicable):
2. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:
	Contingency Plan (if applicable):
3. (Description of Risk)	Probability: High/Moderate/Low
	Impact: High/Moderate/Low
	Analysis of Probability and Impact:
	Mitigation Measures:
	Action required during the implementation stage:

	Contingency Plan (if applicable):
Actual Situation and Countermeasures (PMR)	

5: Evaluation and Monitoring Plan (after the work completion)

5-1 Overall evaluation

Please describe your overall evaluation on the project.

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5-2 Lessons Learnt and Recommendations

Please raise any lessons learned from the project experience, which might be valuable for the future assistance or similar type of projects, as well as any recommendations, which might be beneficial for better realization of the project effect, impact and assurance of sustainability.

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5-3 Monitoring Plan of the Indicators for Post-Evaluation

Please describe monitoring methods, section(s)/department(s) in charge of monitoring, frequency, the term to monitor the indicators stipulated in 1-3.

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Attachment

1. Project Location Map
2. Specific obligations of the Recipient which will not be funded with the Grant
3. Monthly Report submitted by the Consultant
- Appendix - Photocopy of Contractor's Progress Report (if any)
 - Consultant Member List
 - Contractor's Main Staff List
4. Check list for the Contract (including Record of Amendment of the Contract/Agreement and Schedule of Payment)
5. Environmental Monitoring Form / Social Monitoring Form
6. Monitoring sheet on price of specified materials (Quarterly)
7. Report on Proportion of Procurement (Recipient Country, Japan and Third Countries) (PMR (final) only)
8. Pictures (by JPEG style by CD-R) (PMR (final) only)
9. Equipment List (PMR (final) only)
10. Drawing (PMR (final) only)
11. Report on RD (After project)
12. Report on the Management of Safety for Construction Works



Monitoring sheet on price of specified materials

1. Initial Conditions (Confirmed)

Items of Specified Materials	Initial Volume A	Initial Unit Price (¥) B	Initial total Price C=A×B	1% of Contract Price D	Condition of payment	
					Price (Decreased) E=C-D	Price (Increased) F=C+D
Item 1	●●t	●	●	●	●	●
Item 2	●●t	●	●	●		
Item 3						
Item 4						
Item 5						

2. Monitoring of the Unit Price of Specified Materials

(1) Method of Monitoring : ●●

(2) Result of the Monitoring Survey on Unit Price for each specified materials

Items of Specified Materials	1st month, 2015	2nd month, 2015	3rd month, 2015	4th	5th	6th
Item 1	●	●	●			
Item 2						
Item 3						
Item 4						
Item 5						

(3) Summary of Discussion with Contractor (if necessary)

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-



Report on Proportion of Procurement (Recipient Country, Japan and Third Countries)
 (Actual Expenditure by Construction and Equipment each)

	Domestic Procurement (Recipient Country) A	Foreign Procurement (Japan) B	Foreign Procurement (Third Countries) C	Total D
Construction Cost	(A/D%)	(B/D%)	(C/D%)	
Direct Construction Cost	(A/D%)	(B/D%)	(C/D%)	
others	(A/D%)	(B/D%)	(C/D%)	
Equipment Cost	(A/D%)	(B/D%)	(C/D%)	
Design and Supervision Cost	(A/D%)	(B/D%)	(C/D%)	
Total	(A/D%)	(B/D%)	(C/D%)	

Report on the Management of Safety for Construction Works

Month/Year 2022年×月	Cumulative number of labor 労働延人数	Cumulative number of public accident 公衆災害件数	Cumulative hours worked 延べ実労働時間数	Number of deaths and injuries due to industrial accidents 労働災害による死傷者			Frequency rate 度数率	Severity rate 強度率
This Month 当月				Death and injuries 死傷者数	Aggregated number of calendar days absent 延べ休業日数	Aggregated number of work-days lost 延べ労働損失日数		
				Death 死者				
				More than 4 calendar days absent 休業4日以上				
				1 to 3 calendar days absent 休業1～3日				
				Total 計				
				Death 死者				
				More than 4 calendar days absent 休業4日以上				
				1 to 3 calendar days absent 休業1～3日				
				Total 計				
Total including this month 当月迄累計								
<p style="margin: 0;">Note</p> <p style="margin: 0;">1. Frequency rate is the frequency of occurrence of industrial accidents. 度数率 = (Number of deaths and injuries due to industrial accidents ÷ Cumulative hours worked) × 1,000,000 度数率 = (労働災害による死傷者数 ÷ 延べ実労働時間数) × 100 万時間</p> <p style="margin: 0;">2. Severity rate is degree of seriousness of the industrial accident. 強度率 = (Aggregated number of work-days lost ÷ Cumulative hours worked) × 1,000 強度率 = (延べ労働損失日数 ÷ 延べ実労働時間数) 1000 時間</p> <p style="margin: 0;">3. Aggregated number of work-days lost = Aggregated number of calendar days absent × (300 ÷ 365) Death (7,500 days) : death as a result of an industrial accident includes not only instantaneous death but also death as a result of occupational injury or disease. 延べ労働損失日数 = 延べ休業日数 × (300 ÷ 365) . . . 死亡 7500 日 (即死のほか負傷が原因で死亡したものを含む)</p> <p style="margin: 0;">4. Frequency rate and severity rate are rounding off the third decimal place. 度数率・強度率は小数点第3位以下四捨五入</p>								

