

4-2 Minutes of Discussions on 3rd survey(Explanation of the Draft Report)

The Minutes of Discussions on 3rd survey(Explanation of the Draft Report) is attached on the following page.

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.



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Leader
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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

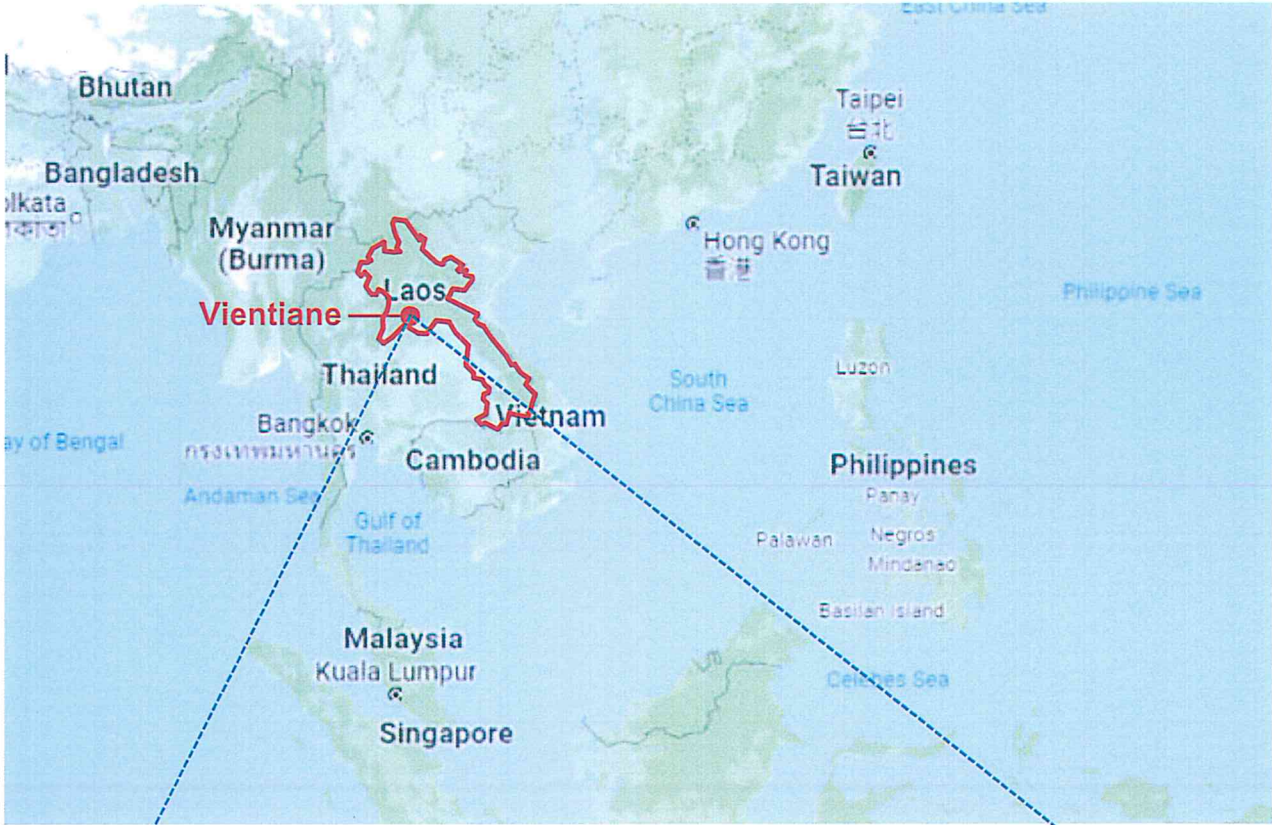
Annex 3 Japanese Grant

Annex 4 Project Implementation Schedule

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

Annex 6 Project Monitoring Report (template)

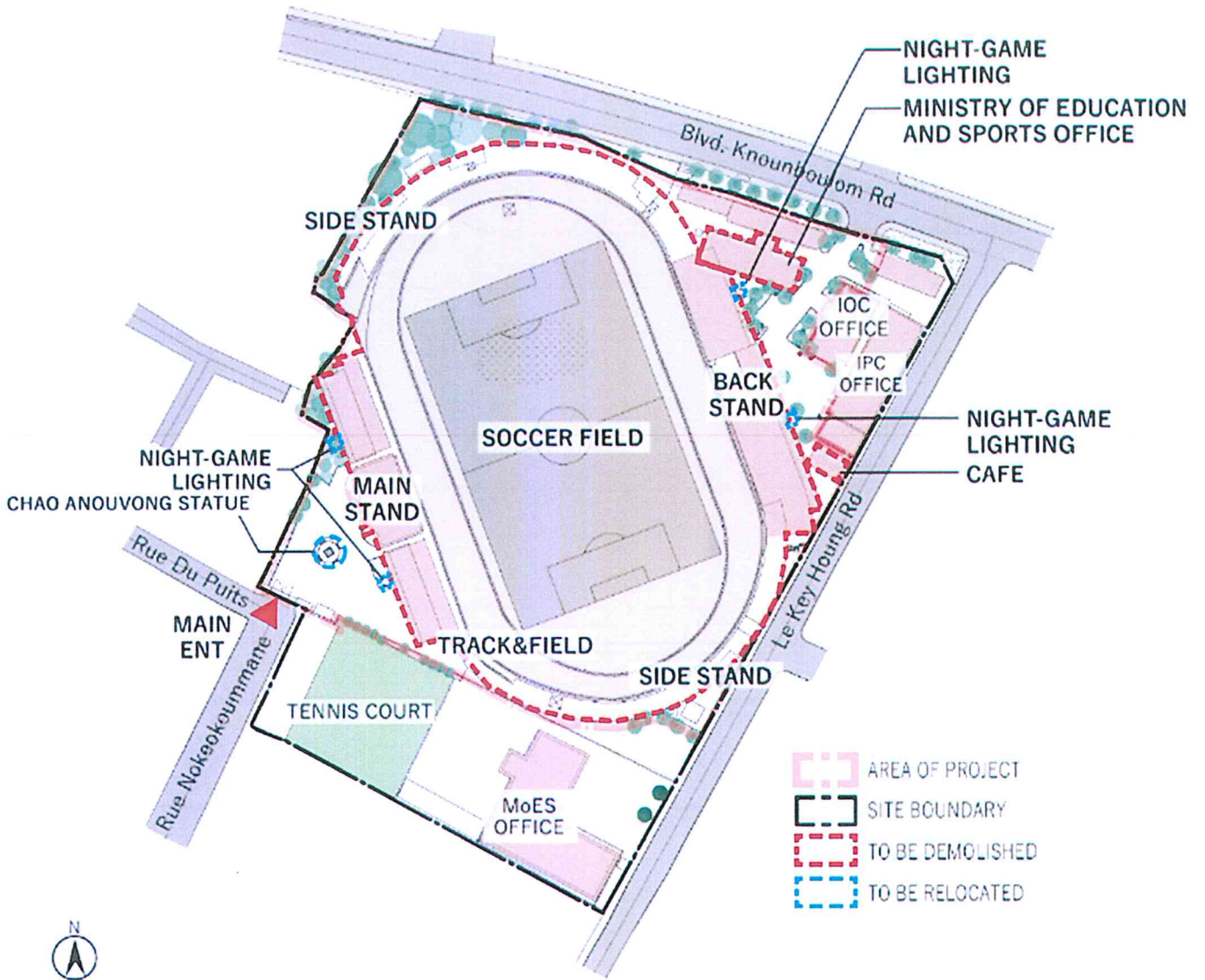
Project Site



(Map of Lao PDR)



(Map of Vientiane)

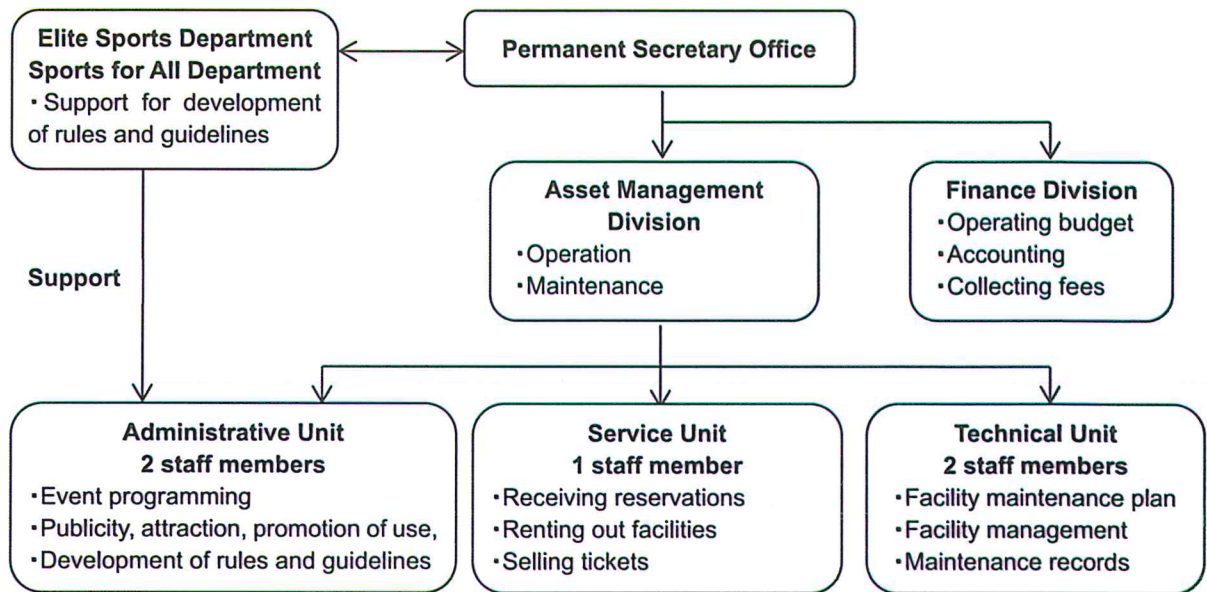


(Project Site)

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.



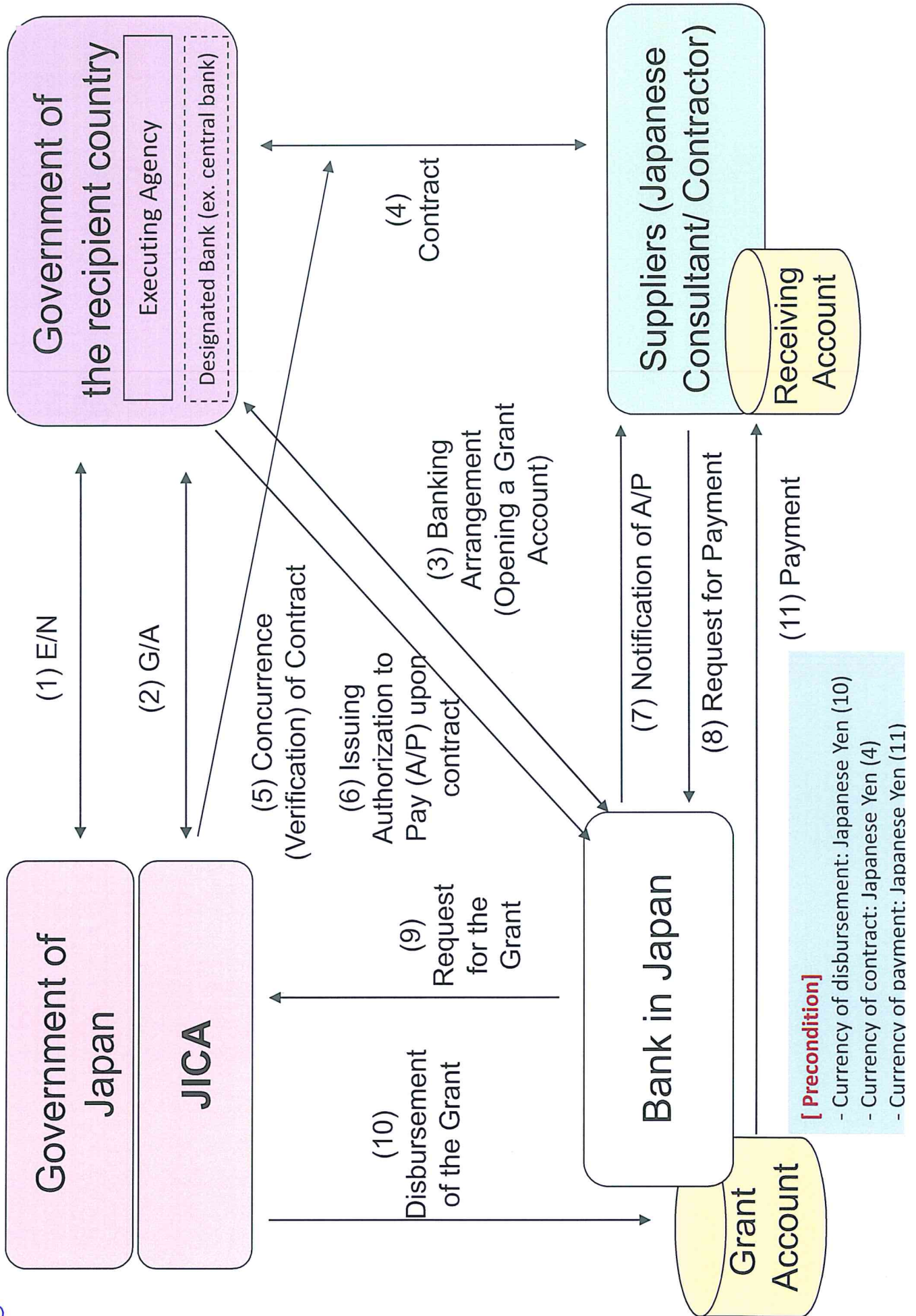
PROCEDURES OF JAPANESE GRANT

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

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, MoF: Ministry of Finance, BoL: Bank of Lao PDR, MPI: Ministry of Planning and Investment, MoNRE: Ministry of Natural Resources and Environment

* 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

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, MoF: Ministry of Finance, BoL: Bank of Lao PDR, MoNRE: Ministry of Natural Resources and Environment

* 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.

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)

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.

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.

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.



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)

-
-
-



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="text-align: center;">Note 注)</p> <p>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>2. Severity rate is degree of seriousness of the industrial accident. Severity rate = (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>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>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>								



5. Soft Component (Technical Assistance) Plan

The Soft Component (Technical Assistance) Plan is attached on the following page.

The Project for Reconstruction of Chao Anouvong Stadium
in the Lao People's Democratic Republic

Soft Component Plan

December 2023

Azusa Sekkei Co., Ltd.

Kokusai Kogyo Co., Ltd.

INTEM Consulting, Inc.

Soft Component Plan

1. Background of Soft Component Planning

(1) Project Summary

The Project for Reconstruction of Chao Anouvong Stadium in the Lao People's Democratic Republic, a Grant Aid Assistance project, will involve the reconstruction of Chao Anouvong Stadium on the same site in the Laotian capital of Vientiane. In addition, the minimum essential level of equipment needed for stadium matches, training, and operation and maintenance (O&M) will also be procured for the project.

After the reconstruction, Chao Anouvong Stadium is expected to be used for track and field, soccer, rugby, para-athletics, para-soccer, and universal sports competitions and matches. The stadium is also expected to be used for activities including athlete practice, intensive training, referee and coach training, national events, private sporting and cultural events, and citizen movements. In addition, with plans for the project stadium as a barrier-free sports facility, the stadium is planned to comply as closely as possible with the [International Paralympic Committee \(IPC\) Accessibility Guide, released in October 2020](#).

(2) Background on Operation and Maintenance Challenges and Soft Component Implementation

① Facility operation and maintenance

Staff in the Ministry of Education and Sports (MOES) Secretariat Asset Management Division's Technical Unit, who will handle O&M of the facilities built in this project, lacks the planning ability, experience, and knowledge to operate and maintain a track and field facility, soccer pitch, and stadium. The current O&M content is mainly that confirmed at the time of application for stadium use. The facilities are regularly inspected on roughly a monthly basis, as well as before competitions and events, however no manuals or checklists are in place and no inspection records are kept.

Regarding equipment, there are no set repair or improvement plans associated with the regular inspections or facility maintenance. Equipment measures are mainly limited to managing payments for replacing defective equipment and utility bills for electricity and water.

Given the limited staffing of the Technical Unit, after the reconstruction, the necessary stadium O&M will be outsourced to professional contractors for track and field facility maintenance, building repairs and improvements, and daily cleaning. The Technical Unit will be required to establish an O&M plan and perform inspections, manage the work, and keep records. A soft component will be implemented with the purpose of organizing methods of maintenance and management of these facilities as the manager of these facilities.

② Turf maintenance

Currently, the Asset Management Division does not have staff with knowledge of turf cultivation and management. The Lao Football Federation (LFF) under the MOES maintains the turf at the New Laos National Stadium along with the O&M for the soccer pitch. The Football Field Manager of LFF is sufficiently skilled and has received training in soccer field management in accordance with FIFA standards, including the annual turf maintenance training hosted by FIFA. For this project, the same natural turf as used in the New Laos

National Stadium will be adopted, which grows well in the Lao climate. Thus, the turf maintenance skills acquired by the LFF technical experts can be utilized. For the turf maintenance at Chao Anouvong Stadium after project implementation, the possibility of technology transfer from LFF technical experts to Asset Management Division staff has been confirmed, and it will be effective to jointly develop a turf maintenance system with LFF. However, as the LFF and Secretariat Asset Management Division scheduled to manage the project facilities are two separate organizations not currently in cooperation. Therefore, a soft component will be implemented with the LFF and other parties as local resources, with the aim of achieving smooth technology transfer between the two organizations and establishing a continuous turf maintenance and management system.

③ **Promote use by persons with disabilities**

In addition to holding para-sports competitions as a barrier-free sports facility, the facilities to be developed in the project are designed with universal design in mind, assuming attendance by persons with disabilities as spectators and complying as closely as possible with the October 2020 IPC Accessibility Guide. MOES intends to promote wide access for the entire Lao population, including persons with disabilities, and to create facilities accessible to persons with disabilities in order to sufficiently satisfy the needs of all, including those of persons with disabilities.

However, Laos currently has no rules of use in place for barrier-free stadiums, and unless usage time schedules and application methods are devised, users with disabilities may not be able to use the facilities comfortably as athletes without disabilities and the leading sports teams could gain partial priority of use. Therefore, a soft component will be implemented with the objective of establishing methods to promote the use of facilities with considerations including divisions in facility usage between users with and without disabilities by area, hours, days of use, or otherwise.

2. Soft Component Objective

The objective for the soft component has been set as follows:

Objective: To improve facility operation and maintenance skills of the Lao Ministry of Education and Sports as facility administrator

3. Soft Component Outcomes

The outcomes for the soft component have been set as follows:

Outcome 1: Develop facility operation and maintenance methods

Outcome 2: Establish an ongoing turf maintenance system

Outcome 3: Establish methods to promote use by persons with disabilities

4. Methods for Confirming the Level of Outcome Achievement

(1) Basic Policy

The items and methods for confirming the level of outcome achievement follow below.

Table 1 Methods for confirming the level of outcome achievement

Outcome	Conformation Items for Achievement Level	Confirmation Methods
Develop facility operation and maintenance methods	Understand daily inspection and maintenance items for the facilities/equipment?	Test knowledge
	Capable of planning facility/equipment repairs and managing subcontractors?	Evaluate with outsourcing ledger
	Prepared manuals covering the necessary items for facility O&M?	Confirm completion of facility O&M manuals
Establish an ongoing turf maintenance system	Partnership with LFF established?	Check for regular training plan and technology transfer plan
	Understand the fundamentals of turf maintenance?	Test knowledge
	Prepared manuals covering the necessary items for ongoing turf maintenance?	Confirm completion of turf maintenance manuals
Establish methods to promote use by persons with disabilities	Developed plans and rules for priority use by persons with disabilities?	Assess usage plans/rules
	Understand how to apply/use barrier-free facilities at the stadium?	Test knowledge
	Prepared manuals covering the necessary items for promoting use by persons with disabilities?	Confirm completion of manuals for promoting use by persons with disabilities

(2) Outcome 1: Develop facility operation and maintenance methods

Tests will be conducted before and after soft component implementation to test knowledge of daily inspection and maintenance items for the facilities and equipment to confirm the level to which the outcome has been achieved. In addition, the soft component will include preparing a template for an outsourcing ledger outlining a facility/equipment repair plan and evaluations to review for excesses or deficiencies in ledger content.

(3) Outcome 2: Establish an ongoing turf maintenance system

As mentioned above, partnering with the LFF is essential for ongoing turf management, and the soft component will be implemented to initiate this partnership. Continued cooperation will later be confirmed by drafting plans for regular training and technology transfer in the soft component. Additionally, the turf administrator must know the inputs required for management. Tests will be conducted before and after soft component implementation to test knowledge of the fundamentals of turf management to confirm the level to which the outcome has been achieved.

(4) Outcome 3: Establish methods to promote use by persons with disabilities

To ensure that facilities developed in the project are easily accessible to persons with disabilities, a usage plan and rules will be drafted through the soft component and evaluated. Tests will be conducted before and

after soft component implementation to confirm that the counterpart understands the design philosophy, application, and usage of the barrier-free facilities and equipment at the developed stadium, and the level to which the outcome has been achieved.

5. Soft Component Activities (Input Plans)

(1) Outcome 1: Develop facility operation and maintenance methods

Facility O&M manuals, including an outsourcing ledger and checklists, will be developed together with MOES to organize the necessary information for outsourcing of cleaning, inspections, and repair of the building and equipment. The Secretariat Asset Management Division is not expected to excel in English, so an English-Lao interpreter will be secured. Specific activities will include the following:

- ①. Holding facility O&M workshops (raising awareness of O&M concepts)
- ②. Clarifying roles and responsibilities of facility O&M personnel
- ③. Preparing facility O&M manuals/guidelines (in English/Laotian)
- ④. Facility O&M planning
- ⑤. Establishing methods for implementing and monitoring facility O&M work

Table 2 Input plan for Outcome 1: Develop facility operation and maintenance methods

Input Plan		Japanese Side	Recipient Country Side
Activities	Necessary skills/sectors	Facility O&M	Facility O&M
	Technical standard	Must understand required items/inputs for facility O&M	Ideally has basic understanding of construction/equipment
	Target trainees	Facility O&M staff (x 1) + Local interpreter (x 1)	Secretariat Asset Management Division Technical Unit Staff (x 2) Staff to be involved in stadium O&M in the future.
	Implementation methods	On-site technical guidance	
Implementation resources	Staff	Japanese consultant (x 1) + Local interpreter (x 1)	
	Duration	Local: 0.70 M/M	
Deliverable format		Facility O&M manuals (incl. outsourcing ledger and checklists)	
Implementation timing		After facility delivery	

(2) Outcome 2: Establish an ongoing turf maintenance system

Manuals will be developed together with MOES for drafting regular training and technology transfer plans, and for fundamental turf management knowledge. In terms of planning, noting that turf management will be outsourced, the manuals will describe the major points for monitoring. The Secretariat Asset Management Division is not expected to excel in English, so an English-Lao interpreter will be secured. Specific activities will include the following:

- ①. Holding turf management workshops (raising awareness of O&M concepts)

- ②. Clarifying roles and responsibilities of turf management personnel
- ③. Drafting regular training and technology transfer plans
- ④. Preparing turf management manuals/guidelines (in English/Laotian)
- ⑤. Drafting turf management plans
- ⑥. Establishing methods for implementing and monitoring turf management work

Table 3 Input Plan for Outcome 2: Establish an ongoing turf maintenance system

Input Plan		Japanese Side (incl. local resources)	Recipient Country Side
Activities	Necessary skills/sectors	Turf maintenance	Turf maintenance
	Technical standard	Must understand required items/inputs for turf management	Ideally possesses understanding of turf management fundamentals
	Target trainees	Turf management staff (x 1) Turf management technical expert (x 1) + Local interpreter (x 1)	Secretariat Asset Management Division Technical Unit Staff (x 2) Staff to be involved in stadium O&M in the future.
	Implementation methods	On-site technical guidance	
Implementation resources	Staff	Japanese consultant (x 1) + LFF technical expert (x 1) + Local interpreter (x 1)	
	Duration	Local: 0.70 M/M	
Deliverable type		Turf management manuals, regular training plan, technology transfer plan	
Implementation timing		After facility delivery	

(3) Outcome 3: Establish methods to promote use by persons with disabilities

To ensure that the facilities are easily accessible to persons with disabilities, a usage plan and rules will be drafted through the soft component. Based on the drafts, manuals will be developed together with MOES. The Secretariat Asset Management Division is not expected to excel in English, so an English-Lao interpreter will be secured. Specific activities will include the following:

- ①. Holding workshops to promote use by persons with disabilities (raising concept awareness)
- ②. Sharing methods of facility usage for persons with disabilities
- ③. Discussing usage categories and time rules
- ④. Creating manuals/guidelines for promoting use by persons with disabilities (in English/Laotian)
- ⑤. Establish monitoring methods for promoting use by persons disabilities

Table 4 Input Plan for Outcome 3: Establish methods to promote use by persons with disabilities

Input Plan		Japanese Side	Recipient Country Side
Activities	Necessary skills/sectors	Promote use by persons with disabilities	Promote use by persons with disabilities
	Technical standard	Must be aware of persons with disability and para-sports	Ideally possesses understanding of fundamentals on persons with disabilities
	Target trainees	Facility O&M staff (x 1) + Local interpreter (x 1)	Secretariat Asset Management Division staff (x 2) Staff to be involved in stadium O&M in the future.

	Implementation methods	On-site technical guidance
Implementation resources	Staff	Japanese consultant (x 1) + Local interpreter (x 1)
	Duration	Local: 0.70 M/M
Deliverable format		Manuals for promoting use by persons with disabilities
Implementation timing		After facility delivery

(4) Summaries

The consultant coordinators for each of the soft component tasks are to determine the level of achievement for their soft component outcome and gather the results in a summary. The soft component coordinator for Outcome 1: Develop facility operation and maintenance methods shall summarize the soft component as a whole, confirm the determined results, and present the soft component completion report to the competent authorities and executing agency of the recipient country side, as well as to the Japanese side.

6. Methods for Procuring Implementation Resources for Soft Components

As a basic policy, the soft component will be implemented by a Japanese consultant. For Outcome 2: Establish an ongoing turf maintenance system, the LFF will be requested to dispatch an expert for their technical knowledge. MOES will appoint two staff for each outcome to be trained during the soft component implementation period. The target trainees will be Secretariat Asset Management Division staff, and while the staff will be expected to be engaged in the training alongside their active duties, MOES will make efforts to reduce their workload, such as by supplementing personnel.

7. Soft Component Implementation Schedules

On-site technical guidance is important for acquiring skills through guidance using the developed facilities and equipment. Therefore, the soft components are to be implemented on-site after the facilities are built and the equipment procured. The basic operation methods for the project facilities and equipment are to be performed according to the initial operation guidance by the facility construction and procurement vendors, with the soft components to be implemented after such initial operation guidance. The implementation schedules are as follows:

Table 5 Soft Component Implementation Schedule

Month	0	1	2
Overall schedule	▲ Facility and equipment delivery		
Outcome 1: Develop facility operation and maintenance methods	□ Advance preparations		
Outcome 2: Establish an ongoing turf maintenance system	□ Advance preparations		
Outcome 3: Establish methods to promote use by persons with disabilities	□ Advance preparations		
Report			Submission of completion report ▲

The content and duration of technical guidance in Japan and on-site to achieve the outcomes will be as given in the following table.

Table 6 Soft component details for Outcome 1: Develop facility operation and maintenance methods

Item	Duration	Location	Description
Facility O&M workshop	3 days	MOES office	Knowledge testing Raising awareness of O&M concepts Clarifying roles and responsibilities of facility O&M personnel
Developing facility O&M methods	10 days	MOES office/stadium	Planning daily O&M items *Identification of daily O&M items (1.0) *Discussion for adoption of daily O&M items (0.5) *Determination of daily O&M items (0.5) Planning regular O&M items *Identification of regular O&M items (1.0) * Discussion for adoption of regular O&M items (0.5) *Determination of regular O&M items (0.5) Planning O&M checklists *Development of O&M checklists (1.0) Drafting outsourcing ledger format *Sorting for subcontractors (1.0) *Prepare outsourcing ledger (1.0) Planning facility O&M manual (drafts) *Establish of O&M manual (drafts) (3.0)
Implementation/monitoring	3 days	MOES office/stadium	Operations started by MOES Settling facility O&M manuals
Outcome confirmation	2 days	MOES office	Evaluate outsourcing ledger Knowledge testing

Table 7 Soft component details for Outcome 2: Establish an ongoing turf maintenance system

Item	Duration	Location	Description
Turf maintenance workshop	3 days	MOES office	Knowledge testing Raising awareness of O&M concepts

			Clarifying roles and responsibilities of facility O&M personnel
Developing turf maintenance methods	8 days	MOES office/stadium	Planning daily O&M items *Identification of daily O&M items (1.0) *Discussion for adoption of daily O&M items (0.5) *Determination of daily O&M items (0.5) Planning regular O&M items *Identification of regular O&M items (1.0) * Discussion for adoption of regular O&M items (0.5) *Determination of regular O&M items (0.5) Planning O&M checklists *Development of O&M checklists (1.0) Planning turf maintenance manual (drafts) *Establish of turf maintenance manual (drafts) (3.0)
Drafting regular training and technology transfer plans	2 days	MOES office	Planning for regular training and technology transfer from LFF
Implementation/monitoring	3 days	MOES office/stadium	Operations started by MOES Settling turf maintenance manuals
Outcome confirmation	2 days	MOES office	Evaluate outsourcing ledger Knowledge testing

Table 8 Soft component details for Outcome 3: Establish methods to promote use by persons with disabilities

Item	Duration	Location	Description
Workshop to promote use by persons with disabilities	3 days	MOES office	Knowledge testing Raising conceptual awareness
Guidance on facilities and equipment	2 days	MOES office/stadium	Sharing design concepts and usage methods of facilities/equipment for persons with disabilities
Formulating rules for usage categories and times	8 days	MOES office/stadium	Codifying rules for usage categories and times, etc. *Sorting the facility users (1.0) *Set up the percentage of sorted facility users (2.0) *Organize the key points for use by persons with disabilities (2.0) Planning manuals for promoting use by persons with disabilities (drafts) *Establish of manuals for promoting use by persons with disabilities (drafts) (3.0)
Implementation/monitoring	3 days	MOES office/stadium	Operations started by MOES Settling manuals for promoting use by persons with disabilities
Outcome confirmation	1 days	MOES office	Knowledge testing

8. Soft Component Deliverables

The soft component deliverables are as given below. Upon completion of the technical guidance in Japan, a progress report will be made.

Table 9 Soft component deliverables (proposed)

Deliverable Name	Submitted to
Soft component completion report (English)	JICA and MOES
Soft component completion report (Japanese)	JICA
Materials to confirm work implementation status (incl. site photos, etc.)	JICA
Tabulation of knowledge testing for executing agency personnel	JICA
Facility O&M manuals (incl. outsourcing ledger and checklists)	JICA and MOES
Turf management manuals, regular training plan, technology transfer plan	JICA and MOES

9. Recipient Country Obligations

MOES personnel involved in the project will be called upon to coordinate the schedule and provide the venue for the technical guidance, select the target participants, and have the participants attend the technical guidance. Also, based on the skills gained as a soft component outcome, the MOES personnel will be asked to promptly perform the tasks required in facility operations and implementation, such as ongoing staff training, budgetary measures, procurement work, and manual revisions.

6. Other Relevant Data

Project title : THE PROJECT FOR THE RECONSTRUCTION OF THE CHAO ANOUVONG STADIUM IN THE LAO PEOPLE'S DEMOCRATIC REPUBLIC

No.	Title	Issuing Institution	Issued year
1	9th five-year National Socio-economic Development plan (2021-2025)	Government of Lao PDR	2021
2	Education and Sports sector Development Plan 2021-2025	MOES	2020
3	Education and Sports Sector Performance Annual Report 2018-2019 And Development Plan for 2019-2020	MOES	2019
4	Profile on Environmental and Social Considerations in Lao P.D.R.	JICA	2013
5	Environmental Impact Assessment Guidebook for Japanese Companies Expanding Business Overseas – Lao PDR	Institute for Global Environmental Strategies	2016
6	Track and Field Facilities Manual 2019 Edition	World Athletics	2019
7	Technical Regulations for IAAF World Athletics Series	World Athletics	2016
8	World Athletics Certification system procedures	World Athletics	2020
9	IPC Accessibility Guide 4 th Edition October 2020	International Paralympic Committee	2020
10	World Para Athletics Rules and Regulations February 2020-2021	World Para Athletics	2020
11	Sports for Tomorrow Report 2020	Sports for Tomorrow Consortium	2020
12	Football Stadiums Technical Recommendations and Requirements 5 th Edition 2011	FIFA	2011
13	UEFA Guide: Guidebook to Quality Stadium Construction	Japan Football Association	2016
14	Blind Soccer Competition Rules 2017-2021 Category of B1&B2/B3	JBFA	2018
15	Rugby Union 2022	World Rugby	2022
16	Schoolyard and Garden Turf Management Manual	Yokohama City Environmental Creation Bureau, Green Up Promotion Division	2013
17	Official Development Assistance (ODA) Data Collection by Country 2020	Ministry of Foreign Affairs of Japan, International Cooperation Bureau	2020
18	White Paper on Development Cooperation 2021 Japan's International Cooperation	Ministry of Foreign Affairs of Japan	2021
19	Report on the Survey on Contribution to Sports Promotion in ASEAN Countries in 2009	Japan Sport Association	2017
20	Guidelines on the Management and Utilizations of Government Counterpart Funds for the implementation of Official Development Assistance Projects	MPI	2021

7. References

7-1 Technical Notes

Technical notes concluded at the second survey is attached on the following page.

TECHNICAL NOTES
BETWEEN THE MINISTRY OF EDUCATION AND SPORTS OF LAO PEOPLE'S
DEMOCRATIC REPUBLIC
AND PREPARATORY SURVEY TEAM
FOR
THE PROJECT FOR THE REHABILITATION OF CHAO ANOUVONG STADIUM
IN THE LAO PEOPLE'S DEMOCRATIC REPUBLIC

July 25, 2023

Subsequent to the Minutes of Discussions signed between the Ministry of Education and Sports and JICA on February 15 2022 (hereinafter referred to as the "Minutes"), the Ministry of Education and Sports and the Consultant Team Member of Preparatory Survey Team for the Project for the Rehabilitation of Chao Anouvong Stadium in the Lao People's Democratic Republic (hereinafter referred to as "the Consultant Team") have confirmed the attached issues concerning the Project for the Rehabilitation of Chao Anouvong Stadium in the Lao People's Democratic Republic (hereinafter referred to as "the Project").



Mr. Mikihiro MATSUYAMA

Chief Consultant
Preparatory Survey Team
Consortium of Azusa Sekkei Co., Ltd.,
Kokusai Kogyo C., Ltd
and INTEM Consulting, Inc.



Daravone KITTIPHANH

Chief of the Cabinet Office/
/Permanent Secretary
Ministry of Education and Sports
Lao People's Democratic Republic

ATTACHMENT

A. General

1. The Consultant Team explained the draft Preparatory Survey Report on the Project (hereinafter referred to as “the Report”) as a result of further study in Japan, after the site survey in November 2021 – January 2022.
2. Lao PDR side agreed on the components of the Project and the Obligation of the Recipient Country (2-3) in the Report and Major Undertakings to be taken by Recipient Government in Annex-1. It is noted that the operation and maintenance of Chao Anouvong Stadium (hereinafter referred to as “the Stadium”) with secured budget by the Lao PDR side, based on the Usage Plan (Table 2-3), Maintenance Plan (2-4-2) and Financial Plan (2-4-3) described in the Report, would be crucial for achieving the objectives of the Project.
3. Lao PDR side agreed to start the necessary procedure for Environmental and Social Impact Assessment (ESIA) and Construction Permit by September in accordance with the Project schedule. The ESIA is required to apply for the Construction Permit. The Construction Permit is required prior to the bidding for the start of construction. See Annex-2 for the details on procedure.
4. Both sides confirmed that the further study and cost estimation shall be executed based on the following agreement and confirmations.
5. There is a possibility to further modify the project component and/or extend undertakings to be taken by the Lao PDR side, depending on the budget of Japan side, which will be finalized based on further analysis and cost study in Japan.

B. Track and Field

6. Lao PDR side agreed there is no possibility to meet the Construction Category I, II and III defined in the Track and Field Facilities Manual 2019 edition of World Athletics (hereinafter referred to as “the Manual”) due to lack of space on the project site for warm-up facilities required by the Construction Category I, II and III. See Annex-3 for the details of the Manual.
7. Both sides confirmed that the athletic track and field will be designed in accordance with the requirements of the Construction Category IV of the Manual.
8. Both sides confirmed that the athletic track and field will not be certified by World Athletics (hereinafter referred to as “WA”). Therefore, athletics records at the stadium will not count as official records and the stadium will not be a venue of any international athletics competitions.

C. Soccer and Rugby

9. Both sides confirmed the size of field of play for soccer and rugby will be designed in accordance with the regulations determined by International Federation of Association Football (hereinafter referred to as “FIFA”) and World Rugby (hereinafter referred to as “WR”), whereas the stadium cannot be designed to fulfill

the requirements of the stadium facility as a competition venue by FIFA and WR due to limited space of the project site. However, if approved by the organizer, the stadium may be used as a venue for small international competitions or qualifiers of rugby and soccer in Southeast Asia region.

D. Facilities

10. Both sides agreed the draft of Facility List as shown in the Annex-4 of this Technical Notes. The dormitories and the parking lots listed in the Final Requested Facilities attached to the Minutes are excluded from the project components due to limited space of the buildings and the project site. The media room in the Final Requested Facilities is changed to the multipurpose rooms which can be used as media rooms as well.
11. Both sides agreed the draft of Basic Plan as shown in Annex-5 of this Technical Notes. This draft of Basic Plan was developed based on the discussion between the survey team and Ministry of Education and Sports.
12. The Lao PDR side agreed that the number of spectator's seat is around 2,500.
13. The Lao PDR side agreed that the wheelchair user seats are placed at ground level in the spectator stands to allow for smooth evacuation in the event of a disaster.
14. Both sides confirmed the draft of Utilities List planned for the stadium as shown in the Annex-6 of this Technical Notes.
15. Both sides confirmed the necessity of installing elevators for the universal design and securing the budget for the maintenance of the elevators by Lao PDR side.
16. The Lao PDR side agreed it is not possible to fully apply the Accessibility Guide of International Paralympic Committee to the new stadium design due to the limited space of the project site and the buildings, and budget constraint, but the universal design will be applied as much as possible, including wheelchair seating, corridor widths, slopes at major entrances etc.

E. Equipment

17. Both sides agreed the draft of Equipment List as shown in the Annex-7 of this Technical Notes.

- Annex-1 Major Undertakings to be taken by Recipient Government
- Annex-2 Main procedures of the permissions
- Annex-3 Competition Categories and Requirements of Construction Categories of Track and Field Facilities Manual 2019 edition of World Athletics
- Annex-4 Facility list
- Annex-5 Basic plan
- Annex-6 Utilities list
- Annex-7 Equipment list

Major Undertakings to be taken by Recipient Government

1. Before the Tender

NO	Items	Deadline	In charge	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	600,000	Feb. 2024
	Payment commission for A/P	At the payment upon certification of consultant agreement	MoES MoF BoL	7,500,000	Feb. 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	Under investigation	Sep. 2023
5	To approve ESIA Report / ESMMP	2 months before the tender date	MoES	Under investigation	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	1 month before the tender date	MoES	Under investigation	Sep. 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, MoF: Ministry of Finance, BoL: Bank of Lao PDR

2. During the Project Implementation

NO	Items	Deadline	In charge	Cost	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	Under investigation	Nov. 2024
	2) Payment commission for A/P	At the payment upon certification of Contract	MoES MoF BoL	Under investigation	Nov. 2024
		At the payment upon 100% of the Construction works for Term-2	MoES MoF BoL	Under investigation	Mar. 2025

		At the payment upon advance payment of Construction works for Term-3	MoES MoF BoL	Under investigation	Apr. 2025
		At the payment upon value of works achieves 50% of Construction works for Term-3	MoES MoF BoL	Under investigation	Nov. 2025
		At the payment upon value of works achieves 85% of Construction works for Term-3	MoES MoF BoL	Under investigation	Feb. 2026
		At the payment upon 100% of Construction works for Term-3	MoES MoF BoL	Under investigation	Mar. 2026
		At the payment upon advance payment of Construction works for Term-4	MoES MoF BoL	Under investigation	Apr. 2026
		At the payment upon completion of Shipment	MoES MoF BoL	Under investigation	Jun. 2026
		At the payment upon the handover of Equipment for Term-4	MoES MoF BoL	Under investigation	Oct. 2026
		At the payment upon completion of Construction works for Term-4	MoES MoF BoL	Under investigation	Oct. 2026
		At the payment upon completion of Technical Assistance	MoES MoF BoL	Under investigation	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	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	4 months before completion of the construction	MoES	Under investigation	May. 2026
	2) Water Supply				
	The city water distribution main to the site, if necessary	4 months before completion of the construction	MoES	Under investigation	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	Under investigation	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	Under investigation	May. 2026
	5) Gas Supply (if any)				
	The city gas main to the site, if necessary.	4 months before completion of the construction	MoES	Under investigation	May. 2026
	6) Furniture and Equipment				
	Transferring and Purchasing general furniture for facilities.	1 month after completion of the construction	MoES	Under investigation	Oct. 2026
9	To implement and monitoring of ESMMP	during the construction	MoES	Under investigation	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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3. After the Project

NO	Items	Deadline	In charge	Cost	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	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
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	Under investigation	Sep. 2027
		At the payment upon completion of the service for the monitoring of maintenance service of equipment for 2 nd year	MoES MoF BoL	Under investigation	Sep. 2028
		At the payment upon completion of the service for the monitoring of maintenance service of equipment for 3 rd year	MoES MoF BoL	Under investigation	Sep. 2029

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

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

several days (for example, World Championships) or those which are concentrated within one or two days (for example, one-day meetings or international matches).

1.3.2 COMPETITION CATEGORIES

Table 1.3.2 provides an overview of the various Competition Categories. In the table, the approximate maximum number of athletes, competition officials and auxiliary personnel on the arena at any one time is given. (The "Event Management Guidelines – Infield" contains the recommended number of officials on the Field of Play for World Athletics competitions.) The total number of these type of people at a competition can be many times greater. The "Number of Days" column gives the approximate duration of an athletics meeting. For details of items I to V listed under "Recommended Construction Category", refer to Section 1.5. Finally, the last column states the authority responsible for allocation and technical control at the international, area, regional or national level, with the exception of the Olympic Games for which the IOC is responsible for allocation and various Group Games for which Group Associations have responsibility.

Competition Category	Event	Approximate Maximum Number of Participants at Any One Time			Duration of Competition Number of Days	Recommended Construction Category	Governing Body
		Athletes	Competition Officials	Auxiliary Personnel			
1	World Championships and Olympic Games	75	100	75	9	I	World Athletics, IOC
2	Area, Regional and Group Championships and Games	75	75	60	4 - 8	II	Area, Regional or Group Association
3	Continental / Regional / Area Cups	50	60	50	2	III ¹	World Athletics, Regional or Area Association
4	Matches	50	60	30	1 - 2	III	World Athletics, Area or National Federation
5	International Invitation Meetings specifically authorised by World Athletics	50	30	30	1	III	World Athletics
6	International Invitation Meetings specifically authorised by an Area Association	50	30	30	1	III	Area Association
7	Other Meetings specifically authorised by an Area or a Member and National Championships	75	60	30	2 - 4	IV	Area Association or National Federation
8	Combined Events	50	50	30	2	IV	As appropriate
9	Other National Competitions					V	National Federation

¹ Warm-up track must conform to Competition Category I

Table 1.3.2 - Competition Categories; number of athletes, officials and auxiliary personnel

1.5.3 REQUIREMENTS OF CONSTRUCTION CATEGORIES

The requirements of Table 1.5.3 are minimum requirements and the Technical Regulations of the specific competition should also be checked. For exceptions, see Section 1.5.4.

Item	Competition Facilities	Construction Category				
		I	II	III	IV	V
1	400m track as described under Chapter 2 with min. 8 oval lanes and 8 straight lanes for 100m and 110m Hurdles	1 ^{a)}	1 ^{a)}	1 ^{a)}	-	-
2	400m track as item 1, but with min. 6 oval lanes and 6 straight lanes for 100m and 110m Hurdles	-	-	-	1 ^{b)}	-
3	400m track as item 1, but with min. 4 oval lanes and 6 straight lanes for 100m and 110m Hurdles	-	-	-	-	1 ^{b)}
4	Water jump for the Steeplechase	1	1	1	-	-
5	Long and Triple Jump facility with landing area at each end	2 ^{c)}	2 ^{c)}	1	2	-
6	Long and Triple Jump facility with landing area at one end	-	-	-	-	1
7	High Jump facility	2	2	1	2	1
8	Pole Vault facility with provision for landing area at each end	2 ^{c)}	2 ^{c)}	1	2	-
9	Pole Vault facility with provision for landing area at one end	-	-	-	-	1
10	Discus and Hammer Throw combined facility (concentric or separate circles but concentric is preferred)	1 ^{d)}	1 ^{d)}	1 ^{d)}	1 ^{e)}	1
11	Javelin Throw facility	2 ^{f)}	2 ^{f)}	2 ^{f)}	1	1
12	Shot Put facility	2 ^{c)}	2 ^{c)}	2	2	1
	Warm-up Facilities#					
13	400m track with min. 4 oval lanes and 6 straight lanes (similar surface to the competition track); jumping events facilities; separate combined throwing field for Discus, Hammer, Javelin Throw; min. 2 Shot Put facilities	*	-	-	-	-
14	Min. a 200m oval track with min. 4 oval lanes and 4 straight lanes (min. 60m), (synthetic surface), or min. a 100m straight and a training bend; facilities for jumping events; combined throwing field for Discus, Hammer, Javelin Throw; Shot Put facility	-	*	-	-	-
15	Min. 4 straight lanes (min. 60m) but preferably also including a training bend with (synthetic surface); jumping events facilities; combined throwing field for Discus, Hammer, Javelin; Shot Put facility	-	-	*	-	-
16	Adjacent park or playing field preferably with min. 4 straight lanes (min. 60m)	-	-	-	*	-
17	No warm-up facility	-	-	-	-	*
	Others					
18	Ancillary rooms as described in Chapter 4 with area of min. m ²	250	200	150	200	-
19	Full facilities for spectators	*	*	*	*	-*
^{a)} As part of an IAAF Certified Facility (but preferably a 400m Standard Track) ^{b)} As part of an IAAF Certified Facility ^{c)} The two facilities must be in the same direction and should be adjacent to allow simultaneous competition by two groups of athletes with similar conditions (as per Figure 2.5a) ^{d)} An additional Discus only facility may also be provided ^{e)} For large events, a second facility outside the stadium but in the same throwing direction is desirable ^{f)} One at each end of the area and minimum runway length 33.5m [#] Preferably, within the same sports complex, adjacent to the competition facility, however, there is no maximum limit in distance set. If a facility is being considered for a major international event, the location and standard of the warm-up facilities will be assessed by the relevant governing body. *Required						

Table 1.5.3 - Requirements of the Construction Categories

Facility List

Category	Items	Number	WA / FIFA / IPC Standard	
Track	400m standard oval track	9 lanes	WA Construction Category IV	
			Minimum 6	
	Straight lanes for 100m and 110m Hurdles	10 lanes	Minimum 6	
	Water jump for Steeplechase	1	-	
Field	Long and Triple jump	2	2	
	High jump	2	2	
	Pole vault	3	2	
Throwing	Discus and Hammer Throw	2	1	
	Javelin Throw	2	1	
	Shot Put	2	2	
Warm-up	Warm-up Facilities	No	Adjacent park or playing field preferably with min. 4 straight lanes (min. 60m)	
Soccer Pitch	105mx68m FIFA Standard size, Natural grass, Drainage system	105mx68m	105mx68m (FIFA)	
Rugby Field	94mx68m World rugby standard size	94mx68m	94~100m × 68~70m (WR)	
Spectator Seating	Total	2585 seats	-	
	Main Stand	Total 1262 seats 1183 seats (General), 22 seats (Wheel Chair), 50 seats (VIP), 7 seats (VVIP)	VIP 600, Press with desk 50, Press 30 (WA) Total: minimum 30,000, VVIP 150, VIP 300 for the FIFA World Cup™ (FIFA) Accessible seats: 1% (1.2% for wheelchair sports) of Games seated capacity under 10,000 seats (IPC)	
	Back Stand	Total 1323 seats 1303 seats (General), 20 seats (Wheel Chair)		
Main Stand 1F	Changing room With Shower, WC, Coach space	2 (88m ²)	WA Changing: 75m ² (24 lockers) Shower/WC: 1 area/2 changing rooms Coach room: 2 rooms (20m ²)	FIFA Changing: At least 2 rooms/Preferably 4 rooms (80m ² , at least 25 people) Shower/WC: 50m ² (11 showers, 5 washbasins, 3 urinals, 3 toilets) Coach room: 30m ² (1 shower, 4 lockers, toilet)
	Referee room	2 (17m ²)	WA 1 room (20m ² with shower and toilet)	FIFA 24~45m ² (lockers for 4 people, a massage table, 2 showers, 1 washbasin, 1 urinal, 1 toilet)
	Warm up room	2 (44m ²)	WA Refer to Warm up facility	FIFA Outdoor (grass surface or artificial turf) or Indoor (Minimum 100m ² each)
	Ball boy room	1 (12m ²)	-	FIFA Minimum 40m ² (for each sex). (2 toilets, 2 washbasins, 2 showers)
	Fitness room	1 (61m ²)	-	-
	Medical science room (Including Massage space)	1 (44m ²)	-	-
	Medical/Doping control room	1 (33m ²)	WA Medical: 1 room (at least 15m ² with toilet) Doping: Waiting Room (15 athletes, 2m ² /person), Working Room (18m ²), Toilets (2 cubicles, 4.5m ²)	FIFA Medical: Minimum 50m ² Doping: Minimum 36m ² (Toilet, Working room and Waiting room)

	Office (5 permanent staffs)	1 (44m ³)	WA 12m ² /person	-
	Security office	1 (12m ²)	WA as required	FIFA -
	Toilet (M)	1 (17m ²)	-	-
	Toilet (F)	1 (11m ²)	-	-
	Toilet (U)	2 (6m ²)	-	-
2F	First-aid room	1 (22m ²)	WA 1 room (at least 15m ² with toilet)	
	Café space	1 (53m ²)	-	-
	Shop space	1 (22m ²)	-	-
	Toilet for spectators (M)	1 (46m ²)	-	FIFA Recommended minimum number of toilets and sinks is 15 urinals and 6 sinks for every 1,000 men.
	Toilet for spectators (F)	1 (65m ²)	-	FIFA Recommended minimum number of toilets and sinks is 28 and 14 respectively for every 1,000 women and 3 toilets
	Toilet for spectators (U)	2 (4m ²)	IPC 1:15 (one toilet for every 15 accessible seats)	FIFA 1 per 5,000 spectators
3F	VVIP room	1 (88m ²)	-	FIFA A private lounge of approximately 15m ²
	VIP room	1 (100m ²)	-	FIFA The hospitality lounge for the VIPs should ideally be at the back of the viewing area.
	Competition office	1 (86m ²)	-	-
	Multipurpose room	1 (56m ²)	-	-
	Kitchen	1 (26m ²)	-	-
	NOCL office	1 (58m ²)	-	-
	NOCL chairman's office	1 (28m ²)	-	-
	LPC office	1 (58m ²)	-	-
	LPC chairman's office	1 (28m ²)	-	-
	Toilet for office (M)	1 (12m ²)	-	-
	Toilet for office (F)	1 (12m ²)	-	-
	Toilet for office (U)	1 (6m ²)	-	-
	Toilet VVIP	1 (6m ²)	-	FIFA Sanitary facilities should be separate from those of the VIP area.
	Toilet VIP (M)	1 (6m ²)	-	FIFA Toilets 1 per 120, Urinals 1 per 50, Hand basins 1 per 80
	Toilet VIP (F)	1 (6m ²)	-	FIFA Toilets 1 per 25 up to 250/1 per 30 if between 250-500/1 per 35 if more than 500, Hand basins 1 per toilet up to 500

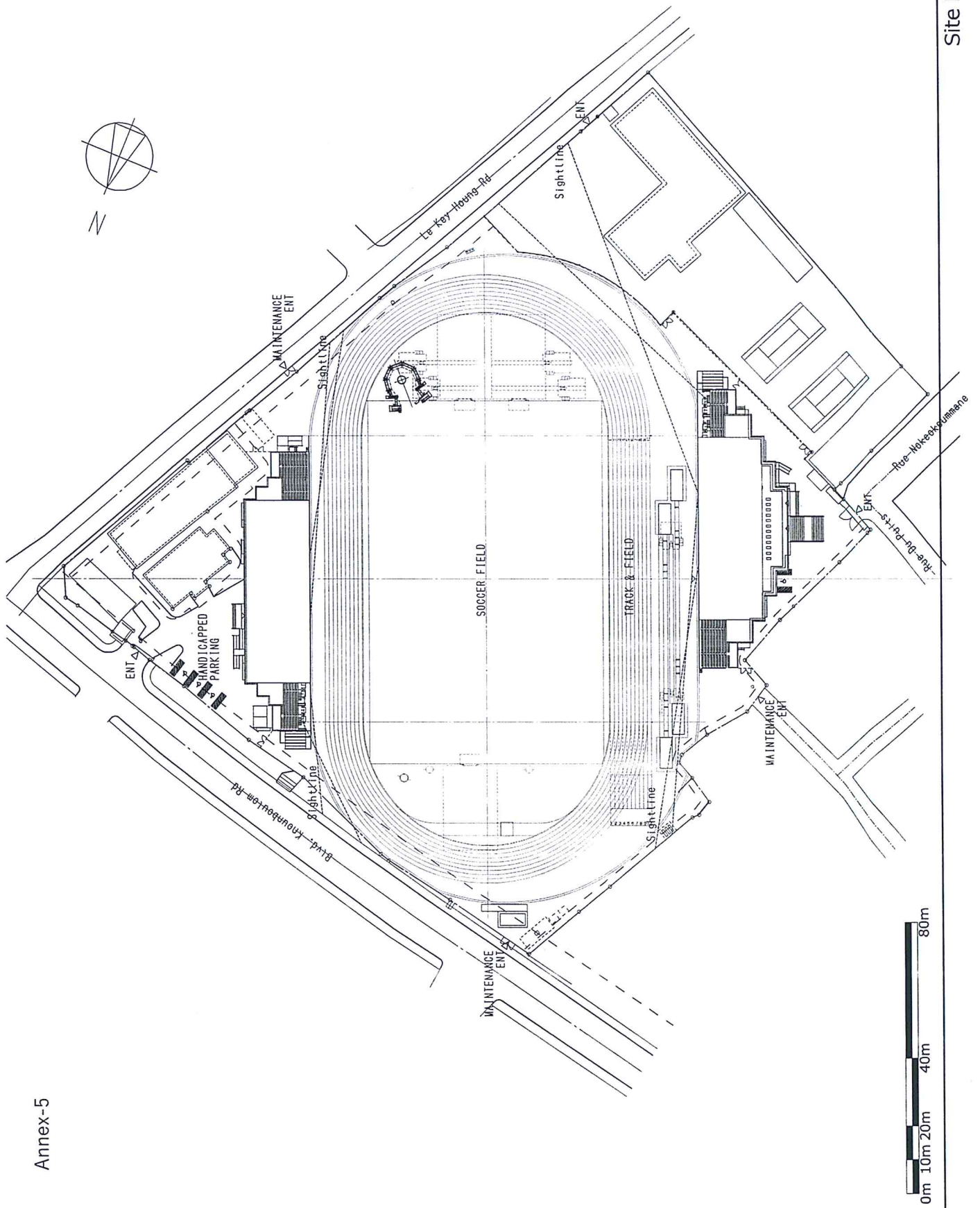
Back Stand 1F	Storage (For track and field equipment and Lawnmower)	1 (461m ²)	WA 1m ² of equipment space for every 500m ² to 700m ² of usable sports area	-
	Storage (For tools and maintenance equipment)	1 (52m ²)	WA 1m ² of equipment space for every 400m ² to 500m ² of usable sports area	-
	Toilet for spectators (M)	1 (12m ²)	-	FIFA Recommended minimum number of toilets and sinks is 15 urinals and 6 sinks for every 1,000 men.
	Toilet for spectators (F)	1 (12m ²)	-	FIFA Recommended minimum number of toilets and sinks is 28 and 14 respectively for every 1,000 women and 3 toilets
	Toilet for spectators (U)	1 (6m ²)	IPC 1:15 (one toilet for every 15 accessible seats)	FIFA 1 per 5,000 spectators
2F	Toilet for spectators (M)	1 (39m ²)	-	FIFA Recommended minimum number of toilets and sinks is 15 urinals and 6 sinks for every 1,000 men.
	Toilet for spectators (F)	1 (39m ²)	-	FIFA Recommended minimum number of toilets and sinks is 28 and 14 respectively for every 1,000 women and 3 toilets
	Toilet for spectators (U)	1 (4m ²)	IPC 1:15 (one toilet for every 15 accessible seats)	FIFA 1 per 5,000 spectators
3F	Office (for Elite Sports Department)	3 (32m ² x 3 = 96m ²)	-	-
	Multipurpose room (Media room)	9 (23m ² x 7 + 19m ² x 2 = 199m ²)	WA (Media room) World Championships / Olympics (Working places for 500-650 journalists)	FIFA (Media room) Minimum 200m ²
	Toilet (M)	1 (12m ²)	-	-
	Toilet (F)	1 (12m ²)	-	-
	Toilet (U)	1 (6m ²)	-	-
Car Parks	Accessible parking	5	-	-
LED Scoreboard		1	character height between 0.35m and 0.52m must be used. 30mm pixels can be used with a minimum of 192 lines and the height of the board should be about 6m. the height of the board should be 3% to 5% of the maximum viewing distance. minimum luminance -2000 NIT for 2-tone matrix boards -4000 NIT for colour video matrix boards at least 10 lines of 32 characters are required	-

M: Male, F: Female, U: Universal
(m²) shows approximately area

m

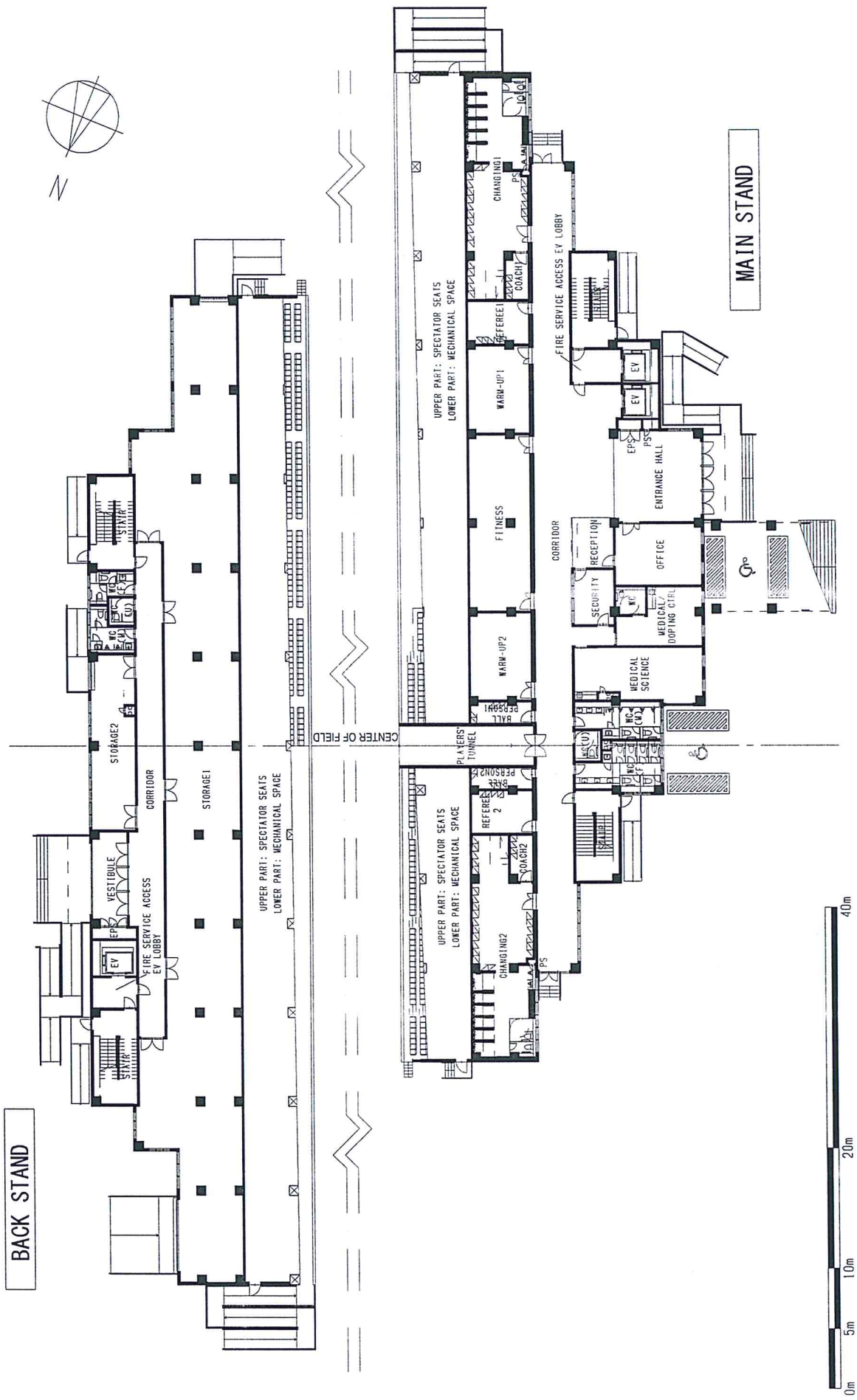
2

m



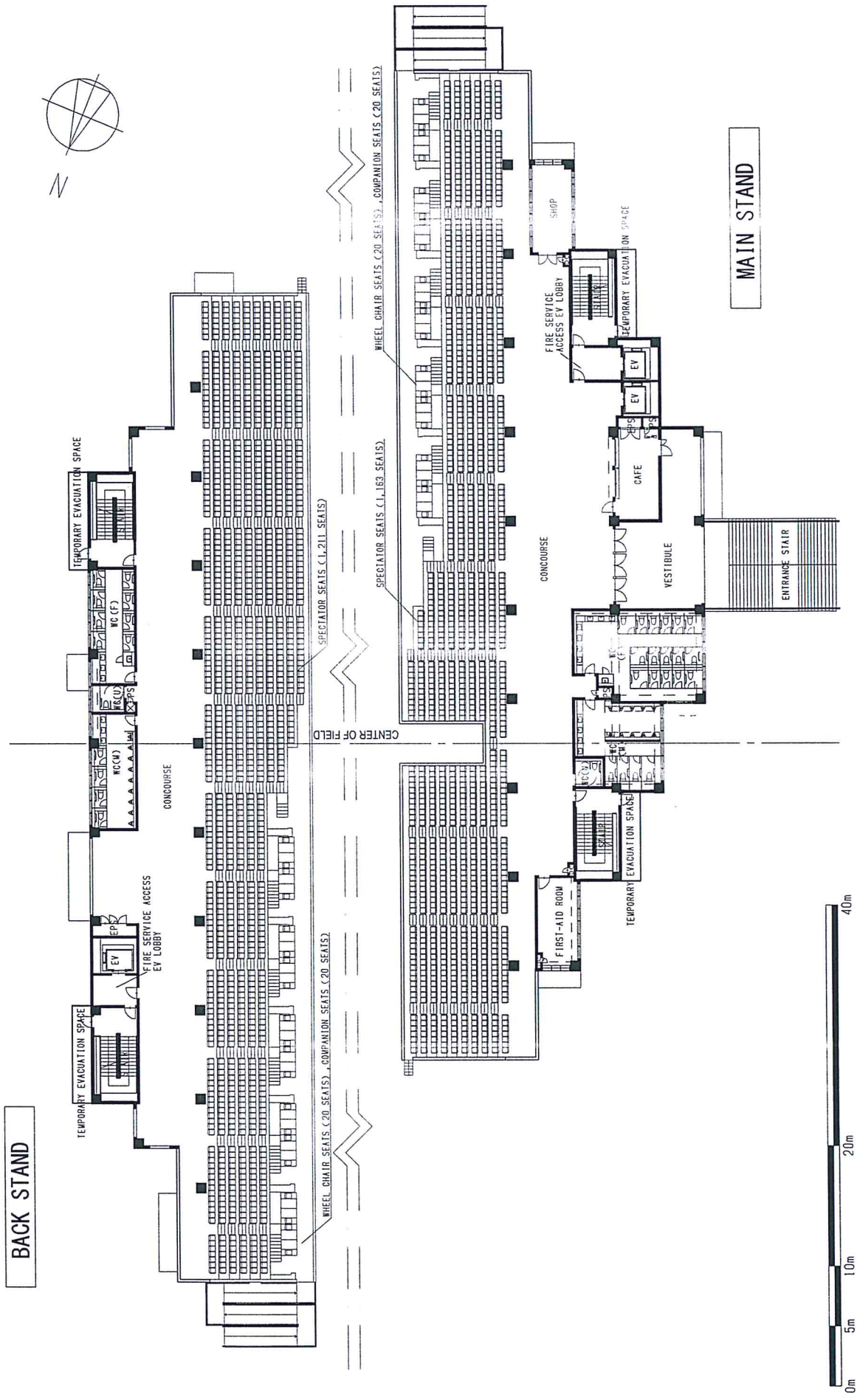
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m



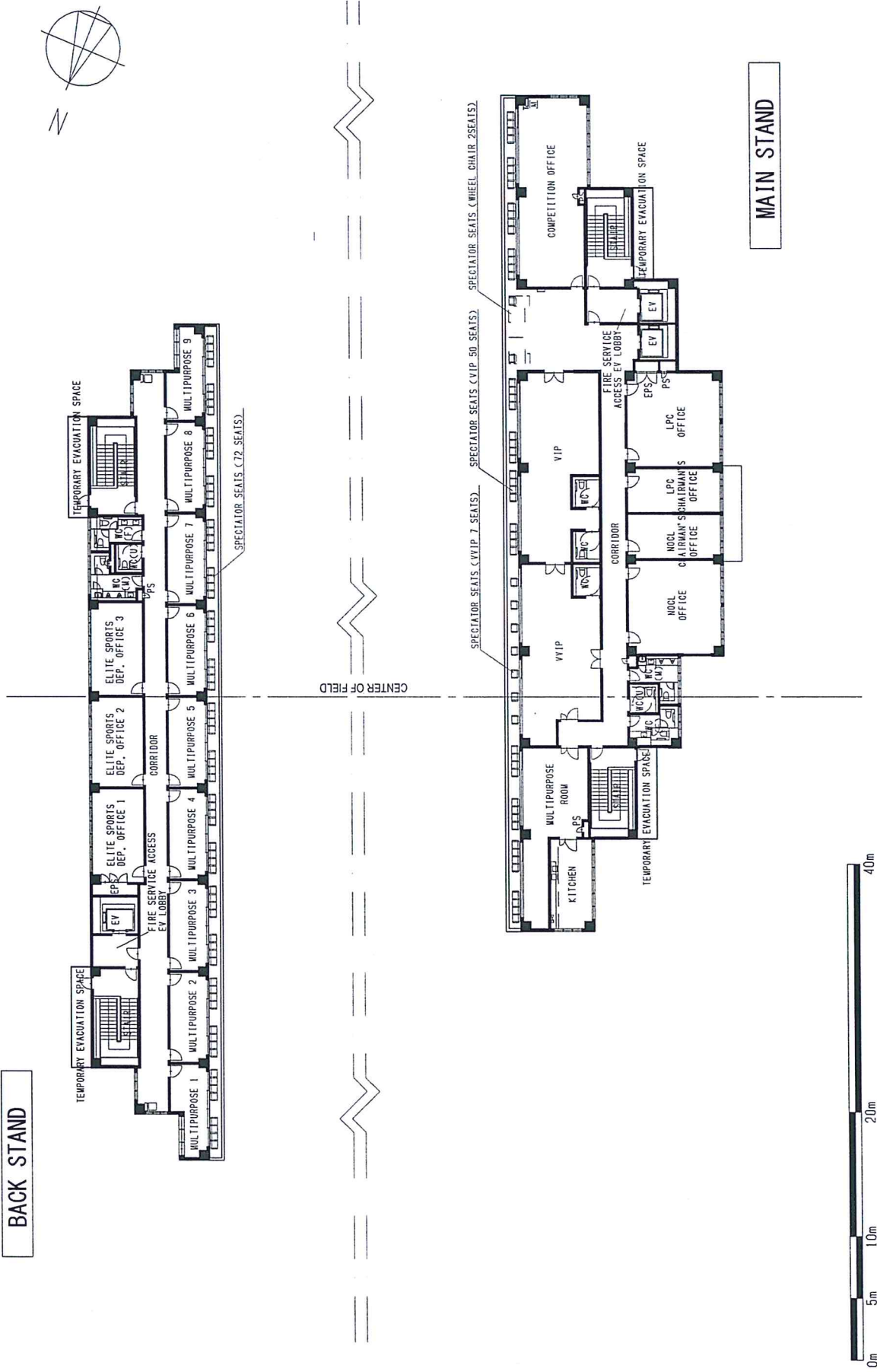
1st Floor Plan S=1:300

m

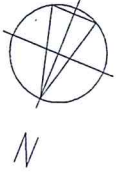


2nd Floor Plan S=1:300

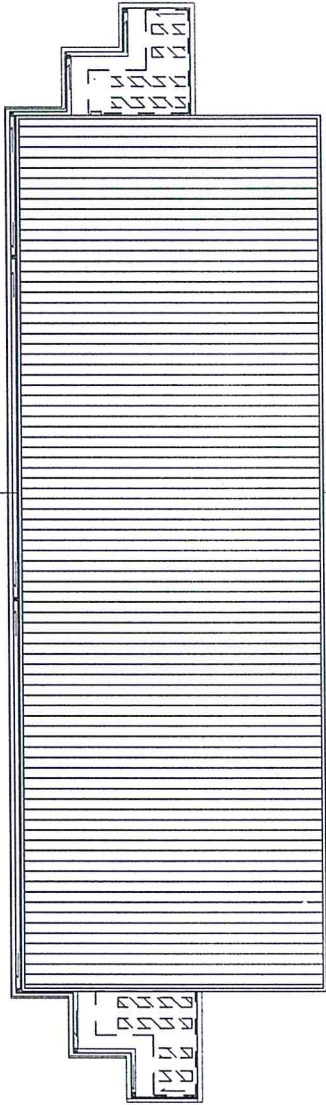
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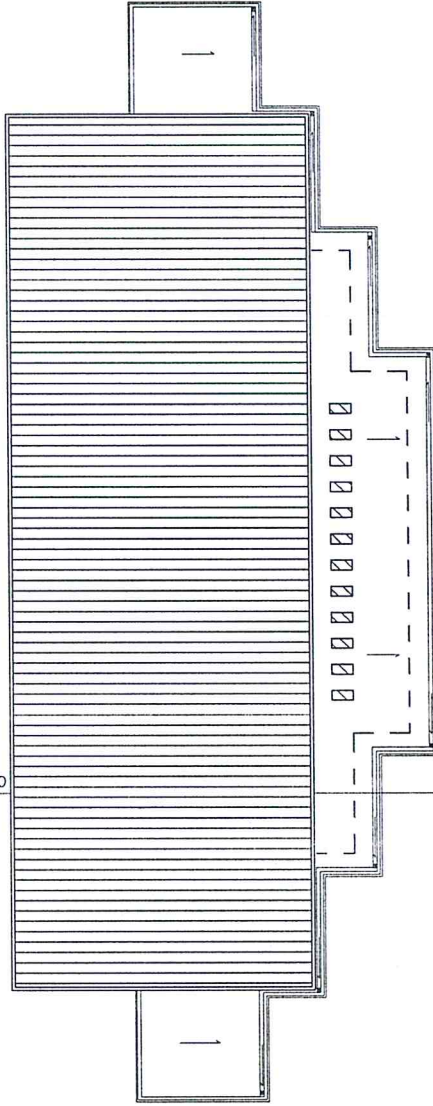
Handwritten signature or mark in the bottom right corner.



BACK STAND



CENTER OF FIELD



MAIN STAND

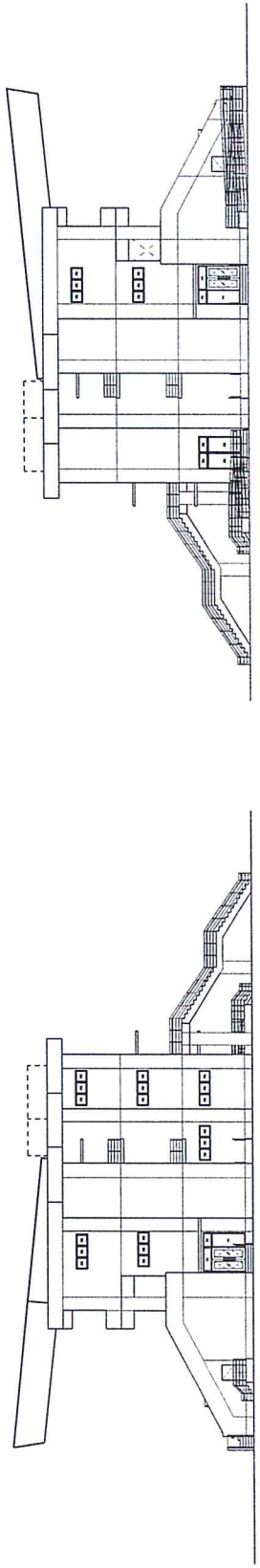


Roof Floor Plan S=1:300

am

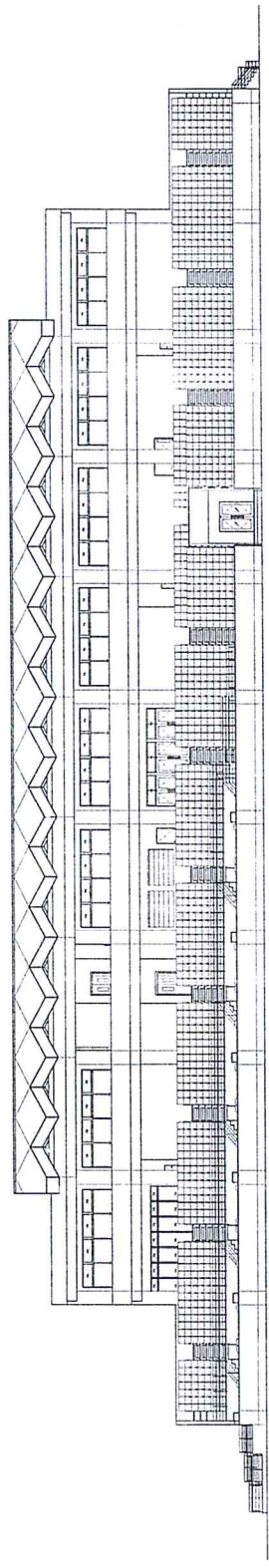
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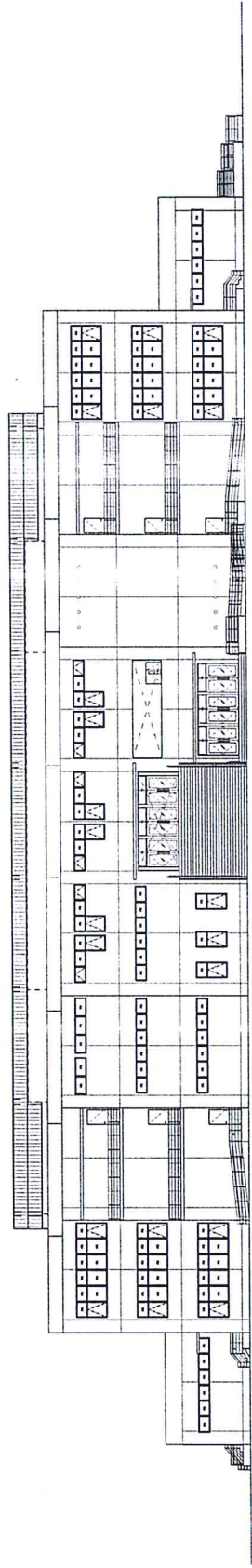


Main Stand - North Elevation

Main Stand - South Elevation



Main Stand - East Elevation



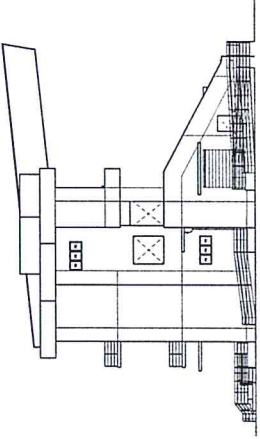
Main Stand - West Elevation



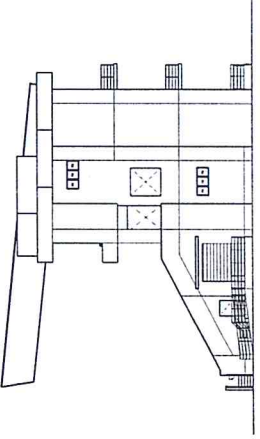
Main Stand Elevation S=1:300

OK

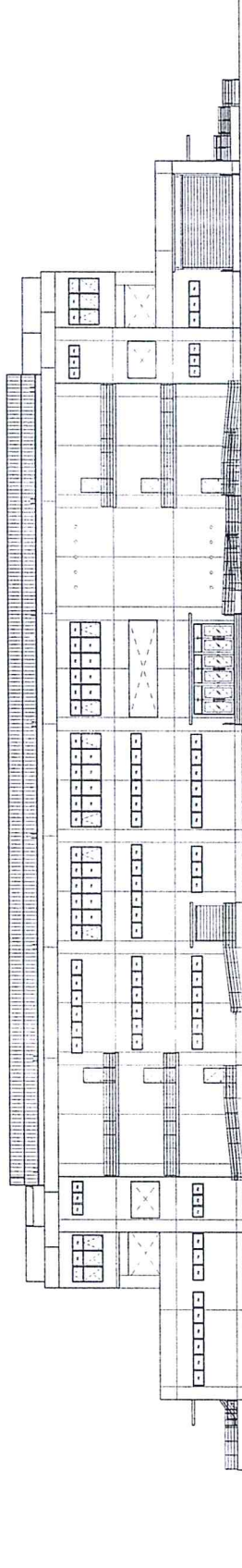
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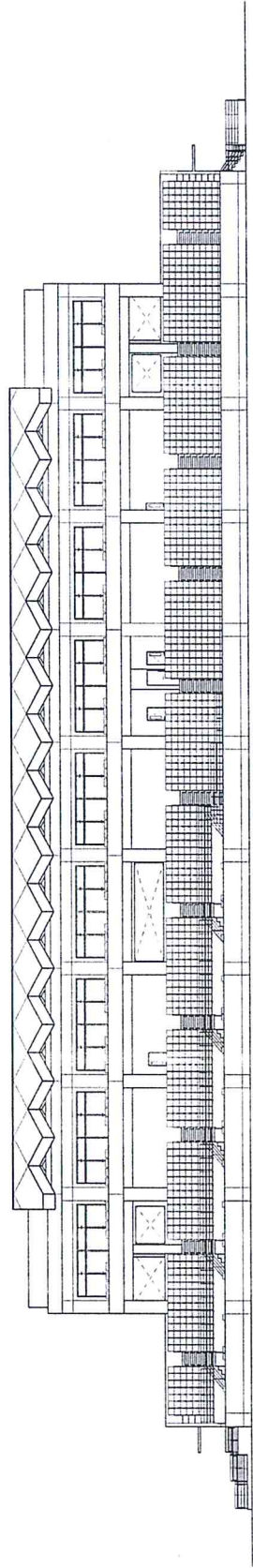
Back Stand -
North Elevation



Back Stand -
South Elevation



Back Stand -
East Elevation



Back Stand -
West Elevation

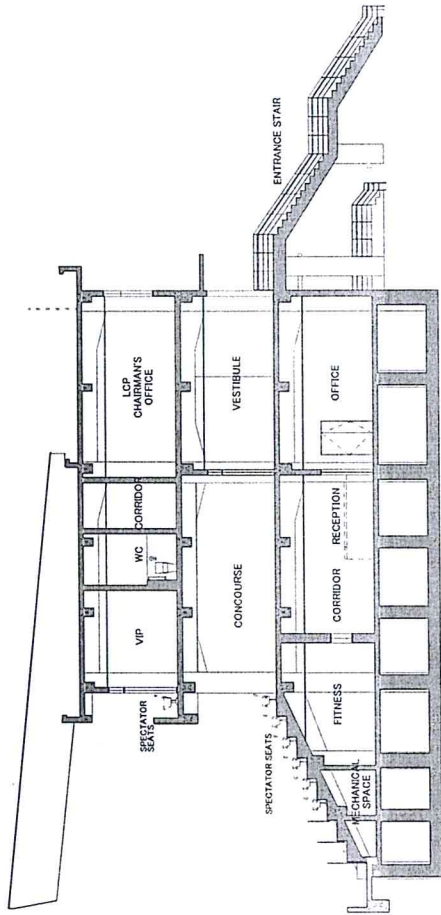


Back Stand Elevation S=1:300

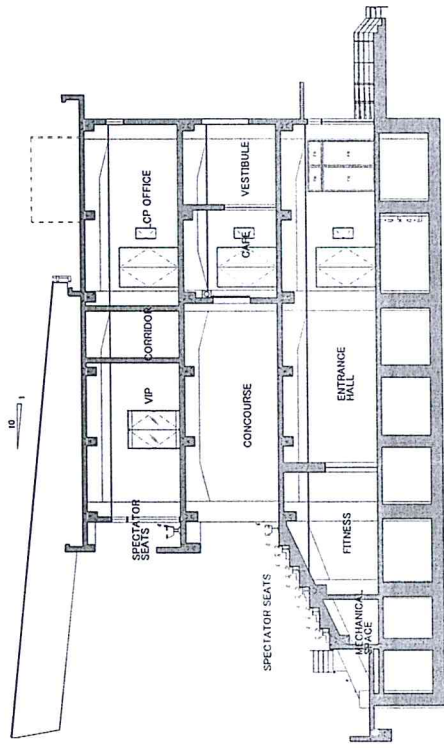
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m

10
1

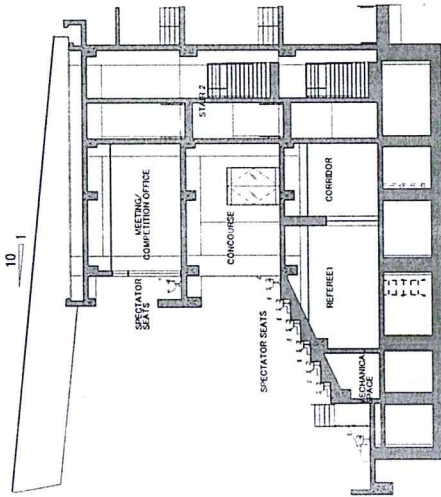


SECTION A

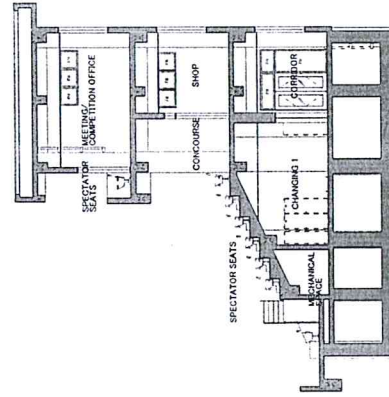


SECTION B

10
1

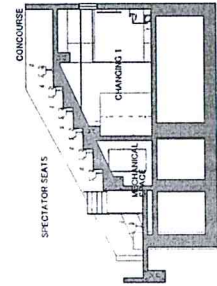
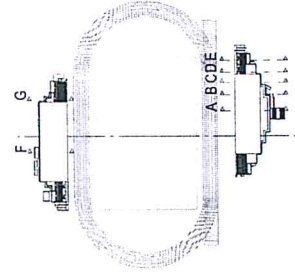


SECTION C



SECTION D

0m 5m 10m 20m

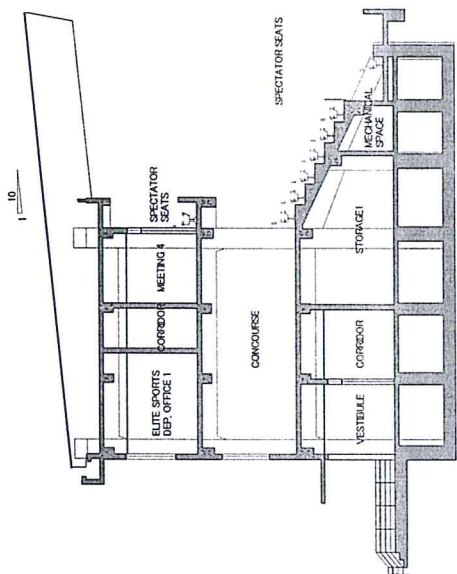


SECTION E

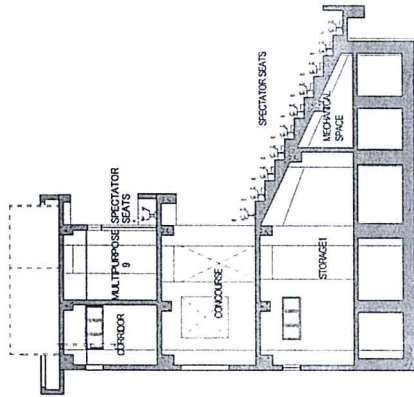
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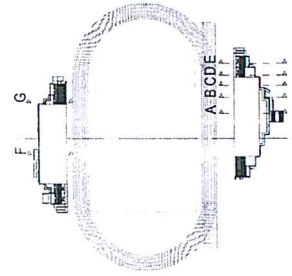
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SECTION F



SECTION G



SECTION S=1:200

m

Utilities List

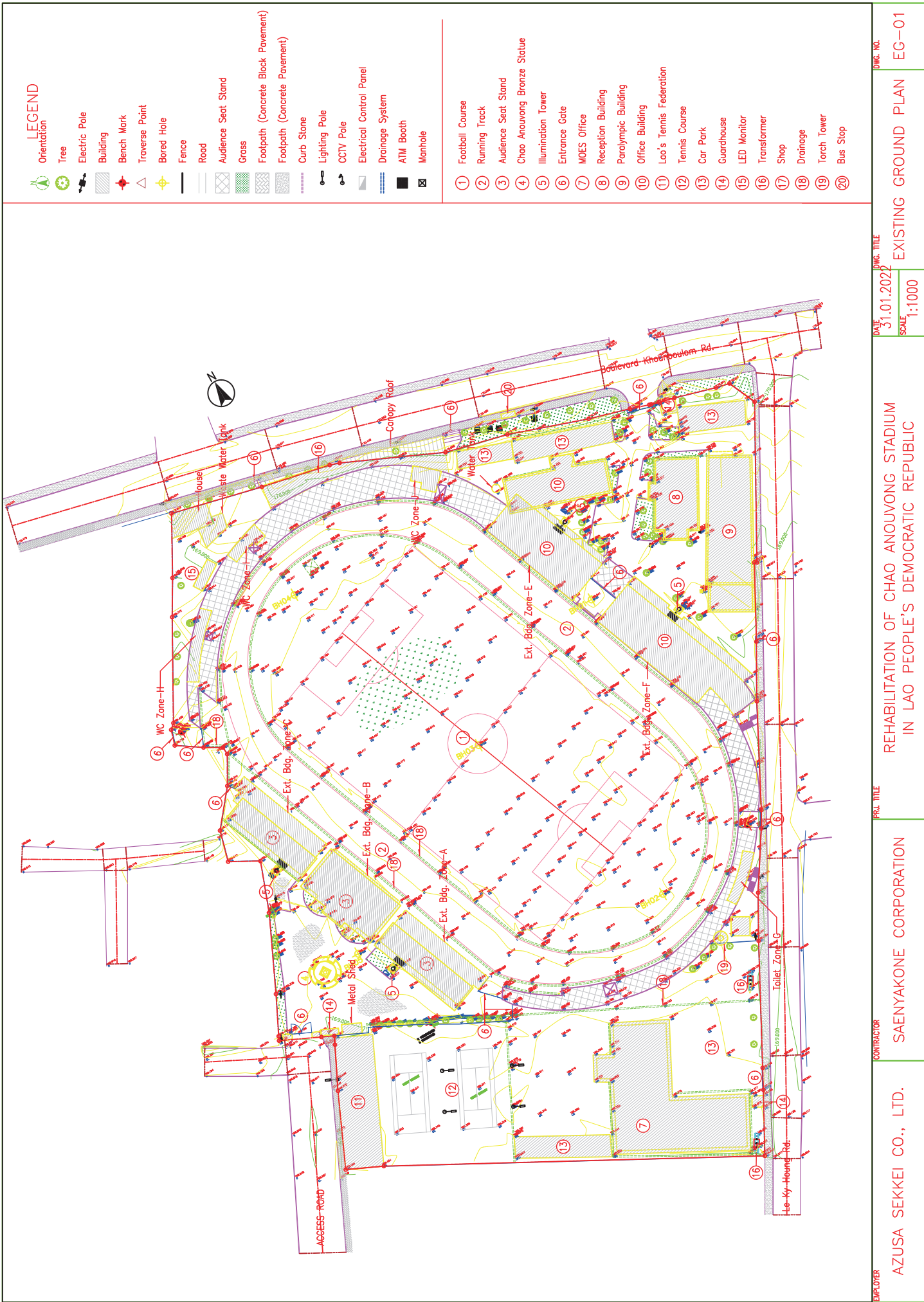
Items	Equipment	Location	Remarks
Emergency Facilities			
Fire alarm system	Smoke detector	Stand area and Rooms	
Emergency broadcast equipment	Battery power source built-in type, Wall mount type	Stand area and Rooms	
Fire fighting equipment	Portable extinguisher	Fittingly	
	Fire hose with storing box	Fittingly	
Evacuation facilities	Emergency exit signs	Fittingly	
Emergency calling system	Wall mount calling equipment	Toilet for person with physical disability	
Stadium Facilities			
Floodlights	Existing equipment	Field	
LED Scoreboard	Screen size W10.8m x H7.68m	Field	
Irrigation system	Sprinkler system	Field	For field turf
Drainage system	Drain water in field area	Field	
Other standard facilities for Buildings			
Plumbing facility for Building	Water supply, discharging and sanitary		
Mechanical facility for Building	Ventilation fan and air conditioning equipment		
Sewage discharge system	Sewage treatment tank with discharge pump	Fittingly	Discharge route and others shall be designed due to stadium design
Electrical facility for Building	Power receiving Moter cabling, and low voltage cabling lighting equipment socket		
Ground earthing system		Fittingly	
Lightning protection system	Lightning arrester equipment	Fittingly	

Equipment List

Item No.	Request No.	Equipment Type	Q'ty
1	RH-01	Electrical muscle stimulation	1
2	RH-02	Ultrasound therapy machine	1
3	RH-03	High low plinth	2
4	RH-04	Physical therapy bed	3
5	RH-05	Parallel bar	1
6	RH-06	Chair	6
7	RH-07	Partition	1
8	RH-08	Balance trainer	1
9	RH-09	Upper body ergometer	2
10	RH-10	Mirror	1
11	RH-11	Goniometer set	1
12	EC-01	Elliptical trainer	1
13	EC-02	Stair-stepper	1
14	EC-03	Stationary bicycle	1
15	EC-04	Treadmill	1
16	EC-05	Ankle weight	2
17	EC-06	Accessible training bench	1
18	EC-07	Dumbbell set	1
19	EC-08	Barbell set	1
20	EC-09	Kettlebell set	1
21	EC-10	Pull-up frame and bar	1
22	EC-11	Fitness ball	1
23	EC-12	Foam roller	3
24	EC-13	Rehabilitation pole	1
25	EC-14	Multi-station exercise machine	1
26	EC-15	Cable crossover	1
27	EC-16	Leg adduction/abduction machine	1
28	GR-01	Rubber gym tile	1
29	GR-02	Ice machine	1
30	GR-03	Mirror	1
31	BG-01	Side fence for blind soccer	1
32	BG-02	Goal and net set for blind soccer	1
33	BG-03	Ball for blind soccer	10
34	BG-04	Ball basket	2
35	BG-05	Goal and net set for soccer	1
36	BG-06	Flag pole	1
37	BG-07	Coach bench for soccer	1
38	BG-08	Rugby goal set	1
39	AT-01	Hurdle fences	1
40	AT-04	Starting blocks for exercise	18
41	AT-05	Equipment for running commands	1
42	AT-06	Color cards set	2
43	AT-07	Flag set	20
44	AT-08	Track number	1
45	AT-10	Relay baton for training	5
46	AT-11	Stopwatch	15
47	AT-12	Video camera set	2
48	AT-13	Starter stand	2
49	AT-15	Lap count indicator	1
50	AF-01	Tape measure	2
51	AF-03	Throwing distance indicator	2
52	AF-04	Rake	4
53	AF-05	Protect cover for sandpit	4
54	AF-06	Pole vault equipment	1
55	AF-07	High Jump equipment	1
56	AF-09	Throwing platform	4
57	AF-10	Throwing protection net set	2
58	AF-11	Javelin set	1
59	AF-13	Plate set	1
60	AF-15	Ball set for shot put	1
61	AF-17	Hammer	1
62	AF-19	Roll tape	10
63	OM-01	Riding lawn mower	1
64	OM-03	Maintenance tool set	1
65	FA-01	Bed	2
66	FA-02	Wheelchair	2
67	FA-03	Stretcher	2

7-2 Topographic Survey Report

Topographic Survey Report is attached on the following page.



7-3 Geological Survey Report

Geological Survey Report is attached on the following page.

BORRING LOG										Sheet :	1 OF 1			
Project Name : The Project For Rehabilitation of Chao Anouvang Stadium										Coordinates :	E: - , N: -	Borehole No: BH-No1		
In The Lao PDR										Elevation (Z):	-	Water Level : - 4.0m		
Work: Geological Survey										Max. Drilling Depth:	20.0 m	Starting Date : 10-Jan-22		
											Finishing Date : 10-Jan-22			
Depth (m)	SOIL DESCRIPTION	Symbol	Wash Out	Sampling method	SPT Blow Count			N Value (2nd+3rd)	SPT Blow Count (Blow/ft)					Consistency
					1st	2nd	3rd		10	20	30	40	50	
1	2	3	4	5	6	7	8	9	11					12
1	CL- Silty CLAY Brown -Yellow-Red		AU	SS1	6	7	7	14						Medium Dense
2			AU	SS2	7	7	8	15						Medium Dense
3			UD	SS3	8	7	9	16						Medium Dense
4	CL- Sandy CLAY , Grey-Brown		AU	SS4	8	7	9	16						Medium Dense
5			AU	SS5	9	10	11	21						Medium Dense
6			AU	SS6	10	10	13	23						Medium Dense
7			AU	SS7	5	5	6	11						Medium Dense
8			AU	SS8	6	5	5	10						Medium Dense
9			AU	SS9	3	4	5	9						Medium
10			AU	SS10	3	2	3	5						Medium
11			AU	SS11	2	3	3	6						Medium
12			AU	SS12	3	2	3	5						Medium
13			C-S-G Sandy Clay With Gravel, Grey-Brown - Yellow		AU	SS13	3	4						3
14	AU	SS14			4	3	4	7						Medium
15	AU	SS15			17	23	25	48						Very Dense
16	SG- Slit SAND With Gravel-Rock, Grey-Brow-Yellow		AU	SS16	50			50						Hard
17			AU	SS17				Over 50						Very Hard
18			AU	SS18				Over 50						Very Hard
19			AU	SS19				Over 50						Very Hard
20			AU	SS20				Over 50						Very Hard
21														
Sample No				Rock Hardness			Sand	Clay	Sand&Silt					
A: Auguring WO: Wash out ST: Shell By Tube SS: Split Spoon Sample DB: Diamond Bit C: Coring		N: Number of Blow Per Foot Or Per 30 Cm DS : Disturbed Sample UD : Undisturbed Sample		V-H: very hard H: hard B: Brittle V-B: very brittle S: soft			C: coarse M: medium F: fine	V-S: very soft S: soft M-St: med stiff St: stiff V-St: very stiff H: hard	V-L: very loose L: loose M-D: med dense D: dense V-D: very dense					

BORING LOG											Sheet :	1 OF 1		
Project Name : The Project For Rehabilitation of Chao Anouvong Stadium					Coordinates : E: - , N: -				Borehole No: BH-No2		Water Level : - 4.0m			
In The Lao PDR					Elevation (Z): -				Starting Date : 09-Jan-22					
Work: Geological Survey					Max. Drilling Depth: 20.0 m				Finishing Date : 09-Jan-22					
Depth (m)	SOIL DESCRIPTION	Symbol	Wash Out	Sampling method	SPT Blow Count			N Value (2nd+3rd)	SPT Blow Count (Blow/ft)					Consistency
					1st	2nd	3rd		10	20	30	40	50	
1	2	3	4	5	6	7	8	9	11					12
1	CL- Silty CLAY, Grey-Brown -Yellow-Red		AU	SS1	7	7	9	16						Medium Dense
2			AU	SS2	7	8	8	16						Medium Dense
3			UD	SS3	8	10	12	22						Medium Dense
4			AU	SS4	8	7	7	14						Medium Dense
5			AU	SS5	6	7	6	13						Medium Dense
6	CL- Sandy CLAY , Grey-Brown		AU	SS6	7	6	7	13						Medium Dense
7			AU	SS7	4	3	3	6						Medium
8			AU	SS8	4	3	3	6						Medium
9			AU	SS9	4	4	5	9						Medium
10			AU	SS10	3	2	3	5						Medium
11			AU	SS11	3	3	3	6						Medium
12			AU	SS12	3	2	3	5						Medium
13			AU	SS13	4	4	3	7						Medium
14			AU	SS14	3	3	4	7						Medium
15			C-S-G Sandy Clay With Gravel, Grey-Brown - Yellow		AU	SS15	19	23	25	48				
16	AU	SS16			50			50						Hard
17	SG- Slit SAND With Gravel-Rock, Grey-Brow -Yellow		AU	SS17				Over 50						Very Hard
18			AU	SS18				Over 50						Very Hard
19			AU	SS19				Over 50						Very Hard
20			AU	SS20				Over 50						Very Hard
21														
Sample No								Rock Hardness	Sand	Clay	Sand&Silt			
A: Auguring WO: Wash out ST: Shell By Tube SS: SplitT Spoon Sample DB: Diamond Bit C: Coring			N: Number of Blow Per F Or Per 30 Cm DS : Disturbed Sample UD : Undisturbed Sample			V-H: very hard H: hard B: Brittle V-B: very brittle S: soft			C: coarse M: medium F: fine		V-S: very soft S: soft M-St:med stiff St: stiff V-St: very stiff H: hard		V-L: very loose L: loose M-D:med dense D: dense V-D:very dense	

BORING LOG											Sheet :	1 OF 1	
Project Name : The Project For Rehabilitation of Chao Anouvong Stadium In The Lao PDR					Coordinates : E: - , N: -			Water Level : - 6.0m			Borehole No:	BH-No3	
Work: Geological Survey					Elevation (Z): -			Starting Date : 10-Jan-22			Finishing Date : 10-Jan-22		
					Max. Drilling Depth: 21.0 m								
Depth (m)	SOIL DESCRIPTION	Symbol	Wash Out	Sampling method	SPT Blow Count			N Value (2nd+3rd)	SPT Blow Count (Blow/ft)				Consistency
					1st	2nd	3rd		10	20	30	40	
1	2	3	4	5	6	7	8	9	11				12
1	CL- Silty CLAY, Grey-Brown -Yellow-Red		AU	SS1	6	9	15	24					Medium Dense
2			AU	SS2	7	8	11	19					Medium Dense
3			AU	SS3	8	9	12	21					Medium Dense
4			AU	SS4	8	10	15	25					Medium Dense
5			AU	SS5	9	7	13	20					Medium Dense
6			AU	SS6	8	8	9	17					Medium Dense
7	CL- Sandy CLAY, Grey-Brown -Yellow		AU	SS7	7	6	6	12					Medium Dense
8			UD	SS8	4	5	4	9					Medium Dense
9			AU	SS9	3	3	5	8					Medium
10			AU	SS10	2	3	4	7					Medium
11			AU	SS11	2	2	3	5					Medium
12	CL- Sandy CLAY, Grey-Brown		AU	SS12	2	3	4	7					Medium
13			AU	SS13	3	3	4	7					Medium
14			AU	SS14	4	4	5	9					Medium
15			AU	SS15	18	20	28	48					Very Dense
16	SG- Slit SAND With Gravel-Rock, Grey-Brow-Yellow		AU	SS16	50			50					Hard
17			AU	SS17				Over 50					Very Hard
18			AU	SS18				Over 50					Very Hard
19			AU	SS19				Over 50					Very Hard
20			AU	SS20				Over 50					Very Hard
21			AU	SS21				Over 50					Very Hard
Sample No					Rock Hardness			Sand	Clay		Sand&Silt		
A: Auguring WO: Wash out ST: Shell By Tube SS: SplitT Spoon Sample DB: Diamond Bit C: Coring		N: Number of Blow Per F Or Per 30 Cm DS : Disturbed Sample UD: Undisturbed Sample		V-H: very hard H: hard B: Brittle V-B: very brittle S: soft			C: coarse M: medium F: fine	V-S: very soft S: soft M-St:med stiff St: stiff V-St: very stiff H: hard	V-L: very loose L: loose M-D:med dense D: dense V-D:very dense				

BORING LOG										Sheet :	1 OF 1					
Project Name : The Project For Rehabilitation of Chao Anouvong Stadium In The Lao PDR					Coordinates : E: - , N: -					Borehole No: BH-No4						
Work: Geological Survey					Elevation (Z): -					Water Level : - 8.0m						
					Max .Drilling Depth: 20.0 m					Starting Date : 09-Jan-22						
										Finishing Date : 09-Jan-22						
Depth (m)	SOIL DESCRIPTION	Symbol	Wash Out	Sampling method	SPT Blow Count			N Value (2nd+3rd)	SPT Blow Count (Blow/ft)					Consistency		
					1st	2nd	3rd		10	20	30	40	50			
1	2	3	4	5	6	7	8	9	11					12		
1	CL- Silty CLAY Brown -Yellow-Red		AU	SS1	6	7	8	15							Medium Dense	
2				SS2	7	7	7	14							Medium Dense	
3				SS3	8	10	12	22							Medium Dense	
4				SS4	10	11	14	25							Medium Dense	
5				SS5	7	6	6	12							Medium Dense	
6				UD	SS6	8	7	6	13							Medium Dense
7				SS7	5	4	6	10								Medium Dense
8				SS8	4	2	3	5								Medium
9	CL- Sandy CLAY , Grey-Brown		AU	SS9	2	3	3	6							Medium	
10				SS10	3	3	4	7							Medium	
11				SS11	4	2	3	5							Medium	
12				SS12	3	3	3	6							Medium	
13				SS13	5	5	7	12							Medium Dense	
14				SS14	4	5	8	13							Medium Dense	
15	C-S-G Sandy Clay With Gravel, Grey-Brown - Yellow		AU	SS15	16	21	24	45						Very Dense		
16	SG- Slit SAND With Gravel-Rock, Grey-Brown -Yellow		AU	SS16	50			50						Hard		
17				SS17				Over 50						Very Hard		
18				SS18				Over 50						Very Hard		
19				SS19				Over 50						Very Hard		
20				SS20				Over 50						Very Hard		
21																
Sample No					Rock Hardness			Sand	Clay					Sand&Silt		
A: Auguring WO: Wash out ST: Shell By Tube SS: Split Spoon Sample DB: Diamond Bit C: Coring		N: Number of Blow Per Foot Or Per 30 Cm DS : Disturbed Sample UD : Undisturbed Sample		V-H: very hard H: hard B: Brittle V-B: very brittle S: soft			C: coarse M: medium F: fine	V-S: very soft S: soft M-St: med stiff St: stiff V-St: very stiff H: hard	V-L: very loose L: loose M-D: med dense D: dense V-D: very dense							

BORING LOG										Sheet :	1 OF 1				
										Borehole No:	BH-No5				
Project Name : The Project For Rehabilitation of Chao Anouvang Stadium					Coordinates : E: - , N: -					Water Level : - 7.0m					
In The Lao PDR					Elevation (Z): -					Starting Date : 08-Jan-22					
Work: Geological Survey					Max. Drilling Depth: 20.0 m					Finishing Date : 08-Jan-22					
Depth (m)	SOIL DESCRIPTION	Symbol	Wash Out	Sampling method	SPT Blow Count			N Value (2nd+3rd)	SPT Blow Count (Blow/ft)				Consistency		
					1st	2nd	3rd		10	20	30	40		50	
1	2	3	4	5	6	7	8	9	11				12		
1	CL- Silty CLAY Brown -Grey		AU	SS1	4	5	7	12					Medium Dense		
2			AU	SS2	8	9	12	21					Medium Dense		
3			AU	SS3	10	10	14	24					Medium Dense		
4	CL- Sandy CLAY , Grey-Brown -Yellow		AU	SS4	11	12	14	26					Medium Dense		
5			AU	SS5	8	7	8	15					Medium Dense		
6			AU	SS6	6	6	7	13					Medium Dense		
7			UD	SS7	4	4	5	9					Medium		
8			AU	SS8	5	3	4	7					Medium		
9			AU	SS9	4	3	3	6					Medium		
10			AU	SS10	4	3	5	8					Medium		
11			AU	SS11	4	3	7	10					Medium Dense		
12			C-S-G Sandy Clay With Gravel, Grey-Black		AU	SS12	3	3	4	7					Medium
13					AU	SS13	5	3	6	9					Medium
14	AU	SS14			5	3	4	7					Medium		
15	AU	SS15			16	5	7	12					Medium Dense		
16	SG- Slit SAND With Gravel-Rock, Grey-Brow-Black				AU	SS16	15	20	23	43					Very Dense
17			AU	SS17	50			50					Hard		
18			AU	SS18				Over 50					Very Hard		
19			AU	SS19				Over 50					Very Hard		
20			AU	SS20				Over 50					Very Hard		
21															

7-4 IPC Accessibility Guide Conforming List

IPC Accessibility Guide Conforming List is attached on the following page.

AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK
2.1 KEY MEASUREMENTS										
Furniture, Counters and Service Areas	Reception desks / service counters	2.1	○		850mm height 750mm knee clearance 500mm depth 750mm width (minimum)	• Main service area should be accessible. Avoid segregated cut-outs/service areas for wheelchair users.	○			×
	Serving Counters	2.1	○		850mm surface height 510mm reach requirement (front and side reach) 300mm (w) x 200mm (d) min clear space for food preparation		○			×
	Restaurant / lounges / food court seating	2.1	○		Bar seating: include lowered section 850mm height, 750mm knee clearance, 1,600mm minimum width Bench seating: provide back support, with max. 450mm seat height and 750mm backrest height, plus minimum kick space of 1/3 seat depth					○
		2.1	○		Bar seating: include lowered section 850mm height, 750mm knee clearance, 1,600mm minimum width Bench seating: provide back support, with max. 450mm seat height and 750mm backrest height, plus minimum kick space of 1/3 seat depth	• Mix of chairs should be provided – 20% with arms.		○	Furniture (table and chair/ bench)	
3.2 DOORS, DOORWAYS, AND GATES										
Entrance Design	Pathway	3.2.2	○		A clear pathway without threshold steps at the doorway.		○			▲
	Entrance door	3.2.2	○		1,500mm min. clear width (main entrance doors), All other doors minclearance of 950mm		○			○
	Signage	3.2.2	○		Clear signage indicating the accessible route.		○			○
	Entry mats	3.2.2	○		Entry mats should be recessed to limit tripping hazard. Or thickness shall be no more than a 5mm.	Mats at many instances should be provided to minimise water or dirt transfer into the building. Mats should be placed away from door swing.	-	-		-
	Push or pull action Force of Door	3.2.2	○		Not be greater than 20N.		○			▲
	Automated door closers	3.2.2		○	Automated door closers that use a sensor to open/close the door are the most usable kind for main entrances to venues and provide greater accessibility.		-	-		-
	Revolving doors	3.2.2	-	-	As revolving doors are not considered accessible, when a revolving door is used, a swing side door with a push button or an automatic sliding door should be placed nearby.		-	-		-
Doors and Doorways	Door width	2.1	○		850mm minimum (clear width)	• Measured when door is open 90 degrees.				
		3.2.3			950mm best practice (clear width) 1,000mm required for specific sports' athlete preparation areas (i.e. competition wheelchairs required)	• The clear space between two doors in series shall consider in addition to the width of both doors when open 90 degrees, the manoeuvring space in between the two doors.	○			○
	Handles	2.1		○	U-shaped levered handles or D handles	• Handles operable by one hand.	○			-
		3.2.5			150mm min. inside handle dimension 900-1,100mm handle height from floor	• Sliding doors are preferable. • Revolving doors are not considered accessible.	○			-
	Signage/notices	3.2.5		○	Signage/notices should never be posted on doors such that readers would be placed in the swing path of the doors.		○	○		▲
	Thresholds	3.2.5	○		Thresholds are tripping hazards and should be avoided.	If necessary, they must meet the minimum requirements described in Section 3.3 Floor surfaces.	○			○
	Luminance contrast of door	3.2.5	○		Door leaf shall have a min. 30% luminance contrast with the frame or adjacent wall. This includes glass doors in glass walls.		○			▲
Clear Space		3.7.6	○		All doors in the emergency path of travel must comply with the min. manoeuvring requirements.		○			×
	3.2.6		○	500mm clear space on pull side (front approach) 300mm clear space on push side (front approach)		○			○	
Power Operated Doors	General	3.2.4		○	If doors are unable to remain open at all times, it is recommended to use power-operated doors.		-	-		-
	Sensor to detect a moving person	3.2.4	(○)		Sensor to detect a moving person as low as 950mm shall be equipped.		-	-		-
		3.2.4	(○)		Place the push button in a visible and reachable area shall be installed		-	-		-
	Push button	3.2.4	(○)		Push button should be easy to operate and reach.		-	-		-
		3.2.4	(○)		30N or less.		-	-		-
	Open speed	3.2.4	(○)		At least 3 seconds or more		-	-		-
Operating hardware	3.2.4	(○)		Operating hardware on sliding doors shall be exposed and usable from both sides when sliding doors are fully opened or closed.		-	-		-	
Power Operated Doors	Control for fire exit route	3.2.4	(○)		If on a fire exit route, door should remain operable in emergency conditions. The push away system should be provided if door is on the exit route.		-	-		-
		3.7.6	(○)		Door openers do not continue to operate in all alarmed conditions.		-	-		-
	Security viewers	3.2.4	(○)		Security viewers in a door should be mounted 1,000mm-1,200mm above finished floor.	The outside area must have at least 10lux of flat even light for the benefit of people who have a vision impairment and people who are hard of hearing or deaf (to facilitate visual languages and/or lip	-	-		-
Gates and Turnstiles	Access control device	3.2.7	○		Where a gate or an access control device (e.g. a magnetometer) is used, a clear opening of no less than 950mm should also be provided.		-	-		-
	Gate mechanism	3.2.7	○		Where a gate mechanism is provided, upon operation the gate shall swing away from the user.		-	-		-
	Accesible turnstiles	3.2.7	○		Where turnstiles or other ticketing control devices are provided (which are typically not wheelchair accessible) then a gate or opening which is accessible shall also be provided in immediate proximity.		-	-		-

LEGEND (For "CHECK" column) ○: Adapted, ▲: Partially adapted, ×: Not adapted

AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK	
Manually Operated Sliding Doors	Sliding Doors	3.2.8	○		Consider the proper hardware system that can be used for all.		○			▲	
	Indicator	3.2.8	○		Glazed doors need to include colour-contrast strips or other indicators to become detectable by people with a visual impairment.		○			▲	
3.3 FLOOR SURFACES											
Material	Threshold	3.3.1	○		Material should be even and levelled in all areas, including when transitioning from one material to another.	A smooth threshold should be used to have a seamless change.	○			○	
	Carpet	3.3.1	○		In general, the use of carpet is not recommended. If used, the carpet should not be thicker than 15mm.		○			○	
	Surface of landscape pathway	3.3.1	○		The material must be firm even if it is a landscape material. It is not recommended to use sand, dirt, rocks or even artificial or natural grass on a pathway that will be considered accessible.		○			○	
	Gaps	3.3.1	○		Vertical changes in level greater than 6.4mm in height should be avoided. Where the change in level is greater than 6.4mm, a slope should be provided to prevent users from falling.		○			○	
3.4 CLEAR FLOOR SPACE											
Turning Space for Wheelchairs	Turning Space	3.4.1	○		Turning space should be a clear circular space with a 1200mm min. radius. In some instances, the clear space can be defined by a 'T' shape, which allows a person to manoeuvre under certain conditions. See Figure 10: Turning space clearances. Clearance spaces should never be overlapped by objects.		○			○	
3.5 REACH RANGE, KNEE AND TOE CLEARANCE											
Operable Parts	Switches and buttons	3.5.1		○	Best to provide both forward and side approach options		○			—	
		3.5.1	○		Between 750mm and 1220mm above finish floor		○			▲	
Table and Counters	Tops of tables and counters	3.5.2	○		850mm above the finish floor or ground			○			
	Turning space	3.5.2	○		Shall not overlap knee space by more than 485mm		○			○	
	Height	3.5.2		○	Should be one height that is universally accessible		○			×	
	Knee space	3.5.2	○		750mm high, 750mm wide, and 500mm deep.		○			×	
3.6 VENUE ACCESSIBLE SEATING											
Sight Lines	Acceptable viewing standard	2.1		○	C-value of 90mm or above	Taken in consideration a person standing in front of the accessible seating position. Railings and other obstacles should not impair the sightlines of people using accessible seating.	○			○	
		3.6.2									
Accessible Seating	Numbers and ratios	3.6.1		○	Should not be segregated from their groups. Should have the opportunity to decide the seat section.		○			▲	
	General	2.1		○	Additional consideration is made for venues where standing tickets are sold to ensure there are accessible viewing areas.			○			
		2.1	○		Companion seating to be provided at an equal ratio, next to (not behind) each space.		○			○	
		2.1	○		Additional enhanced amenity seats (seats suitable in width and access by persons with mobility or sensory disabilities, such as people using crutches, people with guide dogs or people using a hearing augmentation system or device) should be provided at a min. ratio of 1% of Games seated capacity.		—	—		—	
Accessible Seating		3.6.3	○		An accessible seating space needs to be levelled.		○			○	
		3.6.3	○		No objects or spectators must block the view		○			○	
		3.6.3		○	Desirable to utilise loose companion seats		—	—		—	
	Size	3.6.3	○		800mm x 1,300mm for accessible seat user.	→1,300mm x 2,300mm for an accessible seat and companion seat with a pathway behind	○				▲
		3.6.3	○		500mm x 1,300mm of an adjacent area for companion or enhanced amenity seat.		○				▲
	Clear Space Access	3.6.3	○		Circulation space behind: 1,000mm width		○				▲
3.6.3		○		Within 40m of an accessible toilet facility		○				▲	
3.7 EMERGENCY PROVISIONS											
Emergency Provisions	Evacuation	3.7.1	○		Routes acting as immediate egress to an open and safe area must encompass a barrier-free path		○			○	
Areas of Rescue Assistance	General	3.7.2	○		Should be located on an accessible route		○			○	
		4.10.2									
	Size	2.1	(○)		Min. size of 850mm x 1,300mm per anticipated potential user (no fewer than two space)		○			▲	
		3.7.2									
	4.10.2										
	Smoke- and fire-free compartment	3.7.2	○		Should be in the stairwell and in the core of the building.		○			○	
	Signage	3.7.2	(○)		Should be provided at the height of 1,800mm and 2,000mm	The lettering should be of high contrast and tactile lettering.	○				○
		4.10.2									
Door	3.7.2	(○)		Should swing out into the area of rescue		○				○	
	4.10.2										
Training	3.7.2	(○)		Should be of a contrasting colour to the surrounding surfaces.		○				○	
	4.10.2										
Exit stairs	3.7.2	(○)		Provide a hands-free intercom or other communication device.		○				×	
	4.10.2										
Alarms	Visual fire alarm/strobe warning system	3.7.2	(○)		Provide proper awareness training to staff on the appropriate use of this area.			○		—	
		4.10.2									
Alarms	Emergency call buttons	3.7.2	○		Should be equipped with glow in the dark, stair nosing or handrails.		○			○	
		4.10.2									
	3.7.3	○		Required in public gathering areas, in all washrooms, and in front of elevators.	The max. allowable strobe flash is 1 - 3 Hz.	○				▲	
Alarms	Fire alarm pulls and fire extinguishers	2.1		○	Should be considered in washrooms with the system to monitor whenever the facility is in use.	when monitoring is not available, an alarm with both audible and visual signals that are noticeable in an adjacent hallway will suffice.	○			▲	
		3.7.3	○		Should be installed.		○			▲	
Alarms	Fire alarm pulls and fire extinguishers	3.7.3	○		To be mounted at a max. operating height of 1,200mm and be placed on an open wall free of obstructions.	The same standard applies for fire and emergency alarms in button panels.	○			▲	
		3.7.3	○				○			▲	

LEGEND (For "CHECK" column) ○: Adapted, ▲: Partially adapted, ×: Not adapted

AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK					
First Aid Rooms	Signage	3.7.4	○		Requires tactile/ high contrast signage.		○			○					
	Pathway		○		Requires connecting paths accessible to wheelchair users and people using walking aids.		○			○					
	Gurney/ bench	3.7.4	○		Typical cot should be replaced with a variable height gurney or change bench.			○							
	Washroom	3.7.4	○		Gender-neutral accessible washroom should be located in the immediate vicinity of the first aid room.		○			○					
Evacuation Instructions	Procedures and maps	2.1	○		Easy-to-read emergency procedures and exit route maps to appear in large print (min. of 14 point), high contrast (red on white or vice versa preferred) and include a floor plan diagram with clearly marked exit points.		○			○					
		3.7.5	○												
		2.1	○								To be mounted at a max. height of 1,350mm (1,300mm in 2.1) from the finished floor.				○
		3.7.5	○								To highlight the accessible route to the closest exit and/or rescue assistance area.				○
	Lighting	3.7.6		○	Lighting must assist people to find the way out of an alarm zone.		○			○					
		3.7.6		○	Low mounted (480mm above finished floor) exit signage to assist all users along exit routes		—			▲					
	Video/ data monitors	3.7.6	○		Video/ data monitors used in the facility should also communicate emergency messages to patrons.		○			○					
Operation	3.7.7	○		Event planners and operators need to develop customised emergency response plans for the para sport events.			○		—						
4.2 PATHWAYS															
Pathways	General	4.2	○		All hallways should allow for turnaround, overpassing or manoeuvring space every 10m.		○			○					
		2.1	○		Width: 1,000mm (min. with restrictions) 1,500mm (low traffic) 1,800mm (mid. traffic) 2,000 mm (high traffic) Clear headroom space: 2,100mm	• Pathway width measurements are applicable to ramps, queuing areas, aisles, etc. • 1,000mm will be usable only for distances of 1,000mm max.	○			○					
	Slope	4.2	○		A gradient of the cross slope, perpendicular to the accessible path of travel, should not be more than 2%.		○			○					
	Rest Areas (External)	General	4.2.1	○		Provide areas to sit/rest every 50m along all external paths.			○						
Rest Areas (External)	Lighting	4.2.1	(○)		Should provide the right illumination					▲					
Rest Areas (External)	Quiet space	4.2.1	(○)		Quiet spaces along pathways should be provided for individuals with autism spectrum disorder.			○							
Queueing Areas	Clear space	2.1	○		Barriers at queueing areas need to allow a clear width of 1,500mm for each line.		○								
		4.2.2	○												
	Slope	2.1	○		The slope of the waiting area should be level or not exceed 1:50 (2%).		○			○					
		4.2.2	○												
Bench	2.1		○	The provision of benches is important when the queueing distance is anticipated to be longer than 50m.				○							
	4.2.2														
Colour	4.2.2	○		There should be prominent colour contrast between ropes, bars or barriers to define the queueing areas and the surrounding environment.				○							
Pedestrian Crosswalks	Materials	4.5		○	Textured surfaces are recommended.		—			—					
4.3 WALKING SURFACES AND PROTRUDING OBJECTS															
Protruding Objects	Size and location	4.3.1	○		Objects protruding into accessible routes with their leading edges between 700mm and 2,100mm from the floor shall not extend beyond 400mm into any pedestrian pathways.		○			○					
		4.3.1	○		Clear headroom space of 2,100mm is required across the entire width and length of the pathway	If headroom becomes lower than 2,100mm, a guard must be provided to prevent people trespassing into the lower areas. See Figure 16 Headroom	○			○					
	Clear space	4.3.1	(○)		If an object must be placed on the path of travel, the width of the path should not be less than 1,000mm for a distance longer than 1,500mm.			○							
	Tactile/ signage	4.3.1		○	A tactile walking surface indicator should be considered when protruding objects.		○			▲					
Exterior Pavement	Materials	4.3.2	○		Avoid soft and uneven pavements such as gravel or any compound that does not provide a stable surface.	Best to use concrete or asphalt on all exterior pathways.	○			○					
	Clear space	4.3.2	○		Light poles, signs, newspaper boxes, garbage containers, etc., should be kept off the path or clearly marked with high contrast colour.			○							
	Signage	4.3.2	○		Portable signage such as sandwich boards should not be placed on pathways.			○							

LEGEND (For "CHECK" column) ○: Adapted, ▲:Partially adapted, ×Not adapted

AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK		
4.4 RAMP												
Slope	General	4.4.1	○		Best for a ramp is 1:20 (5%) with landings every 10m.		○			○		
		2.1	○		1:14 (7.14%) min. grade for height up to 3000mm 1:50 (2%) maximum cross slope	• 1:20 applies as max. grade for ramps serving primary entrances or busy facilities, long or crowded walkways, or for covering more than 3000mm height difference. • 1:14 (7.14%) max. grade is acceptable for secondary or ancillary facilities. • Ramps should not exceed 60m in length.	○			○		
		2.1	○		Slopes adjacent to kerb ramp should be 1:50 (2%)		○				○	
	Width	2.1	○		The min. width of a ramp (measured between handrails) shall be 1,800mm to allow two wheelchairs to overpass. This is required in ramps longer than 5m or at a switch back ramp.	If the length of the ramp is less than or equal to 5m, the width can be 1,500mm.	○				×	
		4.4.1	○									
	Handrails	2.1	○		Handrails should be provided on both sides in all ramps that exceed 30cm measured at its highest point to the below connecting surface. 850-950mm (865-965mm Fig. 18) above ramp surface 35-45mm grip surface 45-60mm from wall surface 300mm extension beyond start and end of ramp		○				▲	
		4.4.1	○									
Landings	General	4.4.2	○		Landings should be placed in front of doors or when an incline path changes direction.		○			○		
		2.1	○		A landing is required when a ramp covers a vertical height difference of more than 500mm.	Width: same as ramp width Length: 1,500mm min	○			○		
		4.4.2	○									
		2.1	○		A new landing is required for every 500mm of vertical height difference the ramp covers.	Width: same as ramp width Length: 1,500mm min	○				○	
		4.4.2	○									
	4.4.2	○		The horizontal length between landing depends on the ramp's gradient. 1:14→ every 7m of horizontal length 1:20→every 10m of horizontal length. Less than 1:20→the horizontal length between landings may increase proportionally, but shall not exceed 20m.		○				○		
	Clear space	4.4.2	○		The landing should provide at least 1,800mm turning radius when the ramp changes direction. The width should be same as the ramp, and should be 1,800mm (min) in depth.		○				×	
Handrails	4.4.2	○		Should be provided in landings when the height difference is above 300mm.		○				○		
Handrails	Size	4.4.3	○		Should have an appropriate radius and shape.	○				▲		
Handrails	Colour	4.4.3	○		Should have contrasting colour to their adjoining structure.	○				▲		
		Materials	4.4.3	○		Should have a continuous gripping surface without interruptions for posts or other construction elements.	○				▲	
	Clear space	4.4.3	○		Should have a clear space between the handrail and the wall of 45-60mm.	○					▲	
		Location	4.4.3	○		Should be mounted between 850 - 950mm above the stair nosing.	○				▲	
			4.4.3	○		Should be mounted between 850 - 950mm above the surface of the ramp following the same angle as the ramp itself.	○				▲	
	4.4.3	○		Should have a continuous inside handrail or, if not continuous, extend at the top of the stairs or ramp parallel with the floor surface at a distance of 300mm or, if at the bottom of the stairs continue at slope for a distance equal to one tread and then extend parallel to the floor surface not less than 300mm and return into wall, floor or post.	○					▲		
	Signage	4.4.3	○		Should have a tactile message strip on exit levels of each handrail.	○					▲	
4.5 KERB RAMPS												
Kerb Ramps	General	4.5	○		The max. slope of a kerb ramp is 1:8 or 1:10 depending on the vertical height it covers.					-		
		4.5	○		Should have flared sides to eliminate the hazard of pedestrians stepping off an edge. The flared side must have a max. gradient of 1:10.					-		
	Size	4.5	○		Should have a min. width of 1,000mm.					-		
	Materials and colour	4.5	○		Should have a slip-resistant surface with a detectable warning surface that is colour and texture contrasted with the adjacent area.					-		
	Slope	Gradient	4.5.1	○		The slope of the routes immediately adjacent to the kerb ramp shall be 1:14 (7.14%) max.					-	
4.6 STAIRS, MOVING WALKWAYS AND ESCALATORS												
Stairs	Size	2.1	○		Riser heights should be no more than 180mm and not less than 125mm; best practice 150mm.		○			○		
		4.6.1	○									
	General	2.1	○		Treads should run no less than 280mm and not more than 350mm deep, measured from riser to riser.		○				○	
		4.6.1	○									
	Landing	4.6.1	○		Closed risers are essential; open risers should be avoided.		○				○	
		4.6.1	○									
	Nosing	2.1	4.6.2	○		Should have the same width as the stairwell and should be at least 1,500mm in depth.		○			○	
			4.6.2	○								
		2.1	4.6.2	○		May not project more than 38mm.		○				○
			4.6.2	○								
Handrails	2.1	4.6.2	○		Should have a high visual contrast to the tread and be of a non-slip material.		○			▲		
		4.6.2	○									
Handrails	2.1	4.6.2	○		Need to be illuminated to a min. level light of 100lux and have no abrupt undersides.		○			▲		
		4.6.2	○									
Handrails	2.1	4.6.2	○		Provide handrails.		○			○		
		4.6.2	○									

LEGEND (For "CHECK" column) ○: Adapted, ▲: Partially adapted, ×: Not adapted

AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK	
Signage	Size	2.1 4.6.3	○		Must be provided at the top of each set of stairs. Should extend to the full width of the stairs for a depth of 600mm and commence at one tread depth back from the stop stair.		○			▲	
	Colour	4.6.3	○		The warnings should be of a contrasting colour to the surrounding floor surfaces and detectable by cane.		○			▲	
4.7 ELEVATORS											
Elevators	General	4.7.2		○	Flow through design using two doors (one front, one back) is recommended especially elevators serving only two floors.		○			—	
	Doors	4.7.1	○		Shall be power operated and preferably sliding.		○			○	
		4.7.1	○		Shall be provided with a door obstruction sensor device that will function to stop and reopen in case the door is obstructed while closing.		○			▲	
		4.7.1	○		A min. of 6 seconds is needed for doors to remain open at any call, except when users use the door open-close buttons in the car.		○			▲	
		2.1 4.7.1	○		The clear width shall be 850mm, but for elevators serving public spaces and sport facilities clear width of elevator doors shall be at least 950mm.		○			○	
	Car	4.7.1	○		Shall be equipped with a levelling device to maintain the floor level to a height not greater than +/- 10mm.		○			▲	
		2.1 4.7.2	○		Size shall not be less than 1,700mm x 1,500mm.		○			○	
		2.1 4.7.2	○		In facilities with high public use, such as sporting venues, the size shall not be less than 2,100mm x 1,500mm.		○			○	
	Elevators	Lighting	4.7.2	○		Lighting levels inside the car should be maintained at ambient hallways light levels of even, flicker-free light and shall not be less than 100lux.		○			▲
		Handrails	4.7.2	○		Should be equipped with handrails.		○			▲
				○		Should be installed at a height of 850 - 950mm.		○			▲
Materials		4.7.2	○		Floor inside elevators must be easily recognisable and need to avoid the use of dark floor surfaces.		○			▲	
				○		Need to be a slip-resistant surface.		○			▲
Mirror		4.7.2	○		A mirror is required on the back wall of elevators to help people with a mobility impairment exit the car in crowded conditions.		○			▲	
		4.7.2	○		The bottom edge of the mirror must be no higher than 1,000mm from the finished floor and extend across the width of the elevators.		○			▲	
Signage		4.7			Shall be identified with appropriate signage.		○			▲	
Location indicator		4.7.2	○		Shall be provided.		○			▲	
Controls		2.1 4.7.3	○			Must be located on the side wall, approx. 250mm from the elevator door.	This makes it possible for wheelchair users, people of low stature, or those with balance issues to have access to the controls.	○			▲
		4.7.3	○			Shall be readily accessible for a wheelchair user upon entering an elevator.		○			▲
		2.1 4.7.3	○			The emergency/alarm and door operating buttons shall be located at the bottom of the control panel, at no less than 850mm from the floor. The highest button in the elevator panel shall be no higher than 1,200mm from the floor.		○			▲
		2.1 4.7.3	○			Floor buttons shall have at least 20mm diameter and be raised or tactile. They should be provided with visual and momentary audible indicators to show when each call is registered.		○			▲
		2.1 4.7.3	○			All car control buttons shall have raised characters for letters and numbers as well as Braille, placed immediately to the left of, or on, the buttons to which they apply.		○			▲
	4.7.3	○			Emergency communications using hands-free, intercom systems are required in place of a typical telephone style handset.		○			▲	
	2.1 4.7.3	○			Synthesised voice floor callers are required in elevators serving more than two floors, announcing the direction of travelling (up or down) and floor destination of the elevator.		○			▲	
	4.7.4	○			In the hall leading to the elevator, the control panel shall have the same specs. As the control panel inside the car.		○			▲	
Audio announcement	4.7.4	○			Shall be provided indicating the current floor and direction of travel (up or down) when the elevator stops at the landing and when the doors open or	○			▲		

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AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK
2-way Communication System	General	4.7.4	○		Shall be equipped with a 2-way communication system, which will be linked to an emergency response system.		○			▲
	Location and signage	4.7.4	○		The highest part of the system shall be at a max. of 1,200mm above the floor and shall be identified by a raised symbol or lettering.		○			▲
4.8 TRANSPORT LOAD ZONE										
Transport Load Zones	General	4.8	○		Cars should be able to park away from the kerbside.		○			○
		4.8	○		An accessible pathway from the facility to the loading/unloading area.	The route should connect from the drop-off area to the building entrance or sidewalk and should be protected from car circulation.	○			×
		4.8	○		Waiting/resting seat provision should be in place.			○		
		2.1	○		Kerb ramps should be in place.	At least one kerb ramp.	○			-
		4.8	○		The route should connect from the drop-off area to the building entrance or sidewalk and should be protected from car circulation.		○			-
		4.8	○		Need to accommodate vans and minibuses with rear mounted lifts and side mounted lifts.		○			-
		4.8	○		Need to accommodate high floor coaches fitted with short rise platform lifts.		○			-
		2.1	○		Need to provide an aisle of at least 2,400mm x 7,000mm long adjacent and parallel to the vehicle pull-up space.	if indoors, a clear ceiling space of 3,300mm min (measured from finished floor to ceiling) adjacent and parallel to the vehicle pull-up space.	○			○
		4.8	○		The min. light level required is 60 lux.		○			▲
4.9 SIGNAGE WAYFINDING AND PUBLIC SPACES										
Signage	General	4.9.1	○		Signage should be organised and continuous in presentation, offers precise communication, language neutrality, and consistency.	Items to consider: Numbered exits and program areas Colour coding Spacing of signage and key decision point information Universal symbols and pictograms	○			
	Colour	4.9.2		○	Important that the text and background colours are contrasting.		○			▲
	Materials	4.9.8	○		Should be constructed so that elements can be easily updated. Modular construction can be beneficial to permit graphic panels to be removed and replaced as program spaces are updated.		○			▲
	Wording	4.9.8	○		Prepositions to be omitted.		○			▲
		4.9.8	○		Use an ampersand "&", instead of the word "and."		○			▲
	Typeface	4.9.8	○		Should be composed of standard sans-serif fonts with easily recognisable upper and lower-case characters.		○			▲
		4.9.8	○		Fonts with medium heaviness should be used.		○			▲
		4.9.8		○	Bold or heavy fonts may be appropriate when emphasizing a word or passage.		○			▲
		4.9.8	○		Complicated and decorative fonts should be avoided.		○			▲
		4.9.8	○		Italic, oblique and script fonts should be avoided.		○			▲
	Materials	4.9.8	○		Mono-faced fonts should be used over fonts with proportional spacing.		○			▲
		4.9.8	○		Should be non-flammable, non-fading and vandal resistant to the greatest extent possible.		○			▲
		4.9.8	○		Materials that require minimal long-term maintenance should be selected.		○			▲
		4.9.8	○		Permanent signs should be built to resist seismic events.		○			▲
	Letter sizes	4.9.8	○				○			▲
Signage of the International Symbol of Access (ISA) or a Modified ISA	Location	4.9.2	○		Required at the following locations: Accessible parking spaces Accessible passenger loading zones Accessible rooms where multiple single-use toilet rooms are clustered at a single location Accessible entrances where not all entrances are accessible Accessible check-out aisles where not all aisles are accessible Family or assisted-use toilet rooms Accessible dressing, fitting and locker rooms Accessible areas of refuge Exterior areas for assisted rescue		○			▲
		4.9.2	○		Signage should be placed 1,015mm min. above the floor of the viewing position, measured to the baseline of the character.		○			▲
Kiosks and Maps	Location	4.9.3	○		Should be located at major decision points, at entrances, and along pathways.		○			▲
	Clear space	4.9.3	○		Ensure there is adequate clear floor space in front of the kiosk or map to accommodate a wheelchair user.		○			▲
Pictograms and Icons	Colour	4.9.4	○		Avoid the use of intense warm colours, such as bright yellow, red or orange. Consider contrasting colours.		○			▲
	Size	4.9.4	○				○			▲
Audible Cues	Beacons	4.9.5		○			○			-
Tactile Signage with Braille	General	4.9.6	○		All rooms and program spaces should be identified with tactile signage.		○			▲
		4.9.6	○		Test on tactile signs should be accompanied by Braille.		○			▲
		4.9.6	○		Where tactile signs are required, either one sign with both visual and raised characters, or two separate signs, one with visual and one with raised characters, shall be provided.		○			▲

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AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK	
Tactile Maps	General	4.9.6	○		Should avoid too much information.		○			▲	
		4.9.6	○		Permanently located maps should be in alignment with the four cardinal directions relative to the physical space depicted.		○			▲	
	Labels	4.9.6	○		Should be included in both large print with high colour contrast and Braille.		○			▲	
	Texture symbols	4.9.6	○		Should be easy to distinguish both visually and tactually from other area symbols on the map.		○			▲	
	Legend or key	4.9.6	○		Should be shown before the map and should clearly display and explain the various colours, textures and visual and tactile symbols included on the map.		○			▲	
Tactile Walking Surfaces	Materials	4.9.7	○		Should be composed of different floor textures that are detectable by a cane sweep and can be followed like a curb on a street.		○			▲	
Tactile Walking Surfaces		4.9.7	○		If more than one tactile surface walking indicator is used, differentiate each other.		○			▲	
		4.9.7	○		Reflective surfaces and truncated domes as tactile direction indicators should be avoided.		○			▲	
		4.9.7		○	Different finish materials can be useful in differentiating different paths of travel and providing detectable tactile warnings.		○			▲	
	Colour	4.9.7	○		At least 50% of colours and tones should contrast with the surrounding surfaces.		○			▲	
	Location and size	4.9.7	○		All hazards on an accessible route should be clearly marked with a strip of raised, truncated domes placed across the entire length of the hazard and a min. of 300mm width.		○			▲	
	Size	4.9.7	○		Domes should have a base diameter of 23mm min, and 36mm max., and a top diameter of 50% min. and 65% max. of the base diameter.		○			▲	
		4.9.7	○		Truncated domes shall be 5.1mm in height.		○			▲	
Directional Arrows	General	4.9.8		○	Recommended that directional arrows are incorporated into signage systems to improve wayfinding and to increase accessibility.		○			▲	
Directional Lighting	General	4.9.9	○		Ambient light should be provided in each room, with preference given to both natural daylight and dimmable fluorescent lamps.		○			▲	
		4.9.9		○	Luminance contrast can be very helpful to locate important features such as doorways, signs, hazards and objects of interest.		○			▲	
5.2 DRINKING FOUNTAIN											
Drinking Fountain	Location	5.2	(○)		Should be located with the spout 1,050mm above the finished floor and approx. 150mm clear from the wall for a person standing.					-	
		5.2	(○)		Should be located with the spout 900mm above the finished floor and approx. 380mm clear from the wall for wheelchair users or people of small stature.					-	
		5.2	(○)		The spout positioned further away from the wall allows knee recess space for a wheelchair user to move close enough.					-	
5.3 TOILET COMPARTMENT AND CUBICLES											
Toilet	General	5.3		○	Recommended to provide a gender-neutral bathroom that includes shower and toilets.	For full-time assistance to assist.	-	-		-	
		2.1	○		Every bank of toilets has one gender-neutral accessible facility adjacent; 2,200mm x 1,800mm clear space of a gender-neutral accessible washroom	A gender-neutral accessible washroom includes toilet pan, wash basin, grab rail, mirror, soap, paper towel, toilet paper dispensers.	-	-		-	
		5.3	○		Both the men's and the women's toilets should also provide accessible features.		○			○	
		5.3	○		Provide at least one accessible cubicle in both the men's and women's toilets.		○			×	
	Ratio	2.1	○		1:15 (one toilet for every 15 accessible seats in a venue or in the locker rooms of back of house, the ratio applies to athletes with mobility impairment) minimum ratio for accessible toilets. Where only one toilet is provided, it should be made accessible.	In a large venue.	○				▲
		5.3									
	Each Compartment	Circulation spaces	5.3	○		Provide an enlarged accessible toilet compartment/ cubicle		○			○
2.1			○		The interior of the cubicle should provide a clear turning radius of 1,500mm which does not overlap any of the plumbing fixtures, such as toilet and sink.		○			○	
5.3											
2.1			○		Provide 750mm transfer space next to toilet lid, with 800mm being best practice		○				▲
Door		5.3	○		The outward swining door should offer a clear width of at least 700mm (850mm min. door width (950mm best practice) Ch.2.1) and not overlap any of the clearances of the plumbing fixtures.	Light operating door closer (20Nm) and self-closing.	○				×
		5.3	○		The toilet pan must be served by at least one vertical handrail which is 600mm long, located with the centre line positioned 1,200mm above finished floor level.		○				▲
Handrails		5.3	○		The toilet plan must be served by a horizontally-positioned grab rail located on the adjacent wall.		○				▲
		5.3	○		All grab rails should contrast in colour with its background.		○				▲
		5.3.2	○		Required in toilet compartments, showers and tubs.		○				▲
Fixtures		2.1			450mm toilet pan from side wall 440-460mm toilet seat height 750mm long L-shaped grab bars, mounted; 230mm above toilet seat, 150mm in front of toilet seat 600mm min. height of toilet paper	• Back support should exist where there is no lid or tank. • Tank lid securely attached. • Toilet flush controls electronic or within reach on transfer side (opposite the wall/grab bar).	○			▲	
Urinals	General	5.3.1	○		In all men's bathrooms provide at least one accessible urinal.		○			▲	

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AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK	
Urinals	Location	5.3.1	○		Accessible urinals must have an elongated bowl with the top of the rim no more than 400mm from the finished floor level.		○			▲	
	Colour	5.3.1	○		The accessible urinal must have a contrasting colour in relation to its back wall.		○			▲	
	Clear space	5.3.1	○		There should be a clear space in front of the accessible urinal offering 760mm clear width and the space 1,220mm long.		○			▲	
	Handrails	5.3.1	○		Vertical grab rails 600mm long should be positioned either side of the accessible urinal.		○				▲
		5.3.1	○		Each vertical grab rail should be positioned so that its centre point is located 1,200mm above the finished floor level.		○				▲
Lavatories and Sink	General	5.3.3	○		Sinks should provide enough space in the front to be approached.		○			▲	
	Location	2.1			900-1,100mm height of accessories, 750mm from the centre of the sink 150mm maximum basin depth 680mm basin height clearance		○			▲	
		5.3.3	○		The sink tap controls must be placed 430mm distance from the edge of a free-standing sink or sink countertop.		○				▲
	Tap	5.3.3		○	A hands-free automatic tap is preferred. The min. requirement is for a single, thermostatically controlled and lever-operated tap.	Separate controls for hot water and cold water should not be used.	—			—	
	Accessories	5.3.3	○		Accessories such as soap dispenser and paper towel should be located within the reach range specified.		○				▲
		5.3.3	○		Garbage can should not block access to the paper towel dispenser, or the required 500mm pull space beside the exit door.			○			—
		5.3.3		○	Provide a small removable step in front of the sinks to provide a good access for people with lower stature or children.			○			—
	Clear space	5.3.3	○		A min. knee clearance under the counter is 750mm to a depth of 500mm. The top height of the counter should be no more than 850mm. The counter should provide the possibility of front or side approach.		○				▲
	Mirror	2.1	○		Immediately above the basin at a height of 1,800mm		○				○
	AC outlet	2.1	○		Should be located close to toilet for powered-adaptive devices.		○				—
Shower and Water Closet	General	5.3.4		○	Consider a combination of a shower and a toilet than a locker room.		—	—		—	
		5.3.4	○		A toilet with front and side transfer approach should be provided.	Refer to Figure 11: Side and front approach	○			○	
		5.3.4	○		A shower should be provided with a shower bench. It should be approachable from the side and free of steps.		○			○	
	Emergency call buttons	5.3.4	○		An emergency button should be located within reach range near the toilet and the shower.		○				
	Sink	5.3.4	○		A sink should be provided with front and side approach.		○				
	Changing table	5.3.4	○		A changing table should be provided between 500mm - 580mm height.		—	—			—
	Mirror	5.3.4	○		A full body mirror should be placed. The location should not obstruct.		○				×
	Hand dryer and paper towel	5.3.4	○		Hand dryer and paper towels should be located at 1,000mm height.			○			—
	Location	5.3.4	○		Toilet paper should be placed between 350mm and 450mm at 100mm max. away from the edge of the toilet.		○				▲
Grab bars	5.3.4	○		All grab bars should comply with the min. requirements. Bars should be placed around the toilet, but they should not hinder the ability of a person to transfer, according to the different approach.		○				▲	
Signage	Location	2.1			1,350mm mounted from the floor on the wall (on the latch side of the door, not on the door itself)	Standardised symbols used with raised lettering 1mm in height.	○				▲
5.4 SHOWER AND TUB											
Shower	General	5.4.1	○		Must be of a "wet room" design.		○				○
		5.4.1	○		Never install shower trays unless they are imbedded in the slab and provide a seamless transition from the floor into the shower tray.		○				○
		5.4.1	○		The floor should slope gently towards a gully or drain.		○				○
	Shower bench	2.1	○		480mm deep, 850mm long, mounted 440-460mm from floor, 135kg load capacity		○				▲
		5.4.1	○		1,500mm hose		○				▲
Handheld shower	2.1	○				○				▲	

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Shower	Handrails	2.1	○		750mm (along folding seat wall) x 900mm (along shower wall) set horizontally, 850mm above the floor		○			▲	
	Water control	2.1	○		Mounted 750mm from the floor and 750mm from end wall	Lever operated faucet with 13N operating force	○			▲	
	Emergency pull cords	5.4.1	○		Install emergency pull cords extending almost to floor level.		○			▲	
	Materials	5.4.1	○		The floor should be slip resistant.		○			○	
	Mirror	5.4.1	○		A full-length safety mirror should be provided set 300mm from the floor.		○			▲	
	Accessories	5.4.1	○		Clothes hooks should be provided between the height of 1,200mm (standard) and 1,800mm.	Accessible clothes hook height is 1,120mm. See Table 7: Bathroom fixtures measurements	○				▲
		5.4.1	○		A towel rail should be positioned at a height of 1,000mm.		○				▲
		5.4.1	○		Provide a selection of equipment for use in the shower, including rubber bathmats, stand-alone shower chairs, and additional grab rails.			○			—
	2.1	○		Recessed soap holders or shelves within easy reach.		○				▲	
5.5 LOCKER ROOM											
Locker Rooms	General	5.5.1	○		The locker should be easy to access, without having any obstacles such as benched in front. There should be enough space to circulate and operate the doors.		○			○	
	Door handle	5.5.1	○		Locker door handle should be placed between 610mm and 1,220mm.		○			▲	
	Hanger rod	5.5.1	○		A hanger rod must be placed within reachable range for a person to have access from a seated position. A hanger rod for a person standing should also be provided.		○			▲	
	Furniture	5.5.1	○		Benches should be relocated to provide better circulation for wheelchair users, but they should not be completely removed.			○		▲	
Private Changing Space	Furniture	5.5.2	(○)		Should provide a bench and enough space to circulate.		○			×	
	Accessories	5.5.2	(○)		An accessible hanging rod and a mirror can improve the usability.		○			×	
Common Shower Space	General	5.5.3	○		Should provide at least one accessible stall of step free.		○			▲	
		5.5.3	○		Should provide a transfer space onto a bench and a rotation space within the shower space.		○			▲	
		5.5.3	○		Should have a curtain that prevents the mobility device from getting wet.		○			▲	
5.6 LAUNDRY ROOM											
Washer and Dryer	Ratio	5.6.1		○	Ensure at least 1 (or 10% of the total number of) machine(s) are accessible.					—	
	General	5.6.1	(○)		Washing machines and tumble dryers are front-loading machines.					—	
		5.6.1	(○)		All controls should be within reachable range.					—	
	Location	5.6.1	(○)		Washing machines or tumble dryers to be located on a plinth to raise the centre of the door opening to 600mm above finished floor level.					—	
	Control panels	5.6.1	(○)		Ensure all washing machines and tumble dryers provided have control panels and operating buttons no higher than 1,200mm above finished floor level.					—	
	Clear space	5.6.1	(○)		Washing machines should provide a clear passageway no less than 1,000mm when the machine door is open.					—	
6.3 PARKING											
Parking	Ratio	2.1	○		In car parking areas, a min. of 2% (best practice is 3%) of car spaces should be provided for people with disability.		○			○	
		6.3.1									
	Size	2.1	○		Designated parking spaces must be a min. of 3,200mm wide, while best practice is 3,600mm.	Two spaces can share the transfer zone to help minimize the space requirements.	○			○	
		6.3.1									
	General	6.3.1	○		Accessible parking spaces shall be level, have a max. cross-slope of 2% in any direction, have a firm, slip resistant surface, and be located as close as possible to an accessible entrance.		○			○	
	Ratio	6.3.1	(○)		One in eight designated spaces need to accommodate side lift vans. Van parking requires a total width of 4,600mm (expanding the transfer area by 700mm to accommodate the lift.)		○			○	
	General	6.3.1	○		Where designated parking is not directly connected to the sidewalk, a marked pedestrian route should be provided to the closest exit or accessible sidewalk.		—	—		—	
	Signage	6.3.2	○		The signage shall start outside the car park to be advised which lane they should be in.		—	—		—	
Materials	6.3.2	○		All ground surfaces, including painted signs, shall be slip resistant.		○			▲		
ISA	Location	2.1	○		Shall be provided on both the ground (best practice size is 1,000mm x 1,000mm)		○			○	
		6.3.2									
ISA		2.1	○		Shall be provided vertically in front of each car space. The vertical sign should be 300mm x 250mm and placed no lower than 1,500mm so that it can be seen over a car.		○			▲	
		6.3.2									
Drop-off	Layout	6.3.3		○			—	—		—	

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AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK
6.6 HOTEL (As a reference for Dormitory)										
Accessible Room	Door	6.6.2	○		Shall provide a min. clear width of 850mm, while best practice is 950mm and should be equipped with "U" shaped levered handsets.		-	-		
		6.6.2	○		Automatic door closers should be adjusted to provide a max. of 20N force.		-	-		
		6.6.2		○	Where possible, conventional closers should be replaced with delayed action, low resistance closers.		-	-		
		6.6.2	○		Safety chains, locks and other hardware must be operable by one hand, not require good dexterity to operate, and be mounted a max. of 1,200mm above the finished floor.		-	-		
		6.6.2	○		There should be security viewers in the door, mounted at 1,000mm - 1,200mm above the finished floor.		-	-		
		6.6.2	○		The outside area must have at least 10lux of flat, even light for the benefit of people who have a visual impairment and people who are hard of hearing or deaf (to facilitate visual languages and/or lip reading).		-	-		
		6.6.2	○		Should have low mounted, large format/ high contrast evacuation information. Route signage.		-	-		
	Circulation and transfer space	6.6.2	○		Should provide at least one space for circulation and change of direction.		-	-		
		6.6.2	○		This space must be at min. 1,200mm x 1,200mm (or diameter 1,200mm) with best practice being 1,500mm x 1,500mm (or diameter 1,500mm).		-	-		
		6.6.2	○		Transfer space (best practice to provide 915mm or wider circulation space) must be provided in all areas where the guest who uses a wheelchair is expected to move, such as toilets, beds, and desk seating.		-	-		
		2.1	○		Manoeuvring space in front of closets: 1,500mm		-	-		
		6.6.2	○		Exiting paths and passageways should be at least 1,000mm wide, with best practice being 1,500mm.		-	-		
	Switches and controls	6.6.2	○		Should be within the range of 850mm - 1,200mm from the floor.		-	-		
		6.6.2	○		Electrical outlets and data connections are located at 450mm above the finished floor.		-	-		
		6.6.2		○	Wall switches for general light, and touch switches on bedside lamps, are recommended.		-	-		
	Materials	6.6.2	(○)		Carpeting needs to be low-pile, high density closed loop glued directly to the floor.		-	-		
		6.6.2	(○)		Thresholds should be totally avoided or flush. If unavoidable, they should not be higher than 25mm.		-	-		
	Window	2.1	○		Furniture arrangement should allow wheelchair users access to window/curtains, the operators of which must extend to at least 1,200mm above finished floor.		-	-		
		6.6.2								
	Telephone	6.6.2	○		Telephones should be located within easy reach of the bed.		-	-		
		6.6.2		○	A telephone in the bathroom with a 600mm cord is recommended as a safety measure.		-	-		
	Telephone or other communication device or alarm	6.6.2	○		Should be located within easy reach of the toilet; where handsets are used, a 1,500mm cord is required.		-	-		
	Showers/ tubs	6.6.2		○	People of different mobility or sensory capacity prefer bathtubs.		-	-		
		6.6.2	○		Should be equipped with an offset, single lever-mixing valve, and a hand-held shower held on a min. 1,500mm hose.		-	-		
		6.6.2	○		Accessible shower should be equipped with curtains, rather than doors.		-	-		
		6.6.2	○		Overall lighting should be maintained at a min. of 30lux. Lighting at the counter/ sink should be a min. of 70 lux.		-	-		
	For EVENT									
Broadcasting	Access	2.2			Accessible commentary positions, and accessible access to all media services.		○			○
Catering	Pathways, aisles and queuing areas	2.2			Accessible pathway requirements.		○			○
	Allocation of products	2.2			Allocation of products (beverages, desserts, etc) in a vertical (rather than horizontal) configuration.			○		-
Catering	Serving counters	2.2			Serving counters and cafeteria-style services incorporate lowered counter surface (850mm) with knee clearance (750mm).		○			○
	Serving trays	2.2			Serving trays are provided			○		-
	Condiment counters	2.2			Condiment counters are accessible (see section 3.5 Reach range, knee and toe clearance) with a maximum reach requirement of 600mm from front edge and clear space for food preparation.			○		-
	Seating area:	2.2			Seating area: accessible seating options including tables that allow for knee clearance (850mm height, 750mm knee clearance), chairs provide kick space of one third of seat depth, mix of chairs with and without arms available.			○		-
	High top / bar tables	2.2			Where high top / bar tables are being used, lowered section for wheelchair users is available.			○		-

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AREA	KEY ITEM	IPCAG	REQ'D	RECOM	MEASUREMENT	COMMENTS	JAPAN	LAOS	REMARKS	CHECK
Ceremonies / Stage Presentations	Sign language and/or text on the video boards	2.2			Concurrent translation in sign language and/or text on the video boards.			○		-
	Hearing augmentation system and live audio description services	2.2			Hearing augmentation system (provision of assistive hearing devices) and live audio description services for people with sensory limitations.		○	○		▲
	Programmes	2.2			Programmes available in alternative formats (large print, Braille).			○		-
	Wheelchair access to stage	2.2			Wheelchair access to stage (following accessible ramp criteria).			○		-
	Accessible podium	2.2			Accessible podium (preferable a variable height podium) and lapel mic.			○		-
Cleaning and Waste	Waste bins	2.2			Waste bins are visible to those with vision limitations, do not obstruct pathways (less than accessible standards), are detectable by people using sticks, are at a maximum height of 1,200mm, and require minimal hand dexterity to operate.		○			-
Communication / Publications	Accessible services and operations	2.2			Accessible services and operations for the event and host community are communicated through information materials (brochures, online, etc.).			○		-
	Media services	2.2			Media services provide alternative formats of material and sign language interpretation of press conferences, upon request.			○		-
	Website	2.2			Website meets W3C accessibility provisions.			○		-
	Publications in alternative formats	2.2			Publications in alternative formats (large print, Braille, etc.).			○		-
Doping Control	Gender-neutral accessible washroom	2.2			Gender-neutral accessible washroom is available.		○			○
	Information materials	2.2			Information materials provided in alternative formats (large print, Braille, etc.).			○		-
Event Services	Access	2.2			Monitoring and maintaining accessible pathways for spectators.			○		-
	Spectator information materials	2.2			Spectator information materials made available in alternative formats (Braille, large print, etc.).			○		-
	Assistive hearing devices	2.2			Distribution of assistive hearing devices to spectators.			○		-
	Storage for wheelchair	2.2			Provision of wheelchair loan and storage services.		○			▲
	Elevator	2.2			Assisting with elevator access and use; facilitating priority loading for wheelchair users as required.		○	○		○
	Event services staff	2.2			Event services staff provided adequate training on service to customers with a disability.			○		-
Medal Ceremonies and Sport Presentation	Medal podium ramp	2.2			Medal podium ramped for athletes that are wheelchair users, at a maximum grade of 1:12 (8.33%) and up to 300mm height for first place.			○		-
	Announcers	2.2			Announcers trained in specific sport terminology and proper language for referring to Para athletes.			○		-
Medical Services	Medical areas	2.2			Medical areas comply with accessibility provisions.		○			○
	Repair services	2.2			Where competition includes specialised equipment (such as sport chairs), provide access to specialised repair services.			○		×
Merchandising / Retail Operations	Access	2.2			Pathways, aisles and queuing areas meet accessible pathway requirements.		○			○
	Allocation of products	2.2			Allocation of products in a vertical (rather than horizontal) configuration.			○		-
Merchandising / Retail Operations	Service counters	2.2			Service counters are accessible, incorporating a lowered counter surface (850mm) with knee clearance (750mm).			○		-
Overlays and Site Management	Assessment of accessibility	2.2			Complete thorough assessment of accessibility compliance needs for every venue; identify areas where temporary overlay is required for accessibility solutions.			○		-
	Accessibility features	2.2			Ensure proper installation and maintenance of accessibility features.		○	○		○
Press Operations	Access	2.2			Accessible access to all press facilities, including pathways, communication materials, seating, food services, and washrooms.		○	○		○
	Transportation and accommodation	2.2			Where transportation and accommodation are being provided to media, ensure accessible services are available upon request.			○		-
Security	Where security screening areas	2.2			Where security screening areas are applicable, ensure an operational gate (width of 1,000mm) without a magnetometer and a hand-wand device is available for security screening.		○	○		▲
	Security personnel	2.2			Security personnel require special training to ensure screening of persons with disabilities allows for dignity (for the customer) and efficiency (for security).			○		-
	Security Zoning	2.2			Ensure security perimeters do not impede accessible pathways and routes.			○		-
Signage and Wayfinding	Graphic elements	2.2			Graphic elements comply with accessibility standards (colour contrast, size of letters, position of signs).			○		-
	Wayfinding signage	2.2			Wayfinding signage complies with accessibility standards (use of international symbols, use of Braille and raised lettering, glare free, high contrast, Arabic numerals and sans serif lettering).			○		-
		2.2			Wayfinding signage to highlight accessible pathways and services.			○		-

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Sport	Scope to be applicabled	2.2			Where applicable, the competition requirements specific to adaptive / Paralympic sports are met.			○		-	
	Access	2.2			Accessible criteria, including all connecting pathways, are met for all athlete areas: locker rooms, warm-up areas, field of play, mixed zone, doping control, medal presentation, press conference, athletes lounge, seating areas.		○	○		○	
	Seating	2.2			Adequate accessible seating for athletes and team officials.		○	○		○	
	Sport	2.2			Sport publications available in alternative formats.			○			-
	Sport equipment	2.2			Specific sport equipment (such as hand ergometers) made available.			○			-
	Transportation and accommodation	2.2			Accessible transportation and accommodation provided to athletes as required.			○			-
Ticketing	Ticket guides	2.2			Ticket guides available in alternative formats (large print, Braille, audio, etc.).			○		-	
	Ticketing website	2.2			Ticketing website fulfils accessibility requirements (W3C), including an alternative to 'human test' image capture for visually impaired users.			○		-	
	Ticket box offices	2.2			Ticket box offices meet accessibility requirements for counter height and queuing.		○	○		▲	
	Seating options	2.2			Provide multiple seating options – accessible, companion and enhanced amenity seats – in a range of locations and ticket price categories.			○		-	
	Hearing augmentation system	2.2			Identify seats within the range of the hearing augmentation system.		○	○			▲
Transportation	Structure of bus	2.2			Ensure buses can meet the accessible seating capacity required, through low floor accessible buses (preferable), or those equipped with a wheelchair platform lift			○		-	
	Timeline	2.2			Define capacity and timetable for efficient service			○		-	
	Pool of Taxy/AccessibleV ehicles	2.2			A pool of accessible taxis and passenger vehicles / vans are available for hiring.		○			▲	
	Parking	2.2			Accessible parking spaces that meet the accessibility criteria (space size, signage, location, pathways, height of underground parking lots).		○			▲	
	Transportation load zones	2.2			Transportation load zones meet accessibility criteria (size, availability of kerb ramp).			○		-	
	Connecting pathways	2.2			Accessible connecting pathways available from transportation load zones to the venues.		○			○	
Venues	Main footpaths	2.2			All main footpaths and circulation areas are accessible (1,800mm width, with stairways, elevators and ramps following the accessibility criteria).		○			▲	
	Doors	2.2			Doors are at a minimum 850mm width.		○			▲	
	Seat	2.2			Best practice seating requirements:	*The number of wheelchair-accessible seats is based on the venue net capacity. *Companion seats are provided next to the accessible seating positions (with same ratio) * Enhanced amenity seating (greater width for people with guide dogs, crutches, walking frames, etc.) are provided at a minimum of 1% of gross capacity *All wheelchair accessible seating provides comparable sightlines and is available in a range of locations and ticket price categories	○	○		▲	
	Accessible gender-neutral washrooms	2.2			Accessible gender-neutral washrooms available that meet the accessibility criteria.		○			○	
	Service counters	2.2			All service counters, merchandising and food and beverage services meet the accessibility criteria.		○	○		○	
	Change-rooms	2.2			Change-rooms meet the accessibility criteria for showers and change spaces.		○			○	
	Emergency provisions:	2.2			Evacuation plans with an immediate pathway for wheelchair users to a secure assembly area		○				▲
		2.2			Visual emergency signals located in public areas		○				○
VIP Services	Service counter height and seating options	2.2			* VIP lounges meet accessibility criteria for service counter height and seating options (where high-top tables are used, lower seating options for wheelchair users are made available).			○		-	
	Accessible seating	2.2			Accessible seating provided for VIPs as required, provided in the same location as all other VIP seating.		○			○	
	Information materials	2.2			Information materials available in alternative formats (large print, Braille, etc.).			○		-	
Volunteers / Workforce	Recruitment	2.2			Recruitment that encourages applications from persons with disabilities.			○		-	
	Policies for work persons	2.2			* Policies that enable easier access to work for persons with higher support needs.			○		-	
	volunteer/staff areas	2.2			* Check in areas: accessible counter heights, seating			○		-	
		2.2			* Break/meeting areas: accessible counter heights, seating, food services			○		-	
	Staff training	2.2			* Staff toilets: including gender-neutral accessible washroom		○			○	
		2.2			Disability/accessibility awareness training for all staff and volunteers.			○		-	

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