

**FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS**  
**TECHNICAL COOPERATION PROGRAMME**

Country: Socialist Republic of Viet Nam

Project title: Technical Assistance to the Coordination and Implementation of the NTP on the New Rural Development (Tam Nông)

Project symbol: TCP/VIE/3302

Starting date: 1 November 2011

Completion date: 31 October 2013

Government Ministry responsible for project execution: Ministry of Agriculture and Rural Development

Budget covering FAO contribution: US\$ 397,000.

Signed: .....

(on behalf of the government)

Signed: .....

Yuriko Shoji  
FAO Representative in Vietnam  
(on behalf of FAO)

Date of signature: .....

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## **Executive Summary**

The TCP supports the National Target programme on the New Rural Development (Tam Nông) as decided by the Government of Vietnam in Decision 800/QĐ-TTg of June 4th 2010. Whereas the Government has established a National Steering Committee, Provincial and District Steering Committees and a Programme Coordination Office, the TCP will provide for an Advisory Task Force (Output 1) consisting of a secretariat and international and national experts, including FAO experts who will participate remotely in its work as well as providing technical inputs as required.

The second Output is Capacity Building of Leaders at central, provincial, district and commune level through distance learning and ICT systems. The curriculum will be determined in the first Activity and will include modules prepared by FAO, international and national experts on: the provision of key information distributed for social, economic and technical development through mass media and community learning centres. A series of television programmes will be recorded and distributed in the following areas:

- Information for Management Decisions
  - Organizational Management
  - Strategic Planning
  - Financial Management
  - Public Private Partnership
  - Markets and Marketing
  - Human Resources
  - Results Based Management
  - Gender, Culture and Human Rights Mainstreaming
  - Monitoring and Evaluation
- 
- The New Agriculture
  - Economy and Finance
  - Education
  - Gender
  - Health
  - Industry and Labour
  - Justice and Laws
  - Society and Civil Responsibility
  - Tourism and other services

Each TV programme and module will be prepared by the experts and produced by the state owned digital TV channel 3NTV devoted to agriculture and rural development. In addition to the script, the experts will be required to provide supporting materials for publication on the internet. All materials will be translated (dubbed) into Vietnamese when required.

Output 3 consists of: Development and establishment of a Results-Based M & E framework. FAO will mobilize expertise to advise the CSC on an M & E framework, based on the experience of participatory results-planning and monitoring in rural development projects. The activities in Monitoring and Evaluation will be undertaken jointly by international and national experts.

Because experts will contribute remotely to the Advisory Task Force, Training Modules and Information broadcasts, the TCP will be Carbon Neutral.

## Acronyms

3NTV	Tam Nông Television also known as Channel 16 of VTC
ADB	Asian Development Bank
DCRD	Department of Cooperatives and Rural Development (of )
FAO	Food and Agriculture Organization
FAOR	FAO Representative
ICD	International Cooperation Department (of )
IFAD	International Fund for Agricultural Development
ILO	International Labour Organization
IOM	International Organization for Migration
IPSARD	Institute for Policy and Strategy in Agriculture and Rural Development Ministry of Agriculture and Rural Development
NRD	New Rural Development
NSC	National Steering Committee
NTP	National Target Programme
PCO	Programme Coordination Office
PSC	Programme Steering Committee (Provinces and Districts)
TCP	Technical Cooperation Project
UN Women	United Nations Entity for Gender Equality and the Empowerment of Women
UN-Habitat	United Nations Human Settlements Programme
UNAIDS	Joint United Nations Programme on HIV/AIDS
UNDP	United Nations Development Programme
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNFPA	United Nations Population Fund
UNHCR	United Nations High Commission for Refugees
UNICEF	United Nations Children's Fund
UNIDO	United Nations Industrial Development Organization
UNODC	United Nations Office for Drugs and Crime
UNV	United Nations Volunteers
VTC	Vietnam Multimedia Corporation
WB	World bank
WHO	World Health Organization

## **SECTION 1. BACKGROUND**

### **1.1 General Context**

The increasing urban-rural divide is the most critical aspect of socio-economic development in Vietnam for the next five years. Besides affecting the achievement of poverty reduction targets and other development goals, a solution to this income disparity is important for sustainable growth and social stability.

In this context, the Government of Viet Nam has determined to implement a policy known as ‘Tam Nông’ or the New Rural Development.

This Technical Cooperation Project will provide guidance, experience and support for capacity building at central, provincial, district and commune levels to plan and implement this policy while promoting public awareness and participation.

### **1.2 Sectoral Context**

#### **1.2.1 Development Priorities, Policy and Legislation**

The seventh National Congress of the tenth Central Party Executive Committee has issued Resolution 26-NQ/TW of August 05, 2008 on agriculture, farmers, and rural areas (Tam Nông). The action programme of the government to implement the resolution (issued together with the Government’s Resolution 24/2008/NQ-CP of October 28, 2008) aims to:

- develop and modernize agriculture to ensure food security
- focus on training of rural human resources, shift labour from agriculture to industry and services, generate employment, and increase income for rural people
- increase the quality of material and spiritual life, especially those who live in most disadvantaged areas
- develop the rural socio-economic infrastructure
- protect the environment, and preserve Vietnamese culture
- improve conditions for learning, medical treatment, cultural activities, and sports;
- and increase the capacity to prevent, control, and mitigate natural calamities, including implementing measures to adapt and respond to global climate change, especially sea level rise.

Subsequently, the Government of Vietnam has issued Decision 800/QĐ-TTg of June 4th 2010 approving the National Target Programme (NTP) on New Rural Areas for 2010 – 2020 that aims to operationalize this ambitious plan. The UN Resident Coordinator has stated that the international organizations (within the context of ‘One UN’) wish to support Vietnam in implementing the NTP on New Rural Areas by: (1) establishing the Programme guidance system; (2) providing national and international experience; and (3) supporting development of operating mechanisms for the Programme.

##### **1.2.2.1 One Plan III**

The National Target Programme is referred to in the next United Nations One Plan III for Viet Nam, specifically under the following:

**Output 1.1.2:** Strategic options for development policies defined and considered by policy-makers to promote inclusive, people-centred, and equitable development.

**Key Activity 1.** Enhance the national capacity for research and debate on development policy options for the economy's restructuring, sustainable financing development, pro-poor public resources/investment mobilization, agricultural and rural development, economic integration, private sector development and promoting legal framework for business, effective and efficient labour market and other policies and strategies to effectively response to internal and external shocks, natural disasters, and to adjust to the MIC status.

## **SECTION 2. RATIONALE**

The Government of Vietnam has decided to implement the National Target Programme (NTP-NRD) and established the structure of National Steering Committee (NSC), Programme Coordination Office (PCO) and local Steering Committees at Province, District and Commune levels. The Minister of Agriculture has indicated that he wants support for the NSC and PCO in the form of an Advisory Task Force which will bring international as well as national expertise on rural development to assist with policy and implementation.

Tam Nông is an ambitious, holistic new rural development policy that involves many different government ministries as well as different levels from central to province to district to commune. It is expected to decentralize and democratize the development process and to achieve improvements in income disparity between urban and rural people. The biggest need therefore is to develop capacity at all levels in planning, management and implementation so that the various targets can be achieved. There are currently critical gaps at all levels from general education through financial management to governance structure.

### **2.1 Problems/Issues to be Addressed**

The most important critical gap in the New Rural Development is the capacity of government officials and staff at the all levels. The many areas of planning and management, as well as economic, scientific and technical, which are involved in the implementation require information, education and communication to be developed on a national scale. While the Government is determined to provide this, critical inputs from international agencies can assist and improve the Programme.

### **2.2 Stakeholders and Target Beneficiaries**

The New Rural Development has nationwide benefits particularly for the rural poor but this TCP is targeted particularly at Government Leaders at Central, Province, District and Commune levels. By providing support to the Advisory Task Force, Media and Distance Learning Modules, the TCP will be sustainable and far-reaching in its impact. Participants in the structure shown in Section 4.1 (Institutional Framework and Coordination) will have access to this International and National Expertise through modern communication channels. By influencing the implementation of the Policy and Programme, concepts of gender sensitivity, human rights and participation, as well as cultural aspects, can be highlighted and supported through the contributions of international and national experts. The framework of the Advisory Task Force and the Media and Distance Learning Modules provides for the inputs and participation of other agencies, institutions, organizations and donors, coordinated by the UN and led by FAO.

## **2.3 Project Justification**

The Government of Vietnam is well able to develop and implement the National Target Programme on New Rural Development (NTP-NRD) but is requesting support from international agencies and experts in many fields including agriculture, industry, services, and environment. However, the Minister of has particularly requested support for Coordination, Monitoring and Training (of Government Officials). The NTP-NRD has just started and this is a critical time to influence development from 2010-2020. A well targeted input can greatly influence the Outcome as described, including gender sensitivity, human rights and participation. The overall emphasis is on *Capacity Building in Central Government, Province, District and Communes*.

## **2.4 Past and Related Work**

FAO started working in Vietnam in 1978. Since then FAO has provided technical assistance and advice to the Government, and has been involved in the implementation of some 400 projects in sustainable agricultural development, food security and nutrition, forestry, fisheries and emergencies. As the country's reform agenda has progressed, the country programme has also evolved from that of purely implementing individual projects to more policy level advice to Government on formulation of agricultural and rural development strategies and support to capacity building, especially in emerging areas such as trade and emergencies. Almost all Government-FAO projects could be said to relate to Rural Development. However, the New Rural Development policy is an opportunity to take a holistic approach with the benefit of Lessons Learned. It also provides opportunities to involve the UN and other international agencies. Viet Nam is a pilot country for UN reform and the One Plan, involving 16 UN Agencies (FAO, IFAD, ILO, IOM, UNAIDS, UNDP, UNESCO, UNFPA, UN-Habitat, UNHCR, UNICEF, UNIDO, UN Women, UNODC, UNV and WHO), is the basis for a coordinated country programme. After 3 years, the New Rural Development NTP offers scope to bring together the agencies within the particular mandate of equitable economic growth, particularly of rural areas.

## **2.5 FAO's Comparative Advantage**

FAO has a clear comparative advantage in the wide aspects of Rural Development in particular as a source of information and because of its professional and multidisciplinary staff; it has enjoyed a long and stable partnership with . It also stresses responsible financial and administrative management. As a convenor of the UN Programme Coordination Group (PCG) on Sustainable Development, FAO is well placed to lead the other UN agencies in this initiative, as designated by the Resident Coordinator in a letter to dated 26 January 2011 including IFAD, ILO, IOM, UNDP, UNESCO, UN-Habitat, UNIDO, UN Women and WHO that can contribute to and synergize with the Programme.

## **SECTION 3. PROJECT FRAMEWORK**

The Objective of the NTP-NRD is given as: "A new rural area with modern socio-economic infrastructure; proper economic structure and production arrangements with strong connection between agriculture and rapid development of industries and services as well as strong linkage between rural development and planned urban development; to ensure a stable democratic rural society with *national cultural richness*; ecological environment is well protected; security is maintained; physical and *spiritual life* of people is increasingly improved under socialist orientation."

In the context of this TCP, the project seeks to support this objective through provision of the international expertise and advice requested by Government as well as targeted capacity building, using modern information, education and communication methods.

### **3.1 Impact**

As a result of international support and increased capacity of local leaders, the Impact of this project will be **Improvements in Measurable Indicators of Inclusive, Sustainable and Equitable Growth in Rural Areas.**

### **3.2 Outcome and Outputs**

**Outcome: An equitable and sustainable New Rural Development programme (NRD-NTP) promoted, coordinated and implemented leading to a reduction in the urban-rural income disparity.**

**Output 1. An Advisory Task Force established in support of the Inter-Ministerial Programme Steering Committee as well as the Programme Coordination Office and the Provincial Steering Committees.**

**Activity 1.1. The Advisory Task Force secretariat maintained and supported**

**Activity 1.2. FAO experts\*<sup>1</sup> supply information and participate in teleconferences. Areas within the mandate of sister UN organizations will be provided in collaboration with such agencies. South-south cooperation will be employed where expertise may be available, particularly from the region.<sup>2</sup>**

**Activity 1.3. National experts supply information and participate in meetings and teleconferences**

**Output 2. The capacity of central, provincial, district and commune leaders increased through training modules applied through distance learning and ICT systems. Key information distributed for social, economic and technical development through mass media and community learning centres.**

**Activity 2.1. A national curriculum for leadership training developed in the context of Tam Nông**

**Activity 2.2. Distance learning modules provided in the following areas:**

#### *Information for Management Decisions*

The module is an introduction to modern concepts of planning, management and decision-making with emphasis on sources of information and further development.

#### *Organizational Management*

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<sup>1</sup> Including external experts of the field facilitated by FAO

<sup>2</sup> IT, financial management training, may be case in point.

Understanding organizations; the role of management; motivation, leadership, groups and design; the dynamics of culture: organizational work cultures; working with other groups including inter departmental and inter ministerial ideas.

#### *Strategic Planning*

The planning process seen at different levels. Understanding different sectors; encouraging entrepreneurship; value chain analysis; culture, organizations; methods and tools.

#### *Financial Management*

All leaders gain a basic understanding of accounting and financial systems with emphasis on budgeting, standard methods and methodologies including reporting and assessment with particular attention to decentralized operation in the context of Tam Nông.

#### *Public Private Partnership*

Understanding the Private Sector; knowledge of local and international companies and their operations; enabling business opportunities and results; encouraging entrepreneurship; providing for participation.

#### *Markets and Marketing*

Understanding local, national and international markets for agricultural commodities, value added products and other consumables; more on value chains; increasing access and participation; sources of information.

#### *Human Resources*

A dialogue about the theory of HRM in relation to the managerial roles of the leaders within organizations. It considers operational and strategic HRM issues, complementing the Organizational Management and Strategic Planning programmes.

#### *Results Based Management*

Introducing the concepts of high level outcomes and related outputs, changing the vision from project activities towards human and society benefits. Introducing the tools and methods for RBM in relation to the NTP-NRD.

#### *Gender, Culture and Human Rights Mainstreaming*

Wider dissemination of these important concepts and their application to strategies, plans and management at all levels including culturally appropriate programming, integration of ethnic minority groups in decision making, management and organizations.

#### *Monitoring and Evaluation*

**Introducing the M&E framework applied to the NTP-NRD as a logical step from RBM and modern approaches to programme design and implementation. :**

#### **Activity 2.3 Evaluate the use and results of activity 2.2**

**Activity 2.4. Provide up to 10 television programmes (recorded and distributed) in the following areas.**

\* The training modules will be developed through the LOA with VTC 16 and with supervision of national and TCDC consultants. Modules that fall into the purview of UN sister agencies (Education, Health, Industry and Labour, culturally appropriate tourism) will

be developed in collaboration with these agencies, or reviewed by relevant Technical Divisions of FAO.

#### *The New Agriculture*

The programme will describe alternative land use options and innovations that can increase family income for example by precision growing of vegetables, livestock based small and micro-enterprises, and/or freshwater aquaculture using examples from successful enterprises. Supporting technical material will be made available on the internet.

Other relevant issues may include: market orientation, livestock services delivery (including animal health and disease control, advisory services), post-harvest issues, Good Agricultural Practices (GAP), organic agriculture and the importance of certification. The selection of the content will be demand-driven.

#### *Economy and Finance*

This will assist public understanding of the current economic issues with clear explanation of new policies with particular reference to the implementation of Tam Nông. Accountability and transparency will be emphasized.

#### *Education*

The programme will describe learning opportunities for children and adults with experts describing the different subjects and their relevance to the improvement of rural livelihoods. \*relevant issues such as food safety, nutrition and hygiene will be incorporated

#### *Gender*

Gender issues will be highlighted in the context of farming and rural life with special attention to ways of improvement of the roles and opportunities for women. Particular issues of vulnerability and social protection in connection to internal and external migration need to be considered.

#### *Health*

Public health issues that affect rural people will be discussed including diet, nutrition, home and community gardens, personal safety, food safety and preventative medicine, habits and risk-free lifestyles.

#### *Industry and Labour*

New developments and opportunities will be presented in the context of decent work and ways to participate and benefit from business in the growing economy.

#### *Justice and Laws*

Simple explanations will be given of legal issues with particular reference to those of relevance to rural areas and livelihoods including land tenure, rights, gender equality and social issues. Anti-corruption and transparency issues will be included.

#### *Society and Civil Responsibility*

Focus on the mass organizations, farmer's union, women's union, fatherland front and local groups including cooperatives.

#### *Tourism and other services*

Tourism and eco-tourism has been identified as targets by many local leaders. Opportunities for participation in tourism and other income generating activities will be shown with appropriate local and regional examples. Culturally appropriate and inclusive tourism management will be promoted.

#### **Activity 2.5. Evaluate the use and response to activity 2.4**

### **Output 3: Results-based M & E Framework for NTP NRD established and implemented**

**3.1. Conduct an assessment of the results of the implementation of NRD during the first year (2010) and analyze the requirement for results-based M & E system that would collect information on 19 criteria approved for NTP.**

**FAO's Integrated Lagoon Management Project in Thua Thien Hue project has been selected as one of the 11 pilots from which lessons are being drawn into the NTP, and lessons also could be drawn from the regional Fisheries Livelihood Project.**

**3.2. Draft a results-based M & E framework for presentation and approval by SC, and implement the M & E.**

#### **3.3 Sustainability**

Note that through the use of remote participation, digital media and distance learning modules that this TCP is a carbon neutral project. The TV programmes and Distance Learning Modules prepared can be repeated as long as necessary and distributed by broadcast, via the internet or on DVD and these will become the property of MARD. While the limited resources of the TCP cannot provide extensive materials, the concept and framework of the Project is sustainable in the long term by expert advice and best practice provided by participating UN agencies, Government and by VTC, the Vietnam Multimedia Corporation. The Programme will be adapted and improved following feedback and interaction with the PSC, PCO and local leaders.

#### **Sustainability framework**

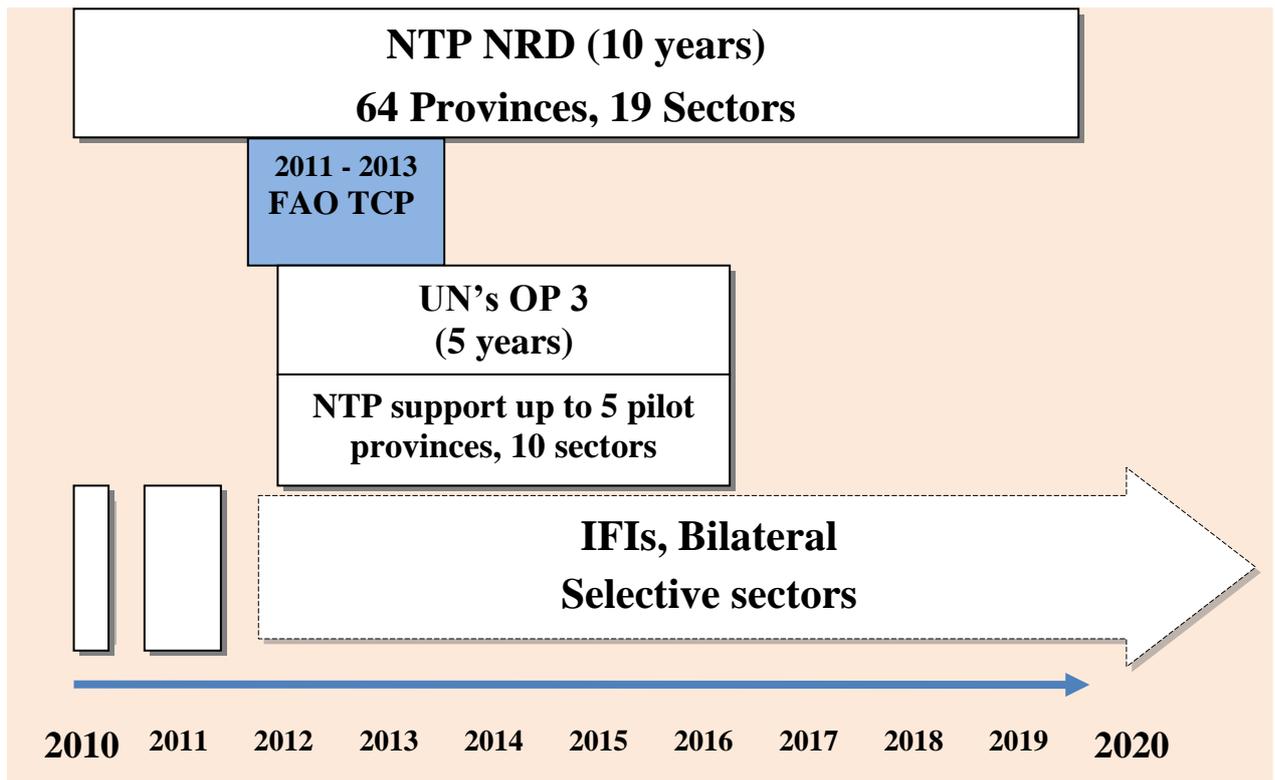
The TCP will support and operate in conjunction with 3 overlapping national and multilateral programme frameworks with different levels of outreach and timeframes:

2010 – 2020 National Target Programme (64 provinces)

2012 – 2016 UN's One Plan 3 (Focus Area 1 Outcome 1.1. Output 1.1.2." Strategic Options for development policies defined and considered by policy-makers to promote inclusive, people-centered and equitable development"

2011-2013 TCP as support programme to NTP and coordinating UN's assistance

The diagramme below indicates the timeline, geographic coverage, and sectors, and includes a 4<sup>th</sup> group : IFIs and bilateral, with financial support to sectors not covered by the UN, such as infrastructure and transport.



<b>Outcome:</b> <b>Within OP3/ FA1</b> <b>Outcome 1.1 Output 2:<sup>3</sup></b> <b>(NRD-NTP) promoted,</b> <b>coordinated and</b> <b>implemented leading to</b> <b>a reduction in disparity</b> <b>often urban-rural</b> <b>communities' income,</b> <b>and quality of master</b> <b>plans and its</b> <b>implementation.</b>	<b>Follow-up action to</b> <b>ensure sustainability of</b> <b>each Output</b>	<b>Institution responsible</b> <b>for this follow-up action</b> <b>and the resources it will</b> <b>provide (human,</b> <b>physical and financial)</b>	<b>Contribution of each</b> <b>Output to the</b> <b>sustainability of project</b> <b>Outcome</b>	<b>Contribution of each</b> <b>Output to the impact</b> <b>and the catalytic effects</b> <b>expected to be</b> <b>generated</b>
Output 1: An Advisory Task Force established in support of the Inter-Ministerial Programme Steering Committee as well as the Programme Coordination Office and the Provincial Steering Committees.	Advisory Committee continues with participation of FAO and other UN agencies as required plus National experts.	MAFF, DCRD and IPSARD	Advisory Committee essential during NTP-NRD (2010-2020)	Central to implementation of NTP-NRD
Output 2: The capacity of central, provincial, district and commune leaders increased through training modules applied through distance learning and ICT systems. Key information distributed for social, economic and technical development through mass media and community learning centres.	Training modules repeated as required and further Information continues to be available and augmented in the future developed	VTC , DCRD, IPSARD and VTC / 3NTV. International agencies and UN./ 3NTV	Distance Learning ensures continuous availability of training modules and wide distribution Mass media ensures continuous availability of information and wide distribution..	Catalyst for capacity building of government staff in central, province, district and commune. Creates public awareness and enhanced knowledge of issues and opportunities of the NRD.
Output 3: Results-Based M & E system for the NRD set up and in function	An assessment made of the progress of NRD during the first year in consultation with partners, clarifying the need for M & E meeting the 19 criteria established	IPSARD on behalf of the Task Force, with support from FAO experts	A results-based M & E system to collect information from the grass-roots in a feedback loop to the central level will be critical for the delivery of NTP	A well functioning M & E will continue to be used after the completion of TCP and will impact the NTP

The most important partnerships established during project implementation are with , DCRD, IPSARD and VTC Channel 16 3NTV. 3NTV is already a successful entity that will continue but influenced by the inputs of the Project. In addition, partnerships with other UN and international agencies will provide for further development and widening of the scope of the Programme. Mass Organizations (Fatherland Front, Farmers Union, Women’s Union) will be important partners in the Project and Programme, together with the Peoples Committees of the Provinces, Districts and Communes.

### 3.4 Risks and Assumptions

Risks to the results of this project are related to the general failure to implement the Government’s Policy and NTP, providing credible finance at Province, District and Commune levels and support local development initiatives, as well as loss of credibility to the partners. The Risk Matrix is shown below.

<sup>3</sup> OP3 1.1.2 “Strategic Options for development policies defined and considered by policy-makers to promote inclusive, people-centered and equitable development”

Figure 1: Risk Matrix

<b>Risk</b>	<b>Impact</b>	<b>Probability</b>	<b>Mitigation</b>
1. Insufficient transfer of finance to Province, District and Commune levels	Leaders do not have sufficient resources to implement NTP	Government and donor commitment suggests this is unlikely	ADB, IFAD, WB and UNDP development policy loans contingent on results
2. Failure to implement local development initiatives	Insufficient opportunities for alternative income and livelihoods	Unlikely on basis of commitments. As of August 2011, some programmes already implemented	Complementary programmes by international organizations, IFAD, UNIDO, UNESCO, ILO, , AusAID, JICA etc.
3. Poor uptake of educational initiatives	Slow results of NTP and other Programmes	Fairly likely without new education policies	Parallel initiatives by UNESCO, ILO, UNDP, etc.

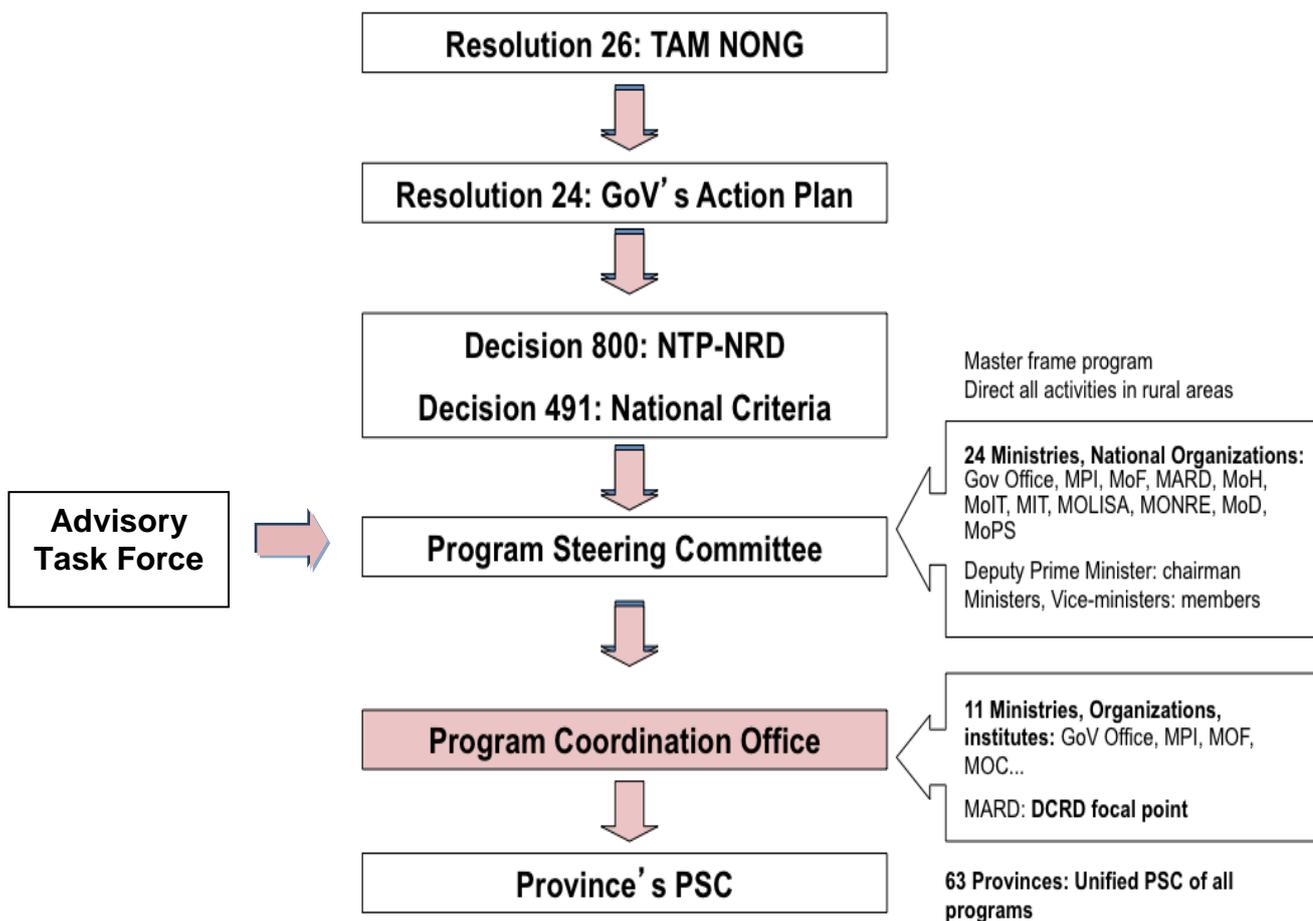
Assumptions are basically the conditions needed to achieve results after the risks have been managed and are included within the optional logical framework (presented in Appendix).

## **SECTION 4. IMPLEMENTATION AND MANAGEMENT ARRANGEMENTS**

An institutional framework is already established in the context of the NTP-NRD as follows.

### **4.1 Institutional Framework and Coordination**

The Institutional Framework for the National Target Programme has been defined by Government Resolutions and Decisions as shown below.



Twenty-four ministries and national organizations are involved in the Programme Steering Committee which is at Minister/Vice Minister level and is chaired by a Deputy Prime Minister. Eleven Ministries and Organizations are involved in the Programme Coordination Office. The Department of Cooperatives and Rural Development (DCRD) of is the Focal Point. Provincial and District Steering Committees (within Peoples Committees and Government Departments) are in place.

The Project adds an Advisory Task Force with Secretariat from DCRD and International (FAO, etc.) and National experts (IPSARD, etc.) contributing to support the PSC and PCO. In particular, this will support the functions of the PCO illustrated in the following diagram.

The TCP will be based in and overseen by the International Cooperation Department. DCRD will be the Focal Point and IPSARD will be the main National Organization for technical input.

Implementation of the TCP will depend on inputs from different Departments of FAO at Regional and Headquarters levels as well as other UN agencies, international and national organizations.

An important link will be established with the Vietnam Multimedia Corporation VTC Channel 16 3NTV which is the vehicle of development and delivery of information and distance learning modules.

Within the wider National Target Programme (NTP-NRD) linkages will be established with all participating Ministries and National Organizations and with the UN, World Bank, ADB and other donors.

## 4.2 Strategy/Methodology

The TCP supports the National Target Programme for New Rural Development as described in the Government Decision 800. Under 'Key measures to implement the Programme' are listed:

1. Organization of a nationwide social campaign on construction of the new rural area
2. Capital mobilization
3. Mechanism of support
4. Investment mechanism
5. Provide training course for staff responsible for the national target programme
6. International cooperation relating to construction of the New Rural Development.
7. Monitoring and management of the programme

The TCP addresses certain of these key areas including:

- (1) The nationwide campaign, propaganda and dissemination from the central level to the local level so that all people understand and the whole political system participates; disseminate news about models, experiences and initiatives through the mass media.
- (5) Provide training courses for staff all levels from central to local levels; is charged together with other relevant Ministries and Provincial People's Committees to work out and issue the content of education and training materials.
- (6) Develop international cooperation relating to the New Rural Development with international organizations, consultants and technical support for the NTP-NRD (as well as resource mobilization from the international finance organizations).
- (7) Monitoring and management of the programme including support for the Central Steering Committee, Provincial and District Steering Committees and the Programme Coordination Office located at the Ministry of Agriculture and Rural Development.

An Advisory Task Force will be established to oversee these activities and operated by a small secretariat with access to a wide range of FAO and other expertise through remote communication. This will enable the provision of different international and national experts as required without recourse to expensive travel and consultancy costs.

Similarly, information and propaganda will be developed by international and national experts and made available through the medium of digital television, particularly VTC Channel 16 3NTV.

Training modules will also be developed by FAO and other international and national experts and disseminated through VTC Channel 16 3NTV.

Hence the TCP will have the maximum impact on capacity building while minimizing cost and environmental effects. It will serve as a model for future sustainable development as well as bringing gender, culture and human rights aspects to the programme through the influence of the UN.

### **4.3 Government Inputs**

This TCP supports the National Target Programme on New Rural Development which is funded by Government and other donors.

#### **1) Prior obligations and prerequisites**

Government has established the Central Steering Committee for the NTP on New Rural Development including the Standing Deputy Prime Minister as its head, the Minister of Agriculture and Rural Development as its standing deputy head and other members, leaders of ministries, sectors and involved associations to direct the national target program; it has established Steering Committees to manage the implementation of national target program on construction of new rural area at all levels; it has established the Coordination Office at the Ministry of Agriculture and Rural Development. In the provinces and cities under controlled of central Government, the responsibility has been assigned to the Department of Agriculture and Rural Development to coordinate and assist the Steering Committee of provinces and cities directly under the Central Government on the implementation of the programme in these areas.

The responsibilities of Ministries and other Government agencies has been assigned; The Ministry of Agriculture and Rural Development is the permanent agency, with the responsibility of presiding and coordinating with related ministries and agencies to develop five-year plans and annual plans on objectives, tasks, solutions and fund needed to implement the program to submit to the Ministry of Planning and Investment and the Ministry of Finance to synthesis and report to the Government; monitoring, inspecting and supervising the implementation of programs by ministries, sectors, central agencies, provinces and cities directly under the Central Government, reporting to the Steering Committee of the Central Government.

The Ministry of Planning and Investment coordinates with the Ministry of Finance and other related ministries to balance and allocate resources for programmes under the central budget and coordinate with other concerned ministries to develop mechanisms, policies, management on implementation of programmes. The Ministry of Finance presides and coordinates with the Ministry of Planning and Investment, Ministry of Agriculture and Rural Development to classify the budget identified for each specific task for ministries, sectors and localities to implement the program in accordance with Law on State Budget as well as being responsible for guiding the financial mechanism in accordance with the proposal or project of the program; monitoring expenditures; state consolidated finance of the programme, the mechanism of funds integration; the Ministry of Construction provides guideline and support for local area to complete planning in the communes in accordance with the criteria on new rural areas; the State Bank of Vietnam presides and examines the implementation of credit policies by banks participating in the programme; and mass media agencies are responsible for propaganda to serve the programme's requirements.

Similarly local government is given responsibility for implementation of the programme in the area. Other organizations including the Central Committee of Vietnam Fatherland Front and its members are requested to actively participate in the programme and to continue the implementation of the campaign "All people unite to build up cultural life in the community" with amended new content in accordance with the national target programme on new rural development.

## 2) **Financial and/or contributions in kind**

Under Government Decision 800, support is already pledged for the Central Steering Committee, local Steering Committees and Programme Coordination Office in . This will include the facilities, resources and services necessary to coordinate and monitor the programme with the assistance of the Advisory Task Force that is also to be accommodated in . Decision 800 also states that funds from the central budget will be provided for such activities including planning, and for education and training for local staff relating to new rural development that will parallel funds provided under the TCP.

For the sustainable further implementation of the New Rural Development, Decision 800 also provides for partial support from the central budget for construction of water supply system, sewage system in residential areas, roads in villages, communes, internal transport system and in-filed irrigation canal system; develop production and services; the cultural house in villages, hamlets; sport facilities in villages, hamlets; infrastructure for concentrated production zone, handicrafts, aquaculture. Priority for support is given to difficult areas.

The Vietnam Multimedia Corporation (VTC) is a state owned enterprise that provides digital television via satellite and other routes to all areas. Channel 16, also known as 3NTV (Tam Nông TV), was opened in 2010 and is dedicated to agriculture and rural development. It is fully supported by Government and offers cooperation with FAO and other partners.

## 4.4 **FAO Contribution**

### **Personnel (1-4)**

The FAO contribution relates to activities defined in Section 3.2 above:

Activity 1.1. The Advisory Task Force secretariat maintained and supported through ad-hoc and standing advisors. Funding for UNV expert in policy and communication for 24 months has been secured. FAO will cover associated costs (including travel, translation of expert texts) of the task Force.

Documentation of lessons from pilot will be supported through LOA and contracts. LOA 2 will work mostly on documentation of lessons from FAO's IMOLA project in Thua Thien Hue province. Similar lessons from the Regional Fisheries livelihood project may be reviewed and included.

Activity 1.2. FAO experts supply information and participate in teleconferences

**International/retired experts** (consultants) 40 days

### **Technical Support Services**

Activity 1.3. National experts supply information and participate in meetings and teleconferences

**National consultants** 40 days

Activity 2.1. A national curriculum for leadership training developed in context of Tam Nông

**Retiree consultant** 20 days

Activity 2.2. Distance learning modules (10)

**International/retired expert:** 40 days

**National expert:** 100 days

**TCDC consultants** Total of 30 days

**Letter of agreement**

Activity 2.3 Evaluate the use and results of activity 2.2

**International/retiree consultants** 20 days; **national consultants** 20 days; **travel**

**TCDC/SSC experts provided through LOAs**

Activity 2.4. Provide up to 10 television programmes (recorded and distributed)

**International/retired experts** (consultants) 30 days

**National expert:** 40 days

**Technical Support Services**

**M & E Framework:**

**International/retiree consultant:** 40 days

**National consultant:** 20 days

**Materials, supplies and equipment:**

- **Expendable materials and supplies** None

- **Non-expendable equipment** None

**Training:** Training is an essential component of the project which is detailed under the activities in Section 2 above and undertaken by the project personnel listed in Section 4.4 (Personnel) as indicated.

**General operating expenses (GOE)** Miscellaneous expenses 10,000 USD

**Project Support Costs (PSC)** (BL 6130) calculated at standard 7% of total budget.

## **SECTION 5. OVERSIGHT, MONITORING, MANAGEMENT INFORMATION AND REPORTING**

The Project will be managed by the Programme Coordination Office with the participation of the Advisory Task Force provided by the TCP. Backstopping will be by the ESA group of the FAO Regional Office. Three-monthly and an extended Annual Report are obligatory. Within the project activities are included monitoring and evaluation of the work that will be undertaken by international and national experts together. Reporting will be to the National Steering Committee as well as to the FAOR and thence to the RO and HQ.

### **5.1 Monitoring and Knowledge Sharing**

Monitoring will be undertaken by the PCO and serviced by international and national experts funded by the project. For public awareness activities, monitoring will be undertaken by participatory monitoring in selected provinces, districts and communes. For distance learning modules, satisfaction of recipients will be tested and evaluated during the evaluation activities.

Future activities will be adapted on the basis of results found by the project M & E components.

Results will be published.

## **5.2 Communication and Visibility**

Communication and visibility are intrinsic components of the project. The steering committee and PCO will be informed by the Advisory Task Force and the international and national experts hired by the Project.

The Public Awareness component will be widely distributed by TV satellite, internet and DVD.

Distance learning modules will be made generally available by TV satellite, internet and DVD.

The intention is to further develop all these aspects in future and lessons learned from this project will be made widely available by Government, TV and by FAO.

## **5.3 Reporting Schedule**

A Project **three-monthly** and **extended annual report** will be prepared. This will be coordinated by the National Project Coordinator within the Advisory Task Force.

Each international or national consultant, including FAO personnel providing technical support services has to prepare a **mission report** containing the main results, conclusions and recommendations of his/her missions.

The **terminal statement**, presenting the main results and conclusions of the project in addition to FAO's recommendations to the government will be the responsibility of the ESA Group of the Regional Office together with the FAO Representation and prepared by the National Project Coordinator in consultation..

The terminal statement, once finalized at HQ, will be transmitted by the FAOR to the Minister for Agriculture.

### **ANNEXES** *(to the project document)*

The standard annexes to the TCP project document are:

Annex 1 Budget (see standard format in appendix)

Annex 2 Logical Framework (optional – see appendix)

Annex 3 Work Plan (see sample in appendix)

Annex 4 Terms of Reference for International and National Personnel (see sample in appendix)

Annex 5 The General Provisions (Source: FPC 2005/02 attached in appendix)

Additional annexes may be required to provide Terms of Reference, technical specifications for materials and equipment, details on training or contracts, etc. Project formulators should use their best judgement and when in doubt – add the annex!

## Annex 1. PROJECT BUDGET (FAO Contribution in USD)

**Country:** Vietnam  
**Project title:** Technical Assistance to the Coordination and Implementation of the NTP on the New Rural Development (Tam Nông)  
**Project symbol:** TCP /VIE/3302

Accts	Input Description	Unit	Number	Rate	Sub/Child Account	Main/Parent Account
<b>5013</b>	<b>Consultants</b>					<b>64,990</b>
5012	Consultants - International	Days	60	350	21,000	
5543	Consultants – National	days	220	97	21,340	
5544	Consultants - TCDC/TCCT	days	30	235	7,050	
5545	Consultants - Retired Experts	days	130	120	15,600	
<b>5014</b>	<b>Contracts</b>					<b>120,000</b>
5650	Contracts Budget	LOA	1	90,000	90,000	
5620	Contracts Budget	LOA	1	30,000	30,000	
<b>5020</b>	<b>Overtime</b>					<b>-</b>
5652	Casual Labour – Temporary Assistance					
<b>5021</b>	<b>Travel</b>					<b>79,500</b>
5661	Duty travel others (only FAO staff)					
5684	Consultants – International				13,500	
5685	Consultants – National				5,000	
5686	Consultants - TCDC/TCCT				6,500	
5687	Consultants - Retired Experts				25,000	
5688	Consultants - South -South Cooperation					
5689	Consultants - UN Volunteers					
5694	Travel – Training					
5692	Travel - Technical Support Services	Trips BKK- VN	13	1,500	19,500	
5692	Travel - Technical Support Services	Trips from HQ	2	5,000	10,000	
5698	Travel - Non staff (e.g. counterparts)					
<b>5023</b>	<b>Training</b>					<b>30,000</b>

5920	Training Budget				30,000	
<b>5024</b>	<b>Expendable Equipment</b>					<b>-</b>
6000	Expendable Equipment Budget					
<b>5025</b>	<b>Non Expendable Equipment</b>					<b>-</b>
6100	Non Expendable Equipment Budget					
<b>5027</b>	<b>Technical Support Services</b>					<b>65,831</b>
6111	Report costs				2,300	
6120	Technical Support Services (Honorarium)	days	117	543	63,531	
<b>5028</b>	<b>General Operating Expenses</b>					<b>10,707</b>
6300	General Operating Expenses Budget				10,707	
<b>5029</b>	<b>Support Cost</b>					<b>25,972</b>
6130	Support Cost Budget	standard	of total	0	25,972	
	<b>Grand Total</b>					<b>397,000</b>

## Annex 2 Logical Framework

Design Summary	Indicators/Targets	Data Sources	Assumptions
<b>Impact:</b> Improvements in Measurable Indicators of Inclusive, Sustainable and Equitable Growth in Rural Areas.	Household income, health and education targets all achieved	GSO, MOH, MOET	NTP is major factor, other economic factors favourable
<b>Outcome:</b> An equitable and sustainable New Rural Development programme (NRD-NTP) promoted, coordinated and implemented leading to a reduction in the urban-rural income disparity	PSCs report economic and social data improved in provinces	PPC, provincial departments	Successful capital and investment programme implemented
<b>Output 1.</b> An Advisory Task Force (AG) established in support of the Inter-Ministerial Programme Steering Committee as well as the Programme Coordination Office and the Provincial Steering Committees.	Favourable reports of NSC, PCO and PSC	, DCSD	Government, NSC, PCO and PSC function
<b>Activity 1.1.</b> The Advisory Task Force secretariat maintained and supported	Three monthly and Annual Reports	, DCSD	Regular meetings and teleconferences
<b>Activity 1.2.</b> FAO experts supply information and participate in teleconferences	Favourable reports from NSC, PCO and AG	, DCSD	Regular meetings and teleconferences
<b>Activity 1.3.</b> National experts supply information and participate in meetings and teleconferences	Favourable reports from NSC, PCO and AG	, DCSD	Regular meetings and teleconferences
<b>Output 2.</b> The capacity of central, provincial, district and commune leaders increased through training modules applied through distance learning and ICT systems. Key information distributed for social, economic and technical development through mass media and community learning centres.	Leaders improve skills in planning, management, finance, etc.	NSC, PCO, PSCs	Political motivation at province, district and commune levels
<b>Activity 2.1.</b> A national curriculum for leadership training developed in the context of Tam Nông	Curriculum published and accepted	, DCSD	Experts identify key subjects
<b>Activity 2.2.</b> Distance learning modules provided in 10 subject areas	Modules broadcast and available + online info	3NTV	VTC inputs
<b>Activity 2.3</b> Evaluate the use and results of activity 2.2	Report	FAO/	Cooperation
	Audience numbers and evaluation reports	3NTV	VTC inputs
<b>Activity 2.4.</b> Provide up to 10 television programmes (recorded and distributed)	TV programmes broadcast and available + online information	3NTV	VTC inputs
<b>Activity 2.5..</b> Evaluate the use and response to activity 3.1	Report	FAO/	Cooperation
<b>Output 3 Results based M &amp; E framework set up for NTP set up and</b>	M & E set up and data	FAO/IPSARD	Common understanding

<b>in function</b>	collected for use by Advisory Board and SC		about the requirement and characteristics of M & E
<b>3.1.</b> An assessment made of the progress of NRD during the first year in consultation with partners, clarifying the need for M & E meeting the 19 criteria of NTP established	Assessment report & recommendation	Task Force	Mobilization of expert
<b>3.2. M &amp; E Framework for NTP drafted and approved by SC, and implemented</b>	Data collected, analysed and presented to SC for managerial action	Task Force	Consensus reached

### Annex 3 Work Plan

OUTPUTS / ACTIVITIES	YEAR 1												YEAR 2											
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
<b>Output 1 Advisory Task Force (AG) established</b>																								
Activity 1.1 AG secretariat maintained and supported	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Activity 1.2 FAO experts supply information/participate			X			X			X			X			X			X			X			X
Activity 1.3 National experts supply info/participate			X			X			X			X			X			X			X			X
<b>Output 2 Capacity of central, provincial, district and commune leaders increased. Key information distributed through mass media and community learning centres.</b>																								
Activity 2.1 National curriculum for leadership training developed	X	X	X																					
Activity 2.2 Distance learning modules provided				X	X	X	X	X	X															
Activity 2.3 Evaluate the use and results of activity 2.2																						X	X	X
Activity 2.4. 10 television programmes (recorded and distributed)	X	X	X	X	X	X	X	X	X															
Activity 2.5. Evaluate the use and response to activity 3.1																								
<b>Output 3 Results Based M and E system established for NTP</b>																								
Activity 3.1. Results from implementation of NTP during the first year collected and analyzed Assessment, consultation on M & E requirement, and drafting of M & E framework	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X								
Activity 3.2. Presentation and approval of M & E Framework by SC, and implementation											X	X	X	X	X	X	X	X	X	X	X	X	X	X

## **Annex 4. Terms of Reference for International and National Personnel**

### **1. National Project Leader**

Duty Station: Hanoi, Vietnam

Duration: voluntary participation during 2 years

#### **Duties and Responsibilities:**

In partnership with the FAOR and under technical guidance of the FAO/RAP Senior Policy Advisor and in close cooperation with other consultants and counterparts the National Project Coordinator will be responsible for the delivery of the project inputs, coordination of activities, monitoring progress and risks and providing technical support. He/she will in particular:

- Liaise with the Government agencies and partner organizations
- Guide and supervise all other national project personnel
- Prepare terms of reference for national consultants in consultation with the national counterparts and FAOR for approval
- Prepare technical specifications for services needed under Letters of Agreement
- Monitor project expenditures under the national component
- Provide guidance and technical support to the implementing agencies and partner organizations
- Provide guidance in collecting and analysing monitoring information related to performance and process indicators
- Be responsible for monitoring risks to project performance
- Act as secretary of the Advisory Task Force
- Represent the project in relevant meetings and workshops
- Prepare monthly summary reports on progress of work and submit them to the FAOR
- Perform other related duties as required.

#### **Essential qualifications and experience:**

- A degree from a well-recognised, reputable university or institute of technology
- At least ten years of professional experience in rural development
- Working experience in international cooperation development projects
- Demonstrated ability to work as project coordinator/team leader
- Experience of working for, or in cooperation with, government institutions and NGOs
- Excellent oral and written communication skills in English as well as native Vietnamese.

## **2. International Experts (Specified Areas)**

Duty Station: Home station

Duration: 30 days (WAE over 24 months)

### **Duties and Responsibilities:**

Under the overall supervision of the FAOR and the technical supervision of the FAO/RAP Senior Policy Advisor and in close cooperation with other consultants and counterparts the International Expert will:

- Take part in Teleconferences with the Advisory Task Force and / or appear in television programmes and / or distance learning modules.
- Contribute Expert Advice and Technical information to the Advisory Task Force in the Specified Area, and / or
- Provide a written script in the Specified Area for development as a television programme and / or
- Provide a written script for a Training Module in the Specified Area to be developed as a television distance learning programme.
- Collect relevant supporting materials in the Specified Area for publication on the Internet
- Write technical supporting materials as required and when not available elsewhere
- Prepare short reports on each intervention and a final report and submit them to the FAOR
- Perform other related duties as required.

### **Essential qualifications and experience:**

- An advanced degree from a well-recognised, reputable university or institute of technology
- At least ten years of professional experience in the particular expertise specified
- A record of publications and communications at a high level
- Experience in international cooperation development projects
- Excellent oral and written communication skills in English.

### **3. National Experts (Specified Areas)**

Duty Station: Hanoi or Home station

Duration: 30 days (WAE over 24 months)

#### **Duties and Responsibilities:**

Under the overall supervision of the FAOR and the technical supervision of the FAO/RAP Senior Policy Advisor and in close cooperation with other consultants and counterparts the International Expert will:

- Take part in Teleconferences with the Advisory Task Force and / or appear in television programmes and / or distance learning modules.
- Contribute Expert Advice and Technical information to the Advisory Task Force in the Specified Area, and / or
- Provide a written script in the Specified Area for development as a television programme and / or
- Provide a written script for a Training Module in the Specified Area to be developed as a television distance learning programme.
- Collect relevant supporting materials in the Specified Area for publication on the Internet
- Write technical supporting materials as required and when not available elsewhere
- Prepare short reports on each intervention and a final report and submit them to the FAOR
- Perform other related duties as required.

#### **Essential qualifications and experience:**

- An advanced degree from a well-recognised, reputable university or institute of technology
- At least ten years of professional experience in the particular expertise specified
- A record of publications and communications at a high level
- Experience in international cooperation development projects
- Excellent oral and written communication skills in English and native Vietnamese.

#### **4. FAO Technical Support Services (Specified Areas)**

Duration: 25days (WAE over 24 months)

##### **Duties and Responsibilities:**

Under the overall supervision of the FAOR and the technical supervision of the FAO/RAP Senior Policy Advisor and in close cooperation with other consultants and counterparts the FAO Professional will:

- Take part in Teleconferences with the Advisory Task Force and / or appear in television programmes and / or distance learning modules.
- Contribute Expert Advice and Technical information to the Advisory Task Force in the Specified Area, and / or
- Provide a written script in the Specified Area for development as a television programme and / or
- Provide a written script for a Training Module in the Specified Area to be developed as a television distance learning programme.
- Collect relevant supporting materials in the Specified Area for publication on the Internet
- Write technical supporting materials as required and when not available elsewhere
- Prepare short reports on each intervention and a final report and submit them to the FAOR

More specific TORs for other International Experts, Retired Experts, National Consultants, TCDC Experts and TSS to be inserted.

## 5. LETTER OF AGREEMENT

Between

the Food and Agriculture Organization of the United Nations (“FAO”) and the

3NTV / VTC16 Television Company  
Hanoi, Vietnam

For provision of

**“The project Technical Assistance to the Coordination and Implementation of the NTP  
on the New Rural Development (Tam Nông)”**

### TERMS OF AGREEMENT

#### 1. Background

[INSERT]

#### 2. Terms of Reference

##### 2.1 Definition of Output(s) and/or Outcome(s), and Services

1. The development of 10 training modules on the subjects: New agriculture, Economy and Finance, Education, Gender, Health care, Industry and Labour, Justice and Law, Society and Civil Liability will be presented through a series of consecutive editions of the weekly program “The New Rural Areas”. This is the specialized political commentary program of VTC 16 which is developed in forms of documentary films acknowledging and reflecting socio-economic issues and lifestyles of rural areas in the process of building new rural areas.

Duration: 30 minutes/ one program, with new production and broadcasting once per week, in the golden time frame of 7.45 pm on Monday and re-broadcasting 3 times/ week on different time frame: 4pm on Tuesday, 9.30 am on Wednesday, 12.30 am on Thursday.

These are time frames with the highest number of viewers. Besides, rebroadcasting the same content of one program 4 times per week in such golden time frames will have positive effects on information dissemination.

Topics:

##### *New Agriculture*

The program will describe alternative land use options and innovations that can increase family income for example by growing vegetables and/or freshwater aquaculture using examples from successful enterprises. Supporting technical material will be made available on the internet.

##### *Economy and finance*

This will assist public understanding of the current economic issues with clear explanation of new policies with particular reference to the implementation of Tam Nông.

### ***Education***

The programme will describe learning opportunities for children and adults with experts describing the different subjects and their relevance to the improvement of rural livelihoods.

### ***Gender***

Gender issues will be highlighted in the context of farming and rural life with special attention to ways of improvement of the roles and opportunities for women.

### ***Health***

Public health issues that affect rural people will be discussed including diet, nutrition, personal safety and preventative medicine.

### ***Industrial and Labour***

New developments and opportunities will be presented in the context of decent work and ways to participate and benefit from business in the growing economy.

### ***Justice and Laws***

Simple explanations will be given of legal issues with particular reference to those of relevance to rural areas and livelihoods including land tenure, rights, gender equality and social issues.

### ***Society and Civil Responsibility***

Focus on the mass organizations, farmer's union, women's union, fatherland front and local groups including cooperatives.

### ***Tourism and other services***

Opportunities for participation in tourism and other income generating activities will be shown with appropriate local and regional examples.

2. The production of 10 training modules that aim at improving capability, knowledge and management quality of leaders at different levels will be developed in the form of DVD textbook files illustrated with images by VTC 16. These files are guided by experienced experts in relevant areas (scenarios and experts provided by FAO). These files could facilitate the information dissemination in different regions and meet leaders' demands at different levels about management skills in general and Tam Nong knowledge in particular.

Content of the program:

### ***Information for Management Decisions***

The module is an introduction to modern concepts of planning, management and decision-making with emphasis on sources of information and further development.

### ***Organizational Management***

Understanding organizations; the role of management; motivation, leadership, groups and design; the dynamics of culture: organizational work cultures; working with other groups including inter departmental and inter ministerial ideas.

### ***Strategic Planning***

The planning process seen at different levels. Understanding different sectors; encouraging entrepreneurship; value chain analysis; culture and organizations; methods and tools.

### ***Financial Management***

All leaders gain a basic understanding of accounting and financial systems with emphasis on budgeting, standard methods and methodologies including reporting and assessment with particular attention to decentralized operation in the context of Tam Nong.

### ***Public Private Partnership***

Understanding the Private Sector; knowledge of local and international companies and their operations; enabling business opportunities and results; encouraging entrepreneurship; providing for participation.

### ***Markets and Marketing***

Understanding local, national and international markets for agricultural commodities, value added products and other consumables; more on value chains; increasing access and participation; sources of information.

### ***Human Resources***

A dialogue about the theory of HRM in relation to the managerial roles of the leaders within organizations. It considers operational and strategic HRM issues, complementing the Organizational Management and Strategic Planning programmes.

### ***Results Based Management***

Introducing the concepts of high level outcomes and related outputs, changing the vision from project activities towards human and society benefits. Introducing the tools and methods for RBM in relation to the NTP-NRD.

### ***Gender, Culture and Human Rights Mainstreaming***

Wider dissemination of these important concepts and their application to strategies, plans and management at all levels including culturally appropriate programming, integration of ethnic minority groups in decision making, management and organizations.

### ***Monitoring and Evaluation***

Introducing the M&E framework applied to the NTP-NRD as a logical step from RBM and modern approaches to programme design and implementation.

3. In addition, in order to improve the effectiveness of information dissemination, besides the programme on The New Rural Areas, VTC 16 Channel will also implement mutually supplementary content material through other programmes, such as rural news, news on labour strategies for rural areas, agricultural products news, agricultural products at weekend, and other columns on health, such as: farmers' health, rural documentary films, agriculture and integration, etc.

## **2.2 Workplan and Timeframe (Duration)**

[INSERT]

### 2.3 Monitoring Mechanisms and Reporting Requirements

- a) The Recipient Organization shall submit to the FAOR in Vietnam a progress report no later than [date].
- b) The Recipient Organization shall submit to the FAOR in Vietnam a final report within 5 days following the completion of the project.

The Assistant FAO Representative (Program) will monitor the activities progress and proper implementation of the activities identified under this Terms of Agreement.

#### **3. Inputs to be provided free of charge by Service Provider**

Not applicable.

#### **4. Inputs to be Provided in Kind by FAO**

Not applicable.

#### **5. Detailed Budget**

USD 100,000 (One hundred thousand USD)

[Provide detailed budget, specifying items, unit costs and quantities]

#### **6. Responsible Officer**

The Assistant FAO Representative (Program) will have the responsibility to manage and monitor the proper implementation of the Agreement on behalf of FAO and to certify to the Budget Holder that the terms of the Agreement have been satisfactorily met and that appropriate payments can be made.

## **Annex 5. TCP General Provisions**

1. The achievement of the objectives set by the project shall be the joint responsibility of the government and FAO.
2. As part of its contribution to the project, the government shall agree to make available the requisite number of qualified national personnel and the buildings, training facilities, equipment, transport and other local services necessary for the implementation of the project.
3. The government shall assign authority for the project within the country to a government agency, which shall constitute the focal point for cooperation with FAO in the execution of the project, and which shall exercise the government's responsibility in this regard.
4. Project equipment, materials and supplies provided out of Technical Cooperation Programme funds shall normally become the property of the government immediately upon their arrival in the country, unless otherwise specified in the agreement. The government shall ensure that such equipment, materials and supplies are at all times available for use of the project and that adequate provision is made for their safe custody, maintenance and insurance. Vehicles remain the property of FAO, unless otherwise specified in the agreement.
5. Subject to any security provisions in force, the government shall furnish to FAO and to its personnel on the project, if any, such relevant reports, tapes, records and other data as may be required for the execution of the project.
6. The selection of FAO project personnel, of other persons performing services on behalf of FAO in connection with the project, and of trainees, shall be undertaken by FAO, after consultation with the government. In the interest of rapid project implementation, the government shall undertake to expedite to the maximum degree possible its procedures for the clearance of FAO personnel and other persons performing services on behalf of FAO and to dispense with, wherever possible, clearance for short-term FAO personnel.
7. The government shall apply to FAO, its property, funds and assets, and to its staff, the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies. Except as otherwise agreed by the government and FAO in the Project Document, the government shall grant the same privileges and immunities contained in the Convention to all other persons performing services on behalf of FAO in connection with the execution of the project.
8. With a view to the rapid and efficient execution of the project, the government shall grant to FAO, its staff, and to all other persons performing services on behalf of FAO, the necessary facilities including:
  - i) the prompt issuance, free of charge, of any visas or permits required;

- ii) any permits necessary for the importation and, where appropriate, the subsequent exportation, of equipment, materials and supplies required for use in connection with the project and exemption from the payment of all customs duties or other levies or charges relating to such importation or exportation;
- iii) exemption from the payment of any sales or other tax on local purchases of equipment, materials and supplies for use in connection with the project;
- iv) payment of transport costs within the country, including handling, storage, insurance and all other related costs, with respect to equipment, materials or supplies for use in connection with the project;
- v) the most favourable legal rate of exchange;
- vi) assistance to FAO staff, to the extent possible, in obtaining suitable accommodation;
- vii) any permits necessary for the importation of property belonging to and intended for the personal use of FAO staff or of other persons performing services on behalf of FAO, and for the subsequent exportation of such property;
- viii) prompt customs clearance of the equipment, materials, supplies and property referred to in subparagraphs (ii) and (vii) above.

9. The Government shall appoint a National Project Coordinator (NPC), as envisaged in the Project Document, to carry out the functions and activities specified in the agreement. In some cases, it may be necessary for FAO to request, in writing, the NPC to incur specific commitments or obligations or to make specific payments on behalf of FAO. In such cases, the project may advance to the NPC project monies, up to the amounts allowed by and in accordance with current FAO rules and regulations. In this event the Government agrees to indemnify FAO and to make good to it, any losses that may arise from any irregularity in the maintenance of the advanced FAO's monies on the part of the NPC.

10. The government shall deal with any claim which may be brought by third parties against FAO or its staff, or against any person performing services on behalf of FAO, and shall hold them harmless in respect of any claim or liability arising in connection with the project, unless the government and FAO should agree that the claim or liability arises from gross negligence or wilful misconduct on the part of the individuals mentioned above.

11. The persons performing services on behalf of FAO, referred to in paragraphs 6, 7, 8 and 10, shall include any organization, firm or other entity, which FAO may designate to take part in the execution of the project.