

VIETNAM SOLID WASTE MANAGEMENT PROJECT

Draft Step 1 Activities and Work Plan

Date		Location	Event	Objective	Output/Result	Follow-Up Actions	
						Action	Responsibility
March	6		Mission team meeting with ACVN	Finalize Agenda	Mission Agenda adjusted/finalized	None	ACVN
				Review VTA ToRs	VTA ToRs agreed	None	
				Agree VTA Experts for design of compost pilot projects	VTA experts agreed for design of compost pilot projects	Contractual arrangements to be completed	
	7	Hanoi	Meeting with Ministry of Science and Technology	Learn about Ministry role in setting/monitoring waste sector standards and evaluating/ recommending waste sector technology	Mission team gained understanding of Ministry role in setting waste sector standards	Further information on Ministry actions to evaluate sector technology	ACVN
			Meeting with Ministry of Agriculture and Rural Development	Learn about Ministry role in regulating compost and organic fertilizers	Mission team gained understanding of Ministry role in regulating organic fertilizers (Circular 41/2014 / TT-BNNPTNT guiding Decree 202/2013 / ND-CP on fertilizer management under the State management responsibility of the Ministry of Agriculture and Rural Development)	None	
	8	Hoi An	City of Hoi An Department of Natural Resources and Environment (DONRE)	Review of Agenda for activities in Hoi An	Agreed agenda for activities	None	
	9		Site visit to Cam Ha landfill and treatment facility	Familiarize the mission team with current operational status and activities at the landfill and the treatment facility	Mission team familiarity with landfill and treatment facility achieved	None	
	10						
	11	Tam Ky Hoi An	Meet with Province of Quang Nam Team meeting with City	Obtain agreement (verbal) of Province with VnSWM objectives and activities	Province of Quang Nam (Vice-Chairman of Peoples Committee) signalled agreement for discussions	Formal agreements between FCM, ACVN and participants to be completed	FCM and ACVN
				Finalize arrangements for technical discussions	Arrangements finalized		
	12	Hoi An	Technical discussion on landfill gas control and rehabilitation	Project to receive direction on the future use of Cam Ha landfill to inform gas control/rehabilitation actions	Future use of Cam Ha landfill recommended by meeting participants to be “city forest”	Recommendation of meeting to be formalized by city/ provincial stakeholders	City of Hoi An; ACVN to monitor
			Meet with City and DONRE	Agree workplan to September 2019 to control landfill gas/rehabilitate	Workplan agreed	Updated workplan to be forwarded to City of Hoi An	Mission team/ ACVN

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			landfill			
13	Hoi An	Technical discussion on compost pilot project Meet with City and DONRE	Project to receive stakeholder input to inform the design of pilot project to collect, transport and compost organic waste Agree workplan to September 2019 to plan/implement pilot composting project	Inputs received Workplan agreed	VTA to include stakeholder inputs, as appropriate, in design of pilot project Updated workplan to be forwarded to City of Hoi An	VTA; ACVN to monitor/ review output Mission team/ ACVN
14	Hoi An Danang	Meet with City Meet with VTA applicant Meet with VTA applicant	Review MSWM strategy and workplan Determine qualification of survey VTA applicant Determine qualification of landfill gas VTA applicant	Strategy objective and workplan agreed Qualification of survey VTA applicant confirmed Qualification of landfill gas VTA applicant confirmed	Updated workplan to be forwarded to City of Hoi An Applicant to submit proposal Applicant to submit proposal	Mission team/ ACVN Applicant, ACVN Applicant, ACVN
15	Hanoi	Meet with Ministry of Natural Resources and Environment (MONRE)	Share information and perspectives on Extended Producer Responsibility, circular economy and plastics management	Information shared; basis established for effective relationship with MONRE	Maintain dialogue, as appropriate, with MONRE	ACVN/FCM
16		Meet with ACVN	Debrief on activities and results achieved during the mission	ACVN advised of activities and results	None	
17	Bac Giang	Site visit to landfill and Dong Son commune	Familiarize the mission team with current operational status and activities at the landfill and context of the commune	Mission team familiarity with landfill and commune achieved	None	
18	Bac Giang	Meet with City of Bac Giang Meet with Province of Bac Giang	Finalize arrangements for technical discussions Obtain agreement (verbal) of Province with VnSWM objectives and activities	Arrangements finalized Province of Bac Giang (Vice-Chairman of Peoples Committee) signalled agreement for discussions	Formal agreements between FCM, ACVN and participants to be completed	FCM and ACVN
19		Meet with PMU2	Finalize arrangements for technical discussions	Objectives of technical discussions confirmed, agenda finalized and logistical arrangements established	None	
20		Technical discussion on landfill gas control and municipal waste strategy Meet with city stakeholders	Agree approach to landfill gas (including methane) control/management and related landfill rehabilitation Agree approach for development of municipal solid waste management	Agreement that VnSWM will assume optimization of the area/airspace at the existing landfill The provincial Department	Develop concept drawings to optimize the landfill, including gas management and related operations	FCM Municipal volunteers CTA

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			strategy	of Construction has developed a municipal waste management strategy in 2013 and this is updated every 5 years.	With provincial agreement, review/comment on municipal solid waste strategy from the perspective of GHG' Develop city waste strategy based on (among other items) optimization of current landfill	CTA
21	Bac Giang Hanoi	Technical discussion on compost demonstration project Debrief with ACVN	Confirm location for the demonstration project; agree the components of the project and the items to be clarified in project design Provide mission feedback and agree next steps with ACVN	Location confirmed (Commune of Dong Son); project components identified and work of VTA to design project confirmed Feedback provided, next steps agreed	Develop detailed project plan Actions to be implemented in accordance with responsibilities and timing in this document	VTA; ACVN to monitor/review output FCM, ACVM, VTA, CTA, FCM Volunteers
22	Hanoi	Follow-Up with ACVN Coordinator	Ensure clarity of next steps by ACVN and CTA	Agreement on next steps	Actions to be implemented in accordance with responsibilities and timing in this document	FCM, ACVM, VTA, CTA, FCM Volunteers