

Annex 1.

DRAFT PLAN FOR PROJECT IMPLEMENTATION OF BP TRANSFERRING OF " ECO-SAVING " PROJECT IN VINH CITY IN JULY,AUGUST AND SEPTEMBER 2011.												
The objective of the activities to be implemented.	To complete the basic contents of capacity building to implement the model and build project of eco-savings and carry out the first "eco-Day" in Vinh city - Nghe An.											
Month	July		August				September					
Week of month	3	4	1	2	3	4	1	2	3	4		
Activities											Involved parties	Expected outcomes
1. Revise and improve Logframe for the operation of the project "eco-savings" in the Vinh city.											Delgosea and project experts	
1.1. Develop content of Logframe for activities of the project "eco-savings" in the Vinh city.	X	X									Delgosea and project experts	Draft Logframe
1.2. Meeting with the People's Committee of Nghe An, Vinh City on the operation of the project.			X								Delgosea, ACVN, Nghe an People's committee, Vinh city and project experts	New draft Logframe
1.3. Revise and improve Logframe for the operation of the project in the Vinh city			X	X							Delgosea and project experts	Approved completed Logframe
2. Study tour in the city of Marikina, the Philippines												
2.1. Prepare and complete the necessary procedures (the approved list, the resumes, the decision of the People's Committee of Vinh City for the	X	X									Delgosea, ACVN, Vinh city and project experts	Approved List of delegation.

delegation)														
2.2. Prepare and finalize the exchange content, needs of learn, detail schedule of the trip													Delgosea, ACVN, Vinh city People's Committee and project experts	The contents of the activities of the delegation in Marikina
2.3. Assigning responsibility and duty to each member of the delegation.		x											Delegation members	List of responsibility and duty to each member of the delegation
2.4. Field trip to Marikina, Philippines (from 4 th – 6 th August 2011)			X											
2.5. Write report about the results of a study tour in the city of Marikina, the Philippines.				X									Delegation members	Report of individual members of the study tour.
3. Capacity building of staff and partner groups carrying out the project "eco- savings"			x											
3.1. Training needs Survey for partner groups involved in the project "eco-savings" in Vinh city. (May and June)	X												Delgosea, Vinh city People's Committee and project experts	List of training needs.
3.2. Prepare content of 3 training courses in the city of Vinh.	X	X											Delgosea, project experts.	Detailed outline of the training courses in the city of Vinh.
3.3. Consult on the contents of three training courses.			X										Delgosea, Vinh city People's Committee and project experts	Complete outline of 3 training courses.
3.4. Compile lectures for three training courses in Vinh city.			X	X									Delgosea, ACVN, project experts and lecturers	Lectures of 3 training courses
3.5. Organize 3 training courses in Vinh					X								Lecturers and participants of the training courses	participants of the training courses.

3.7. Closing of training course.						X					Delgosea, ACVN, Vinh city People's Committee and project experts	The Report of the results of training (quantity and quality of training on participants' final reports, partners involved in project, ...).
4. Organizing Propaganda project "eco- savings" and dissemination of knowledge of environmental protection.												
4.1. Preparing the leaflet (June).											Delgosea, project experts.	Draft of leaflet
4.2. Asking for comments on leaflet.	X	X									Delgosea, ACVN, Vinh city People's Committee and project experts	New Draft of leaflet
4.3. Complete and print leaflet .			X	X							Delgosea, project experts.	Completed leaflet
4.4. Distribution of leaflets, propaganda.						X	X				Delgosea, 2 schools, People's committee of Hung Dung ward	The number of leaflets were distributed to participants in the project.
5. Implementation of the first "Eco-day" in Vinh City												
5.1. Meetings with related bodies and agree on implementation plan of the first "Eco-day" in the Vinh city and select units for recycled waste purchase.											Vinh city People's Committee, ACVN, Delgosea, project experts , 2 schools, People's committee of Hung Dung ward	Implementation plan. Selected units.
5.2. Preparation: places, equipment and waste storage .								X	X		Vinh city People's Committee, People's	locations and equipment are ready

												committee of Hung Dung ward , 2 schools	
5.3. Meeting with teachers and pupils of two schools to disseminate the detail activities in the “eco-day”.												Vinh city People’s Committee, Delgosea, 2 schools	Number of teachers and pupils
5.4.Meeting with Hung Dung ward People’s Committee and Parents union to support the first “eco-day” .												Vinh city People’s Committee, People’s committee of Hung Dung ward , Parents union	Number of participants
5.5. Training of the head teacher of recording in the "Book of eco- savings." (Passbook)												Vinh city People’s Committee, Delgosea, 2 schools , project experts.	Number of head teacher in the training.
5.6. Meeting with waste collection units and agree on the plan of the first “eco-day”.												Vinh city People’s Committee, People’s committee of Hung Dung ward , 2 schools , waste collected units	Contract to buy recycled waste collected by the pupils in the “eco-day”
5.7. Meeting to agree on the propagation, promotion ceremony for troops departure of the first “eco-day” .												Vinh city People’s Committee, People’s committee of Hung Dung ward , 2 schools, ACVN, Delgosea, project experts.	Plan of activities on the ceremony for troops departure of the first “eco-day”

5.8. The ceremony for troops departure of the first “eco-day” in Vinh city.										X	Vinh city People’s Committee, People’s committee of Hung Dung ward , Delgosea, ACVN, project experts, 2 schools , waste collected units	Volume of recycled waste collected in the first “eco-day”.
5.9. Closing of the first “eco-day” (October).											Vinh city People’s Committee, People’s committee of Hung Dung ward , Delgosea, ACVN, project experts, 2 schools , waste collected units	