

## Logbook

Date	Activity	Outcome
December 8 - 9, 2010	Translation from English into Khmer the BP materials from Marikina and Muang Klang.	BP documents of the 2 BP cities summarized and translated into Khmer language and the draft available.
December 10, 2010	Arrangement for the First Evaluation Mission meeting between Kampot Municipality mayor and Delgosea evaluator, Dr Marion Fischer.	The evaluation mission meeting was accomplished as planned.
January 13, 2011	Arrangement for the transfer concept Workshop and finalized the BP presentation materials.	Arrangement done and the BP materials available for the workshop.
January 17 - 18, 2011	Conduct the transfer concept Workshop for Kampot Pilot Municipality.	15 participants including the city mayor and 14 other stakeholders participated in the workshop. Best Practices on Marikina Eco Saver project, and Low Carbon City of Muang Klang were shared.
February 22, 2011	Preparation and translation of documents for the transfer concept workshop with Sangkat Chaom Chao pilot city.	Workshop location booked and arranged; translation of the Solo BP translated.
February	Facilitated the transfer	Best Practices on Street Vendor project



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25 - 26 2011	concept workshop with Sangkat Chaom Chao pilot city.	from Solo was presented and discussed.
March 11, 2011	Meeting with Kampot pilot city on integration of waste management priority into the 3 year investment program.	Priorities relating to waste management were integrated into the 3 year Investment Program of the pilot city.
March 24 - 25, 2011	Collected documents and prepared presentation on Solid Waste Management Action Plan for the city mayor to share in Sri Lanka.	Power Point on Solid waste Management Action Plan prepared and submitted to the city mayor.
April 13, 2011	Meeting with the city mayor and concerned city officials to discuss on what information need to be prepared for the National Workshop to be held on 26 April 2011.	The draft Logical Framework on the Urban Environment of Kampot was reviewed.
April 25 - 26 2011	Helped Kampot pilot city to prepare presentation slide for the National Workshop.	Presentation slide was prepared and submitted to the city mayor. The draft LFA table of Kampot pilot city was brought for discussion and improved (more detailed on stakeholders and risks).
May 16 - 18, 2011	Facilitated Kampot pilot city to prepare information for a project proposal for	Information for the project proposal was prepared and submitted to the National Coordinator for consolidation and finalization.



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	submitting for EU small grant.	
June 12 - 13 2011	Support Kampot pilot city in preparing a Resources Mobilization Workshop (called Municipality Integration Workshop).	Agendas and Priorities under 5 sectors were prepared and presented in the Municipality Integration Workshop. As a result, above 40% of the proposed priorities were supported by the Provincial Technical Department, Provincial Governors Office and Development Partners.
June 24, 2011	With National Coordinator organize a follow up meeting with the Kampot city mayor and staff on how to finalize the transfer concept paper and discussed on what activities could be already implemented.	The transfer concept paper in Khmer completed and English is still under editing. Kampot pilot city agreed to start piloting and replicating the Eco Savers best practices after the study tour to Marikina.
July 13, 2011	Meeting with the Provincial Department of Environment to finalize key message and arrangement for the World Environment Day.	Meeting with the Provincial Department of Environment to finalize key message and arrangement for the World Environment Day.
July 14, 2011	Attended the World Environment Day.	The Governor's message on how to promote planting trees as stipulated in the Delgosea LogFrame, but also promote planting trees on all types of roads in the pilot city and in the entire province.



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July 25, 2011	Collected and prepared report on tree planting progress report in Kampot pilot city.	The progress report prepared against the Pilot city LogFrame and submitted to the National Coordinator.
August 04 - 05, 2011	Study visit to Marikina, the Philippines.	<p>Actual activities of service delivery by Marikina City office were well noted.</p> <p>Best Practices of the Eco Savers Program of Marikina were well noted.</p> <p>Experiences on Zero Waste Management project were shared and discussed.</p> <p>Actual experiences in involving school children, parents and teachers in solid waste collection and management were well observed, discussed and noted.</p> <p>Actual activities at the Composting Facility in producing compost fertilizer were well presented and noted.</p> <p>The rain water catchment facility at one sport centre was well observed.</p> <p>Meeting discussion with LOGODEF director with regarding experiences on Local Development and Fiscal Decentralization.</p>
August 31, 2011	PB Sharing workshop for Kampot Pilot City.	One day workshop to share BP information from Marikina was organized. 95 stakeholders in Kampot Pilot City participated.
September 14, 2011	Preparations for DELGOSEA Midterm Conference.	Achievement report prepared.



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September 26 - 30, 2011	Mid Term Conference and Monitoring Training in Batam, Indonesia.	
October 1 - 2, 2011	Meeting with Kampot mayor concerned staff to review and finalize the Pilot city's LogFrame indicators.	LogFrame indicators were finalized and submitted to National Coordinator.
October 6, 2011	Meeting with Kampot mayor on the arrangement for study visit to Muang Klang, Thailand.	Study Visit schedule, participants, and logistic arrangement prepared and submitted to National Coordinators.
October 17 - 19, 2011	Monitor the implementation of garbage collection in and around the city market.	Informed the garbage collection company to clean up garbage in front of the city market and to strictly follow the collection schedule.
October 25 - 26, 2011	Monitoring visit and interview 3 Kampot City officials (Chief of environment office and 2 official form Sangkat Support Office)	Questionnaire was prepared; interview was conducted with 3 Kampot City officials (Chief of environment office and 2 official form Sangkat Support Office)
November 1 - 2, 2011	Promoting public order in the pilot city.	Re-arranged public order in two locations in the city.
November 3 -4, 2011	Monitor new construction work on both sides of the river in	Inspected the construction of houses and toilets. 9 households made agreement with the city in respect to the city



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	the city.	instruction on building and toilet constructions.
November 11 -13, 2011	Reflection on the Monitoring and coaching and report writing for November and December 2011.	Agreement on Monitoring and Coaching work planning for each pilot city, Pilot city activity report to be included in the logbook from June 2011; capacity building workshop on conflict resolution for pilot city.
November 26, 2011	Capacity Building Workshop in Sihanouk Ville on Facilitation and Conflict Resolution with NL/SC Cambodia, Sankat Chaom Chao and Kampot Pilot City.	21 participants from Kampot pilot city and 1 coach actively participated in the Facilitation and Conflict Resolution workshop. Key issues leading to conflicts were identified, common issues, activities to deal with the issues and stakeholders were also discussed and identified.
December 5, 2011	A tree planting event during a wedding ceremony took place.	The couple planted trees.
December 5 - 7, 2011	Enforcing of inappropriate garbage disposal rules.	In four cases people were fined for throwing garbage on the streets or burning it without permission.
December 10, 2011	Setup of water systems for poor households.	Several new water systems were set up.
December 12 - 14, 2011	Promotion material on solid waste management is being designed.	
December	Preparation of the	Works on the construction site have been



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19, 2011	Compost Fertilizer Centre.	started.
December 20, 2011	Meeting between 18 school head masters, 5 Sangkat council members, village chief, private sectors, city officials and coach.	<ul style="list-style-type: none"> <li>Dissemination of information on environment and waste management;</li> <li>Action plan on solid waste management at 18 schools formulated;</li> <li>Action plan on solid waste management in 5 Sangkat within the pilot city formulated;</li> <li>Joint action plan for city officials and service providers formulated;</li> <li>Interview with village chief and school head master conducted by the coach.</li> </ul>
January 9, 2012	Follow up The Eco Day Program on Primary Schools and Secondary School in Kampot City by Education Head Office in Kampot City.	Set the date to each school involved in project implemented activities schedule for five public schools with totally 800 students and 33 teachers.
January 12, 2012	Eco Day in DekJo Kraing Om Pil Secondary School.	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management in school.
January 12, 2012	Eco Day in Sovann Sakor and O Touch Primary School.	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management in school.
January 13,	Eco Day in Wat Kampot	Objective of the Eco Day was to



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2012	Primary School.	disseminate information on environmental issues and impact; benefit from tree planting and waste management in school.
January 16, 2012	Coordinated a meeting with Kampot pilot city management team to prepare for the Eco Day on 17 and 18 January 2012.	
January 17, 2012	Eco Day in Dipok Mohasamiky Primary School.	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management in school.
January 18, 2012	Eco Day in Dipok Mohasamiky Secondary School.	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management in school.
January 27, 2012	Meeting with National Coordinator on: Final LogFrame, improving monitoring and transferred concept outline.	
February 06, 2012	Eco day in Sangkat Kampong Bay	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management for local people who live in each Sangkat.
February 09, 2012	Pilot city management held a meeting with coaches, and Delgosea staff to finalize participants and	Participants for the visit to Thailand confirmed; logistical arrangement including transport, itinerary agreed.



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	arrangement for Muangklang study visit.	
February 10, 2012	Eco day in Sangkat Kampong Kandal	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management for local people who live in each Sangkat.
February 23, 2012	Standard of clean city workshop	7 indicators, 33 sub-indicators and 77 criteria of clean city were presented and discussed.
March 14, 2012	Organized "I Love My River" Day	The Day was initiated by Kampot City and Kampot Province with support and participation from guesthouse owners, restaurant owners, tourist travel agents and Cambo-Ecotour. Main objective of the Day was to promote the government policy on "Clean City, Clean Resort and Good services" with focus on clean river through people participation. 500 participants (local and international) participated in the Day.
March 16, 2012	Organized Eco Day in Sangkat Kraing Ampil	Objective of the Eco Day was to disseminate information on environmental issues and impact; benefit from tree planting and waste management for local people. 67 people participated in the workshop including Sangkat councilors, village chiefs and villagers. 95 leaflets were distributed to the participants.
March 22-25, 2012	Study visit to Muangklang, Thailand	13 members of the Pilot city Task Force (including 2 female) participated in the 2 day study visit to see low carbon project in



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		Muang Klang, Thailand.
March 26, 2012	Preparation of Reflection Workshop	Objective, Expected Outputs and Program of the Reflection Workshop Drafted and shared for comment.
April 01, 2012	Preparation of Reflection Workshop	Objective, Expected Outputs, Program and participants of the Reflection Workshop was finalized and distributed to stakeholders.
April 06, 2012	Organized Reflection Workshop	One day Reflection Workshop as organized. Project activities and results during the project period were presented to workshop; difficulties and challenges as well as suggestions and recommendations were discussed and defined. The workshop also discussed and prepared future action of Sangkat, School and the pilot city.
April 22, 2012	Preparation for the National Policy Workshop	Presentation PowerPoint of 54 slides was prepared for the City Mayor to present at the National Workshop on 02-03 May 2012. Key message of the prepared presentation including 1) Key project activities and results; 2) Difficulties/Challenges during the project implementation 3) Suggestions/Recommendations; and 4) Future Action Plan of Sangkat, Schools and the Pilot City.
May 02-03, 2012	Attended the National Workshop on Policy Recommendation	2 officials from Kampot city attended the National Workshop. Results, Challenges and Recommendation from the BP Replication Process were presented and



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		discussed during the workshop.
May 03-04, 2012	Attended Regional Conference on Strengthening Decentralization and Local Governance in ASEAN Countries through a Multi-Stakeholder Approach.	2 officials from Kampot city attended and learnt from the Regional Conference regarding the Strengthening Decentralization and Local Governance in ASEAN Countries through a Multi-Stakeholder Approach.
May 21, 2012	Conducted a Final Monitoring Meeting	6 key officials including the deputy mayor of Kampot city participated in the discussion meeting. The final Monitoring Report was completed and submitted to National Coordinator.



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