

## Logbook

Date	Activity
December 24 - 25, 2010	DELGOSEA experts have presented the BP Best Practice of Marikina Eco Saver Program to the leaders and departments of Vinh City.
January 17, 2011	Possible target schools The target group has been proposed to the leader of Vinh City.
January 21, 2011	The schools for implementation of the Eco Savers program have been chosen.
February 15, 2011	Target groups have been formed to carry out the tasks; and have started the replicating process on basis of the decision of the mayor of Vinh City.
March 15, 2011	Meeting with the local taskforce to discuss the work plan and to draft the transfer concept.
March 24 - 27, 2011	Meeting with local taskforce to finalize the transfer concepts for Vinh City's replication process of the Marikina Eco Savers program.
April 4, 2011	Proposal of transfer concept to the local council.
April 11, 2011	Approval of transfer concept by the mayor.
April 15, 2011	Participation in the First National Workshop, held in Hanoi. The National Workshop has also been attended by media representatives and academia.
May 15, 2011	Information about the program to the pupils on Eco Savers Program to the pupils at Hung Dung schools.



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May 31, 2011	Preparing pamphlet on the DELGOSEA project and the Best Practice Marikina Eco Savers program for distribution to all stakeholders.
June 20, 2011	Submit the pamphlet on DELGOSEA project and the BP of Eco Savers program to the leaders of ACVN.
June 30, 2011	Leader of Vinh City approved the list of participants bound for exchange visit to the Best Practice in Marikina (Philippines).
July 10, 2011	Sending DELGOSEA Philippines list of participants for the study visit to Marikina, Philippines.
July 11, 2011	Sending DELGOSEA team pre-information for the study visit to Marikina.
July 12, 2011	Contacting Nghe An Province People Committee to arrange the meeting with DELGOSEA team.
July 13, 2011	Confirming the meetings in Vinh city to DELGOSEA team.
July 20, 2011	Consolidation of Vinh city task force members.
July 25, 2011	Receiving preparatory information for the study visit from DELGOSEA Vietnam.
July 26 - 29, 2011	Preparation for the meetings with DELGOSEA team on August 1 - 2.
August 1 - 2, 2011	Meeting with Province and Vinh city task force.



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August 2011	3,	Leaving Vietnam for study visit to Marikina city in the Philippines.
August 2011	4 - 6,	Exchange visit to the Best Practice in Marikina city and discussion of lessons learned. Preparation of the steps to come, taking into account lessons from the Best Practice.
August 2011	8,	Report to Vinh City leaders by members coming back from Marikina.
August 2011	12,	Preparation of meeting agenda of Vinh City Task Force to discuss the implementation of the work plan.
August 2011	15,	Preparation of training courses in Vinh City, expected to be on August 19-21 2011.
August 2011	16,	Communicating with Hung Dung ward and schools in Hung Dung to prepare for the training courses.
August 2011	17,	Meeting between DELGOSEA expert on project planning and the organization of the training courses.
August 2011	18,	Meeting with DELGOSEA Coordination team in order to prepare for the project.
August 2011	19,	Training course for the city leaders on the replication of Eco Saver System of Marikina in Vinh City.
August 2011	20,	Training course for Hung Dung ward stakeholders on the replication of Eco Saver System of Marikina in Vinh City. Meeting among DELGOSEA Coordination, experts and city leaders to discuss about next steps.
August 2011	21,	Training course for three schools (one secondary and two primary) in



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2011	Hung Dung ward on the replication of Eco Saver System of Marikina in Vinh City.
August 22, 2011	Schools in Hung Dung ward participate in developing the implementation plan.
August 24, 2011	The City Task Force met and agreed on the Logo of Eco saver program in Vinh City, taking the picture of a bee – as the symbol of eco cards for the pupils and and eco book each class.
August 25, 2011	Development of budget plan for the implementation of project plan by the City Task Force secretariat.
August 26, 2011	Development of launch of plan for the Eco Saver Program in Vinh City on September 17 <sup>th</sup> , 2011
August 30, 2011	Discussion on the presentation of Vinh City project in Battam workshop.
August 31, 2011	Reporting DELGOSEA Vietnam about the preparation preparation of materials for Battam workshop.
September 1, 2011	Meeting of the City Task Force about the Launch of Movement on eco saver system in three schools of Hung Dung ward.
September 5, 2011	Reporting of the launch of the movement on eco saver system and the participation in Batam conference at the weekly city meeting.
September 6, 2011	Finalization of eco saver book, banners, posters of the program.
September 8, 2011	Submitting cost plan to organise the launch of eco saver movement to Vinh city.



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September 13, 2011	Advance of budget for 3 schools in Hung Dung ward, Vinh city for organizing the movement launch.
September 14, 2011	Reporting to DELGOSEA Vietnam about the plan of launching the Eco saver movement in Vinh city.
September 15, 2011	Talking with DELGOSEA Vietnam about the presentation of Vinh city Vice Mayor at the Midterm conference.
September 16, 2011	Preparing for the Launch of Eco Saver system in Vinh city.
September 17, 2011	Final preparation and check with the schools.
September 18, 2011	Launch of Eco saver in three schools of Hung Dung ward.  Meeting with DELGOSEA project in reviewing the work, and preparing for the Midterm Conference.
September 21, 2011	Getting the approval from Province level for Vinh city Vice Mayor to attend Mid Term Conference in Vinh city.
September 27 - 28, 2011	DELGOSEA Midterm conference in Batam, Indonesia.
September 29, 2011	Monitoring and Evaluation Training in Batam, Indonesia.
October 3, 2011	Reporting the City Leadership about the Midterm conference.
October 5 -6,	Meetings with project coach and city task force to discuss the plan for



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2011	the coming months.
October 7, 2011	Sharing about DELGOSEA project with the Community development fund network on the occasion of City Alliance visit.
October 12, 2011	Meeting with the city task force and schools to plan for the activities.
October 17, 2011	Report the City Leader and agreement on the schedule.
October 19 - 20, 2011	Planning the activities until end of 2011 and in 2012 and submitting the cost overview to Vinh city.
October 24, 2011	Monitoring visit and finalization of Logframe for activities of the project "eco-savings" in Vinh city.
October 25, 2011	Revise and improve Logframe for the operation of the project in the Vinh city and interview with city officials.
October 26, 2011	Collection of wastes at Hung Dung II school.
November 1, 2011	Meeting between the city Vice Mayor and key members in the Task Force to prepare the implementation of the project activities.
November 2, 2011	Contacting the pilot schools in Hung Dung ward.
November 3, 2011	Preparing the collection plan in schools of Hung Dung ward in November, 2011.



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November 4, 2011	Preparing the budget plan for the project activities.
November 7 - 8, 2011	Vice Mayor of Vinh city attending ACVN 3rd Congress and workshop on urban observatory system, sharing concerns about environment management system in the cities. Vice Mayor of Vinh city sharing with other cities about DELGOSEA Vinh project on Eco saver system.
November 9, 2011	City Department of Environment contact with DELGOSEA project team to review the next steps to be implemented.
November 10, 2011	Contacting with different functional department of Nghe An province, which attended the meeting with Provincial government to consult for the development of workplan and budget plan for the next phase.
November 11, 2011	Submitting the plan proposal to the City Party Committee and City People Council.
November 14 - 15, 2011	Contacting the schools and different department of Vinh city to review their workplan.
November 16, 2011	Advancing incentives and encouragement for the schools.
November 17, 2011	The City Party Committee approve the budget for Eco Saver Program implementation.
November 18, 2011	City People Council approve the Budget plan for the implementation of Eco Saver Program.  Environment Department prepare order of the City Leadership to relevant functional departments to prepare the organisation of "Eco day" and report periodical results.



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November 21, 2011	Report to the city weekly meeting about the project implementation.
November 22, 2011	Meeting with Nghe An Province People Committee on the scaling up plan of the pilot project in Hung Dung ward.
November 23, 2011	Nghe An Province People Committee requests Vinh city People Committee to implement pilot activities effectively and successfully for scaling up to other wards in the city.
November 25, 2011	Waste collection in Class block 3 of Primary school of Hung Dung I
November 29, 2011	Waste collection at Hung Dung Secondary school.
November 30, 2011	Waste collection at Primary school of Hung Dung II and Class block 5 of Primary school Hung Dung I.
December 1, 2011	City Vice Mayor in charge of the project request Hung Dung ward to prepare the activity report in preparing for the program semi closing.
December 5, 2011	Reporting to Vinh city about the project implementation at the city weekly meeting.
December 6 - 8, 2011	Preparing the project information for meeting with the City Party Leadership.
December 9, 2011	Sending waste collection records of three schools to DELGOSEA project.
December 12 - 13, 2011	Defending the budget and activity plan before Vinh city Party Committee and adjusting the plan to fit with financial condition.



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December 14, 2011	Confirming the project monitoring schedule in December 2011.
December 15 - 16, 2011	Meeting the Hung Dung primary school to discuss about the plan of training course on 24.12.2011.
December 19, 2011	Reporting the plan of training course in Hung Dung primary school on 24.12.2011 to Vinh City People Committee.
December 20, 2011	Discussing with DELGOSEA project about the organisation logistics for the training course on 24.12.2011.
December 23, 2011	Monitoring visits of DELGOSEA project team with Hung Dung secondary school, teachers, pupils and the junkshop owner.
December 24, 2011	Training course for the teachers, parent association and mass organizations in the school area.
December 26, 2011	Finance Department prepares the budget plan for the project replication in 50 schools in Vinh city to be conducted in 2012.
December 27, 2011	Vinh city Party Committee approves the budget for project replication in 10 schools to be conducted in 2012.
December 28, 2011	Pilot schools report the project implementation results and list the pupils for rewards.
December 29 - 30, 2011	Collection of waste in Hung Dung secondary school.
January 2 -5, 2012	Meetings with the teachings boards for Hung Dung primary and secondary schools to fix the eco-day for January 2012 and other issues.



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January 9, 2012	Task force meeting with the junkshop owner for valuation of collected recyclable materials. Agreement on changing some prices.
January 10, 2012	Checking the list of participants for the training course for Hung Dung primary school 2.
January 11, 2012	Check the list of pupils with good achievement in participation for the project for December, 2011.
January 12, 2012	Discussion on the reports of four training courses.
January 13, 2012	Select the pictures for the project implementation picture contest.
January 16, 2012	Observation of sanitary condition in Hung Dung ward.
January 17, 2012	Discussion about the activities of the project after Tet Holiday.
January 18, 2012	Monitoring activity for January, 2012.
January 19 - 30, 2012	Traditional TET Holiday.
February 2, 2012	Exchange between Project staff member Mr Le Minh Tuan with the schools in pilot area of Hung Dung.
February 3, 2012	Discussing on the organisation of semi-final awards for pupils having good effort in the eco movement.



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February 6, 2012	Project Task Force prepare the contents to work with the Project Coach.
February 7, 2012	Discussed detailed plan of Semi Final Award Ceremony among City Project Task Force members.
February 8, 2012	Project Task Force meet schools to finalize the agenda of the Semi Final Award Ceremony.  City People Committee assign the Hung Dung ward People Committee to review Eco Saver movement result to propose list of pupils to be awarded.
February 10, 2012	ACVN agrees to fund the incentive awards for pioneering pupils.
February 13, 2012	The City Project Task Force synchronize the results of Eco saver system in 2011 of three schools.
February 14, 2012	Project Task Force select the type of incentive gift for pioneering pupils and classes of the three schools.  Monitoring visit of Project Coach in Vinh city.
February 15, 2012	Semi Final Award Ceremony for acknowledging pioneering pupils and classes who have actively participated in the Eco Saver program.  Proposals from pilot and non-pilot schools for the replication of Eco Program to the whole city of Vinh city.
February 16 - 17, 2012	Preparing reports on the organisation of Semi Final Award Ceremony to Vinh city.  News on the Semi Final Award Ceremony on Media system of Vinh city and NGhe An Province.



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February 20, 2012	Vinh city project task force reviews results of the semi final ceremony of Vinh city eco program.  Reports on Vinh eco program's semi final ceremony sent to all classes and teachers.
February 21 - 22, 2012	Waste collection of Hung Dung secondary school.
February 23, 2012	Teachers of classes compliment pioneer pupils and encourage others to make better effort at the weekly class meeting.
February 27, 2012	Hung Dung primary school II compliment pioneer pupils before the whole school at the school gathering event.
February 28, 2012	Waste collection at Hung Dung I primary school.
February 29, 2012	Junk shops negotiate with schools about price of some waste types.
March 5, 2012	The city task force meet to discuss the February activity implementation.
March 7, 2012	Parent Association members meet to share experiences and ways of support for their children's waste collection activities.
March 8, 2012	Hung Dung secondary school purchases some waste collection equipment for classes.
March 9, 2012	The city task force members from Environment Department meet and encourage Hung Dung I primary school.
March 12, 2012	Waste collection in Hung Dung 1 primary school.



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March 13, 2012	Hung Dung secondary school leadership met and discussed about the plan for the last phase of second semester of school year 2011-2012.
March 14, 2012	Hung Dung II primary school complimented the pioneering pupils of first class at the weekly flag greeting ceremony.
March 16, 2012	City task force members discuss with Hung Dung secondary school about the waste collection activities of March.
March 19, 2012	Talking with Ms Thuy of DELGOSEA project about the plan to share experiences with Ha Tinh city.
March 20, 2012	Receiving official request and proposed agenda of ACVN to host a visit of Ha Tinh city to learn about Eco saver system.
March 21, 2012	Meeting to finalize the plan to receive Ha Tinh delegation.
March 22, 2012	Discuss with pilot schools to adjust their waste collection schedule.
March 23, 2012	Regular communication with Ms Thuy of DELGOSEA project about the plan - DELGOSEA coordinates the sharing session with the 3 <sup>rd</sup> monitoring visit to Vinh city of ACVN leader and experts.
March 26, 2012	Official invitation to ACVN and Ha Tinh city for the visit on March 28.
March 28, 2012	Study visit from Ha Tinh city to Vinh city, including participants from City Government, Education Department, secondary and primary schools.



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March 29, 2012	Feedback from Vice Mayor of Ha Tinh city to DELGOSEA project to be committed to do the project.
May 2, 2012	Meeting with three schools in Hung Dung ward to prepare for the working report and plan for the closing ceremony.
May 3, 2012	Meeting with Financial Department to propose for the closing ceremony budget.
May 5, 2012	Meeting with the Education Department to discuss about the replication plan.
May 7, 2012	Discussing with ACVN about the date for closing ceremony.
May 10, 2012	Communication exchange with DELGOSEA staff and ACVN about the date for closing ceremony.
May 11, 2012	Confirmation with ACVN and DELGOSEA about the date of the closing ceremony.
May 14, 2012	Meeting with Hung Dung Ward People Committee about closing ceremony organisation plan.
May 15, 2012	Meeting with staff of Hung Dung ward People Committee about logistics including the meeting room, equipments and tea-breaks for the closing ceremony.
May 16, 2012	Meeting with the Vinh Administration office closing ceremony organisation plan.
May 17, 2012	Meeting with the Vinh Administration office staff to finalize the list of participants at the ceremony.



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May 18, 2012	Meeting with the Vinh Administration office staff to finalize the list of participants at the ceremony.
May 23, 2012	First year closing ceremony of Eco saver program implemented in Vinh city based on lessons learnt from Marikina project.
June 8, 2012	City staff meet Hung Dung ward representative to get input for the final report of one year implementation.
June 14, 2012	Final report of the first year Eco saver program in Hung Dung ward.
June 25, 2012	Get information on the final conference and propose the participant from Vinh city.
July 4, 2012	Registering for DELGOSEA final conference.
July 7, 2012	Receiving the official document of Provincial Government for supporting the continuation and replication of Eco saver program in the whole Vinh city.
July 11, 2012	City staff talk with Ha Tinh city staff about the project result.
July 12, 2012	Preparing the presentation for DELGOSEA final conference.
July 14, 2012	Preparation of banners for the market show in Bangkok.
July 19, 2012	Talk with DELGOSEA staff about the preparation for the final conference.
July 21, 2012	Sending DELGOSEA project the final presentation for Bangkok conference.



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August 5-8, 2012	DELGOSEA Final Conference in Bangkok, Thailand.
August 12, 2012	Weekly meeting at City People Committee and report on the results of Final Conference .
August 16, 2012	Documentation and film introducing about the project implementation in Vinh city, in preparation for the replication of eco saver project in the whole city.
August 20, 2012	Communicating with DELGOSEA team in Hanoi to send information and pictures for the documentation work.
August 25, 2012	Receiving the official dispatch and letter from DELGOSEA team about the project results and ways forward.
August 28, 2012	Meeting between city Vice Mayor and staff of Environment department and Information center to discuss about the preparation of replication projects in the next school year.



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