



Japan International Cooperation Agency (JICA)
Sustainable Natural Resource Management Project (SNRM)

**GUIDELINE ON
FORMULATION AND MONITORING OF
IMPLEMENTATION OF LBBR ANNUAL ACTION PLAN**

December 2018

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ABBREVIATIONS

ARD	Agriculture & Rural Development
BR	Biosphere Reserve
CM	Collaborative management
CS&T	Culture, Sports and Tourism
JICA	Japan International Cooperation Agency
NP	National Park
NR&E	Natural Resource & Environment
MAB	Man and Biosphere Reserve Programme
MB	Management Board
MP	Management Plan
OP	Operation plan
PC	People's Committee
PFES	Payment for Forest Environmental Services
S & T	Science & Technology
SD	Sustainable development
SNRM	Sustainable Natural Resource Management Project
UNESCO	United Nations Educational Scientific and Cultural Organization

I. OVERVIEW

1.1. Objectives of the Guideline

The guideline is prepared for the following purposes:

- To identify the steps of formulation and M&E of Lang Biang BR AAP implementation;
- To indicate the criteria of selecting activities for each organization to formulate their AAPs, corresponding to 9 programs and 35 sub-programs/activities of LBBR MP period 2018 - 2022;
- To define the roles and responsibilities of relevant stakeholders in AAP formulation and M&E of the progress of LBBR APP implementation.

1.2. Targets of the Guideline

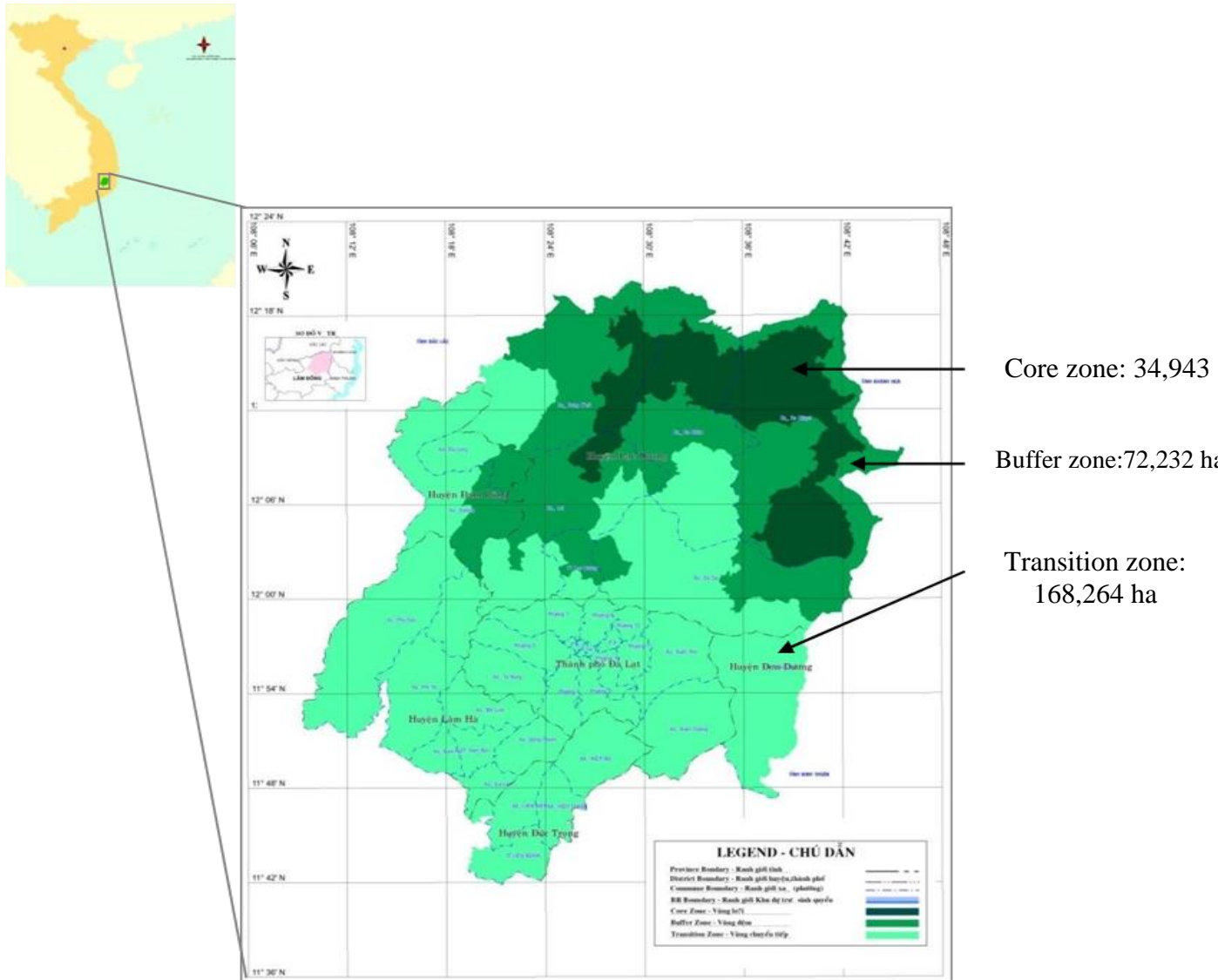
The guideline is targeted for the followings:

- LBBR MB and secretariat: expected to use the guideline for the management of the process of AAP formulation/ M&E conducted by consultant/the secretariat and relevant provincial departments, DPCs to ensure that the process follows the steps and criteria shown in the guideline;
- DARD, DoNRE, DoSCT, DoST, Bidoup-Nuiba NP, Center for Tourism and Trading Investment Promotion, Da Lat CPC, DPCs of Lac Duong, Don Duong, Duc Trong, Lam Ha and Dam Rong: Expected to use the guideline to formulate the AAPs following the indicated criteria in the manual and conduct M&E upon their roles and responsibilities.

1.3. Information about Lang Biang BR

Lang Biang BR, Lam Dong province is the 9th BR of Vietnam recognized by United Nations Educational Scientific and Cultural Organization (UNESCO) on June 09, 2015.

The total area of Lang Biang BR is 275,439 ha, located in 5 districts and 1 city of Lam Dong province, namely Lac Duong, Lam Ha, Dam Rong, Don Duong, Duc Trong and Da Lat. The core zone of Lang Biang BR is Bidoup-Nui Ba NP.



Map of Lang Biang BR

Functions of BR

There are 3 main functions as follows:

(1). Conservation

Conserving landscapes, ecosystems, species and genetic variation.

This is done by designing a core zone of 34,943ha located within Bidoup - Nui Ba NP. The core zone forms a biodiversity corridor to maintain the integrity of remaining tropical ecosystems in the Southern Truong Son area in particular and Vietnam in general.

(2). Development

Encouraging and promoting economic development as well as human development, in which socio-cultural and ecological sustainability is secured.

The BR will contribute to supporting and promoting economic development, HR development, and socio-cultural and ecological stability. The community participates in nature conservation and living standard improvement in the following forms: forest protection under job order; afforestation; forest fire prevention and fighting; pest control; plant multiplication and trial planting of rare and endangered species.

(3). Support

Support for demonstration, environmental education and training, research and monitoring projects relating to local, regional, national and global conservation and sustainable development issues.

Lang Biang BR shall make contributions to environmental education and training, research and monitoring projects relating to local, regional, national and global conservation and SD documents.

Functional zones of BR

Lang BiangBR has 3 functional zones, i.e. Core zone 34,943 ha, buffer zone: 72,232 ha, and transition zone: 168,264 ha.

Information about functional zones in Lang Biang BR

Area & boundary	CORE ZONE	BUFFER ZONE	TRANSITION ZONE
Area (ha) 275,439	34,943 ha	72,232 ha	168,264 ha
Population: 387714 people/78937 households	1182 people /278 households (Dung Ksi Village, Klong Klanh, Da chais Commune, Lac Duong)	24,730 people/ 5,113 households	361,802 people/ 75,328 households
Administrative boundary	NP (2 villages of Da chais Commune, Lac Duong District)	Da Long Commune, Da Tong Commune, Lac Duong District and Dam Rong District	Da Lat City; Lac Duong District (Lac Duong Town); Don Duong (Thanh My Town); Duc Trong (Lien Nghia Town, communes: Hiep An, Hiep Thanh, Lien Hiep); Lam Ha (Nam Ban Town, communes: Dong Anh, Me Linh, Gia Lam, Nam Ha, Phi To, Phu Son)

Core zone: including the entire strictly protected and ecologically restored area of Bidoup-Nui Ba NP, with high conservation value forests which are the habitat of rare animals in the NP and have basic functions of biodiversity conservation. In addition, the core zone also contributes to local economic development, especially for K'Ho people, through PFES, ecotourism and community tourism programs; at the same time, it supports regional, national and international scientific research and education activities.

Buffer zone: including areas adjacent to the core zone, contributing to conservation in the core zone. Most of buffer zone is protection and production forests, besides agricultural and forestry production areas. The buffer zone supports the conservation in the core zone and develops the community economy through ecotourism, indigenous K'Ho community culture experience as well as development of green agriculture activities. In addition, the buffer zone also supports and implements scientific research and education activities, especially SD research.

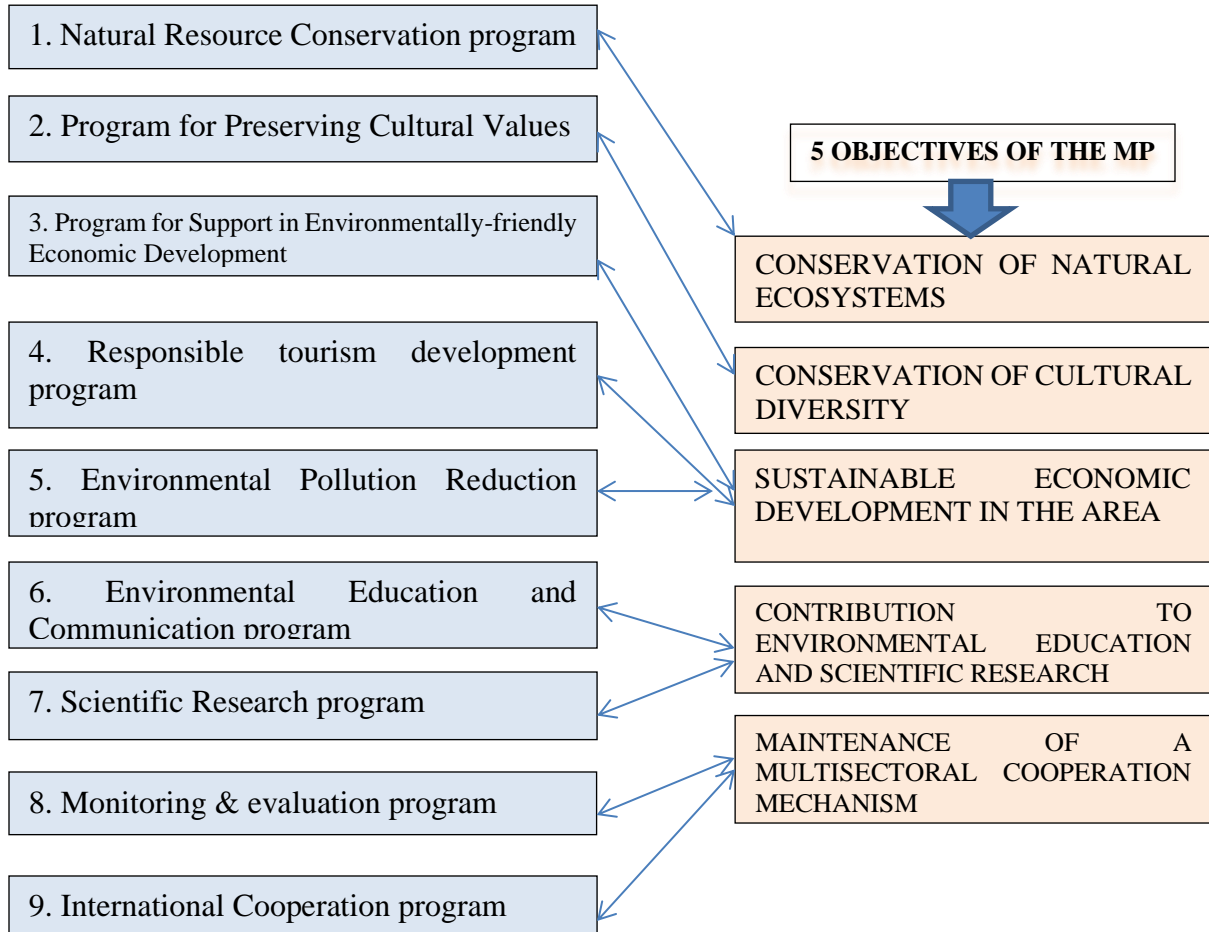
Transition zone: including Da Lat City and districts adjacent to the buffer zone. Its main function is to develop the economy, especially tourism and ecotourism, associated with ecotourism in the core zone and buffer zone. In addition, agricultural activities (especially vegetable and flower planting) and forestry (afforestation) are the main activities to ensure economic efficiency and improved living standards for people. Activities to conserve and develop indigenous culture, especially Central Highlands gong culture, are also promoted. The transition area also supports the implementation of SD projects and scientific research and education activities, especially environmental education.

The core zone and buffer zone of the BR are mainly located in Lac Duong district with the basic functions of conservation and support; Da Lat and the other 4 districts (Don Duong, Duc Trong, Lam Ha and Dam Rong) are mainly in charge of economic development.

1.4. Five-year management plan (2018-2022) of Lang Biang BR

The Lang Biang BR management board with the support from Sustainable Natural Resource Management (SNRM) Project - Component 3 has developed a 5-year management plan for Lang Biang BR for the period of 2018-2022 as approved by Lam Dong PC in Decision No. 786/QD-UBND dated April 27, 2018.

9 Programms



The management plan is aimed at establishing a multisectoral cooperation mechanism for the protection, maintenance and development of ecosystem services, guaranteed well-being for people and economic development associated with the local and national SD objective. The plan is also designed to fulfill national responsibility in implementing the UNESCO/MAB 2015-2025 Strategy and the LIMA 2016-2025 Action Plan.

To achieve this objective, 9 programs with 35 activities (of which there are 23 prioritized activities) are specified to be implemented in the BR in the 2018-2022 period (for details, see Appendix 1).

1.5. Responsibilities of stakeholders for the implementation of 5-year MP

Article 2 of Decision No. 786/QĐ-UBND dated April 27, 2018 by Lam Dong PC specifying responsibilities of stakeholders for the implementation of 5-year management plan for Lang Biang BR particularly as follows:

(1). *Related departments and agencies (DARD, DPI, DoF, DoNRE, DoST, DoCST...):*

- Coordinating and supporting the BR Management Board to implement operation programs/ plans under the management plan based on assigned functions and tasks.

- Planning the implementation of tasks assigned in the management plan; being responsible for the management, implementation and use of allocated funds in accordance with current regulations.

(2). *Bidoup- Nui Ba National Park (Standing BR MB):*

- Presiding over the preparation of the plan/ project to submit for appraisal and approval, and implementation of programs/ activities assigned under the MP according to regulations.

- Coordinate with departments, local organizations and units which act as project owners in the implementation of assigned relevant programs/ activities in the BR under the MP.

- Annually presiding over review and evaluation on the implementation of the programs/ activities under the MP and reporting to the provincial PC.

(3). *PCs of districts/cities in the BR:*

- Supporting the BR MB to implement programs/ activities of the BR in the managed areas under assigned functions and tasks.

- Integrating assigned relevant programs/ projects in which the local organizations act as project owners in the management plan of the BR for implementation.

- Planning the implementation of assigned tasks in the MP; coordinating with the BR Management Board to implement programs/ activities under the MP.

To implement activities under the 5-year management plan for the BR, the relevant local organizations and units shall develop the annual action plan. The annual action plan for the BR integrates the annual action plans of 12 relevant units and local organizations in 6 districts/cities in the BR in line with 9 operation programs of the 5-year management plan for the BR as approved by Lam Dong PC.

II. GUIDELINE ON FORMULATION OF LANG BIANG BR AAP

2.1. The necessity of AAP formulation of Langbiang BR

The establishment and approval of 5-year Lang Biang BR MP over period of 2018-2022 is an important step in implementation of commitments of Lam Dong province and Vietnam in continuing development of inherent values of the BR, responsible participation in conducting Lima Action Plan period of 2016-2025 of the World BRs Network as well as assurance of the national objectives of sustainable development.

To implement programs and activities effectively in order to achieve the objectives of the proposed 5-year management plan, the participation and coordination of relevant departments, agencies, sectors and PCs of districts and cities through specific activities in line with their own functions and tasks is required. Annually, based on their functions, tasks and responsibilities as specified in the 5-year management plan for Lang Biang BR, the relevant units and local organizations shall develop their specific operation plan. On such basis, Lang Biang BR Secretariat shall check, supplement and consolidate the plans into an annual action plan for BR which shall be submitted to the Lang Biang BR management board for (1) evaluate/monitor the progress of the approved 5-year management plan, (2) report to PPC and MAB Vietnam on activities of Lang Biang BR, and (3) propose to PPC and MAB to further support the management goals of Lang Biang BR.

2.2. Selection Criteria for LBBR AAP

The necessity of having criteria of selecting activities to formulate LBBR AAP is due to following reasons:

- In the area of LBBR, many activities are implemented every year by different departments, organisations, companies.... If all activities of these agencies are integrated into LBBR AAP, it will take a lot of time to collect information and, especially it would be very difficult for M&E implementation of all activities. In fact, the activities that are relevant to 9 programs and 35 sub-programs/activities of LBBR 5-year management plan period 2018-2022 concentrate on some provincial departments, agencies and 6 DPCs inside LBBR;
- In these provincial departments, agencies and 6 DPCs inside LBBR, not all annual activities are relevant to 9 programs and 35 sub-programs/activities of LBBR 5-year management plan period 2018-2022 approved by Lam Dong PPC.

Therefore, the activities which meet **all** following criteria will be incorporated into LBBR AAP:

Criterion 1: The annual activities of 12 departments, agencies will be selected to be the organization required to formulate each AAP for LBBR, including:

- Lam Dong DARD;
- Lam Dong DoSCT;
- Lam Dong DoNRE;
- Lam Dong DoST;
- Bidoup-Nuiba NP;
- Center for Tourism and Trading Investment Promotion
- Da Lat CPC;
- Lac Duong DPC;
- Duc Trong DPC;
- Don Duong DPC;
- Lam Ha DPC;
- Dam Rong DPC.

Criterion 2: The activities are relevant to one of 35 sub programs/activities under 9 programs of LBBR 5-year management plan period 2018 – 2022.

Criterion 3: The activities are **specific and measurable** through the level of budget disbursement or completion of activities. The activities which are general, unmeasurable such as general resolutions, instructions of authorities are not integrated into the AAP because it is impossible to evaluate the level of completion or disbursement.

2.3. Steps of APP formulation

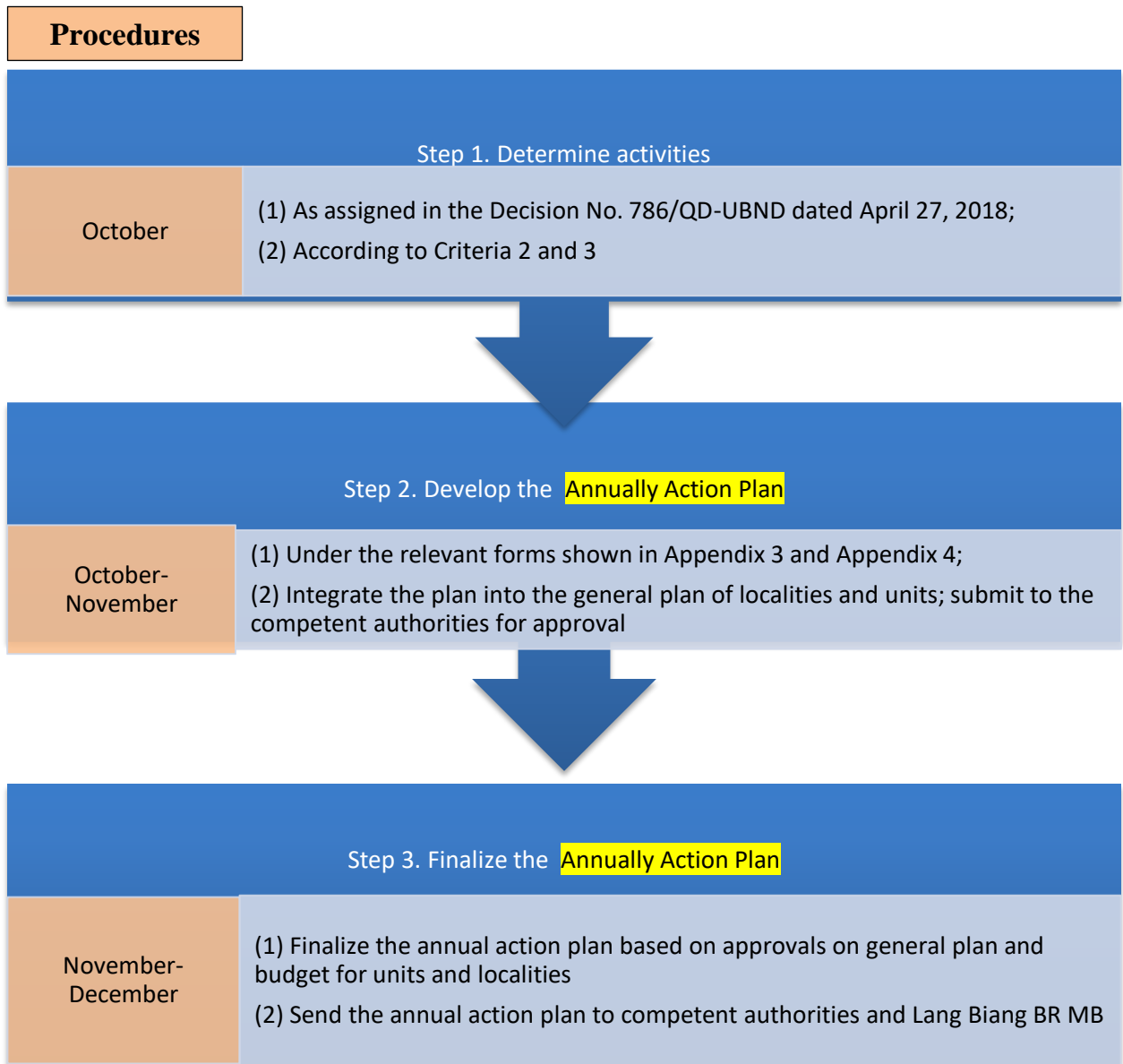
The tasks and schedules of the preparation of the Lang Biang BR AAP are as follows;

8- Lang Biang BR MB sends the annual action plan to Lam Dong PC to report and then to have instructions to 12 relevant organizations for coordination and implementation.	December till next January
7- The Secretariat compiles the AAPs for the Lang Biang BR AAP and submit to Lang Biang BR MB for agreement	December
6. Lang Biang BR MB (Secretariat) reviews and works with the relevant organizations to reach an agreement on their annual action plans (if any)	December
5. The relevant organizations send the AAP for the Lang Biang BR to Lang Biang BR MB (through the Secretariat)	December
4. Once the AAPs are officially approved by the competent authorities, the organizations adjust and finalize the draft AAPs under the Lang Biang BR MP (Ver. 2)	November-December
3. The 12 organizations draft their own AAPs to be integrated into the LBBR AAP (Ver. 1).	October
2. Relevant 12 organizations review and determine appropriate activities based on criteria for developing AAPs in line with the 5-year MP (draft)	October
1. Lam Dong PPC (or Lang Biang BR MB) sends a request to the relevant agencies and units (12 organizations as mentioned in criteria 1) to jointly develop the AAP under the 5-year MP for Lang Biang BR.	September

2.4. Responsibility of relevant stakeholders

12 relevant agencies and local organizations (according to Criterion 1):

They shall be responsible for developing their own annual action plans for Lang Biang BR under the 5-year MP (2018-2022) as approved by Lam Dong PPC with the following progress, 3 steps and specific tasks as shown in the diagram:



Lang Biang BR MB Secretariat

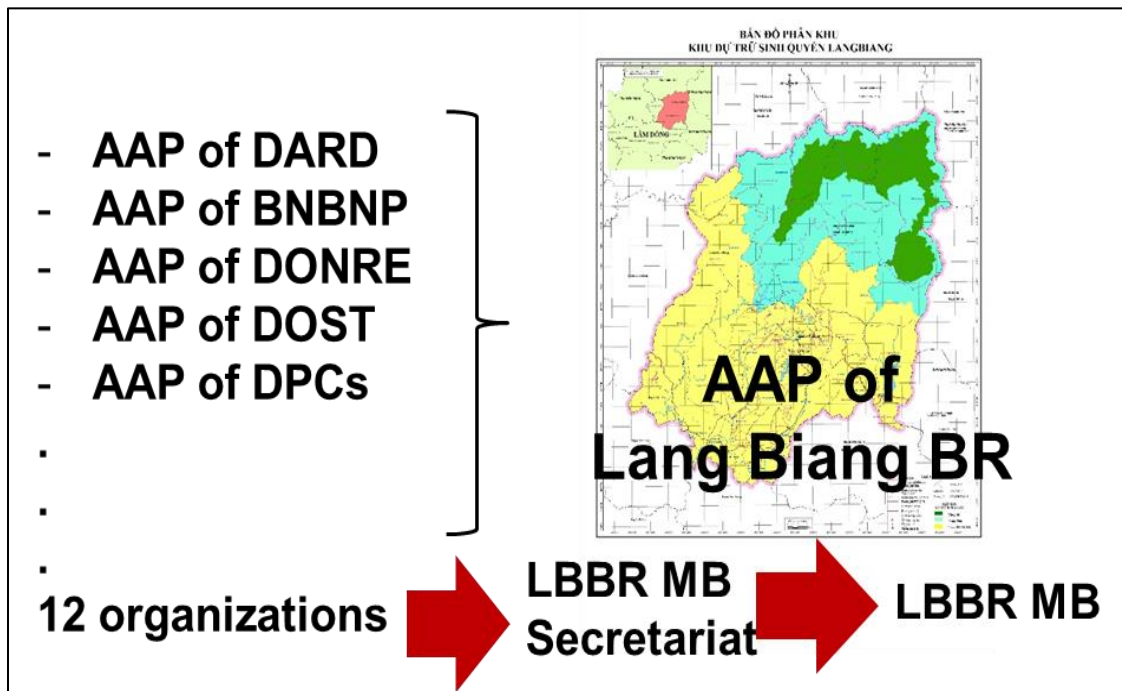
- Review, compare and work with the 12 organizations on unclear or duplicate contents (if any) based on the AAPs submitted by each organizations;
- Integrate the 12 AAPs into an AAP for Lang Biang BR;
- Submit to the Lang Biang BR MB for agreement

Lang Biang BR MB

- Review the annual action plan for Lang Biang BR submitted by the Secretariat and finalize;

- Utilize the AAP for (1) evaluate/monitor the progress of the approved 5-year management plan, (2) report to PPC and MAB Vietnam on activities of Lang Biang BR, and (3) propose to PPC and MAB to further support the management goals of Lang Biang BR.

- Send the the AAP of Lang Biang BR to Lam Dong PPC to report and then to have instructions to 12 relevant units and local organizations for coordination and implementation.



III. GUIDELINE ON M&E OF LANG BIANG BR AAP

Monitoring and evaluation on LB BR AAP implementation is mainly conducted by 12 relevant provincial departments, agencies and DPCs inside the BR. Furthermore, LB BR secretariat is responsible for coordination of activities of data collection and for formulation of M&E report to submit to Lam Dong PPC and Vietnam MAB/UNESCO.

The process of M&E on LB BR AAP implementation is carried out by following steps:

Activity	Body in charge	Time completed
1. AAP is completed and submitted to Lam Dong PPC to have instructions to 12 organizations for cooperation to implementation (Step 8 of AAP formulation)	LBBR MB	January
2. Organizing a meeting with the representatives of 12 relevant organizations to introduce AAP, assign the responsibilities and agree on time framework for AAP M&E as well as on the activities of the AAP needed for cooperation among the organizations to implement more effectively	LBBR MB	First half of March
3. Implementing the activities of the AAP from 12 relevant organizations, having 6 monthly monitoring meeting with the participation of all the member organizations on the progress of the activities implementation	12 relevant organizations, Secretariat	June
4. Collecting data, estimating the results of the activities implementation in a year (ratio of budget dispersal, ratio of activity completion), recommendations, proposals (if any), sending data, information to LB BR MB (through the secretariat); Format: See Appendix 5	12 relevant organizations	First half of November
5. Integrating all data and formulating the report on M&E on LB BR AAP implementation, including the ratio of budget dispersal, ratio of activity completion, analysis, recommendations, proposals to Lam Dong PPC and Vietnam MAB	The secretariat	The third week of November
6. Organizing a plenary meeting with the participation of all the member organizations on draft M&E report; Revising the report and sending to LB BR MB for agreement	The secretariat	The last week of November
7. Presenting the M&E report in the annual meeting of LB BR MB.	LB BR MB	December

IV. CONCLUSION

The formation of the guideline aims at proposing a process of LBBR AAPs establishment as well as M&E of AAP implementation of relevant organizations inside the BR. The guideline helps information collection more concentrated and corresponding to the nature of management and development orientation of a BR. Also, the guideline defines the specific roles and responsibilities of relevant stakeholders in formulation and M&E the effectiveness of AAP implementation of the BR.

Because the management of a BR needs an inter-section and multi-field cooperation mechanism, the active participation of relevant departments, agencies and 6 DPCs inside the BR in the process of formulation and M&U of AAPs is important. This contributes effectively to fulfilment of management objective of a BR being to ensure the sustainable and harmonious development between Man and Nature.

Appendix 1. Programs/ activities of Lang Biang BR in the 2018-2022 period

No.	Name of Programs/ Activities	Prioritized activities
1.	Natural Resource Conservation program	
1.1	<i>Protection of forest resources (including PFES)</i>	X
1.2	<i>Forest fire prevention</i>	
1.3	<i>Planning for conservation and sustainable development of the BR</i>	X
1.4	<i>Conservation of biodiversity</i>	
1.5	<i>Building of botanical gardens and animals parks</i>	X
1.6	<i>Development of the collaborative management model for NRM</i>	X
2.	Program for Preserving Cultural Values	
2.1	<i>Integration mechanism of cultural and natural conservation</i>	X
2.2	<i>Preservation of indigenous knowledge & traditional festivals</i>	
2.3	<i>Preservation of gong culture</i>	
2.4	<i>Restoration of traditional handicraft (works)</i>	
2.5	<i>Construction of the Museum of Central Highlands nature and culture</i>	
3.	Program for Support in Environmentally-friendly Economic Development	
3.1	<i>Development of BR brand</i>	X
3.2	<i>Promotion of public-private partnership in BR</i>	X
3.3	<i>Green growth, ecological village/ urban area in BR</i>	
3.4	<i>Development of some sustainable livelihood models</i>	X
4.	Responsible tourism development program	

4.1	<i>Development of tourism promotion strategies</i>	X
4.2	<i>Development of agricultural tourism models</i>	X
4.3	<i>Development of community tourism models</i>	X
5.	Environmental Pollution Reduction program	
5.1	<i>Monitoring and evaluation of environmental quality</i>	
5.2	<i>Waste management (solid, waste water)</i>	
5.3	<i>Classification of domestic waste at source</i>	
5.4	<i>Waste management model (eco-toilets, biogas, compost, etc.)</i>	
6.	Environmental Education and Communication program	
6.1	<i>Development of a communication strategy on biosphere reserve values</i>	X
6.2	<i>Building and operation of the website and social network of the biosphere reserve</i>	X
6.3	<i>Environmental education</i>	X
7.	Scientific Research program	
7.1	<i>Development of scientific research topics</i>	X
7.2	<i>Coordination with the implementation of scientific research</i>	X
7.3	<i>Application and transferring of sciences and technologies</i>	X
8.	Monitoring & evaluation program	
8.1	<i>Monitoring of the implementation of the 05-year management plan for the BR</i>	X
8.2	<i>Biodiversity monitoring</i>	X
8.3	<i>Evaluation according to the requirements of the biosphere reserve</i>	

8.4	<i>Development of investment project for expansion of the BR in the future</i>	X
9.	International Cooperation program	
9.1	<i>Cooperation with MAB/UNESCO</i>	X
9.2	<i>Cooperation with the biosphere reserve network in the world</i>	X
9.3	<i>International cooperation in scientific research in the biosphere reserve</i>	X

APPENDIX 2. ASSIGNED TASKS OF RELEVANT UNITS AND LOCAL ORGANIZATIONS

TABLE OF RESPONSIBILITIES OF RELEVANT AGENCIES AND UNITS FOR IMPLEMENTING PROGRAMS/ACTIVITIES OF THE 05-YEAR MANAGEMENT PLAN (2018-2022) FOR LANG BIANG BR

(Attached with Decision No. 786/QĐ-UBND dated April 27, 2018 by Lam Dong PPC)

No	Name of operation programs under the management plan for the BR	Implementation arrangement	
		Responsible organization	Supporting organization
1	Natural Resources Conservation program		
1.1	Protection of forest resources (including PFES)	DARD, City PC, DPCs, forest owners	related stakeholders
1.2	Forest fire prevention	DARD, City PC, DPCs, CPCs, forest owners, community	related stakeholders
1.3	Planning for conservation and sustainable development of LBBR	LBBR MB	related stakeholders
1.4	Biodiversity conservation	DARD, DONRE, Bidoup-Nui Ba NP, forest owners, community	Related stakeholders
1.5	Building of botanical gardens and animals parks.	Bidoup-Nui Ba NP	LBBR MB, and relevant departments/sectors
1.6	Development of the collaborative management model for natural resources management	Bidoup- Nui Ba NP, LBBR MB	related stakeholders
2	Program for Preserving Cultural Values		
2.1	Proposed mechanism for combined natural and cultural conservation	Department of Culture, Sports & Tourism, LBBR MB	Related stakeholders
2.2	Preservation of indigenous knowledge and traditional festivals	Department of Culture, Sports & Tourism, City PC, District PCs (DPCs)	LBBR MB, and related stakeholders
2.3	Preservation of gong culture	Department of Culture, Sports & Tourism, DPCs	LBBR MB, and related stakeholders
2.4	Restoration of traditional handicrafts	Department of Culture, Sports & Tourism, DPCs	LBBR MB, and related stakeholders
2.5	Construction of the Museum of Central Highlands nature and culture	Department of Science and Technology	LBBR MB, and related stakeholders
3	Program for Support for Environmentally-friendly Economic Development		

No	Name of operation programs under the management plan for the BR	Implementation arrangement	
		Responsible organization	Supporting organization
3.1	Development of LBBR brand	Bidoup-Nui Ba NP and LBBR MB	Related stakeholders
3.2	Promotion of public-private partnership in LBBR	Departments/Divisions/Sectors/ Provincial Centre for Tourism and Investment Promotion, Bidoup-Nui Ba NP	LBBR MB, and related stakeholders
3.3	Green growth, ecological village, green urban area	Da Lat City People's Committee, DPCs	Related stakeholders
3.4	Development of sustainable livelihood models	LBBR MB, Bidoup-Nui Ba NP, DPCs	Related stakeholders
4	Tourism Development program		
4.1	Development of tourism promotion strategies	Department of Culture, Sports & Tourism, Provincial Centre for Tourism and Investment Promotion	LBBR MB, and related stakeholders
4.2	Development of agricultural tourism models	Department of Culture, Sports & Tourism/City PC, DPCs	LBBR MB, and related stakeholders
4.3	Development of community tourism models	Department of Culture, Sports & Tourism/City PC, DPCs, Bidoup-Nui Ba NP, businesses	LBBR MB, and related stakeholders
5	Environmental Pollution Reduction program		
5.1	Monitoring and evaluation of environmental quality	DONRE	LBBR MB, and related stakeholders
5.2	Waste management (solid, waste water)	DONRE	LBBR MB, and related stakeholders
5.3	Classification of domestic waste at source (3Rs)	DONRE	LBBR MB, and related stakeholders
5.4	Waste management model (eco-toilets, biogas, compost,)	DONRE	LBBR MB, and related stakeholders
6	Environmental Education and Communication program		
6.1	Development of a communication strategy on LBBR values	Department of Culture, Sports & Tourism, LBBR MB	Related stakeholders

No	Name of operation programs under the management plan for the BR	Implementation arrangement	
		Responsible organization	Supporting organization
6.2	Building and operation of the website and social network of the biosphere reserve	LBBR MB	Related stakeholders
6.3	Environmental education	LBBR MB, Bidoup-Nui Ba NP, DONRE	Related stakeholders
7	Scientific Research program		
7.1	Development of scientific research topics	Department of Science & Technology, research agencies, LBBR MB, Bidoup-Nui Ba NP	Related stakeholders
7.2	Coordination with the implementation of scientific researches	LBBR MB, research agencies	Related stakeholders
7.3	Application and transferring of sciences and technologies	Department of Science & Technology, LBBR MB, research agencies	Related stakeholders
8	Operations and M & E program		
8.1	Monitoring of the implementation of the management plan	LBBR MB, departments/divisions, DPCs	Related stakeholders
8.2	Biodiversity monitoring	DONRE, DARD, LBBR MB, Bidoup- Nui Ba NP,	Related stakeholders
8.3	Evaluation requested by BRs	LBBR MB, Bidoup- Nui Ba NP	Related stakeholders
8.4	Building of a five-year investment project (2020-2025) and plan for expansion of the BR	LBBR MB	Related stakeholders
9	International Cooperation program		
9.1	Cooperation with MAB-UNESCO	LBBR MB	Related stakeholders
9.2	Cooperation with the biosphere reserve network in the world.	LBBR MB	Related stakeholders
9.3	International cooperation in scientific research in the biosphere reserve.	LBBR MB/research agencies	Related stakeholders

Notes: The above-mentioned programs/activities are implemented within the Lang Biang BR

APPENDIX 3. ANNUAL ACTION PLAN FORM (FOR PROVINCIAL UNITS)

LAM DONG PC
DEPARTMENT.....

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No.: /KHHD-S....

Lam Dong, ...[date]....., 20..

OPERATION PLAN FOR..[YEAR].. 20...

(Under the 5-year management plan (2018-2022) for Lang Biang BR)

To: -
- Lang Biang BR MB

No	Program	Activities in [year] 20...			
		Activities/ Projects (Name of activities/projects, implementation contents in [year] 20..)	Budget in [year] 20../ total budget (million dong)	Funding source (Central government, local government, ODA,...)	Notes
1.	Natural resources conservation				
1.1	<i>Protection of forest resources (including PFES)</i>				
1.2	<i>Forest fire prevention</i>				
1.4	<i>Biodiversity conservation</i>				
2.	Preserving Cultural Values				

2.1	<i>Integration mechanism of cultural and natural conservation</i>				
2.2	<i>Preservation of indigenous knowledge & traditional festivals</i>				
2.3	<i>Preservation of gong culture</i>				
2.4	<i>Restoration of traditional handicraft (works)</i>				
2.5	<i>Construction of the Museum of Central Highlands nature and culture</i>				
3.	Support in Environmentally-friendly Economic Development				
3.1	<i>Development of BR brand</i>				
3.2	<i>Promotion of public-private partnership in BR</i>				
4.	Tourism Development				
4.1	<i>Development of tourism promotion strategies</i>				
4.2	<i>Development of agricultural tourism models</i>				
4.3	<i>Development of community tourism models</i>				
5.	Environmental Pollution Reduction				
5.1	<i>Monitoring and evaluation of environmental quality</i>				

5.4	<i>Waste management model (eco-toilets, biogas, compost, etc.)</i>				
6.	Environmental Education and Communication				
6.1	<i>Development of a communication strategy on biosphere reserve values</i>				* Department of CS&T
6.2	<i>Environmental education</i>				
7.	Scientific Research				
7.1	<i>Development of scientific research topics</i>				
7.2	<i>Coordination with the implementation of scientific research</i>				
8.	Monitoring & evaluation program				
8.1	<i>Monitoring of the implementation of the management plan for the BR</i>				
8.2	<i>Biodiversity monitoring</i>				
9.	International Cooperation Program				
9.1	<i>International cooperation in scientific research in the biosphere reserve</i>				

Suggestions/ recommendations:.....
.....

Recipients:

- As above;
-
- Filed: Archives,.....

DIRECTOR

APPENDIX 4. ANNUAL ACTION PLAN FORM (FOR LOCAL ORGANIZATIONS)

**PEOPLE’S COMMITTEE
DISTRICT/CITY.....**

**SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness**

No...../KHHD-UBND

.....[date].....20...

OPERATION PLAN FOR..[YEAR].. 20...

(Under the 5-year management plan (2018-2022) for Lang Biang BR)

To: -
- Lang Biang BR MB

No	Program	Activities in [year] 20...			
		Activities/ Projects (Name of activities/projects, implementation contents in [year] 20..)	Budget in [year] 20../ total budget (million dong)	Funding source (Central government, provincial government, local government, ...)	Notes
1.	Natural resources conservation				
1.1	<i>Protection of forest resources (including PFES)</i>				
1.2	<i>Forest fire prevention</i>				
2.	Preserving Cultural Values				

2.1	<i>Integration mechanism of cultural and natural conservation</i>				
2.2	<i>Preservation of indigenous knowledge & traditional festivals</i>				
2.3	<i>Preservation of gong culture</i>				
2.4	<i>Restoration of traditional handicraft (works)</i>				
3.	Support in Environmentally-friendly Economic Development				
3.1	<i>Green growth, ecological village/ urban area in BR</i>				
3.2	<i>Development of some sustainable livelihood models</i>				
4.	Tourism Development				
4.1	<i>Development of agricultural tourism models</i>				
4.2	<i>Development of community tourism models</i>				
8.	Monitoring & evaluation program				
8.1	<i>Monitoring of the implementation of the management plan for the BR</i>				
Total					

Suggestions/ recommendations:

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Recipients:

- As above;
-
- Filed: Archives,.....

CHAIRMAN

APPENDIX 5. ANNUAL ACTION PLAN MONITORING FORM

**PEOPLE’S COMMITTEE
DEPARTMENT/DISTRICT/CITY.....**

**SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness**

No...../

.....[date].....20...

RESULTS OF AAP IMPLEMENTATION FOR [YEAR].. 20...

(Under the 5-year management plan (2018-2022) for Lang Biang BR)

To: -
- Lang Biang BR MB

No	Operational programs/subprograms of LBBR approved	Budget in Year (1,000 VND)	% budget dispersed in year (estimation)	Budget dispersed in 2018 (estimation)	% activity completed (for the activities with no budget)
1	2	3	4	5 (3 x 4)	6
1,	Program of natural resources conservation				
1,1	<i>Forest resources protection (including PFES)</i>				
1,2	<i>Forest fire prevention and fighting</i>				

1,3	<i>Conservation planning and sustainable development for Lang Biang BR</i>				
1,4	<i>Biodiversity conservation</i>				
1,5	<i>Establishment of botanic garden, safari</i>				
1,6	<i>Formulation of CM models in natural resources management</i>				
2,	Program of cultural value conservation				
2,1	<i>Conservation of traditional culture and indigenous knowledge</i>				
2,2	<i>Conservation and promotion of traditional festivals (including flower and tea festivals)</i>				
2,3	<i>Conservation of gong culture</i>				
2,4	<i>Restoration of traditional handicraft</i>				
2,5	<i>Establishment of natural culture museum in Highland area</i>				
3,	Program of environmental-friendly economic development				
3,1	<i>Formulation and development of LBBR labels and trademark</i>				
3,2	<i>Strengthening public-private cooperation inside the BR</i>				

3,3	<i>Green growth, green urban and ecological village inside the BR</i>				
3,4	<i>Establishment of sustainable livelihood models</i>				
4,	Program of responsible tourism				
4,1	<i>Building a strategy of tourism promotion and advertisement</i>				
4,2	<i>Formulation of agriculture tourism models</i>				
4,3	<i>Establishment of community tourism models</i>				
5,	Program of minimising environmental pollution				
5,1	<i>Monitoring and evaluation of environmental quality</i>				
5,2	<i>Management of solid waste and wastewater</i>				
5,3	<i>Classification of domestic waste at source</i>				
5,4	<i>Models of waste management (eco toilet, biogas, compost)</i>				
6,	Program of environment communication and education				
6,1	<i>Establishment of a strategy of communication on the values of LBBR</i>				

6,2	<i>Establishment and operation of Website and social network of LBBR</i>				
6,3	<i>Environmental education</i>				
7,	Program of scientific research				
7,1	<i>Implementing scientific research projects</i>				
7,2	<i>Cooperation to implement scientific researches</i>				
7,3	<i>Application and transference of technology and science</i>				
8,	Program of LB BR MP operation and M&E				
8,1	<i>Monitoring the implementation of LB BR MP</i>				
8,2	<i>Biodiversity monitoring</i>				
8,3	<i>Formulation of 5-year investment plan for LB BR</i>				
8,4	<i>Plan of the BR expansion</i>				
9,	Program of international cooperation				
9,1	<i>International cooperation in scientific research inside LB BR</i>				
9,2	<i>Cooperation with MAB/UNESCO</i>				
9,3	<i>Cooperation with biosphere reserve network</i>				

	Total				
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Recommendations and proposals:

- 1.
- 2.