



Lao People's Democratic Republic
Peace Independence Democracy Unity Prosperity

Kammouan Province

No..110../KM
Khammouan, Date 13 June 2023

Decision

On the appointment of the project management committee, the technical committee, and the secretariat committee of the project to create a national information base on nutrition Phase II, provincial level, Khammouan province.

- According to the 2021-2025 national plan of action on nutrition 2021 - 2025;
- According to the notification of the Ministry of Planning and Investment No. 3130/MPI, dated December 30, 2022;
- According to the request letter No. 0736/MPI dated April 20, 2023 regarding the consideration of the appointment of a provincial-level project management committee under NIPN Phase II;
- According to the request letter of the Provincial Planning and Investment Department No. 730 /PMI, dated May 16, 2023.

Khammouan Governor agrees:

Article 1: Agree to appoint a project management committee for NIPN at the provincial level, which has a list of responsible committees below:

1.	Dr. Dethsackda Manykham	Director General of Provincial Planning and Investment Department (DPI)	Chairman
2.	Dr. Somchit Amphilavanh	Deputy Director General of Provincial Health Department (DOH)	Vice-chair
3.	Ms. Dalouny Xayaboud	Deputy Director General of Provincial Agriculture and Forestry Department (DAF)	Committee
4.	Mr. Outtama Channiyavong	Deputy Director General of Provincial Education and Sports Department (DoES)	Committee

Roles, rights, and duties:

1. Advising on the direction and areas of work for the technical committee and report the results of the analysis on nutrition in the province to the provincial nutrition committee and the NIPN secretariate at the central level on a regular basis
2. Monitor, evaluate, and summarize the implementation of the NIPN project on a regular basis;
3. Has the role to assist the provincial nutrition committee and the secretariat of the NIPN project at the central level in research, analyzing the data to propose to relevant sectors related to nutrition.
4. To consider and agree on outstanding issues and raise questions related to nutritional issues so that the research team can clarify the aforementioned issues.
5. Consider and approve the results of the nutritional analysis from the technical committee

Article 2: Appoint a technical committee for the NIPN project at the provincial level, which has a list of the responsible committee as below:

1.	Mr. Hatsadong Southammavong	Head of International Cooperation Section, DPI	Chairman
2.	Ms. Manyvone Xiengtham	Head of Economic Statistics Section, DPI	Vice-chair
3.	Dr. Somboun Khamphithoun	Head of Hygiene and Health Promotion Section, DOH	Vice-chair
4.	Mr. Dalyvanh Xayaked	Deputy Head of General Education, DoES	Committee
5.	Ms. Sengdao Phasivoravong	Deputy Head of Planning and Finance, DAF	Committee
6.	Ms. Onchanh Xayaseng	Deputy Head of International Cooperation Section, DPI	Committee
7.	Dr. Khongsamai Inthavong	Technical staff of the International Cooperation Section, DPI	Committee
8.	Mr. Sida Inthila	Technical staff of Statistics Section, DPI	Committee
9.	Mr. Ouddaly Voravong	Technical staff of Planning and Finance Section, DAF	Committee
10.	Ms. Boudsalakham Inthabuvone	Technical staff of General Education Section, DoES	Committee

Role and Responsibility

1. To assist with the data analysis, create implementation plans and necessary measures related to nutrition to be presented to the Provincial Nutrition Committee for approval, as well as to report the status of implementation to the management committee of the NIPN project at provincial, central levels and the Provincial Nutrition Committee at the regular basis;
2. Conduct effective and successful research on nutrition that align with the objectives of the national policy on nutrition and the nutrition committee at the provincial level;
3. Research, and summarize legislative documents, policies, research results, data, and issues related to the nutrition information platform
4. Organize consultation meetings with the sectors and local authorities to generate ideas on the results of the provincial nutrition research to ensure broad participation and appropriateness to the actual situation.
5. Write a report on the research result as well as an explanation, summarize and provide recommendations to the management committee of the NIPN project at the provincial and central levels, and the provincial nutrition committee.
6. Regularly participate in activities held by the management committee of the NIPN at the provincial and central levels

Article 3: The secretariat of the NIPN project at the provincial level, which has a list of responsible committees as below:

1.	Mr. Hatsadong Southammavong	Head of International Cooperation Section, DPI	Chairman
2.	Ms. Nilamith Bounpasueth	Deputy Head of International Cooperation Section, DPI	Vice-chair
3.	Mr. Khaosavanh Thepphasone	Technical staff of Statistics Section, DPI	Committee

4.	Ms. Sipasueth Sisonexay	Technical staff of International Cooperation Section, DPI	Committee
5.	Mr. Sisavath Appasone	Technical Staff of International Cooperation Section, DPI	Committee

Role and Responsibility

- Responsible for creating activity plans, personnel plans, budgets, actively monitoring the progress of the implementation of the project management committee, technical committee, summarize and reports on the implementation of activities and budgets
- Coordinate and organizing the meeting, create the implementation plan and the activities plans regularly, as well as summarizing the progress and evaluate the results of the implementation in order to draw lessons learnt and report to the project management committee;
- Assisting the technical committee of the NIPN project at the provincial level in the coordination of nutrition works within and external departments, including the central level.
- Following the directions and advise of the technical committee, of the NIPN project at the provincial level:
- The coordination office is located at the Provincial Planning and Investment Department as the focal point of the secretariat committee for NIPN projects at the provincial level.

Article 4: Departments, equivalent organizations, related departments, and appointed persons should recognize and simultaneously implement this decision strictly

Article 5: This decision is effective from the date of signing

Governor

Dr. Keooudon Bouthsingkorn