

# Implementation Plan

*April 2022*

*Prepared for: United Nations*

*Prepared by: ICEM*

CLIMATE RISK ASSESSMENT FOR SUBNATIONAL ADAPTATION AND  
ESTABLISHMENT OF A LOCAL CLIMATE INFORMATION SYSTEM FOR  
CLIMATE CHANGE ADAPTATION (LISA)





## DISCLAIMER

This document was prepared for United Nations Climate Technology Centre and Network (CTCN) by the ICEM team engaged to undertake the technical assistance project – *Climate risk assessment for subnational adaptation and establishment of a local climate information system for climate change adaptation (LISA)*. The views, conclusions and recommendations in the document are not to be taken to represent the views of CTCN.

Prepared by ICEM

Prepared for United Nations Climate Technology Centre and Network

Suggested Citation ICEM. 2022. *Implementation Plan. Climate Risk Assessment for Subnational Adaptation and Establishment of a Local Climate Information System for Climate Change Adaptation (LISA)*. Prepared for United Nations Climate Technology Centre and Network. Hanoi.

More information [www.icem.com.au](http://www.icem.com.au) | [info@icem.com.au](mailto:info@icem.com.au)

ICEM - International Centre for Environmental Management  
26 Lane 86, To Ngoc Van Street  
Tay Ho District, HANOI  
Viet Nam

Front page image Angkor View. (photo by Tam Tran)

Project Team Richard Cooper, Jeremy Carew-Reid, Pham Tran Minh, Lay Chanthy, Tous Sophorn, Joe Ogden, Thida Tieng, and Nguyen Bich Ngoc

Acknowledgements The technical team acknowledges with gratitude the cooperation and support provided by the Royal Government of Cambodia, Department of Climate Change, and United Nations Climate Technology Centre and Network (CTCN).

## ABBREVIATIONS

CTCN	United Nations Climate Technology Centre and Network
DCC	Department of Climate Change
ICEM	International Center for Environmental Management
LISA	Local climate information system for climate change adaptation
NDE	National Designated Entity (project proponent)
RGC	Royal Government of Cambodia
TA	Technical Assistance

## IMPLEMENTATION PLAN

This document comprises the revised *Implementation Plan* for delivery of the Technical Assistance – *Climate Risk Assessment for Subnational Adaptation and Establishment of a Local Climate Information System for Climate Change Adaptation (LISA)*. Funded by the United Nations Climate Technology Centre and Network (UN CTCN), and supporting the Department of Climate Change (the project’s National Designated Entity) of the Royal Government of Cambodia, the overall objective of the TA is the development of a local climate information system for climate change adaptation (LISA). The TA will be achieved through:

- Identification of the current status of the climate information systems in Cambodia;
- Identification of stakeholder’s needs and climate change risk assessment at the selected municipality;
- Development of LISA at the selected municipality.

This document is one of the deliverables of the TA. The *Implementation Plan* has been reviewed by DCC (the project proponent and NDE) and TA team, and includes two relatively minor changes from the original work plan as submitted in the original project proposal.

The revised Implementation Plan is shown in Figure 1. Only two modifications to the implementation plan vary from the details contained in the project proposal:

- An extension of two months for the project to end of February 2023. This extension is required given the delay in starting the project that was related to addressing administrative and logistical issues for implementation of the project.
- The inclusion of a training workshop at the conclusion of the project to ensure that government staff have adequate skills to maintain the platform after project completion. This will include a new activity 4.7 - *Preparation of training workshop materials for deployment and management of LISA*. It is anticipated that this training will be conducted over 4 or 5 half-day sessions, with the final LISA application deployed on a government web server and IT staff trained accordingly. An additional event has been added to the plan: *Event E6 - Technical training for IT staff for managing LISA*. The RGC will need to identify appropriate staff for training and computer hardware for app deployment (web server). The workshop report will be included in the final deliverable D4.8. This additional training workshop will have an implication on the budget and ICEM will submit a detailed cost estimate upon CTCN's request.

### Next steps

The next deliverables that are currently being addressed include the following:

- Hybrid (face-to-face and virtual) consultations with stakeholders

In addition to DCC, the following stakeholders have been identified:

Name	Institution	Contact	Remark
Mr. Sorn Sunsopheak	National Committee for Sub-national Democratic Development (NCDD)	Email: <a href="mailto:ssspheak@ncdd.gov.kh">ssspheak@ncdd.gov.kh</a> Phone: +855 12 922 123	Could be focal point for gender at sub-national too but need to confirm with him
Mr. Thach Sovanna	Ministry of Water Resources and Meteorology (MoWRAM)	Phone: +855 12 890 321	
Mr. Soth Kimkolmony	National Committee for Disaster Management (NCDM)	Email: <a href="mailto:soth_mony@yahoo.com">soth_mony@yahoo.com</a> Phone: 012272107	

- Review of the climate information systems in Cambodia

- (iii) Investigation of best practices of operating local climate information systems
- (iv) Consultations to select the most appropriate municipality to design LISA

Regarding selection of a municipality, the TA team will identify a short list of potential sites based on a spatial assessment of climate, hazard and socio-economic considerations, and also other criteria such as data availability. The TA team has already commenced this task.

Figure 1: Implementation Plan (updated, with modified content in red font)

Project Period - 12 months													
		2022									2023		
No.	Outputs/Activities	Mar*	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
<b>01</b>	<b>Output 1: Development of implementation planning and communication documents</b>												
1.1	Preparation of detailed work plan												
1.2	Preparation of Monitoring & Evaluation (M&E) plan and impact statement												
1.3	Preparation of Technical assistance closure report												
<b>02</b>	<b>Output 2: Identification of the current status of the climate information systems in Cambodia</b>												
2.1	A kick-off meeting and stakeholder consultations												
2.2	Review of the climate information systems in Cambodia												
2.3	Investigation of best practices of operating local climate information systems												
<b>03</b>	<b>Output 3: Identification of stakeholder's needs and climate change risk assessment at the selected municipality</b>												
3.1	Consultations to select the most appropriate municipality to design LISA												
3.2	Mapping of the potential stakeholders at the selected municipality and survey of their needs												
3.3	Climate change risk assessment at the selected municipality												
3.4	Organisation of the stakeholder working group												
3.5	Organisation of a meeting with the stakeholder working group												
<b>04</b>	<b>Output 4: Development of LISA at the selected municipality</b>												
4.1	Design of contents and specifications for LISA												
4.2	Design of the process of data management for LISA												
4.3	Development of the management protocols for LISA												
4.4	Development of the capacity building program for effective use of LISA												
4.5	Organisation of a meeting with the stakeholder working group												
4.6	Organisation of a 1-day stakeholder workshop for government bodies and stakeholders												
4.7	Preparation of training workshop materials for deployment and management of LISA**												
D1.1	Detailed work plan												
D1.2	Monitoring & evaluation (M&E) plan and impact statement												
D1.3	Technical assistance closure report												
D2.1	Report on the kick-off meeting and stakeholder consultations												
D2.2	Report on the review of the climate information system in Cambodia												
D2.3	Report on the investigation of best practices of operating local climate information systems												
D2.4	Initial considerations and draft concept for LISA												

Project Period - 12 months													
		2022									2023		
No.	Outputs/Activities	Mar*	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
D3.1	Report on the consultations to select the most appropriate municipality to design LISA												
D3.2	Report on the mapping of the potential stakeholders at the selected municipality and survey of their needs												
D3.3	Report on the climate change risk assessment at the selected municipality												
D3.4	Detailed description of the stakeholder working group, with name and contact details of the members, respective institutions, gender, etc.												
D3.5	Minutes of the stakeholder working group meeting with a list of participants disaggregated by gender, materials used, and summary of the discussions held												
D4.1	Report on the design of contents and specifications for LISA, with the initial mock-up of the system (website) and testing results												
D4.2	Report on the design of the process of data management for LISA												
D4.3	Report on the management protocols for LISA												
D4.4	Report on the capacity building program for effective use of LISA												
D4.5	Minutes of the stakeholder working group meeting with a list of participants disaggregated by gender, materials used, and summary of the discussions held												
D4.6	Materials for the workshop (e.g., presentations, satisfaction survey template, etc.)												
D4.7	Report on the 1-day stakeholder workshop for government bodies and stakeholders												
D4.8	Copy of all materials produced under this consultancy (including programming code and databases)												
<b>Events</b>													
E1	Kick-off meeting and stakeholder consultations ( <b>linked to activity 2.1</b> )												
E2	Consultations to select the most appropriate municipality to design LISA ( <b>linked to activity 3.1</b> )												
E3	Meeting with the stakeholder working group (needs and risk assessment) ( <b>linked to activity 3.5</b> )												
E4	Stakeholder working group meeting ( <b>online</b> ), 10 participants ( <b>linked to activity 4.5</b> )												
E5	1-day stakeholder workshop for government bodies and stakeholders ( <b>linked to activity 4.6</b> )												
E6	Technical training for IT staff for managing LISA (4-5 half-day sessions) ( <b>linked to activity 4.7</b> )												

**Notes**

\* Project anticipated to commence on 1 March 2022 after approval by Ministry of Environment, Royal Government of Cambodia

\*\* Proposed additional activity of 4-5 half-day workshop sessions to ensure municipality staff are trained in the maintenance of the LISA platform. The workshop report to be included in the final deliverable (D4.8)



**Correspondence:**

[info@icem.com.au](mailto:info@icem.com.au)

26/86, To Ngoc Van Street,

Tay Ho District, Hanoi, Vietnam

(t) +84 24 3823 9127

(f) +84 24 3719 0367

[www.icem.com.au](http://www.icem.com.au)