

Strengthening salinity intrusion data sharing and forecasting for adaptation to climate change impacts in the Mekong Delta of Viet Nam

Project Working Group Terms of Reference

5 May 2026

1. Background

The project “Strengthening salinity intrusion data sharing and forecasting for adaptation to climate change impacts in the Mekong Delta of Viet Nam” is implemented with support from the Climate Technology Centre and Network (CTCN) at the request of the Viet Nam National Mekong Committee (VNMC) as the main Project Proponent. DHI is the main implementer of the project.

This project aims to strengthen the national capacity for monitoring, forecasting, and sharing salinity intrusion data in the Mekong Delta through the development of a salinity data sharing platform (DSP), improved forecasting tools, and targeted capacity development. The project places strong emphasis on stakeholder engagement, use of existing national salinity data and systems, and ensuring that data and information products from the salinity data sharing platform support decision-making for climate change adaptation at national and sub-national levels.

2. Purpose of the project working group (PWG)

A Project Working Group (PWG) will be established under the said CTCN TA project.

The main objective of the PWG will be to create an opportunity for key institutions involved in salinity data collection, management and use in the Viet Nam Mekong Delta to share their feedback and technical advice throughout project implementation. The aim is to ensure that the CTCN TA project outputs are practical, relevant, and maximize the benefits of the project for national and sub-national stakeholders and take into account their needs and advice when it comes to salinity data management.

3. PWG mandate

The PWG will function as a voluntary advisory group and is not expected to take formal decisions on project implementation.

Decisions related to project scope, deliverables, approvals, and implementation are taken by the Project Proponent (VNMC), the lead project implementer (DHI), and the Climate Technology Centre and Network (CTCN), in line with established governance arrangements of the CTCN Technical Assistance project.

4. Scope of work of PWG

The expected interactions with the PWG during project implementation include following:

- Opportunity for the PWG to review and provide advisory feedback on the project work plan, technical approach, and selected deliverables.
- Provide inputs and perspectives on the PWG institutional needs to capacity needs assessment and capacity development planning.
- Provide technical and institutional advice and perspectives on needs and gaps to inform the design and development of the salinity data sharing platform (DSP).
- Take part in dialogue with VNMC and project implementing team on salinity data availability, data quality, and practical data-sharing arrangements, in alignment with the institutional mandates.

5. Expected PWG activities

The specific engagement opportunities for PWG are expected as follows:

- Online PWG meeting at the start of the project.
Expected engagement – one 1-hour online meeting.
- Invitation to review and provide advisory feedback on key project deliverables – specifically on the capacity needs and the data sharing platform functionalities and institutional needs/wishes for the platform.
Expected engagement – comments on 1-3 documents during the project implementation timeline.
- Opportunity to participate in the stakeholder inception workshop for limited number of participants.
Expected engagement: one 1-day in-person meeting.
- Opportunity to take part in any capacity development activities held at the end of the project.
Expected engagement: one half-to full day meeting (in-person or online) at the end of the project.

6. Composition

The PWG will include representatives from key salinity data management institutions:

- VNMC: Viet Nam National Mekong Committee
- NAWAPI: National Center for Water Resources Planning and Investigation
- SIWRP: Southern Institute of Water Resources Planning
- SIWRR: Southern Institute of Water Resources Research

7. Participation practicalities

Participation in the Project Working Group is voluntary and on a pro bono basis at all stages of project implementation. PWG will not receive remuneration for their participation in online meetings or related activities.

Any direct travel expenses related to participation in in-person stakeholder workshops for the project will however be covered by the CTCN TA project.

8. Roles and responsibilities

VNMC and DHI: Facilitate coordination of the PWG and act as the main national counterpart (meetings, agendas, invitations, document sharing).

PWG members: Participate in meetings, provide technical and institutional inputs to selected documents when possible, support information sharing and coordination on the salinity data sharing in the VMD.

Project implementer (DHI): Organize meetings and prepare agendas, materials, and minutes. Consolidate PWG inputs and reflect them in project implementation and deliverables, as appropriate.

9. Meetings and duration of PWG activity

The PWG will operate for the full duration of the project and conclude upon completion of final project deliverables – expected to be **April - December of 2026**. An initial online meeting will be held to introduce the project to PWG in April of 2026. Meetings will be documented through short minutes and action points.