



HALF-YEAR ACTIVITY REPORT

Sanitary and Phytosanitary (SPS) Management
Modernization and Agriculture Trade Promotion to
support SEARECC Sub-Component 3.1

January - June 2026

Ref. Ginger SOFRECO. A2658

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EXECUTIVE SUMMARY

Strategic Context and Purpose

This is the fourth half-year Activity Report of the *SPS Management Modernization and Agriculture Trade Promotion TA*, covering **1 June – 30 June 2026**. The TA supports Sub-Component 3.1 of SEARECC and is aimed at strengthening Lao SPS governance and easing agricultural trade along the NR2 corridor.

Scope, Results Framework, and Assessment Approach

Progress, as tracked against the workplan, the Results Framework and written IA feedback, fell into three streams: (i) finalising and securing endorsement of the deliverable set; (ii) reassessing and re-staffing the e-Phyto development track; and (iii) preparing the consultation workshops and training scheduled from July 2026. Where the previous reporting period was defined by stakeholder review and revision, the present period is defined by completion, endorsement and the transition to institutionalisation.

Progress Against Outputs and Key Deliverables

Q2 2026 converted the Q1 revision backlog into a completed and endorsed body of work. Working through the "Mixed Team" review format, the firm's experts closed out the formal feedback issued by DOA, DLF and FDD in March 2026, finalised the revised documents and lodged them with the Implementing Agencies for Director-General approval between 10 and 26 June 2026. All 35 documents in that package – 25 TOR deliverables totalling 2,739 pages – have since been approved by DOA, DLF, FDD and ATC, with approvals confirmed shortly after the close of the reporting period. This is the largest endorsement event since project inception and moves all four technical workstreams from drafting into institutionalisation. Three structural developments further defined the quarter:

1. Restructuring of the Master Deliverables Matrix by Implementing Agency, with unique document-level references, agreed at the project metrics session of 28 April 2026;
2. Reconstitution of the e-Phyto team following KE-13's withdrawal, with leadership passing to KE-5 (international) and KE-7 (national) and KE-14's formal handover completed on 27 May 2026; and
3. Splitting of the D5.6 regulatory reform deliverable into plant, animal and food components, with the plant instrument lodged with DOA on 19 June and the veterinary instrument (D5.6.3) with DLF on 20 June.

As reported to the World Bank 6th Implementation Support Mission on 28 April 2026, the position at that point was 27 contractual deliverables submitted, representing 60% of contracted outputs against 67% of allocated expert days utilised. Key achievements during the reporting period include:

- **Crops/Phytosanitary (Component 1/DOA):** Six deliverables (602 pages) were completed and endorsed, including the restructured D1.1 series, the rebuilt D1.4.1 SOP and the D5.6 legislative reform package with its two model regulations. User Acceptance Testing of the e-Phyto prototype was completed successfully in Vientiane in April; the incoming technical team has opened a repair-versus-rebuild assessment of the platform.

- **Livestock (Component 2/DLF):** The highest-volume workstream of the quarter, with thirteen deliverables endorsed – the reformatted D2.2 certification series, the new D2.2.6 trade series, the registration and traceability SOPs, and the veterinary legislative reform instrument (D5.6.3). Consultation workshops are scheduled for 6–17 and 20–24 July 2026.
- **Food Safety (Component 3/FDD):** D4.5.1 Guidelines on the Application and Audit of GHP, GMP and HACCP was endorsed as the TA's first complete bilingual instrument. KE-17 coordinated its validation as the precondition for the GHP/GMP/HACCP field training, with all other training materials prepared in advance and approved by FDD; the training was delivered in Luang Prabang in July 2026 and will be reported in the Q3 report. Seven further FDD deliverables were lodged for Director-General approval on 21–22 June.
- **Pest Surveillance/IPM (ATC):** The largest single block of endorsed documentation – five deliverables comprising fourteen documents and 965 pages – was approved by the ATC Director, including the nine-volume IPM manual series (D5.8.1) and the bilingual Insect Taxonomy Manual (D5.7.3).

Contribution to Outcomes and Reform Objectives

The endorsed package responds directly to the structural criticisms raised by the IAs in Q1: every endorsed SOP now carries an explicit step-by-step construction paired with an extracted field checklist, and the legal workstream has shifted from standalone model texts to reform of the existing Lao legislative framework, anchored to live cattle, beef and plant-product export pathways to China, Vietnam and Thailand. The endorsement also exceeds the World Bank procurement condition communicated in early June, under which 21 approved deliverables were required for the contract addendum to be considered, and thereby establishes the basis for the amendment decision and the institutionalisation phase.

Key Challenges, Risks, and Implementation Gaps

The two constraints that dominated the previous period – feedback turnaround and the approval bottleneck – were resolved through the binding schedule of joint, divisional, in-person review sessions agreed at the April mission. Two challenges remain live, and both have sharpened rather than eased:

- **Contract Amendment still pending:** The amendment submitted in December 2025 remained undecided at 30 June 2026, more than six months after submission. The Team Leader's contracted time was fully consumed by June (198 days) and the Deputy Team Leader's allocation expired on 30 April; the Team Leader has suspended further input pending approval, leaving the assignment without day-to-day technical leadership. Mobilisation of the KE-4 replacement and the replacement National Legal Specialist is blocked on the same decision. The firm did not endorse the World Bank's proposal to convert the remainder of the engagement to a lump-sum, output-based contract, on cash-flow risk grounds. A definitive Client decision is the single action most needed to protect continuity into the institutionalisation phase.
- **e-Phyto System Maturity Gap:** The endorsed analytical track (D1.1.3, addressing all six TOR outputs for Task 4) now sits well ahead of a still-immature software build. The February 2026 audit baseline of defects across 17 modules remains operative, and a repair-versus-rebuild decision is under review. DOA's ambition of a live GeNS exchange with trading partners by end-2026 is assessed as not feasible within that horizon; the pending Ministerial Decision giving electronic certificates legal parity with paper remains the critical path for the first live consignment.

Priorities and Work Plan

The TA has maintained its sequencing logic: business process stabilization through endorsed SOPs must precede full digital system integration. With the normative package endorsed, the emphasis now shifts to socialisation, training and digital operationalisation. For Q3 2026 (July–September), four priorities require coordinated action:

- Expedited Client approval of the Contract Amendment to resource the institutionalisation phase and restore day-to-day technical leadership;
- Confirmation of Director-General approvals across the lodged package and mobilisation of the KE-4 replacement;
- A documented repair-versus-rebuild decision on the e-Phyto system, followed by resolution of priority defects and trial sessions with DOA users, targeting the Beta Version by end-2026; and
- Reporting of the delivered GHP/GMP/HACCP training, advancement of the GMP Certification Manual (D4.2), and execution of the DLF consultation workshops of July.

Alignment with Regional SPS Action

Finally, the firm continues to seek information and briefings from DOA on its engagement with bilateral and regional SPS initiatives, to ensure alignment of project deliverables with the broader regional engagement framework, including the mapping of deliverables against the SPS protocols signed with China sought under the Contract Amendment. GIZ was identified during the April mission as a potential supporting intervention for national rollout beyond the five corridor provinces.

The workplan for Q3 2026 is detailed in Section 3 of this report.

ACRONYMS AND ABBREVIATIONS

AFD	Agence Française de Développement
ATC	(Northern) Agri Tech Centre
DAEC	Dept of Agricultural Extension and Cooperatives
DAEO	District Agriculture and Environment Office
DLF	Dept of Livestock and Fisheries (DOLF)
DOA	Department of Agriculture
ESMF	Environment and Social Management Plan
FAMEWS	Fall Army Worm Monitoring and Early Warning System
FDD	Food and Drug Department
GAHP	Good Animal Health Practice
GAP	Good Agricultural Practice
GHP	Good Hygiene Practices
GMP	Good Manufacturing Practices
HACCP	Hazard Analysis and Critical Control Points
IPPC	International Plant Protection Convention
IPM	Integrated Pest Management
ISPM	International Standards for Phytosanitary Measures
LNSW	Lao National Single Window
LWU	Lao Women Union
MAA	Market Access Agreement
MAE	Ministry of Agriculture and Environment
MOH	Ministry of Health
MOIC	Ministry of Industry and Commerce
NCAW	National Commission for Advancement of Women
PAEO	Provincial Agriculture and Environment Office
PEQ	Post-Entry Quarantine
PoC	Proof of Concept
PRA	Pest Risk Analysis
SEARECC	Southeast Asia Regional Economic Corridor and Connectivity Project
SOP	Standard Operating Procedure
SPS	Sanitary (animal, human health) and Phytosanitary (plant health)
SSOP	Sanitary Standards Operation Procedure
TA	Technical Assistance
TL	Team Leader
WOAH	World Organisation for Animal Health (formerly OIE)
WTO	World Trade Organization

1 INTRODUCTION

1.1 Basic project data

This report is the third activity report of the Technical Assistance called "Sanitary & Phytosanitary (SPS) Modernisation & Agriculture Trade Promotion" for the Sub-Component 3.1: Support on Agricultural Trade and Sanitary and Phytosanitary (SPS) Management of the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) project. The Technical Assistance was launched on 4 July 2024 and will terminate on 27 June 2028. The SEARECC project's scope includes the enhancement of transport connectivity and logistics services in Laos, trade facilitation, border crossing control management, and agricultural trade along the NR2 corridor. It covers five provinces in the corridor catchment area: Phongsaly, Luangnamtha, Oudomxay, Xayabouli, and Luang Prabang. For the SEARECC project, the International Development Association (IDA) of the World Bank has provided a credit financing of US\$131.9 million to the GOL with US\$86.90 million on National PBA and US\$45 million on Regional PBA. For Sub-Component 3.1, IDA has allocated US\$9 million.

The components of the Technical Assistance assignment are listed below.

1.2 Component 1: Regulatory Frameworks & SPS requirements, Market Access

Task 1: Review, analyse and develop regulatory framework, guidelines and/or standard operational procedures in line with international market access and with the SPS requirement of China, Vietnam, Thailand for Plant Health, Animal Health and Food Safety.

The regulatory review aims to align Laos' import and export requirements for plants, animals, and food products with those of China, Thailand, and Vietnam by focusing on four key areas: (1) **Harmonization of Regulations:** updating and standardizing legal documents to close regulatory gaps and ensure consistent terminology and procedures for easier compliance with neighboring countries' standards; (2) **Phytosanitary and Animal Health Measures:** strengthening quarantine systems, pest and disease surveillance, and implementing risk-based inspections tailored to specific regional threats; (3) **Food Safety Standards:** adopting food safety regulations and management systems, such as HACCP, to meet hygiene, labeling, and contaminant standards, supported by a national regulatory authority; and (4) **Certification and Traceability Systems:** introducing electronic certification and traceability frameworks to enhance product monitoring and compliance with China, Thailand, and Vietnam's traceability and certification requirements.

Task 2: Review, analyse and streamline the current national export/import business processes (permits/licenses) for the plants and plant products, animal and animal products as well as food products requirement of China, Vietnam, Thailand.

This involves a comprehensive review and analysis of Laos' current national processes for exporting and importing plants, plant products, animals, animal products, and food products to align with the specific requirements of China, Vietnam, and Thailand. This task requires identifying and addressing any procedural inefficiencies or redundancies in the issuance of permits and licenses, ensuring these processes are streamlined for clarity, consistency, and compliance with the regulations of neighboring countries.

1.3 Component 2: Farm Registration

Task-3: Streamline registration of production areas, farms and critical inputs for the crop and livestock farms.

Registration of production areas and farms usually requires specific legislation dedicated to farm registration, outlining the legal requirements and procedures for registering farms (production areas, food processing enterprises, etc.). The legal framework should establish a standardized and transparent process for farm registration, detailing the required information, documents, and procedures to be followed by farmers or farm owners. Important to incorporate provisions within the legal framework to safeguard the privacy and security of the data collected during the farm registration process, ensuring compliance with data protection regulations. In addition, to define the responsibilities of relevant authorities, such as the Department of Agriculture or equivalent regulatory bodies, in overseeing the compliance of registered farms with applicable laws, regulations, and standards.

1.4 Component 3: e-Phyto & e-Certification for Crops, Food, Animal and Animal Products

Task 4: Initiate the e-Phyto certification system and develop generic system to link DOA and AgriTech Centre with 5 target provinces and border checkpoints.

To implement the e-Phyto certification system in Laos, several pre-conditions need to be met. These pre-conditions typically include revision of the legal framework, availability of technical infrastructure, and stakeholders' engagement. Establishing a legal framework involves amending or enacting relevant legislation to recognize and accept electronic certificates as legally valid documents for trade. Designating or strengthening the NPPO as the responsible authority for overseeing and managing the e-Phyto certification system, as this authority will be responsible for coordinating with international bodies, implementing the necessary infrastructure, and ensuring compliance with international phytosanitary standards.

1.5 Component 4: Market Access Promotion & Information Platform for Women

Task-5: Develop information platform for women empowerment and information access on agricultural trade.

The information platform for women empowerment and information access on agricultural trade in Laos is crucial for promoting gender equality, empowering women in the agricultural sector, improving productivity, facilitating market access, fostering entrepreneurship, and supporting sustainable agriculture. By addressing the specific needs and challenges faced by women, the platform contributes to inclusive and equitable economic development in Laos.

1.6 Component 5: Digitalised Pest Database Management & IPM

Task-6: Develop manual for the FAMEWs digitised pest database management application and provide training to ATC and 5 PAEOs staffs for outbreak management.

This entails creating a comprehensive manual for the FAMEWs digitized pest database management application and delivering targeted training for Agricultural Technical Center (ATC) staff and personnel across five Provincial Agriculture and Environment Offices (PAEOs) to improve outbreak management capabilities.

Task-7: Develop manual for IPM, PEQ, greenhouse testing protocol and provide training for ATC/PAEOs staffs, including proposed digitised process and software to facilitate the related data management and analysis.

1.7 Component 6: Food Safety - GHP, SSOP, GMP, HACCP

Task-8: Analyse the existing guidelines and legal documents on GHP, GMP, HACCP for food safety, develop SOPs for the application of GHP, GMP, HACCP to improve trade and make both existing legal documents and new SOP available to the public on a website.

Recognizing the importance of GHP, GMP & HACCP (Hazard Analysis and Critical Control Points), this involves a thorough analysis of existing guidelines and legal documents related to GHP, GMP, and HACCP to bolster food safety standards and enhance trade. This task includes the development of SOPs tailored to the application of GHP, GMP, and HACCP, aiming to create a clear, structured approach that aligns with both domestic and international food safety requirements.

1.8 Purpose of the report

This quarterly report reports on Technical Assistance project activities from 1 April to 30 June 2026. The methodology proposed by Ginger SOFRECO/APAARI was based on a workplan in three stages: an inception period of two months, culminating in the Inception Workshop, an implementation phase, and a closure phase. The Inception Workshop held in November 2024 led to a revision of the Work Plan, followed by initiation of the implementation phase which is now ongoing. Where the previous reporting period was defined by stakeholder review and revision, the present period is defined by completion and endorsement: the quarter delivered the substantive normative documentation of the assignment to the Implementing Agencies, and Director-General approval followed shortly after period end.

2 ACTIVITIES AND IMPLEMENTATION PROGRESS JANUARY – MARCH 2026

2.1 Implementation Overview: Revision, Review, and Digital Assessment

The firm's activities under SC3.1 began on 4 July 2024 and are scheduled to conclude on 27 June 2028. The ongoing implementation phase was mobilized on approval of the Inception Report in March 2025.

Q1 2026 prioritised revision of submitted draft deliverables: the firm's experts worked through the IA review backlog with DOA, DLF and FDD; ran a parallel gap assessment of the DOA digital infrastructure; and used the "Mixed Team" review format to lock in technical consensus before each resubmission.

Two operational improvements were introduced during the quarter:

- (i) A new **12-stage pre-submission quality control protocol** covering legal compliance, TOR alignment, completeness, structure, logic coherence, source verification, readability, conciseness, sensitivity, recommendation quality, citations, and AI-language detection was applied to all documents under TL review; and
- (ii) A fully revised **Master Deliverable Tracker** was established as a centralized Excel-based monitoring tool tracking all 102 project documents mapped to 30 TOR deliverables, designed for integration with PowerBI for real-time status reporting.

Figure 3 below shows a sample QC report. The 12-stage protocol runs each document under TL review through legal, structural, editorial and AI-language checks, then scores it against each IA feedback item to confirm the revision fully addressed each IA comment.

TEAM LEADER PRE-SUBMISSION QC REVIEW
12-Stage Flowchart Assessment
Document reviewed: D1.1 Gap Assessment for e-Phyto System, Lao PDR
Version: Final Draft for Submission 01/04/26
Review framework: TL Pre-Submission QC Flowchart v3.0 (12 Stages)
Context: AI corrections applied by author since previous review (Stage 12 report). This review assesses the corrected draft against all 12 stages.
Reviewer: Claude (AI Peer Reviewed): 01 April 2026

OVERALL VERDICT
CONDITIONAL PASS — ready for submission once 6 must-fix and 20 should-fix items are resolved.
Significant improvement since previous draft: 10 previously flagged issues have been fixed, including the References section, Hub country counts, ISPM 12 version, and China Hub status.

Stage	Check	Verdict	Headline comment
1	Legal Compliance	PASS	IQ6 Para 10 requires guidelines and SOPs to ensure alignment with WB ESS3 (Resource Efficiency and Pollution Prevention).
2	Alignment with IQ6s	PASS	A stray empty numbered list item ("1.") remains at the foot of §1 with no content. This is an editing artifact from an e...
3	Completeness	PASS	Table 8 does not appear in the List of Tables. The list jumps directly from Table 7: Consolidated Gap Matrix to Table 9...
4	Structure & Language	FLAG	"Two formal evaluations... identified 62 main technical issues across 17 with additional gaps of data population" — "acro..."
5	Coherence of Logic	PASS	"The tailor-made solution remains the primary recommendation and has been agreed with DOA focused on upgrading phytosanitary..."
6	Sources of Data	PASS	The World Bank SEARCC reference cites Project ID "P170508" in the URL. The SEARCC project Southeast Asia Regional Eco...
7	Readability	PASS	The introductory sentence for the Hub country review is a fused sentence that is difficult to parse on first reading. Re...
8	Conciseness & Redundancy	PASS	"Note: This task requires additional resources in addition of estimate 8.5" appears in both sections. Beyond the previous...
9	Sensitivity & Disclosure	PASS	"NATIONAL IT SPECIALIST (KE-14)" in uppercase contrasts with normal title-case references to other consultants and roles...
10	Actionability of Recommendations	PASS	No issues identified.
11	Citations & References	PASS	"(IPPC 2024, IPCC 2025a)" is missing a comma after "IPPC" in the second entry.
12	AI Language Filter	FLAG	This work plan... provides a strategic framework... employs a phased approach aligned to minimize operational disruption ...

VERDICT KEY: PASS No issues PASSED Minor notes, submit with corrections FLAG Must address before submission FAIL Block

PROGRESS SINCE PREVIOUS REVIEW
The table below tracks every issue from the previous peer review and AI Scanner reports, showing which have been resolved in this draft and which remain outstanding.

Issue	Previous	This Draft
Hub country count ("more than 60")	FAIL	FIXED ✓
ISPM 12 version (was "2014 revision")	FAIL	FIXED ✓
China Hub status (was overstated)	FAIL	FIXED ✓
IPPC accession year (Lao PDR 1955)	FAIL	FIXED ✓
References section absent	FAIL	FIXED ✓
In-text citations absent throughout	FAIL	FIXED ✓
§7.2 missing XML generator / REST API actions	FLAG	FIXED ✓
Law No. 13/NA cited without date	FLAG	FIXED ✓
Section title "TAILOR-MADE"	CRITICAL	FIXED ✓
Heading type "Correct"	CRITICAL	FIXED ✓
Orphaned list item "1." at end of §1	FLAG	REMAINS X
§5.4 sentence fragment ("across 17")	FLAG	REMAINS X
§7 "data exchange" typo	NEW	REMAINS X
§4.1 comma before "Key provisions"	—	REMAINS X
§3.3 full stop before "the system"	—	REMAINS X
Law name inconsistency (Transactions vs Commerce)	—	REMAINS X
§5.9 heading "GeoS" (should be GeoIS)	FLAG	REMAINS X

Figure 1: Improved Pre-submission Quality Control Protocol

Figure 4 below presents a high-level dashboard of project delivery over the December 2025 to April 2026 window, pairing the delivery timeline with four quantitative indicators of progress and the principal pressure points currently affecting the project.

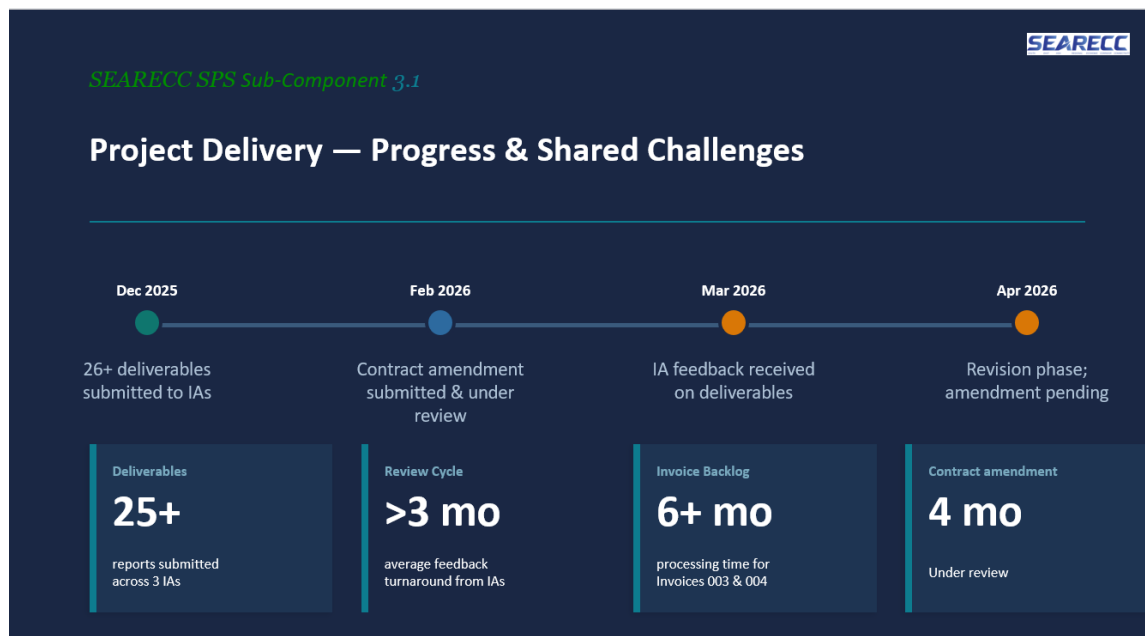


Figure 2: Project Delivery - Progress & Shared Challenges

2.2 Progress towards Objectives

As of 2 April 2026, the revised Master Deliverables Tracker recorded 102 documents mapped to 30 TOR deliverables, achieving an overall TOR completion rate of 60%. Of the 102 documents tracked: 38 have been formally submitted, 4 have been formally approved (D5.10, D5.11, and 2 additional DAEC deliverables), 19 are ready for submission, 8 are in active draft preparation, while 33 remain pending (largely downstream deliverables such as capacity building and training that are dependent on SOP endorsement; these are scheduled to activate during the next quarter).

Cumulatively, 32 documents have been translated into Lao (15 full translations and 17 bilingual executive summaries), expanding the accessibility of project outputs to IA counterparts.

Across components, the work fell into three streams: (i) revising and resubmitting core SOPs and technical instruments in response to IA feedback; (ii) advancing the e-Phyto and e-Health certification systems through gap resolution and technical upgrading; and (iii) capacity building for SOP endorsement and adoption.

2.3 Component-Specific Progress

2.3.1 Component 1: Crops and Phytosanitary (DOA)

Crop and phytosanitary activities during Q1 2026 focused on advancing digital system deployment, refining regulatory documents based on IA feedback, and extending the e-Phyto pilot.

DOA returned written feedback on all 9 submitted drafts on 11–13 March 2026, and the team has worked through most of it in the lead-up to resubmission. The

remaining 19 DOA documents remained pending; most are downstream items awaiting upstream clearance, with the rest scheduled for Q2–Q3 2026.

Overall, DOA issued five core messages to redirect the gap assessment for e-Phyto system development:

1. A structural shift from legal note to implementation assessment
2. Operational architecture defining governance across DOA / ATC / provinces / checkpoints / labs
3. GeNS vs. national system recommendation with justification
4. End-to-end data flows
5. ISPM 12/ISPM 7 interoperability tables.

Given the clear convergence of scope and content, two deliverables D1.1 (Gap Assessment for e-Phyto System) and D1.5 (Preconditions for Setup of a Functional e-Phyto System) were merged into a single document: D1.1 (Gap Assessment and Preconditions for Establishing a functioning e-Phyto System).

E-Phyto System Extension and Assessment: The pilot test of the web-based e-Phyto application was extended to Vientiane Capital (PAEO and DOA HQ), following the initial pilot at the Lao–Thai Friendship Bridge I border checkpoint in Q4 2025. The extension allowed broader user engagement, identification of additional debugging requirements, and feedback on the Lao-English user interface. Concurrently, KE-13 completed a detailed technical review, documenting technical issues across 17 functional areas of the system. The team also advanced technical specifications for the public-facing certificate verification webpage and continued work on data monitoring tools.

Figure 5 presents a summary of the e-Phyto system gap assessment and the development roadmap set out in KE-13's Interim Report #2. The system is currently at Prototype PoC stage, with Beta Version targeted for Q2 2026 and Version 1 for Q3–Q4 2026.

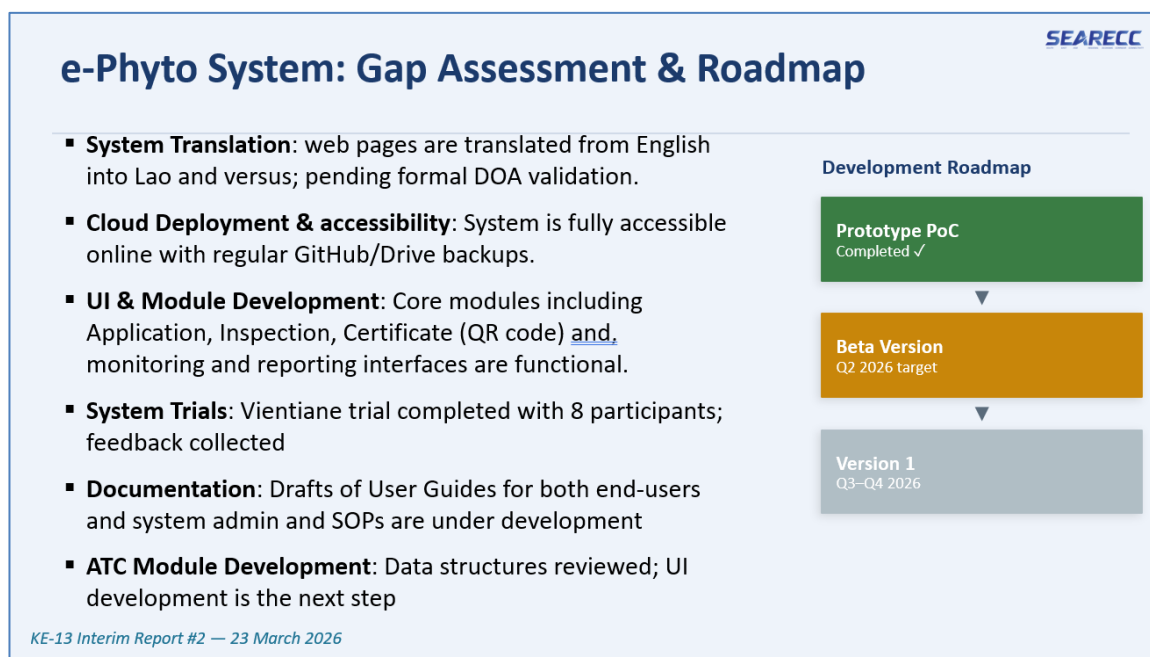


Figure 3: e-Phyto System - Gap Assessment & Roadmap

2.3.2 Component 2: Animals and Animal Products (DLF)

Animal health activities in Q1 2026 were driven by the DLF review and feedback cycle on deliverables submitted in Q4 2025. Structured written feedback was formally received from DLF on 27 March 2026 covering eight of ten DLF deliverables (D2.1, all five D2.2 SOPs, D2.3 and D5.1 (D5.1 Gap assessment of farms and inputs for registration of animal products). Joint reviews of each deliverable proceeded and will continue in Q2.

2.3.3 Component 3: Food Safety (FDD)

Food safety activities under the Food and Drug Department (under Tasks 3 and 8) during Q1 2026 centred on the joint review process for Lao-language drafts and on advancement of the GMP Certification Manual.

In line with the joint review work plan drafted in Q4 2025, weekly technical consultation sessions between the FDD team and national experts continued throughout January–March 2026, reviewing Lao-language drafts of D4.1 (Gap Assessment for Food Safety) and D4.3 (SOPs for Decentralization of Food Permissions).

Further formal feedback was received from Chansay Phommachack, Food Control Division, FDD, Ministry of Health on 31 March 2026, covering all six draft deliverables submitted: D4.1 (Gap Assessment Report on Food Safety Inspection and Certification); four D4.3 SOPs (D4.3 SOP for Decentralization of Issuance of Food Permits, Export Inspection at Border, Export Permit for Processed Food, Import Permit for Processed Food); and D5.1 (SOP for Registration of Processed Food Products).

Three cross-cutting themes were identified across all FDD deliverables:

- (i) **Legal grounding**, anchoring documents to specific Lao instruments, in particular Decisions No. 3091/MOH (Export/Import Permits), No. 2749/MOH and No. 297/MOH (Risk Classification);
- (ii) **Institutional interface**, clarifying DOA-DLF-FDD coordination, with animal-health requirements (DLF) separated from food-safety requirements (FDD) and plant-health (phytosanitary) language removed from FDD SOPs; and
- (iii) **Document hygiene**.

Luang Prabang Training Rescheduling: The second 5-day GHP/GMP/HACCP field training course in Luang Prabang for FDD staff (postponed in Q4 2025 for budget reasons) was rescheduled to Q2. Planning for this training, including confirmation of venue, participants, and budget approval, advanced during the reporting period.

Deliverables: Continued progress was made on review of the Lao-language versions of D4.1 and D4.3 and an advanced draft of D4.2 (GMP Certification Manual). These will be completed in time for the rescheduled Luang Prabang training.

2.3.4 Cross-Cutting Activities (Pest Surveillance)

Pest Surveillance: NKE-6 advanced the basic insect taxonomy manual and developed pest lists for additional export crops (beans, watermelon, maize). Planning for provincial training on pest surveillance and identification for ATC and PAEO staff continued.

2.4 Legal and Regulatory Frameworks

A joint mission was conducted by TL/KE-1 and KE-3 from 23-27 February 2026 with the following objectives:

1. Review the status and quality of existing deliverables, particularly ensuring that all technical documents can be effectively translated and adapted into Lao-language legal and operational formats.
2. Define the legal and regulatory next steps required to support a modernized SPS framework, including amendments to the Law on Plant Protection and Quarantine (2016) and identification of necessary secondary legislation.

Activities under this component focused on revising regulatory instruments and SOPs in response to IA feedback and advancing the legal groundwork for digital certification systems.

- **Legal Framework Amendments:** Four priority amendments to the 2016 Phytosanitary Law were confirmed: risk-based categorization, regional harmonization, enhanced penalty calculation, and digital documentation. Draft amendments will be prepared in a clear Table format.
- **Translation & Legal Accuracy:** All legal deliverables must be translated into "legal-style Lao" by a national legal expert to ensure alignment with national legislative drafting conventions.
- **SOP Usability:** Instead of creating entirely new, lengthy international-style SOPs, the strategy is to supplement existing national SOPs. Detailed drafts will be kept as reference manuals, while brief, 2-3 page practical checklists will be extracted for field inspectors.
- **Transit Regulations:** A legal gap was identified in regard to transit shipments. Establishing procedures to control transshipments is a priority to prevent goods from illegally remaining in the country.

Based on DOA feedback and already conducted gap analysis, the following steps for the National Legal Expert (NKE-1) were agreed:

1. Develop an additional Deliverable (Draft Amendments to the Phytosanitary Law)
 2. Develop a table clearly outlining existing provisions of the 2016 Law, proposed amendments addressing the four priority issues and justification/expected impact
 3. Identify and Draft Secondary Legislation: This includes Ministerial decrees, Ministerial orders, or Implementing regulations required to operationalize the amended law. These will be presented as separate deliverables, each describing the legal basis, required administrative procedures, responsible authority and implementation timelines.
- **Legal amendments:** A table of proposed Lao-language to the PQ Law was subsequently provided by KE-3 and NK-1 for consideration.

Key outcomes for each IA are summarized in the table below:

Table 1: Mission Report TL/KE-3 (23–27 Feb 2026): Discussion Points, Outcomes & Actions

Agency	Discussion Points	Outcomes / Agreements	Actions / Next Steps [Owner]
DOA Mon 23 Feb	• Lao-language requirements for guidelines, manuals & SOPs; need for legal-style Lao for legal issuances. • Approach to SOP development: supplement existing national SOPs rather than create new lengthy documents. • Gap Assessment Report as analytical foundation for transforming options into	• Four priority amendments to 2016 Phytosanitary Law confirmed: risk-based categorisation, regional harmonisation, enhanced penalties, digital documentation. • Two-tier SOP format agreed: detailed reference manuals + brief 2–3 page inspector checklists.	• Develop Draft Amendments to Phytosanitary Law in Table format. [KE-3 + NKE-1] • Identify and draft required secondary legislation as separate deliverables. [KE-3 + NKE-1]

Agency	Discussion Points	Outcomes / Agreements	Actions / Next Steps [Owner]
	- draft amendments and secondary regulations. - Legal gap on transit shipments / transshipment control identified as priority issue.	- Translations of legal texts to be done by NKE-1 in legal-style Lao. - Secondary legislation to be presented as separate, individually scoped deliverables.	- Extract concise inspector checklists from existing detailed SOPs. [National Experts] - Prepare legal guidance addressing transit / transshipment regulatory gap. [KE-3 + NKE-1]
DLF <i>Wed 25 Feb</i>	- Internal multi-level review: technical division → joint departmental session; no completion timeline yet provided. - New SOPs assessed as substantially more technical and detailed than existing ones; substance not in dispute. - Format and usability of lengthy SOPs for field inspectors. - Legal gap on transit of products of animal origin (incl. railway transport, dry-port inspections).	- No concerns on substance of drafted SOPs; no changes to primary law required. - Two-tier format agreed: comprehensive reference manuals + 3–5 page operational checklists for inspectors. - No immediate primary-law drafting requested; secondary legal work only on formal request from technical divisions. - Transit of products of animal origin confirmed as priority legal issue.	- Complete internal review and provide consolidated feedback (date TBC). [DLF] - Reformat SOPs into checklist + manual versions in Lao. [National Experts + NKE-1] - Prepare legal guidance note on transit of animal products (priority). [KE-3 + NKE-1] - Plan validation workshop for April/May 2026 to secure formal approval. [Firm + DLF]
FDD <i>Tue 24 Feb</i>	- Most required deliverables submitted to FDD; substantive feedback still pending. - Limitations of 2013 Law on Food Products (no farm-to-fork approach) noted, but primary-law amendment not a current priority. - Translation accuracy, abbreviations and technical terminology between English and Lao versions. - Mapping of roles across central FDD, provincial FDD, FDA Centre and border bureau in export certification.	- Primary law amendment NOT requested at this stage; project to focus on secondary procedures and SOP completion. - Lengthy SOPs (20–30 pp) to be renamed 'Guidelines'; 3–5 page audit checklists extracted for daily field use. - Foreign-market rules (e.g. China/GACC) to be separated into FBO-targeted annexes/guidelines. - Transit of food products flagged as priority legal area for future regulatory attention.	- Revise export certification SOP to map roles of all four implementing bodies. [National Experts] - Reformat lengthy SOPs as Guidelines + extract audit checklists for inspectors. [National Experts] - Separate destination-market requirements into distinct FBO-facing annexes. [National Experts] - Brief NKE-1 on SOP status; stand ready to verify import/export legal issues. [KE-3 + NKE-1] - Continue weekly online meetings to finalise Lao-language SOPs. [National Experts + FDD]
WB / PMU / DOA <i>Fri 27 Feb</i>	- Project progress, deliverables approval bottlenecks, and contract amendment justification reviewed with World Bank. - KE-4 replacement and additional expert time requirements discussed for inclusion in contract amendment package.	- Agreed need for face-to-face IA / national-expert review sessions to expedite deliverable approval. - Vice-Minister-level validation workshop endorsed; budget proposal due first week of March. - KE-4 replacement to be packaged with contract amendment to streamline WB procurement.	- Revise & resubmit contract amendment justification, linking expert time to measurable outputs and institutionalisation milestones. [KE-1 (TL)] - Prepare proposal & budget for Vice-Minister validation workshop (by 1st week March). [PMU + DOA] - National Experts to proactively schedule IA review meetings on Lao-translated SOPs. [National Experts] - Issue brief monthly progress reports to PMU; circulate Quarterly Reports to World Bank. [KE-1 (TL)]

3 ACTIVITIES AND IMPLEMENTATION PROGRESS APRIL – JUNE 2026

3.1 Implementation Overview: Completion, Endorsement and Reconstitution of the e-Phyto Team

The firm's activities under SC3.1 began on 4 July 2024 and are scheduled to conclude on 27 June 2028. The ongoing implementation phase was mobilized on approval of the Inception Report in March 2025.

Q2 2026 converted the Q1 revision backlog into a completed and endorsed body of work. Working through the "Mixed Team" review format, the firm's experts closed out the formal feedback issued by DOA (11-13 March), DLF (27 March) and FDD (31 March 2026), finalised the revised documents and lodged them with DOA, DLF and FDD for Director-General approval between 10 and 26 June 2026. All 35 documents in that package, 25 TOR deliverables totalling 2,739 pages, have since been approved by the Implementing Agencies. This is the largest endorsement event since project inception and moves all four technical workstreams from drafting into institutionalisation.

Three structural developments define the quarter:

- (iii) **Restructuring of the deliverables architecture.** At the project metrics session of 28 April 2026, the firm, DOA and PMU agreed to restructure the Master Deliverables Matrix by Implementing Agency rather than by task, and to extend document numbering to give each document a unique reference (for example D1.1.1). This produced the granular numbering now in use across the endorsed package and gives more accurate and verifiable monitoring against the 30 composite TOR deliverables.
- (iv) **Reconstitution of the e-Phyto team.** Following KE-13's withdrawal from further support on Task 4, leadership passed to KE-5 (International e-Phyto Specialist) for system oversight, IPPC engagement and ISPM compliance, and to KE-7 (National IT Specialist) for the national operational track. KE-14 completed a formal handover to KE-7 on 27 May 2026, transferring source code, database schema, module status and hosting arrangements, and remains as developer-respondent on system items.
- (v) **Splitting of the D5.6 regulatory reform deliverable.** The scope question carried over from Q1 was resolved by dividing D5.6 into plant, animal and food components, with the plant component and its model regulations lodged with DOA on 19 June and the veterinary component (D5.6.3) with DLF on 20 June.

The 12-stage pre-submission quality control protocol continued to be applied to all documents under TL review, and was presented to DLF during the April mission together with the feedback tracking matrix. DLF welcomed the approach and confirmed that the firm's approach to text analysis and summarisation is acceptable.

3.2 Progress towards Objectives

The quarter's defining result is the completion and endorsement of the core normative output of the assignment. Reported to the World Bank Implementation Support Mission on 28 April, the position was 27 contractual deliverables submitted, representing 60% of contracted outputs, against 67% of allocated expert days utilised. By 30 June the firm had finalised and lodged the full package for Director-General decision, and approval of all 25 deliverables in that package - 35 documents - has since been confirmed by DOA, DLF, FDD and ATC.

The scale of the endorsement should be read against the World Bank procurement condition communicated in early June, under which 21 approved deliverables were required for the contract addendum to be considered. The endorsed package exceeds that threshold.

Table 1 sets out the composition.

Table 2: Endorsed Deliverables by Implementing Agency

Implementing Agency	Deliverables	Documents	Composition
DLF	13	13	Cattle certification SOPs (D2.2.1–D2.2.4); cattle and beef trade SOPs (D2.2.6.1–D2.2.6.4); gap assessments (D2.1, D5.1.1); registration and traceability (D5.1.2, D5.1.8); veterinary legislative reform (D5.6.3)
DOA	6	6	Export inspection and certification SOPs (D1.1.2, D1.4.3); gap assessments (D1.1.1, D1.1.3 e-Phyto); legislative reform recommendations and model regulations (D5.6); comparative SPS analysis (D5.5)
ATC	5	14	IPM Manuals Vols 1-9 (D5.8.1); PEQ testing manual (D5.8.2); insect taxonomy manual, English and Lao (D5.7.3); training manuals for pesticide risk reduction (D5.8.6) and biological control agents (D5.8.7)
FDD	1	2	Guidelines on the Application and Audit of GHP, GMP and HACCP (D4.5.1), full bilingual English–Lao
TOTAL	25	35	

Two features of the endorsed package are worth recording, as both respond directly to structural criticisms raised by the IAs in Q1:

- Format conversion to step-by-step operational guidance.** The recurring IA finding in Q1 was that draft SOPs read as policy narrative rather than field instruction. Every endorsed SOP in the DOA and DLF sets now carries an explicit step-by-step construction - for example *Step-by-Step Guide for Applicants, Plant Quarantine Inspectors and Phytosanitary Issuing Authorities* (D1.4.3, D1.1.2) and *Step-by-Step Guide for Export of Animal Products (Frozen Beef)* (D2.2.6.3). The two-tier model agreed during the February mission, pairing a detailed reference document with an extracted field checklist, has been applied throughout.

- **Strategic shift from standalone model texts to legislative reform.** Following DOA's direction to strengthen the existing Lao legal framework rather than issue parallel model instruments, D5.6 was reframed as *Phytosanitary Legislative Reform for Risk-Based Inspection and Compliance Enforcement*, with a parallel veterinary instrument, D5.6.3, for DLF. Both are anchored to live cattle, beef and plant-product export pathways to China, Vietnam and Thailand.

The GHP/GMP/HACCP Guidelines (D4.5.1) were endorsed in full bilingual form, the Lao edition exceeding the English original in length. This is the first complete bilingual technical guideline delivered under the TA and the reference instrument for food safety training.

Across components, the work fell into three streams: (i) finalising and securing endorsement of the deliverable set; (ii) reassessing and re-staffing the e-Phyto development track; and (iii) preparing the consultation workshops and training scheduled from July 2026

3.3 Component-Specific Progress

3.3.1 Component 1: Crops and Phytosanitary (DOA)

Crop and phytosanitary activities in Q2 2026 centred on finalisation and endorsement of the DOA regulatory and inspection package, and on a technical reassessment of the e-Phyto system.

Six DOA deliverables were completed and endorsed. The composite D1.1 deliverable was restructured into a three-part series: D1.1.1 Situation Report and Gap Assessment for Issuance of Phytosanitary Certificates (v2.0 revised per DOA), D1.1.2 SOP for Risk-Based Export Inspection of Plants and Plant Products (resubmitted 26 May with the DOA feedback and consultant response matrix and pre-submission QC report), and D1.1.3 Gap Assessment and Preconditions for Establishing a Functioning e-Phyto System, the merged D1.1/D1.5 instrument agreed in Q1. D1.4.1 SOP for Issuance of Phytosanitary Certificates was rebuilt as an operational SOP across sixteen sections covering two certification pathways and country and commodity matrices, addressing all 56 DOA feedback items, and was resubmitted on 11 May and again on 10 June. D1.4.3 SOP for Export Inspection and Certification of Plants and Plant Products was lodged on 26 June together with D5.3. D5.5 Comparative Analysis of SPS Frameworks in China, Thailand, Vietnam and Lao PDR was finalised on 10 June, and D5.6 with its two annexed model regulations on 19 June.

Following DOA's clarification on 3 June that established decrees and comprehensive guidelines already exist for fertilizers and pesticides, the scope of the critical inputs registration SOP was restricted to seeds alone, with the Gap Assessment recording the existing instruments as justification for the narrowed scope under the TOR.

e-Phyto System: the analytical track is settled and the development track was reopened. The merged D1.1.3 was formally resubmitted to DOA on 22 April with all 27 items of DOA's March feedback assessed as fully addressed in the internal senior technical review of 14 April, and it addresses all six TOR outputs for Task 4. On the system itself, the February 2026 audit across 17 modules (34 major, 17 moderate, 11 minor) remained the operative baseline through the quarter. User Acceptance Testing of the prototype completed in Vientiane in April was successful, with identified defects - server latency over provincial networks, UI localisation, and API handshake errors with the National Single Window - placed under remediation.

Critical-path work is concentrated in four modules: B2 role-based access control, B7 phytosanitary certificates, B8 inspection, and B10 laboratory results, with B14 data traceability completing the digital thread.

The internal technical review conducted from June raised the question of whether the existing proof-of-concept should be repaired or the platform rebuilt, the incoming technical experts having identified an absence of foundational system design, defined process workflows and a clear scope of work in the current web application. DOA has separately signalled a preference for deploying the Generic ePhyto National System (GeNS) as a web-based platform to enable live certification exchange with trading partners by end-2026; the firm's assessment is that a live GeNS deployment within that horizon is not feasible, as it presumes partner-country testing, a dedicated DOA technical team and an IPPC focal point, none of which is yet established. The pending Ministerial Declaration giving electronic certificates legal parity with paper remains the critical path for the first live consignment.

3.3.2 Component 2: Animals and Animal Products (DLF)

Animal health was the highest-volume workstream of the quarter, with thirteen deliverables completed and endorsed.

The D2.2 certification series was both reformatted and expanded. The four core certificate SOPs were delivered as step-by-step instruments: D2.2.1 Animal Health Certificate for Cattle, D2.2.2 Animal Quarantine Certificate, D2.2.3 Vaccination Certificate for Cattle and D2.2.4 Cattle Farm Inspection Certificate. A new D2.2.6 trade series separates live-animal from product pathways as DLF required: export of live cattle and buffaloes, import and transit of cattle and buffaloes, export of beef to China and import of beef into Lao PDR. The mandatory title correction issued by DLF in Q1 - that cattle and buffalo are animals and not animal products - has been carried through, the product-side SOPs now being titled by reference to beef rather than to the live animal.

Registration and traceability were addressed through D5.1.2 SOP for Streamlining Animal Identification and Traceability, which carries special provisions for the export of live slaughter cattle to China, D5.1.8 SOP for Streamlining Animal Farm Registration and D5.1.1 Situation Report and Gap Assessment on Registration of Animal Farm Establishment, Farms and Critical Inputs. D2.1 Gap Assessment of Animal Health, Livestock Vaccination, Quarantine, Livestock Farm Certification and Primary Animal Product Certification (v2.1) and D5.6.3 Veterinary SPS Legislative Reform for Risk-Based Inspection and Compliance Enforcement complete the DLF package.

The packaging requirement set by DLF in Q1 - that the Farm Inspection Certificate SOP would not be processed as a standalone document - has been satisfied by the joint delivery of the registration, traceability and inspection instruments. The China market-access dimension raised as cross-cutting theme CC-2 is now explicitly embedded: the traceability SOP and the live-cattle export SOP together establish the destination-specific, traceability-based assurance chain intended to support negotiation of reduced quarantine periods for China-bound cattle.

A structured revision and consultation calendar was agreed with DLF at the meeting of 27 April, running from early May to mid-July and covering eight priority documents, with divisional leads nominated for each joint review session and consultation workshops scheduled in the windows 6–17 July and 20–24 July 2026. D2.2.7, the

updated SOP for audit procedure of individual farm entities under Good Animal Husbandry Practices, remains in preparation by the joint team.

3.3.3 Component 3: Food Safety (FDD)

Food safety delivered the quarter's flagship bilingual instrument and prepared the ground for the field training.

D4.5.1 Guidelines on the Application and Audit of GHP, GMP and HACCP was completed and endorsed in English and Lao, with Lao-language printed hard copies produced. The instrument was developed as Guidelines rather than as an SOP, consistent with FDD's direction that lengthy procedural documents be renamed and restructured for practitioner use, and it incorporates the audit dimension required for enterprise-level application. KE-17 coordinated the validation of D4.5.1, which was the precondition for the GHP/GMP/HACCP field training; all other training materials had been prepared in advance and approved by FDD. The training was delivered successfully in July 2026 and therefore falls outside the present reporting period; it will be reported in the Q3 report.

Seven further FDD deliverables were finalised and lodged for Director-General approval on 21–22 June: D4.1 Gap Assessment for Inspection and Certification System for Food Safety and Quality, four permit and inspection SOPs (D4.3.1.1 border inspection of imported and exported food products, D4.3.2 issue of export permit for processed food, D4.3.3.1 import inspection of processed food, D4.3.4 inspection of processed food for export), and two registration SOPs (D5.1.3 processed food products, D5.1.9 food processing enterprises). The BFDI short-form SOP set remains in preparation, awaiting English translation review and flow-chart updates and rationalisation against the SOPs lodged on 21 June.

At the meeting of 27 April, FDD noted that the schedule of weekly working meetings with the firm's national expert had lapsed in April owing to scheduling difficulties and requested resumption of face-to-face working; the Team Leader undertook to re-engage the expert, subject to remaining time allocations. FDD also confirmed that revised SOPs must be completed before the consultation workshop can be planned and budgeted, and that the training would proceed as a single one-week event in line with the approved budget, the earlier proposal for two back-to-back events having been set aside as unbudgeted.

3.3.4 Cross-Cutting Activities (Pest Surveillance)

Pest surveillance and IPM delivered the largest single block of endorsed documentation: five deliverables comprising fourteen documents and 965 pages, approved by the ATC Director.

The IPM manual series (D5.8.1) was completed and endorsed in full: Volume 1 establishing general principles and practices of IPM for Lao PDR priority export crops, followed by eight crop-specific volumes covering banana, cassava, rice, watermelon, maize, cabbage, durian, and edamame and longbean. Three supporting instruments were endorsed alongside: the Manual for Post-Entry Quarantine Testing of Plants (D5.8.2), aligned with ISPM 34 on the design and operation of post-entry quarantine stations; the Training Manual for Biological Control Agents (D5.8.7); and the Training Manual for Pesticide Risk Reduction (D5.8.6). The Insect Taxonomy Manual - A Guide to Crop Pest Identification in Lao PDR (D5.7.3) was endorsed in English and Lao, providing the diagnostic reference underpinning provincial pest surveillance.

This closes the substantive drafting obligation under Task-7 and provides the full technical basis for ATC and PAEO training. Two document-hygiene items warrant correction in the endorsed set: the Lao edition of the Insect Taxonomy Manual carries a draft marking and a 2025 cover date, and the cover page of the durian volume is numbered as Volume 7 rather than Volume 8.

The FAMEWs digitised pest database application manual under Task-6 does not form part of the endorsed package. D1.4.2 (Training Manuals for SPS Requirements) and D1.4.4 (User Guides for the National Phytosanitary Database) remain pending finalisation by the e-Phyto team.

3.4 Legal and Regulatory Frameworks

The legal workstream moved during Q2 from analysis to endorsed reform instruments, and the scope question carried over from Q1 was resolved by splitting D5.6 into plant, animal and food components.

For the plant component, D5.6 Recommendations for the Improvement of the SPS Regulatory and Legal Framework was lodged with DOA on 19 June together with two annexed model instruments, D5.6.1 and D5.6.2. Although consolidated into a single document for convenience, these are counted as separate DOA deliverables for World Bank reporting. For the animal component, D5.6.3 Veterinary SPS Legislative Reform for Risk-Based Inspection and Compliance Enforcement was lodged with DLF on 20 June, framed by reference to live cattle and beef export pathways to China, Vietnam and Thailand. The currency of all cited Lao legal instruments was verified before submission. Both instruments are now endorsed.

On e-Phyto, the legal finding is settled: the Law on Plant Protection and Quarantine already recognises the electronic equivalent of a phytosanitary certificate, so no primary-law amendment is required. The implementation pathway runs instead through nine secondary instruments, of which the Ministerial Decision on Electronic Phytosanitary Certification is the first and most important. The World Bank Implementation Support Mission urged escalation of the draft Ministerial Declaration to the Minister's desk by end-May 2026, the PMU having undertaken to fast-track it; this instrument is the legal precondition for issuing certificates from a live system and therefore for the first live consignment milestone.

The four priority amendments to the Law on Plant Protection and Quarantine (2016) confirmed during the February mission - risk-based categorisation, regional harmonisation, enhanced penalty calculation, and digital documentation - are carried into the D5.6 recommendations. Translation of legal deliverables into legislative-style Lao by the National Legal Expert remains a standing requirement; four revised SOPs were referred to NKE-1 for language review on 4 May, and mobilisation of the replacement National Legal Specialist is pending approval of the Contract Amendment:

Table 3: Team Leader Mission, 26 April – 1 May 2026 . Discussion Points, Outcomes and Actions

Agency	Discussion Points	Outcomes / Agreements	Actions / Next Steps (Owner)
DLF <i>Mon 27 Apr</i>	12-stage QC workflow and feedback tracker presented; review modalities; consultation workshop planning; dependency on contract amendment.	DLF feedback to be specific and actionable; reviews in targeted joint sessions with relevant technical divisions rather than full departmental meetings; use of AI acceptable subject to human oversight; calendar agreed for eight priority documents, early May to mid-July.	Nominate divisional leads for each joint review session (DLF); deliver revisions to agreed calendar (National Experts); consultation workshops 6–17 and 20–24 July (Firm + DLF).
FDD <i>Mon 27 Apr</i>	Lapse of weekly working meetings in April; sequencing of SOP completion before workshop budgeting; training scope and budget.	Five priority short-form Lao SOPs to be finalised by first week of May; consultation workshop scheduled with budget provisioned; training confirmed as a single one-week event per approved budget; timesheets to be signed for compliant experts.	Re-engage national expert for face-to-face working (TL); confirm workshop and training dates (FDD); KE-17 to attend and present each SOP (Firm).
Project metrics / PowerBI <i>Tue 28 Apr</i>	Structure of the Master Deliverables Matrix; monitoring accuracy against the 30 composite TOR deliverables.	Deliverables to be restructured by Implementing Agency rather than by task; document numbering extended to a unique reference per document.	Revise Master Deliverables Matrix and rebuild PowerBI accordingly (Firm / TL, DTL, PD).
World Bank 6th ISM <i>Tue 28 Apr, wrap-up Thu 30 Apr</i>	Firm progress; Contract Amendment; e-Phyto status and rollout; proposed conversion to output-based contract; GIZ interest.	60% of contracted outputs submitted against 67% of expert days utilised; PMU supported extension of key expert time but urged focus on pending deliverables within the existing envelope; firm declined conversion to lump-sum output-based modality on cash-flow risk grounds; GIZ identified as potential supporting intervention for national rollout beyond the five provinces.	Issue definitive position on amendment structure by mid-May (PMU / WB); resubmit tightened justification linking each person-month to institutionalisation milestones (TL); escalate Ministerial Declaration to Minister by end-May (PMU).

3.5 Implementation Management and Coordination

The reporting period involved continued intensive coordination with IAs, structured around the Team Leader and Project Director mission to Vientiane of 26 April – 1 May 2026, which was scheduled around the World Bank 6th Implementation Support Mission. The full mission report is at Annex A.

The following topics were raised and addressed during Q2 2026:

Resolution of the approval bottleneck. The binding constraint identified at the April mission was the pace of IA approval rather than the pace of production: 27 deliverables had been submitted against 4 approved, with IA feedback turnaround frequently exceeding 60 days. All parties agreed that face-to-face working sessions between the firm's experts and IA technical staff are essential and that online-only engagement is insufficient ahead of SOP finalisation, and a binding schedule of joint, divisional, in-person review sessions for May and June was agreed at the ISM wrap-up. That schedule was executed, and the result is the endorsement of 25 deliverables reported in §2.2 - the single most significant management outcome of the quarter, and a direct return on the mission's central agreement.

Contract Amendment. The request re-submitted in June 2026, and being processed by SEARECC since December 2025 (USD 271,819) remained pending Client approval throughout the quarter, by end-June now, more than six months after initial submission. The operational consequences are material: the Team Leader's and Deputy Team Leader's allocated time expired on 30 April 2026, with the Team Leader recorded at 198 cumulative working days against 198 contracted at end-June; mobilisation of the KE-4 replacement and of the replacement National Legal Specialist is blocked; and the international flight budget for the e-Phyto expert is contingent on approval. At the ISM the World Bank proposed converting the remainder of the engagement to a lump-sum, output-based contract; the firm did not endorse the conversion, on the grounds that unpredictable government feedback cycles and system dependencies would create unacceptable cash-flow risk. The World Bank procurement position communicated in early June was that 21 deliverables must be approved for the addendum to be considered, approval of the English versions being sufficient for that purpose; with 25 deliverables now endorsed, that condition is satisfied.

Staffing. KE-14 completed handover to KE-7 on 27 May 2026. KE-5 assumed leadership of the international e-Phyto track and an additional technical expert joined the team. Mobilisation of the KE-4 replacement and of the replacement NKE-1 remains pending approval of the Contract Amendment.

Disbursement. Invoice backlogs include Q4 2025 and Q1 2026. Boths invoices are currently being processes by DOA and PMU since 22 June 2026.

Deliverables numbering. The restructuring agreed on 28 April introduced unique document-level references. Consistency between the firm's Master Deliverables Matrix and the numbering held by each Implementing Agency should be confirmed in early Q3, as these references are the basis for World Bank reporting on deliverable counts.

3.6 Implementation Challenges and Mitigation

The pattern of challenges shifted decisively during the quarter. The two constraints that dominated the previous period have been resolved: the joint, divisional, in-person review sessions agreed at the April mission were executed through May and June, and the full deliverable package has since been endorsed by all four IAs (DOA, DLF, ATC, FDD). Those items are therefore closed and are not carried forward.

Two challenges remain live, and both have sharpened rather than eased. The first is a maturity gap in the e-Phyto system, where a complete and endorsed analytical track now sits well ahead of a still immature software build. The second, and the more serious for the project as a whole, is the continued non-approval of the Contract Amendment: with key-expert time exhausted and the Team Leader's input suspended pending a decision, the Technical Assistance is currently operating without a Team Leader in post. A slide on each accompanies this section.

The e-Phyto system maturity gap. The analytical foundation for Task 4 is settled - the merged D1.1.3 addresses all six TOR outputs and cleared DOA's institutional review - but the software developed to date remains a proof-of-concept rather than a pilot-ready platform. The February 2026 audit recorded defects across 17 modules (34 major), with no remediation formally recorded against any module at the last review point. The incoming technical experts have identified an absence of foundational system design, defined process workflows and a documented scope of work in the current web application, which has opened a genuine repair-versus-rebuild question, a rebuild being a roughly twelve-month undertaking. DOA's ambition to run a live GeNS exchange with trading partners by end-2026 is not, on the firm's assessment, feasible within that horizon, because it presumes partner-country testing, a dedicated DOA technical team

and an IPPC focal point, none of which yet exists. The gating dependency is legal rather than technical: the Ministerial Decision giving electronic certificates parity with paper is the precondition for the first live consignment.

Contract Amendment still pending. The amendment request submitted in December 2025 to pivot the remaining effort from document generation to socialisation and institutionalisation, remained undecided at the close of the quarter, more than six months after submission. Its operational effect is now acute. The Team Leader's contracted time was fully consumed by June (198 days) and the Deputy Team Leader's allocation expired on 30 April; the Team Leader has accordingly suspended further input pending approval, so the assignment is running without day-to-day technical leadership. Mobilisation of the replacement KE-4 and the replacement National Legal Specialist is blocked on the same decision, and the consultation workshops and the food-safety trainer's international travel are contingent on it.

The World Bank's proposal at the April mission to convert the remainder of the engagement to a lump-sum, output-based contract was not endorsed by the firm, on the grounds that the unpredictability of government feedback cycles and system dependencies would transfer an unmanageable cash-flow risk.

The procurement pre-condition that framed the amendment decision - 21 approved deliverables - has now been met, with 25 deliverables endorsed.

A definitive Client decision is the single action most needed to protect continuity into the institutionalisation phase.

The full set of current challenges and mitigation measures is set out in the table below.

Table 4 : Challenges and Mitigation Measures Q2/2026

#	Challenge	Description and current status	Risk if unaddressed	Mitigation measures and owners
1	Contract Amendment not yet approved; TA running without a Team Leader	The amendment submitted December 2025, remained pending at 30 June - over six months. TL time is fully used (198 days) and DTL time expired 30 April; the TL has suspended input pending approval, leaving the assignment without day-to-day technical leadership. Replacement KE-4 and NKE-1 cannot be mobilised; workshop and trainer travel budgets are contingent on approval.	Loss of technical and management continuity at the start of the institutionalisation phase; stalled recruitment; deferred workshops and training; the document-to-institutionalisation pivot - the amendment's entire purpose and the basis for post-closure sustainability - cannot begin. Rating: Critical	(a) evidence that the 21-approved-deliverable procurement gate is met (25 endorsed) and request a definitive written decision by a fixed date (PD, with PMU/WB); (b) maintain a minimal continuity arrangement - interim coordination by the PD and DTL cover - to hold coordination and reporting while the TL is paused (PD); (c) hold a re-mobilisation plan ready (experts, travel, workshop dates) for immediate execution on signature (Firm).
2	e-Phyto system maturity gap	The analytical track (D1.1.3, all six TOR outputs) is endorsed, but the software is still a proof-of-concept. Repair-versus-rebuild is under review; DOA's end-2026 live-GeNS ambition is assessed as not feasible.	A pilot platform that cannot demonstrate the lab-to-certificate digital thread; slippage of Beta approval and of the first live consignment; misalignment between DOA's expectation and a realistic delivery horizon; wasted effort if repair is pursued on an unsound base.	(a) Complete the KE-5/KE-7 technical reassessment and issue a documented repair-versus-rebuild decision with a defined scope, architecture and realistic timeline (KE-5/KE-7); (b) prioritise the critical-path modules - B2 RBAC, B7 Certificates, B8 Inspection, B10 Lab, B14 Traceability - and populate the Annex 10.2 Progress % monthly so remediation is trackable (KE-7/KE-14); (c) run the dual-track

			Rating: High	strategy - position GeNS onboarding (IPPC registration, sandbox test transmission) in parallel with national-system development, so Hub presence does not wait on the build (KE-5); (d) reset expectations with DOA through a written, staged roadmap that separates a five-province pilot from national rollout and IPPC Hub eligibility (TL/KE-5); (e) enforce a 20 Mbps connectivity standard and pre-trial SOP briefing at pilot sites to isolate genuine defects from network effects (KE-7).
3	e-Phyto legal instrument (Ministerial Decision) not yet issued	No primary-law amendment is required - the Law on Plant Protection and Quarantine already recognises the electronic certificate - but the enabling Ministerial Decision (first of nine secondary instruments) is not yet signed. The WB mission urged escalation to the Minister by end-May 2026.	The first live e-Phyto consignment cannot legally proceed however ready the system is; the Q3 operational milestone slips; bilateral acceptance discussions with GACC and DOA lack a legal basis. Rating: High	(a) Circulate the working draft to the DOA legal unit and press for escalation to the Minister's desk (KE-7/KE-3, with PMU); (b) keep the PMU fast-track commitment on the mission action log with a named owner and date (TL/PMU); (c) prepare the bilateral notification letters to GACC and DOA so they can issue immediately on signature (KE-5).
4	Key-person discontinuity on Task 4	KE-13 has withdrawn from further e-Phyto support; leadership passed to KE-5 (international) and KE-7 (national), with KE-14's code, schema and hosting handover completed 27 May. KE-14 remains as developer-respondent.	Loss of institutional memory on the build; slowed momentum during transition; single points of failure on system knowledge and credentials. Rating: Medium	(a) Confirm the handover is complete and version-controlled - source code in a managed GitHub repository, database schema and ER diagram archived, credentials rotated and held securely (KE-7/KE-14); (b) hold a documented technical walkthrough so KE-5, KE-7 and the added expert share a common view of system state (KE-7); (c) define the international/national split in writing (KE-5: oversight, IPPC, ISPM, GeNS, sign-off; KE-7: operational track, SOPs, trial, rollout) so responsibilities do not fall between roles (TL).
5	Deliverable numbering inconsistencies across IA records	The move to unique document-level references (agreed 28 April) is not yet uniformly reflected in the Implementing Agencies' own records; the firm and the client hold divergent numbers for at least two SOPs, and some documents were transmitted without a reference.	Confusion in World Bank reporting on deliverable counts; risk of a deliverable being recorded as missing or double-counted; friction at approval and payment. Rating: Medium	(a) Agree an authoritative numbering with DOA, DLF and FDD and re-issue the Master Deliverables Matrix so firm and client records match (TL/DTL, with IAs); (b) migrate the reconciled matrix into PowerBI as the single source of truth for reporting (Firm); (c) confirm the World Bank counting convention (e.g. model regulations counted individually) before the next reporting cycle (TL, with PMU/WB).

3.7 Resources Used

The table below provides an overview of the TA's mobilization from inception to June 2026. Since mobilization, a total of 1,768.45 person-days have been utilised to 30 June 2026, representing approximately 66% of the total project allocation of 2,442 person-days. **As of 30 June 2026, 11 Key Experts (including TL and DTL) and 3 Non-Key Experts have used more than 90% of their allocated days**, highlighting the need for timely approval of the contract amendment to sustain project delivery through the institutionalisation phase.

Table 5: Resources Used to 30 June 2026

	2024	2025	2026 YTD	Total Allocated	Total Used	% Used	Rem Days
Key Experts	163.25	909.25	191.75	1,683	1270.25	74%	412.75
Non-Key Experts	64.75	338.20	95.25	759	498.2	58%	260.8
TOTAL	228.00	1,247.45	287	2,442	1,768.45	66%	673.55

4 PROPOSED ACTIVITIES AND TASKS FOR NEXT PERIOD

4.1 Workplan for Q3 2026 (July–September) and following months

The workplan is driven by four priorities:

1. **Contract Amendment:** Expedited Client approval of the pending amendment to resource the institutionalisation phase and maintain continuity;
2. **Approval of Submitted Deliverables:** Engagement with the Client to expedite approval of submitted deliverables to ensure project continuity, retain existing experts, and mobilise KE-4 replacement (Mr. Vincent André);
3. **e-Phyto Beta Version:** Resolution of priority technical issues, followed by trial sessions with DOA users, targeting Beta by end 2026; and
4. **FDD Food Safety Training:** Execution of the rescheduled GHP/GMP/HACCP training in Luang Prabang and advancement of the GMP Certification Manual (D4.2).

Over the coming period the firm's experts will initiate a number of new activities and deliverables. The Workplan shown in the table below incorporates the specific Workplans of all participating Implementing Agencies for Q3 2026 to the end of the project.

Table 6: Completion Action Plan of remaining TOR deliverables

Contract No. 004-SEARECC-FS-009 (Sub-Component 3.1) · Deliverable-by-deliverable action plan for the unfinished TOR deliverables

Covers every deliverable not yet fully approved (per the TOR coverage analysis): remaining tasks, responsible experts, required time inputs, submission dates, review periods, approval milestones and rollout activities.

TOR Ref	Deliverable Title	Current Status	Remaining Tasks	Resp. Experts	Time Input (p-days)*	IA	Validation Workshop	Submission	Review Period	Target Approval
Deliverable 1 - Crops and Crop Products · responsible pool: KE-1, KE-2, KE-3, KE-4, KE-5, KE-7, NKE-1										
D1.3	SOP for Market Access Negotiations (Crops)	Submitted - awaiting DOA DG	(i) Follow up DOA DG approval (ii) Resolve missing deliverable number on submitted list (iii) Prepare Lao overview for rollout	KE-1, KE-2, NKE-1	5	DOA	Held Q2 2026	25 Jun 2026	Jul–Aug 2026	Aug 2026
D1.4.1	SOP for Issuance of Phytosanitary Certificates	Submitted - verify vs approved D1.4.3	(i) Confirm DG approval status (ii) Reconcile with approved D1.4.3 (iii) Finalise Lao version	KE-1, KE-2 ; NKE-1	4	DOA	Held Q2 2026	10 Jun 2026	Jul–Aug 2026	Aug 2026
D1.4.2	Training Manuals for SPS Requirements (China / VN / TH export)	In preparation - with e-Phyto team	(i) Finalise SPS-requirement training content (ii) Translate to Lao (iii) Submit to DOA	KE-1, KE-5, KE-7, NKE-1	19	DOA, ATC	Sep 2026	Sep 2026	Oct 2026	Nov 2026
Deliverable 2 - Animal and Animal Products · responsible pool: KE-1, KE-2, KE-10, NKE-2, NKE-3, NKE-4										
D2.2.7	Updated SOP for Audit Procedure of Individual Farm Entities (GAHP)	In preparation - joint DLF team	(i) Finalise GAHP audit procedure with DLF (ii) Convert to step-by-step + field checklist (iii) Submit for DLF DG approval	KE-1, NKE-3, NKE-4	14	DLF	Sep 2026	Sep 2026	Oct 2026	Nov 2026
D2.3	SOP for Market Access Negotiations (Animal & Animal Products)	In preparation - joint DLF team (~55% draft at Q1)	(i) Complete draft (China / VN / TH animal-product access) (ii) DLF consultation workshop (iii) Submit for approval	KE-1, NKE -2, NKE-3, NKE-4	23	DLF	Oct 2026	Nov 2026	Dec 2026	Jan 2027
D2.4	Import/Export Forms + e-Certification Link (Lao NSW), Animal	In preparation - unblocked by D2.2 approval	(i) Finalise e-Health certificate design (ii) LNSW integration plan (DLF + Customs) (iii) Submit design + updated forms	KE-7, KE-10, NKE-3, NKE-2, KE-1	15	DLF, Lao NSW	Nov 2026	Dec 2026	Jan 2027	Feb 2027
Deliverable 3 - Food Products · responsible pool: KE-1, KE-15, NKE-8 (KE-17 time exhausted → routed to KE-15 / NKE-8)										
D4.1	Gap Assessment: Food Safety Inspection & Certification	Submitted - awaiting FDD DG	(i) Follow up FDD DG approval (ii) Finalise Lao version	KE-15, NKE-8	4	FDD	Held Q2 2026	22 Jun 2026	Jul–Aug 2026	Aug 2026
D4.2	Manual to conduct GMP Certification of Food Processing Enterprises	In preparation (~60%)	(i) Finalise GMP manual (scorecards, SSOP, HACCP, 3-step) (ii) Translate to Lao (iii) Submit to FDD	KE-15, NKE-8, KE-1	19	FDD	Sep 2026	Sep 2026	Oct 2026	Nov 2026
D4.3	SOPs for Decentralization of Food Permits + Border/Import/Export Inspection (D4.3.1.1/.2/.3.1/.4 + D4.3.1/.3 + BFDI set)	Partially submitted / in preparation	(i) Secure FDD DG approval of the 4 submitted SOPs (ii) Finalise D4.3.1 & D4.3.3 (iii) Rationalise BFDI short-form set; assign numbers	KE-15, NKE-8	15	FDD	Sep 2026	21 Jun / bal. Sep 2026	Jul–Oct 2026	Oct–Nov 2026

TOR Ref	Deliverable Title	Current Status	Remaining Tasks	Resp. Experts	Time Input (p-days)*	IA	Validation Workshop	Submission	Review Period	Target Approval
D4.7	GHP/GMP/HACCP Training - curriculum, materials, delivery	<i>In progress - materials approved; LPB delivered Jul 2026</i>	(i) Finalise training report (ii) Consolidate competency records (iii) Plan follow-up provincial rounds	KE-15, NKE-8	4	FDD	N/A (event)	Report Aug 2026	Sep 2026	Sep 2026
Deliverable 4 (Common) + e-Phyto responsible pool: KE-1, KE-2, KE-3, KE-4, KE-5, KE-7, KE-14, KE-15, NKE-1, NKE-2, NKE-3, NKE-4, NKE-6, NKE-7, NKE-8 (KE-13 time exhausted → e-Phyto routed to KE-14 / KE-5 / KE-7)										
D5.1	Registration SOPs (submitted): D5.1.3 food products · D5.1.6 seed businesses · D5.1.9 food enterprises	<i>Submitted - awaiting DG</i>	(i) Follow up DOA / FDD DG approval (ii) Resolve D5.1.2 / D5.1.6 numbering conflict (iii) Prepare Lao overviews	KE-4, NKE-2, NKE-8	4	DOA, FDD	Held Q2 2026	20–21 Jun 2026	Jul–Aug 2026	Aug–Sep 2026
D5.1x	SOP for Registration of National Exporters (eligibility; GACC Decree 248)	<i>OUTSTANDING - pending KE4 replacement</i>	(i) Draft exporter-registration SOP incl. eligibility criteria (ii) Align to GACC Decree 248 (iii) Submit for DOA approval	KE-4, NKE-2, KE-1	27	DOA	Nov 2026	Nov 2026	Dec 2026	Jan 2027
D5.3	SOP for Audit Procedure of Individual Farm Entities (OA / GAP)	<i>Submitted 26 Jun - follow up</i>	(i) Add D5.3 to submitted list (ii) Follow up DOA DG approval (iii) Field-test audit checklist	KE-4, NKE-2	4	DOA	Held Q2 2026	26 Jun 2026	Jul–Sep 2026	Sep 2026
D4.x	Guidelines for Post-Harvest Handling, Transport & Logistics (farmers)	<i>OUTSTANDING - pending KE4 replacement</i>	(i) Draft guidelines (aflatoxin prevention, storage, grading, packaging, logistics) (ii) IA review (iii) Submit	KE-4, NKE-2	21	DOA, DAEC	Dec 2026	Dec 2026	Jan 2027	Feb 2027
D5.7	FAMEWs Pest-Database Manual + Pest-Forecast & FAW Rapid-Response Training Manuals	<i>Partially approved (D5.7.3 done); FAMEWs manual outstanding</i>	(i) Develop FAMEWs application / pest-database manual (ii) Pest-forecast & FAW rapid-response training manuals (iii) ATC / PAEO training	NKE-6, NKE-7, KE-1	32	ATC, PAEOs (5)	Oct 2026	Nov 2026	Dec 2026	Jan 2027
D5.8	IPM / PEQ Manuals - Training Rollout (manuals D5.8.1/2/6/7 approved)	<i>Approved (manuals); training rollout pending</i>	(i) Deliver ATC / PAEO IPM-TOT & FFS training (ii) Document competency (iii) Consolidate report	NKE-7, NKE-6	CV3	ATC, PAEOs (5)	N/A	Plan Sep 2026	CV3	CV3
D4.y	Fee-Based Testing Services & Customer-Service Standards Guidelines	<i>OUTSTANDING – planned Q3 and Q4</i>	(i) Draft fee-based testing & customer-service standards (ATC labs) (ii) ATC / DOA review (iii) Submit	KE-1, NKE-6	13	ATC, DOA	Dec 2026	Dec 2026	Jan 2027	Feb 2027
Legal	Ministerial Decision on e-Phyto + Secondary Legal Instruments	<i>In preparation - WB mission urged escalation</i>	(i) Finalise draft Ministerial Decision (e-cert legal parity) (ii) Escalate via PMU to the Minister (iii) Advance 9-instrument secondary roadmap	KE-3, NKE-1	18	DOA (legal)	N/A	Draft to Minister Aug 2026	Q3–Q4 2026	Q4 2026 (signature)
e-Phyto	GeNS - Beta then Version 1 (web-based, cloud, DOA-confirmed)	<i>In preparation - repair-vs-rebuild under review</i>	(i) Repair-vs-rebuild decision + scope / architecture (ii) Resolve priority defects (B2/B7/B8/B10/B14) (iii) Beta → V1; DOA UAT; GeNS / IPPC onboarding	KE-5, KE-7, KE-14	85	DOA, ATC	DOA UAT Q4 2026	Beta Sep / V1 Dec 2026	Q4 2026	V1 conf. Q1 2027
D1.4.4	GeNS User Guides & System-Administrator Manuals (Lao + Eng)	<i>In preparation - e-Phyto team</i>	(i) Draft end-user + sysadmin manuals (ii) Translate to Lao (iii) Finalise with system V1	KE-7, KE-14	15	DOA, ATC	N/A	Dec 2026	Jan 2027	Feb 2027

TOR Ref	Deliverable Title	Current Status	Remaining Tasks	Resp. Experts	Time Input (p-days)*	IA	Validation Workshop	Submission	Review Period	Target Approval
Comp. 4	Women's Information Platform - IT build (D5.10 / D5.11 approved)	<i>In progress - platform development continuing</i>	(i) Continue IT platform development for women users (ii) Content integration FLAG: content specialists KE-12 / NKE-5 time exhausted - needs amendment resolution	KE-7, KE-12, KE-14	20	DAEC	Q1 2027	Q1 2027	Q1 2027	Q2 2027
Cross-cut	Capacity Building & Consultation Workshops (all IAs)	<i>In preparation - activatable now SOPs approved</i>	(i) Roll out training on approved SOPs per IA (ii) Consultation workshops (DLF 6–24 Jul; others Q3–Q4) (iii) Consolidated training / competency reports	all team	CV3	DOA, DLF, FDD, ATC, PAFOs	Rolling Q3–Q4 2026	Reports per event	CV3	CV3

*Time Input = indicative person-days for the firm's experts, drawn from the additional allocation sought under the Contract Amendment. Expert codes follow the project Experts List (rev.).

Responsible experts (available pool): KE-1 Wyn Ellis (TL) · KE-2 D. Sirivongsa (DTL) · KE-3 I. Kireeva (legal) · KE-4 PENDING (registration/farms/inputs) · KE-5 R. Souza Richards (int'l e-Phyto) · KE-7 A. Bouthavong (national IT) · KE-10 A. Vayaphet (animal e-cert) · KE-14 P. Chanthalangsy (national IT/GeNS) · KE-15 A. Syarifudin (food) · NKE-1 S. Bountheurng (legal) · NKE-2 (registration) · NKE-3 A. Phengvilaysouk (animal) · NKE-4 P. Bounma (animal SPS regs) · NKE-6 P. Soysouvanh (FAMEWs/pest) · NKE-7 P. Sikaisone (IPM) · NKE-8 S. Thongmixay (food).

Time exhausted (not assignable): KE-6, KE-8, KE-9, KE-11, KE-17, NKE-5. Their scopes have been routed to the available replacements above (e-Phyto → KE-14/KE-5/KE-7; food/HACCP → KE-15/NKE-8; animal e-cert → KE-10/NKE-3/NKE-4). **The approval of contract variation 3 (CV3) is crucial.**

4.2 Project Management

The Technical Assistance activities require close and intensive coordination with IAs, PMU and the World Bank as well as internally with the firm's experts both in Lao PDR and globally. The PD and TL continue to engage remotely and in face-to-face meetings with all parties to align expert mandates across thematic areas and tasks.

The following project management measures are prioritized for Q3 2026:

- Monthly coordination meetings with IAs/PMU/WB to be maintained. In addition, brief monthly progress checkpoints will be instituted with the SPS Coordination Office at DOA to track contract amendment status, deliverable pipeline, and payment processing.
- Continue mixed Team validation sessions with IAs to finalize and resubmit revised deliverables prior to consultation workshops. PD/TL mission to Vientiane is planned for September to support and expedite this process.
- Contract amendment approval: PD/TL to continue engagement with Client, PMU and World Bank to advance the amendment process. Mobilization of KE-4 replacement (Mr. Vincent André) to be initiated upon approval.
- Disbursement: Q4 2025 (October – December) & Q1 2026 (January–March) invoices under review by PMU.
- MS Planner/PowerBI workplan tracking to be updated and shared with PMU/World Bank

4.3 Additional Resourcing Required

The contract amendment submitted in December 2025 remained pending Client approval throughout Q1 and Q2 2026.

Additional resourcing is driven by key needs:

- **SOP Institutionalization:** Resources to facilitate high-level validation workshops, on-the-job training at field level, and embedding of endorsed SOPs into digital workflows.
- **Digital Operationalization:** Moving from software installation and PoC phase to operational deployment, including trial sessions, and user training for the e-Phyto system and e-Health certification system.
- **Regional Alignment:** Additional resources to map project deliverables against the 39 SPS protocols signed with China, ensuring direct economic relevance and trade facilitation impact.

The table below provides an overview of additional resources required for expert inputs.

Table 7: Additional Resources Required for Expert Inputs

Category	Position	Add. PM	Justification for Request
International Key Experts	KE-1 Team Leader / Streamlining Specialist	+5	To lead the dialogue with senior counterparts on SOP endorsement; facilitate high-level validation workshops; provide on-the-job coaching; and coordinate with bilateral regional dialogues (China, Thailand, Vietnam).
	KE-3 Legal Specialist	+1	To facilitate validation of phytosanitary guidelines (D1.1) and market access SOPs (D1.3); translate legal texts into operational workflows; and ensure staff are trained on the updated framework.

Category	Position	Add. PM	Justification for Request
	KE-4 Registration Specialist (Replacement: Mr. Vincent André)	+1	To lead workshops for farm and food enterprise registration SOPs (D5.1, D5.2); support linking registered farms with e-Phyto; and institutionalize audit procedures.
	KE-9 e-Certification Specialist (Animal Health)	+2	To finalize and consult on Animal Health Certificates (D2.2) and market access SOPs (D2.3); mentor staff on e-CVI systems; and strengthen institutional capacity for e-certification.
	KE-13 IT Specialist (e-Phyto/GeNS)	+1	To support migration and management of the e-Phyto National System; resolve technical issues; upgrade to Version 1 (IPPC Hub integration); and integrate workflows with LNSW.
National Key Experts Non-Key Experts	KE-2 Deputy Team Leader	+4	To coordinate day-to-day work with DOA, DLF, FDD, and provincial staff to operationalize new SOPs; and co-design/co-facilitate Lao-language training workshops.
	KE-10 e-Certification Specialist (Animal Health)	+1	To co-facilitate Lao-language consultations on Animal Health SOPs (D2.2); provide hands-on guidance on linking forms to e-certification workflows; and assist in institutionalizing procedures.
	KE-14 IT Specialist (e-Phyto/GeNS)	+1	To provide daily technical support for e-Phyto system; resolve technical issues and advance to Beta Version; co-facilitate user trainings in Lao; and configure LNSW interface.
	NKE-1 Legal Specialist	+1	To analyze legal framework and develop guidelines to comply with SPS requirements of China, Vietnam, and Thailand.
	NKE-2 Registration Specialist	+1	To assist in adapting SOPs for registration of farms and food enterprises (D5.1) so they are operational and suited to Lao administrative practice.
	NKE-5 Market Access Specialist	+2	Support validation of market access SOPs, capacity building on packaging, labelling, storage and processing; guidance materials; and institutionalization of SOPs for market access via workshops.

ANNEXES

Annex A: Resources Used to 30 June 2026

ID	Full name	Position	2026						Total used 2024	Total used 2025	Total used 2026	Total used	% Used	Total Allocation	Time Input	
			January	February	March	April	May	June							Rem	Unit
Key Experts	Full name	Position	January	February	March	April	May	June	Total used 2024	Total used 2025	Total used 2026	Total used	% Used	Total Allocation	Rem	Unit
KE1	Wyn ELLIS	International Specialist Streamlining Plants and Plant Products export/import business processes (permits/licenses) and Team Leader	20	12,5	11,5	16,25	5,75					198		198		Days
Non key experts																
	Sypha CHANTHAVONG	National Specialist Streamlining Plants and Plant Products export/import business processes (permits/licenses) and deputy team leader	14	11,75	5,5	3			24,75	120	24,25	198	100%	198	0	Days
NKE1	Sypha CHANTHAVONG	National Specialist to develop and develop guidelines to comply market access and the SPS requirement compliance of China, Vietnam, Thailand	5	1		4			0	26	10	36	33%	110	74	Days
NKE2	Douangchan SIRIVONGSA	National Specialist to streamline registration of production areas, farms and critical inputs	2	5	6	9		1				88		99		Days
			3	4,5	3	4	8,75	6	26,25	51	29,25	106,5	97%	110	3,5	Days
NKE3	Ammaly PHENGVILAYSOUK	International Specialist for streamlining registration of production areas, farms and critical inputs	11	5					7,5	47,7	16	50,5	65%	110	38,8	Days
												71,2				Days
NKE4	Phachone BOUNMA	National Specialist to initiate e-phyto certification system							27,5	44	0	0	59%	121	49,5	Days
												71,5				Days
NKE5	Wanna LASSAMEE	National consultant to initiate e-phyto certification system							2	42	0	132	200%	22	-22	Days
												44				Days
NKE6	Pheophanh SOYSOUVANH	National Specialist to develop FAMEWS in local language, Pest surveillance, Pest database system establishment and Pest list updating for crops subject to export, Pest outbreak forecast and Rapid response	3,5	5		6,5	8	11,5	1,5	66	34,5	13,5	77%	132	30	Days
												102				Days
NKE7	Phoukaothong SIKAISONE	International Specialist to streamlining for animal and animal products export/import business processes (permits/licenses)		0,5					0	26	0,5	85,75	24%	110	83,5	Days
												26,5				Days
NKE8	Souksamone THONGMIXAY	National Specialist to develop for food products export/import business and animal products compliance of SPS requirement (permits/licenses)	3,5	1,5					0	35,5	5	43	92%	44	3,5	Days
												40,5				Days
TOTAL									64,75	338,2	95,25	498,2	81%	759	260,8	Days
KE11	Vichelle ROARING-ARUNSUWANNAKORN	International Specialist for Market Access Promotion (grading, product storage, processing, packaging, labelling) and agribusiness development							0	33	0	33	100%	33	0	Days
KE12	Viengvilay SIRIMOUNGKHOUNE	National Specialist to develop (with IT specialist) an information platform for women empowerment and information access on agricultural trade.				4			0	26,5	4	30,5	35%	88	57,5	Days
KE13	Jean-Baptiste MOUNIER	International IT Specialist to initiate generic system (e-certification and e-inspection) to link DOA and Northern AgriTech Centre with 5 target provinces		2	2,5	0,5			0	36	5	41	93%	44	3	Days
KE14	Phaykeo CHANTHALANGSY	National IT Specialist to develop generic system (e-inspection, e-certification) to link DOA and Northern Agri-Tech Centre with 5 target provinces	21	10	5,5	5,5	4,5		0	74,5	46,5	121	92%	132	11	Days
KE15	Amir SYARIFUDIN	International Specialist to Streamlining for food products export/import business processes and compliance of SPS requirement (permits/licenses)	3	2					7	36	5	48	48%	99	51	Days
KE16	Richard BONNE	Int. Specialist, trainer in GHP, GMP, HACCP (to train the Nat. specialist to take over the tasks)							0	20	0	20	45%	44	24	Days
KE17	Sayvisene BOULOM	National consultant for Technical Support for GHP, GMP, HACCP				4	7	3	0	115	14	129	98%	132	3	Days
TOTAL									163,25	909,25	197,75	1270,3	74%	1683	412,75	

Annex B: Mission Report Team Leader

MISSION REPORT

SC3.1 Team Leader: Dr Wyn Ellis (KE-1)

Mission Dates: 26 April – 1 May 2026

Location: Vientiane, Lao PDR

Subject: World Bank 6th Implementation Support Mission, Deliverables Review and Coordination with Implementing Agencies (DOA, FDD, DLF)

I. Objectives

The mission was scheduled around the World Bank 6th Implementation Support Mission (ISM) for Sub-component 3.1 and pursued four interlinked objectives:

Review status, quality and pace of approval of contractual deliverables across three Implementing Agencies (IAs): Department of Agriculture (DOA), Food and Drug Department (FDD), and Department of Livestock and Fisheries (DLF), address bottlenecks and align on path to final approval.

Engage with the DOA SPS Coordination Team, MPWT, PMU, World Bank and the firm's national experts to streamline project metrics, the pending request for Contract Amendment, and the e-Phyto roadmap.

Agree priority documents, working modalities and timeline with IAs for the next round of SOP revisions and consultation workshops.

Coordinate the firm's internal team on master deliverables tracking, e-Phyto resubmissions, and preparation for reporting to the WB ISM.

The mission programme is provided in Annex A.

II. Cross-cutting Themes

Four themes recurred in all discussions:

Approval bottleneck remains the binding constraint. The firm has now submitted 27 formal contractual deliverables (60% of contracted outputs) in addition to 4 already approved by IAs. Closing this gap was the central topic of all meetings. **Face-to-face working sessions between experts and IAs are crucial;** online-only engagement is insufficient ahead of SOP finalisation. The firm committed to schedule joint, divisional review sessions on-site through May and June, while noting limited remaining time allocations.

Contract Amendment delay is now affecting operations. The request for contract amendment (\$271,000 / 17 person-months), submitted in December 2025, remains pending after more than four months. The amendment is required for continuity of key expert time especially for the TL and DTL, whose allocated time has now expired as of 30 April - impacting on continuity of project management. The PD and TL called for an expedited approval decision by mid-May.

e-Phyto: legal instrument is the critical path. Beta deployment is on track for Q2 2026, with phased V1 rollout in Q3–Q4 and the first live commercial e-Phyto certificate (likely cassava to Thailand or China via the IPPC GeNS) targeted for Q3 2026. The pending Ministerial Declaration giving electronic certificates legal parity with paper certificates must reach the Minister's desk by end-May 2026 if the live consignment milestone is to be reached.

IV. Meetings and Outcomes

1. Department of Livestock and Fisheries (DLF): Monday 27 April, AM

Venue: DLF, Vientiane.

Subject: Review of outstanding deliverables, SOP revisions, and consultation workshop planning.

Participants: Dr Phanthavong Vongsamphan (Deputy Director General, DLF), Ms. Phonesavanh Phonepaseuth (Head, Legislation and Sanitary Division, DLF), Dr. Joy Phanthavong (DLF Livestock Expert), and relevant DLF technical divisions (Veterinary Division, DLM, DLS, AFS, NAHL); Antsa

Rakotoarijaona (Sofreco Project Director); Dr Wyn Ellis (Team Leader/KE-1); Mr Douangchanh Sirivongsa (Deputy Team Leader/KE-2); National Experts.

Summary: The TL briefed the meeting on its new QC process, including the 12-stage internal Quality Control (QC) workflow and feedback tracker, which will ensure all DLF's review comments are tracked and fully addressed. DLF welcomed the approach and noted the following:

DLF feedback will always be specific and actionable.

Reviews will be carried out in **targeted joint sessions** together with the relevant technical divisions (e.g. veterinary specialists with the Veterinary Division) rather than in full departmental meetings.

The firm's use of AI for analysing and summarising texts is acceptable provided human oversight is maintained to remove AI artefacts and ensure the Lao text reads naturally.

Priority documents and timetable agreed. The team and DLF agreed a structured calendar from early May through mid-July covering eight priority documents (see full details in **Annex B**). Consultation workshops are scheduled for the windows 6-17 July 2026 and 20-24 July 2026.

Operational dependency. The firm reminded DLF that these workshops will require early approval of the pending contract amendment, without which the May/June revision turn-around cannot be guaranteed.

2. Food and Drug Department (FDD): Monday 27 April, PM

Venue: FDD, Vientiane.

Subject: Status of FDD SOP revisions, expert engagement, consultation workshop and training planning.

Participants: Dr Viengxay Vansilalom (Deputy Director, FDD); Mr Chansay Phommachak (FDD SPS Coordinator); Antsa Rakotoarijaona (Sofreco Project Director); Dr Wyn Ellis (KE-1); Mr Douangchanh Sirivongsa (KE-2); national experts.

Summary. Mr Chansay expressed dissatisfaction that the schedule of weekly working meetings with the firm's national expert (NKE-8) during December-February had effectively lapsed in April due to scheduling issues, and requested resumption of f2f meetings. FDD also stressed that revised SOPs must be completed before planning and budgeting for the consultation workshops and the training session can proceed.

The Team Leader acknowledged FDD's concerns and undertook to reach out to the expert to request a return to in-person working with FDD (depending on remaining time allocation). He also confirmed that the National Expert (NKE-8) had already delivered two revised Lao-language SOPs (now under review by DTL), with the remaining three short-form FDD SOPs (in Lao, derived from the longer drafts and existing FDD SOPs) to be delivered by Wednesday 29 April. *[All 5 have now been received and will be ready for resubmission by 6 May].*

Forward plan agreed:

SOP completion. Five priority FDD short-form SOPs (drawn from the long-form drafts and existing FDD SOPs) to be finalised in Lao by first week of May, in time for review and validation.

Consultation workshop. A dedicated FDD consultation workshop on the SOPs will be scheduled in May/June 2026, with budget already provisioned. FDD will mobilise central FDD, provincial inspectors and border officers; the firm's national expert (KE-17) is required to attend to present and explain each SOP.

Training (KE-16, Dr Richard Bonne). Confirmed as **one** training event (one week), per FDD's approved budget. The earlier proposal to hold two back-to-back trainings (one in Luang Prabang and one in Vientiane) was not budgeted and is therefore set aside. FDD is requested to finalize the date. The Team Leader pointed out that the firm's budget for international flights for KE-16 is contingent on approval of the Contract Amendment.

Timesheets. Dr Viengxay agreed to the Project Director's request to sign outstanding timesheets for the experts who are demonstrably progressing on deliverables and training so as not to penalise compliant work.

3. Project metrics and PowerBI: Tuesday 28 April, AM

Venue: MWPT, Vientiane

Subject: Review project metrics and PowerBI implementation

Participants: Dr Kulwant Singh (International Agriculture Trade and SPS Management, and Technical Advisor, DOA); Mr Khampasong Xayavong (National Project Implementation and Support Consultant, DOA), Mr Antsa Rakotoarijaona (Project Director); Dr Wyn Ellis (Team Leader/KE-1); Mr Douangchanh Sirivongsa (Deputy Team Leader/KE-2); Mr Khamla (MWPT)

Summary: Participants agreed on a restructuring of deliverables based on IA rather than tasks, and grouping of documents contributing to the 30 contracted composite deliverables stipulated in the TOR. This will lead to more streamlined, accurate and verifiable monitoring of the firm's deliverables.

Actions: Firm to revise the Master Deliverables Matrix accordingly. Document numbering to be extended to provide a unique reference number for each document e.g. 1.1.1.

4. World Bank 6th Implementation Support Mission (ISM): Tuesday 28 April

Venue: World Bank Offices, Vientiane (hybrid via WebEx).

Subject: Sub-component 3.1: Strengthening the SPS system to improve agricultural trade and market access.

Participants:

World Bank Group: Mr Sombath Southivong, Ms Chitlatda Keomuongchanh and online participants.

Government counterparts: Dr Bounchanh Kombounyasith, Director General (DOA); Directors of the Agriculture Testing Center (ATC) and Plant Testing Center (PTC).

PMU: Dr Panagiota Kouri (Head, PMU); Dr Kulwant Singh (International Agriculture Trade and SPS Management, and Technical Advisor, DOA) and Mr Khampasong Xayavong ((National Project Implementation and Support Consultant, DOA).

Consulting Firm (Ginger-SOFRECO): Mr Antsa Rakotoarijaona (Project Director); Dr Wyn Ellis (Team Leader/KE-1); Mr Douangchanh Sirivongsa (Deputy Team Leader/KE-2); Mr Phaykeo Chanthalangsy (KE-14, National IT Specialist and e-Phyto Lead), Mr Sayvisene Boulom (KE-17, National Expert on Food Safety).

4.1 Firm progress and Contract Amendment

Dr Wyn Ellis (SC3.1 Team Leader) presented an update on the firm's progress. He reported that 60% of contracted outputs have been submitted or are ready for submission, while 67% of allocated expert days have been utilized, i.e. on track in contractual terms. The case for the pending Contract Amendment (\$271,000; 17 person-months) was again presented:

Rationale: the original ToR focused on generation of normative documents; the extension pivots the firm's remaining effort to socialisation and institutionalisation of those documents to ensure post-closure sustainability.

Operational impact of the four-month delay: continuity risks for both existing and additional deliverables; invoice backlogs tying up operational capital; IA feedback turnaround frequently exceeding 60 days.

PMU position: Dr Pana gave her support for extension of time allocations for key experts to maintain continuity; however, she argued that the firm should focus on finalising current pending deliverables within the existing budget envelope, rather than expanding scope to new capacity-building activities.

Challenge on the firm's 12-stage QC and AI Detection tool: the PMU questioned why the firm's proprietary QC tool would not in itself reduce billable hours through use of AI. Dr Ellis clarified that the tool flags gaps, errors and inconsistencies in a rigorous manner; however expert manual review and rewriting are still required for scientific and legal accuracy, and several iterations of the tool are typically required to ensure all issues are fully addressed.

Output-based contract proposal: the World Bank proposed converting the remainder of the engagement to a lump-sum, output-based contract instead of the current time-based contract modality. The firm pointed out that the unpredictable nature of government feedback cycles and system dependencies would create unacceptable cash-flow risk and could not endorse such a conversion.

4.2 e-Phyto system: Status and rollout

Mr Phaykeo Chanthalangsy (KE-14) presented the e-Phyto status and gave a demonstration of the portal. The User Acceptance Testing (UAT) of the prototype completed in Vientiane earlier in April was successful, with identified defects (server latency over provincial networks, UI localisation, API handshake errors with the National Single Window) now under remediation. The timeline is as follows:

Beta version: code lock and beta deployment targeted for Q2 2026.

V1 rollout: phased across Q3–Q4 2026 to the five target provincial border checkpoints.

First live consignment: issuance of the project's first legal e-Phyto certificate for a commercial export consignment (likely cassava) to Thailand or China in Q3 2026, using the IPPC's GeNS architecture for global interoperability.

Legal instrument: the PMU is fast-tracking a draft Ministerial Declaration giving electronic certificates the same legal standing as paper certificates. The World Bank urged the PMU to escalate the document to the Minister's desk by end-May 2026.

In response to recent interest from GIZ in taking over part of the e-Phyto programme, Dr Ellis summarized the firm's contractual scope for system development covering both GeNS and IPPC hub trajectories, and identified the primary opportunity for a supporting intervention by GIZ to support national rollout beyond the five provinces included in the firm's scope. National rollout is essential as a prerequisite to application to join the e-Phyto hub.

5. DOA Coordination (Wednesday 29 April)

AM: Meeting with DOA at MAE to review progress on the resubmission of DOA deliverables, including the revised D1.1 (Phytosanitary Certificate) and D1.1/D1.5 (e-Phyto Gap Assessment & Preconditions), formally resubmitted on 22 April with corrected ZIP packages. Dr Viengphet, Dr Singh and Mr Khampasong walked through the updated Master Deliverables Matrix, including the FAMEWS surveillance row, and confirmed which DOA divisions would lead each remaining review. Reformatting requirements (annex structures, landscape conversion of the comparative tables) were agreed.

PM: Internal working session at the SPS local office with the Project Director (Mr Antsa Rakotoarijaona) and the DTL (Mr Douangchanh Sirivongsa). Topics: synthesis of DLF feedback, FDD review strategy and finalisation of the four-SOP package to be sent to NKE-1 (Asst Prof Sypha Chanthavong) for legal review by 4 May 2026 and onward resubmission to DOA.

6. DOA Wrap-up Meeting: Thursday 30 April, AM

Venue: DOA Coordination Office.

Participants: Dr Viengphet Vansilalom (Director of Plant Quarantine, DOA); Dr Kulwant Singh; Mr Khampasong Xayavong (DOA SPS Coordination Office); Dr Wyn Ellis (KE-1); Mr Douangchanh Sirivongsa (KE-2); Mr Antsa Rakotoarijaona (Project Director); Dr Panagiota Kouri (PMU).

Summary. Wrap-up of the Project Director's and Team Leader's mission with the DOA team. Key outcomes:

DOA confirmed it would expedite review of the resubmitted D1.1 and D1.1/D1.5 packages and would consolidate division-level comments centrally.

Firm will assign NKE-1 (National Legal Expert) to review language of 4 revised SOPs.

Firm will map its DOA deliverables against the DOA FY2026 annual budget tabulation as the basis for prioritization (see **Annex B**).

DOA reaffirmed its support for the Contract Amendment, conditional on the firm presenting the link between additional expert time and measurable outputs; this position is fully consistent with the discussion the previous day at the World Bank Implementation Support Mission.

6. World Bank ISM Wrap-up Meeting: - Thursday 30 April, PM

Venue: Ministry of Public Works and Transport (MPWT), Meeting Room No. 3 (online participation)

Summary. The WB ISM closed with a wrap-up across all sub-components. For SC3.1, the agreed forward agenda focused on:

Closure of the Contract Amendment by mid-May 2026 (informal indication then formal approval), conditional on the firm submitting a tightened justification linking each requested person-month to specific

institutionalisation milestones.

Acceleration of the e-Phyto Ministerial Declaration to Minister-level by end-May 2026.

A binding schedule of joint, divisional, in-person review sessions between the firm's national experts and IA technical staff in May and June 2026 to expedite approvals.

Continued submission of brief, impact-focused monthly progress reports to PMU and quarterly reports circulated to the World Bank.

V. Key Action Items

For PMU and World Bank

Confirm decision on time-based vs. output-based Contract Amendment structure following the firm's response, and issue a definitive position by mid-May 2026, in time for the agreed IA revision and consultation schedules.

For DOA, FDD and DLF

DOA: Provide consolidated divisional feedback on resubmitted D1.1 and D1.1/D1.5 packages; confirm reviewers and dates for the remaining items in the Master Deliverables Matrix.

FDD: Provide written confirmation of dates for the SOP consultation workshop (May/June 2026 tbc) and KE-16 food safety training; sign timesheets for compliant experts.

DLF: Following the priority document schedule (**Annex B**); provide specific, actionable comments; nominate divisional leads for each joint review session.

For the Firm / Team Leader

Re-engage the firm's National Expert for face-to-face engagement with FDD.

Resubmit a tightened Contract Amendment justification linking each additional person-month to specific, measurable institutionalisation milestones.

Rebuild the PowerBi to align with the revised Master Deliverables Matrix.

Continue brief, impact-focused monthly progress reports to PMU and quarterly reports to the World Bank.

W. W. Ellis (KE-1)

SC3.1 Team Leader

SPS Project - SEARECC Sub-component 3.1

1 May 2026

Annex A: Mission Itinerary (26 April – 1 May 2026)

Day / Date	Time	Activity	Venue
Sun 26 Apr	13:05 arr.	Travel day Bangkok → Vientiane; airport transfer; hotel check-in (W Hotel); evening preparation with Project Director	VTE / Hotel
Mon 27 Apr	09:00–11:30	Meeting with DLF: review of outstanding deliverables; 12-stage QC and feedback tracking matrix; priority documents and consultation workshop schedule	DLF
Mon 27 Apr	14:00–16:30	Meeting with FDD: Dr Viengxay and Mr Chansay; status of FDD SOP revisions; consultation workshop and training planning	FDD
Tue 28 Apr	09:00–11:30	Review and finalisation of updated SPS project metrics and PowerBI dashboard	DOA Coordination Office
Tue 28 Apr	13:30–17:00	World Bank 6th Implementation Support Mission: Sub-component 3.1 (project status, ISO 17025, Contract Amendment, e-Phyto)	World Bank Office, Ground Floor Conference Room
Wed 29 Apr	09:00–12:00	Meeting with DOA: review of progress on resubmission of DOA deliverables (D1.1 and D1.1/D1.5)	DOA, MAE
Wed 29 Apr	13:30–17:00	Internal working session: Project Director and Deputy Team Leader; Master Deliverables Matrix; ISM presentation finalisation	SPS Local Office
Thu 30 Apr	09:00–11:30	Wrap-up of KE-1 / Project Director mission with DOA team (Dr Viengphet, Dr Singh, Mr Khampasong, KE-2, Dr Pana / PMU)	DOA Coordination Office
Thu 30 Apr	14:00–17:00	World Bank ISM Wrap-up Meeting	MPWT, Meeting Room No. 3
Fri 1 May	10:30 dep.	Departure VTE → BKK	VTE

Annex B: DLF Priority Documents Schedule (agreed 27 April 2026)

Priority Document	DLF working window	DLF Responsible Division(s)	Feedback to firm for revision	Resubmit to DLF	Consultation workshop
D2.2 Animal Health Certificate: DLF Feedback Summary	4–15 May	Veterinary Division + DLS	18–22 May	25–29 May	6–17 July
D2.2 Animal Quarantine Certificate: DLF Feedback Summary	4–15 May	Veterinary Division + DLS	18–22 May	25–29 May	6–17 July
D2.2 Vaccination Certificate: DLF Feedback Summary	4–15 May	Veterinary Division + DLS	18–22 May	25–29 May	6–17 July
D2.2 Primary Animal Product: DLF Feedback Summary	4–15 May	Veterinary Division + DLS	18–22 May	25–29 May	6–17 July
D2.2 Farm Inspection Certificate: DLF Feedback Summary	18–22 May	DLM + DLS	25–29 May	2 May – 5 Jun	6–17 July
D2.3 Market Access: DLF Feedback Summary	4–15 May	Veterinary Division + DLS	18–22 May	25–29 May	6–17 July
D2.1 Gap Assessment for Animal Health: DLF Feedback Summary	18–22 May	DLF (relevant divisions)	25–29 May	2 May – 5 Jun	20–24 July
D5.1 Farm Inputs Registration: DLF Feedback Summary	25–29 May	DLM + DLS	2 May – 5 Jun	8–12 Jun	20–24 July

Abbreviations: DLF = Department of Livestock and Fisheries; DLS = Division of Legislation & Standards; DLM = Division of Livestock Management; DVS = Division of Veterinary Services; AFS = Animal Feed Standards and Analytical Center; NAHL = National Animal Health Laboratory.

Annex C: DOA Annual Action Plan vs Firm Deliverables

Sub-component/Activity	Implementing agency	Donor code	Implementing Partner	Description	No	Document name	Status
3.1.1.5.4	DOA/PAEO/POD	1	SPS firm (A2.10)	Consultation on draft streamlining agricultural export/import business processes (permits/licenses)	D5.2	Updated SOP for registering the traders and processors as national exporter of agricultural products for export	Pending
					D1.4.3	SOP for Export Inspection and Certification of Plants and Plant Products	Pending
3.1.1.5.28	DOA/POD/SD/AM	1	SPS firm (A3.5)	Consultation on simplifying registrations of critical farm inputs, farms, traders to the exporting	D6.1.1	Gap Assessment for Registration System for Crop Production Areas and Critical Inputs	Submitted
					D6.1.3	SOPs for streamlining of registration of crop production areas.	Pending
					D6.1.2	SOP for Registration of Critical Inputs (Seed Businesses, Fertilizer, Pesticides)	Completed for Seeds only (other inputs added end April to scope)
3.1.1.5.32	DOA/TA	1	SPS firm (A3.2; A3.3)	Consultation on the draft streamlined SOP for registering the traders as national exporters of plant products for export (including criteria of eligibility)	D5.2	Updated SOP for registering the traders and processors as national exporter of agricultural products for export	Pending
3.1.1.5.34	DOA/TA	1	SPS firm (A3.5)	Consultation and training on the application of a streamlined audit procedure, NCR report template, and action plan of the crop farms entities for the relevant government staff	D5.3	SOP for Audit of Individual Farm Entities to Maintain QA, GAP Lao PDR	Drafted, checklists available for translation
3.1.2.5.1	DOA	1	SPS firm (A4.8; A6.4; D5.7)	Consultation on the application of plant health regulation and market access management compliance	D1.3	SOP for Market Access Negotiation for Crops and Crop Products	Pending
					D5.5	SPS Frameworks: Comparative Analysis and Roadmap for Lao PDR	Under TL review for resubmission
					D6.6.1	Model Regulation for Handling and Enforcement of Non-Compliance	Resubmitted
					D6.6.2	Model Regulation for Risk-based Inspection Procedures	Resubmitted
3.1.2.5.9	DOA	1	SPS firm (A1.5; A4.8)	Workshop, Consultation and Training SOPs to improve border clearance for plant quarantine	D1.12	Guideline and SOP for Risk-Based Phytosanitary Inspection	Main report revised, ready for resubmission. Annex 1 and 2 available for translation)
					D5.9	Guidelines for Fee-based Testing Services and Customer Service Standards	Pending
3.1.2.5.26	DOA	1	SPS firm (A4.8)	Consultation on e-Phyto certification system	D1.1.1	Situation Report and Gap Assessment for Issuance of Phytosanitary Certificates	Resubmitted, ExSum to be revised. Annexes A-D list forms and checklists- now need to locate the forms (not in Dr Singh's drive)
					D1.1.3	Gap Assessment of ePhyto System	Resubmitted
					D1.4.1	SOP for Issuance of Phytosanitary Certificates in Laos for Exports to China Thailand and Vietnam	Under TL review
					D1.5	Pre-condition for Setting up a Functional E-Phyto System (merged with D1.1.3)	Resubmitted
3.1.2.5.27	DOA	1	SPS firm (A4.8)	Training on e-Phyto certification system	D1.1.1	Situation Report and Gap Assessment for Issuance of Phytosanitary Certificates	Resubmitted, ExSum to be revised. Annexes A-D list forms and checklists- now need to locate the actual forms (not in Dr Singh's drive)
					D1.4.1	SOP for Issuance of Phytosanitary Certificates in Laos for Exports to China Thailand and Vietnam	Submitted, under TL Review
					D1.4.2	Training Manuals to Meet SPS Requirements of Potential Export Countries & Curricula	Pending
					D1.4.4	Manual for Generic System for Phytosanitary Export Inspection	Pending
					D1.4.5	End User and SysAdmin Manual for National Database System (NPD)	Submitted

Annex D: World Bank ISM Key Metrics (as presented 28 April 2026)

C.1 Sub-component 3.1 Budget Position

Category	Amount (USD)
Total allocated budget	\$6,000,000
Actual expenditure to date	\$2,800,000
Committed (consulting services)	\$1,200,000
Uncommitted balance	\$1,900,000

D.2 Activity and Deliverable Progress

Indicator	Value
Activities planned (FY2025–26, 5 partner agencies)	114
Activities completed in Q1 2026	14 (PRA training and inspector capacity)
Contractual deliverables submitted by the firm	27 (60% of contracted outputs)
Deliverables formally approved by IAs	4
Expert days utilised	67% of allocation
Total participants reached	5,908 (inspectors, border agents, farmers)

D.3 Export impact (target provinces: Vientiane, Luang Namtha, Bokeo, Oudomxay, Champasak)

Year	Export value (USD)
2023	\$217.9 million
2025	\$339.2 million

D.4 Contract Amendment

Item	Detail
Date submitted	December 2025
Period pending	4+ months as at 28 April 2026
Value	\$271,000
Additional expert time	17 person-months
Purpose	Pivot from generation of normative documents to socialisation / institutionalisation of deliverables

D.5 e-Phyto Roadmap

Milestone	Target
Beta deployment (code lock)	Q2 2026
V1 phased rollout to 5 provincial border checkpoints	Q3–Q4 2026
First live commercial e-Phyto certificate (cassava to Thailand / China via IPPC GeNS)	Q3 2026
Ministerial Declaration recognising electronic certificates	Minister's desk by end-May 2026