

Piteå, August 2018

09 participants from An Giang



Mrs. Dinh Thi Viet Huynh
Secretary of Chau Thanh
District Party Committee



Mrs. Pham Ngoc Xuan
Director of An Giang – Sweden
Project Management Unit



Mr. Tang Phu An
Director of An Giang
Department of
Science and
Technology



Mr. Chau Van Ly
Chair man of An Giang
Farmer's Association



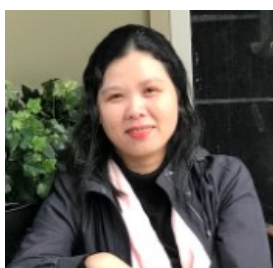
Mr. Nguyen Dien Tan
Deputy Director of An
Giang Department of
Finance



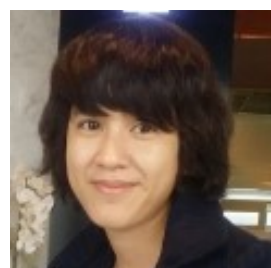
Mr. Cu Minh Trong
Deputy Chairman of
Chau Thanh district
People's Committee



Mr. Nguyen Cong Kha
Director of An Giang
BioTechnology Center



Ms. Trinh Thi Kim Vo
Coordinator
An Giang – Sweden
Project Management Unit



Ms. Nguyen Minh Trang
Official of An Giang
Department of Agriculture
and Rural Development

1. Date: August 13, 2018



- **In the morning:** Starting meeting at 08:30
- **Participants:** Piteå: Bo Wiberg, Åsa Wikman, Göran Dahlén, Jan Dahl, Helena Karlberg, and 9 members from An Giang
- **Content of the meeting:**
 - 8:30: Self-introduction of new comers from An Giang
 - 8:50: Got through agenda
 - 9:00: Got through activities for project group meetings
 - 9:10: Informed agenda of MC meeting
 - 9:20: Discussion on communication plan of the project and communication plan for the decided Action plan:
 - + The content of the action plan will be elaborated by reponsible units, submitted to the provincial People's Committee for approval and the Department of Finance will appraise and provide funding for implementation. On the other hand, each department and unit in charge of the action plan need to submit detailed cost estimation to PPC (Integrated into annual plan), then Financial Department will review and arrange budget.
 - + The main responsible person for communication plan: Mr. Tran Truong Giang (IT center, Mr. Cu Minh Trong (Chau Thanh district) and Kim (PMU) will be involved in communication plan of the project.
 - + Notice of interview with the media on Wednesday morning (10 am)
 - Review: Plan well, but need practical implementation and have the primary responsible who connect with Helena Karlberg for Piteå side support when needed. In addition, a progress report will be available in December.
 - 9:45: Tea Break
 - 10:10: Report on what have done and need to be done in the project: Mrs. Pham Ngoc Xuan

- 10:30: Report of the updates in the Center for Biotechnology: Mr. Nguyen Cong Kha
- + Report on guiding students of An Giang University to practice in the center (study tour for students).
- + The activities of the focus of the center.
- The Piteå felt very impressed on An Giang Biotech center.
- 10:45: Action plan of 2018.
- 11:00: Having lunch (Lemon tree restaurant)
- **In the afternoon: Start at 1:00 pm**
- Detail contents
 - Discussed about online meeting between An Giang and Grans:
 - Piteå's side: Groups include young farmers, agricultural school students, and students. Group of students in An Giang need English and motivation to participate. The meetings will exchange experience, knowledge, culture, cultivation, ...
 - Depending on age, there are different ways of communicating. The project team will play a guiding role. Similarities in age groups of students-students participated: 15-30 years old. This idea can be separated into an internal project to apply for funding.
 - Proposing to communicate through the media such as: Homepage, Facebook, ... and need to plan, specific content for the meeting. The focus should also be on enhancing the interests of farmers and participants.
 - Generated online meeting facilities in Biotech center: about 200 million Vietnam dong. Biotech center will make estimated budget and implementation plan, and then send to Department of Finance for getting funding.
 - In the beginning, the Center will use Skype business but in the end, we still have to invest a secure, stable, reliable system to connect.
 - There also should be similarities between the two groups: enterprise, rural development,...
 - Mr. Tang Phu An – Director of Science and Technology committed to complete the detailed implementation plan for the online meeting, competition and workshop by November 15th 2018.

* Conclusion of the day: We had good meeting. Detailed agenda of project group, MC meeting and Mr. Bo Wiberg – project leader, informed site visits clearly. All of participants were eager to give comments to contribute for implementation.

2. Date: 14/8/2018 (project group: PG)



- Participants: An Giang group, Jan Dahl, Bo, Åsa Wikman, Göran Dahlén.
- In the morning:
 - 8:47: Review of notes of meeting on 13/8/2018.
 - 8:55: Presentation of Göran Dahlén on ICLD project for young generation
- We discussed:
 - + We (PG) can develop new ideas to a new project for young generation. We should start with small group from BioTech center and Grans; focus on age 15-25. After having success with small group, we can expand with other groups.
 - + We also have exchange tours in Piteå and An Giang. However it is for a small group due to limited budget.
 - + Mr. Chau Van Ly suggested increasing age group to 35. According to ICLD project, it can be older than 25 but not over 30 and each side have to finance the beginning of the process.
 - + Available Youth organization in both side can be apply for new project, if not, we will form a new one.
 - + Each side will have project leader who is responsible for set up a simple communication system for students as well as build up project proposal.
 - + This will be decided by MC members and if they all agree, both side will prepare and will work together for writing new project in December. Next year (March) we can present content of the proposal to MC members when we meet in An Giang.

- 9:30: Tea break
- 10:26: Evaluation report
 - + Each side has one main person responsible for the report. From Piteå side is Göran Dahlén and from An Giang is Mrs. Pham Ngoc Xuan.
 - + Content of the report will focus on activity plan annually. We will mark the result by color (green, orange, yellow, red). In addition, for each activity, we will have detailed comments and show linked documents.
 - + We also focus on core areas of ICLD so each year we should give comments on every activity and fingers. In the end of the project, we will have available indicators and fingers for evaluate
 - + Mrs. Dinh Thi Viet Huynh suggested adding 2 columns: 1 for “result” that contains linked documents and 1 for “evaluation”. Therefore, it will be clear and informative.
 - + An Giang side will discuss to each other about what issues/subjects that they need help from Piteå side, then PMU will send these information to Mr. Bo Wiberg later.
- Some objectives of the action plan should need to be adjusted due to real situation. MC members from An Giang suggested that in specific objectives for increase renewable energy production and energy products, we remove “The ratio of straw collected for energy production, 15%” and adjust “Ratio of rice husk to be collected for rice husk production and other energy products, 50%, into Ratio of rice husk to be collected for rice husk production or other energy products, 50%.
- **Visit local beer factory**
(Göran Dahlén, Åsa Wikman, Staffan Wikman, An Giang group)



Date: 15/8/2018: Agricultural fair



*** In the morning: An Giang group, Jan Dahl, Åsa Wikman, Brith Fäldt, Helena Karlberg, Göran Dahlén**

- Agricultural products
- Agricultural machines
- Demonstration of agricultural machines

*** In the afternoon: An Giang group, Jan Dahl, Åsa Wikman, Brith Fäldt, Helena Karlberg**

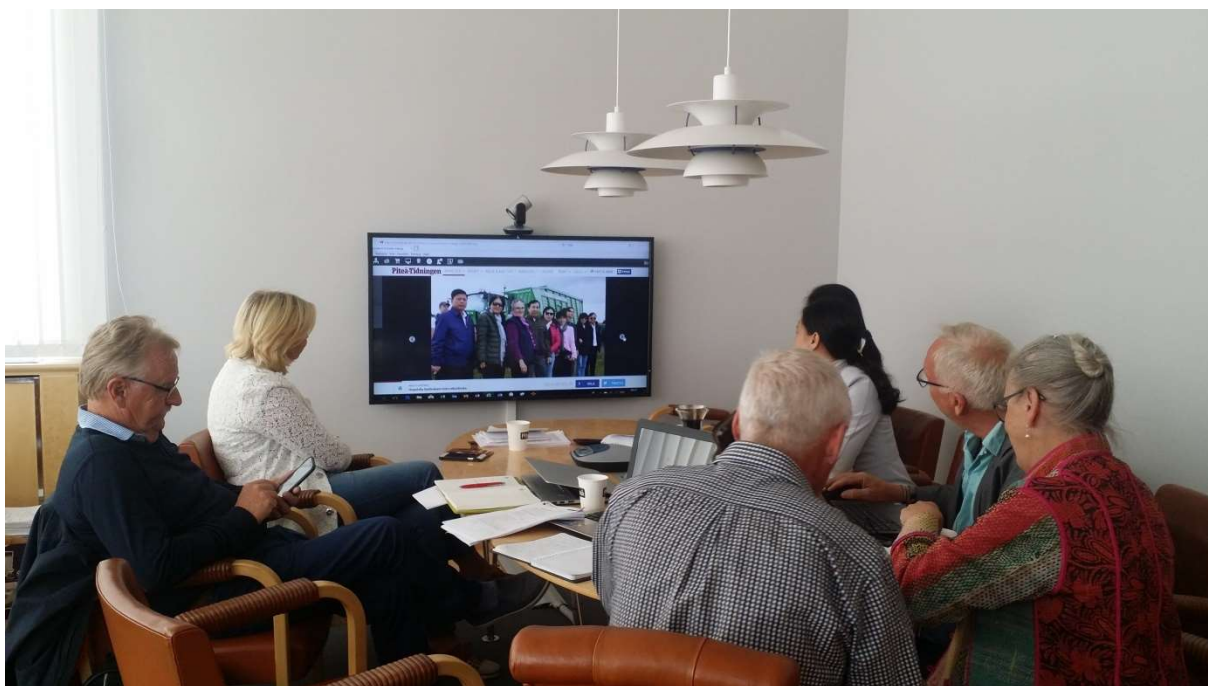
- Visit Sunpine company



- Visit Lindbäcks company

Date: 16/8/2018:

*** Monitoring committee meeting: Minute of meeting**



- Participants: Brith Fäldt, Jan Dahl, Åsa Wikman, Bo Wiberg, Göran Dahlén, Pham Ngoc Xuan, Dinh Thi Viet Huynh, Kim

(Absence: Mrs. Nguyen Thi Van Ha (could not connect to Mrs. Nguyen Thi Van Ha), Mr. Anders Lundkvist (had to solve the important issue), Mr. Lam Quang Thi (changed position))

- Contents:

+ Summary of what have been discussed in project group meetings.

- Important changes:

Communication plan of the project: In March, we decided that Department of Information and Communications would be in charge of whole communication plan (Mr. Giang - Director of Informatics Center). However, PMU (Ms. Kim) is responsible for brochures/flyers and now Mr. Cu Minh Trong – VC of Chau Thanh district People’s committee, he support for making video clips of the project and IT center is responsible for website and uploading news. So Mr. Tran Truong Giang, Mr. Cu Minh Trong and PMU will be involved in communication plan of the project. The main contact is Kim from PMU.

Demonstration programs: Due to limited of budget from An Giang. We had internal meeting among MC members (Mrs. Pham Ngoc Xuan, Mrs. Dinh Thi Viet Huynh), Chau Thanh district and Biotech center in PMU. We discussed difficulties and decided that:

- (1) Chau Thanh district People’s committee will support for demonstration programs on collecting rice straw, mushroom cultivation and incubating rice straw with urea for cow feeding.
- (2) Biotech Center will support machine for collecting rice straws and will conduct technical trainings for participants in demonstration programs.
- (3) PMU support for organizing technical trainings and wrap-up workshop of demonstration programs.
- (4) All programs will be implemented in Chau Thanh district.

+ Göran Dahlén presented summary of ICLD young generation project and evaluation outline, including ideas/suggestions from project members through the last meetings (participants in young group, age groups, subjects, management, etc)

*** What is needed to be decided by MC members and they agreed that:**

1. Evaluation report: Piteå’s side: Göran Dahlén, An Giang’s side: Mrs. Pham Ngoc Xuan.
2. Agreed on the ideas for new project focus on young generation but it will needed to discussed and worked in detail together in December.
 - ✓ Regarding to this, each partner will finance the start for itself and we will start with small group through easy communication: email and Skype.
 - ✓ Responsibility of writing new project proposal: Piteå’s side: Bo Wiberg, Göran Dahlén and An Giang’s side: Trinh Thi Kim Vo, Nguyen Cong Kha, Nguyen Minh Trang/Dinh Viet Luan. The new proposal will linked to current project. We will have the same MC members for both projects.
 - ✓ Each side will have grown up project leader and from An Giang side: Kim is suggested.
 - ✓ Communication and young group will be in function by Christmas and the outline for application will be presented in the next MC meeting in An Giang (2019).

3. Date of visit in December 2018 in An Giang: 10 -14/2018: We will discuss more in detail about agenda and meeting place.

4. An Giang side will prepare for information and data of update on today's situation in An Giang province concerning growth from 2011 in different areas. This content also will be discussed more in December 2018 in order to prepare for the next MC meeting in 2019.

- **Comments:** An Giang's side selected members for this trip, including Financial department, politician from farmers association, officials staff of Biotech center, science and Technology, Agriculture.

* Other members had study tour in Piteå Science park (Tang Phu An, Nguyen Cong Kha, Nguyen Dien Tan, Chau Van Ly, Cu Minh Trong, Nguyen Minh Trang, Helena Karlberg)

5. Date: 17/8/2018: Wrap-up meeting in Piteå Science park



- **Participants:** An Giang group, Brith Fäldt, Bo, Goran, Åsa Wikman, Helena Karlberg

- **Contents:**

+ **Summary result of MC meeting**

New idea for young generation project needs to be discussed more in detail when we meet in An Giang in 12/2018.

Göran Dahlén presented a new idea of proposal on young generation: Management, target groups. We will use the same MC members and have a different project group. It is important to start with a small group of students (5 – 15 people) and establish a simple communication platform (email, skype) from Piteå and Biotech center in An Giang, age range: 15-30 year olds.

This is also in the line of agenda 2030 of Piteå Municipality. Subject will focus on sustainable rural agriculture development and start-up from green innovation idea of young generation. This a long process: Preparation for communication, writing project proposal, etc. Project proposal will be discussed in 12/2018 in Viet Nam and will be presented in MC meeting in March 2019.

+ **Agenda for 12/2018 in An Giang:**

The date of next visit in An Giang is from 10-14/12/2018. Detail activities will be discussed through email. For communication plan: An Giang side will contact with Helena Karlberg so that she can support An Giang side.

+ Mrs. Dinh Thi Viet Huynh stated that An Giang side would prepare for ideas for young generation project. During departure flights to Vietnam, they will discuss more and if there are new ideas, they will be sent to Kim.

+ Prof. Jan Dahl and Prof. Nguyen Thi Van Ha will have meeting in order to discuss on activities in “Support activity’s for rice waste to energy. Building capacity on utilization and management rice biomass, renewable energy, increase of value chains of agricultural products and agricultural green products”.

+ When we meeting in December 2018, we also will discuss on workshops with focus in establish network between entrepreneurs in Piteå and An Giang organized by Piteå Science Park.

+ **Reflections**

Mr. Nguyen Dien Tan: He had some comments as followings:

- The wrap-up meeting is different from wrap-up meeting in Vietnam.
- Piteå side held very carefully and assigned specific tasks to each member
- Time for pick-up, lunch, tea break, and free time were reasonably distributed.
- He was appreciate the enthusiasm of the Piteå project members. Despite busy work but Piteå friend still took time to bring us go shopping.

Mr. Chau Van Ly:

- Impressions of professionalism in the way Piteå’s group organize and work.
- In Piteå Science park, people/business just need ideas, then they will be supported (knowledge, advices, guidance, bank, etc).
- We can copy idea of collecting food and post to social networks. That can be useful for promoting tourism
- Business in Piteå: You ensure environmental sustainability; utilize by-products and wastes to produce a lot of products. He hopes we can do like that with rice value chain in An Giang and to do that, we need support from Piteå’s side.

+ Visit RISE ETC: Helena Karlberg, Åsa Wikman, Göran Dahlén, Bo, An Giang group



Evaluation outline:

Activities	How	When	Indicators	Assessment						Comments
				result/progress (with linked documents)	Assesment	Equity/inclusion	Transparency	Possibility to demand accountability	Citizen participation	

Green = Activities and objectives fulfilled

Yellow = Activities and objectives nearly fulfilled

Orange = Some of the activities and objectives are fulfilled

Red = Activities and objectives are not fulfilled

Activity plan in 2018

(☑: Done; ☒: Undone)

1. Support implementation of action plan						
Activities	How	When	Indicators	Verification	Result	Comments
Establish the executing board and steering committee of action plan implementation	Mobilize the team member	2018	1 committee	Documentation	☑	Integrated into the Steering committee of the cooperation program between An Giang and Sweden
Organize workshops for kick up	Workshop	2018	20 people	Documentation	☑	Integrated into Meeting among Steering Committee's members and key departments on 23/3/2018 at PPC
Organize the training workshop on action plan implementation skills for key department participants and politicians	Training and discussions	2018	15 participants	Minute of the meeting	☑	Conducted meeting on 22/6/2018 at Environment and Natural resources Departmen
Annual meetings for experience exchange in Sweden on project.	Meetings Study visits	2018	4 people from Vietnam	Agenda, Report	☑	09 participants including 07 project members + 02 MC members: August 13 th to 17 th , 2018
Annual meetings/workshops for experience exchange in An Giang on project	Meetings Study visits	2018	4 people	documentation	☑	22-23/3/2018 in An Giang * December 10-14th, 2018: Piteå's project members will visit An Giang for working on the project

Form communication programs (brochures, video clips, website, local media, panels,	Involve communication dep. In An Giang and	2018	A communication plan An appointed responsible group	communication plan	<input checked="" type="checkbox"/>	IT center: : in charge of operating and update info for website PMU: in charge of brochures Chau Thanh PC: : in charge of videos (2018: Introduction of efficiency and the spread of the demonstrations in the community, with English subtitles, were aired on Television of An Giang and radio station of Chau Thanh). Piteå Science park: Helena Karlberg gives comments for communication plan
Meeting among executing board members and key departments	Meetings in An Giang	2018	2 times per year	Documentation (agenda and participants)	<input checked="" type="checkbox"/>	01 meetings in March 2018 01 in July 2018
Supporting materials for demonstration programs (forage, mushroom, collecting rice straw) action plan	Materials	2018	03 demonstration programs		<input checked="" type="checkbox"/>	Chau Thanh PC will sponsor 3 demonstration models Biotech Center support straw collector machines
Technical training for two models of growing mushrooms, straw incubation with urea for animal feed	2018	2 classes/year			<input checked="" type="checkbox"/>	The Center for Biotechnology will conduct technical training for people participating in the models PMU support cost for implementation

2. Support establishment of cluster network between An Giang BioTechnology Center, Pitea Science park and Grans Competence Center and related organization on utilization and management rice biomass, renewable energy, increase of value chains of agricultural products and agricultural green products						
Activity	How	When	Indicator	Verification		
Establish the target groups		2018	Number of farmers, entrepreneurs, politicians and authorities, technicians, Universities and research centers and students		<input checked="" type="checkbox"/>	Biotech Center + PMU set up target groups
Support organize the study tours to Biotechnology Center in An Giang		2018	2 times per year for all targets		<input checked="" type="checkbox"/>	01 done: Received and instructed students of An Giang University for internship

Organize distance meetings with Grans Competence Center / Piteå Schools *focus on Chau Thanh district and the exchange of experience in local democracy, culture among the young generation		2018	1 time per year for high school students		<input checked="" type="checkbox"/>	Discussed on how to implement in Piteå during project group meetings. * Besides, Biotech center will finish implement plan for innovation competition and Workshops with focus in establish network between entrepreneurs by 11/2018
Annual meetings for experience exchange in Sweden on project	Meetings Study visits	2018	2 people		<input checked="" type="checkbox"/>	August 13 th to 17 th , 2018
3. Support activity's for rice waste to energy. Building capacity on utilization and management rice biomass, renewable energy, increase of value chains of agricultural products and agricultural green products						
Activities	How	When	Indicators	Verification		
		(2019-2020)				
4. Supporting activities						
Other: Steering group						
Annual meeting of the Steering group in Piteå		2018		MoM	<input checked="" type="checkbox"/>	on 15/8/2018 in Piteå
Annual meeting of the Steering group in An Giang		2018		MoM	<input checked="" type="checkbox"/>	on 23/3/2018 in Long Xuyen