The five years Country Programme Support Agreement between the Swedish International Development Cooperation Agency (Sida) and IUCN Viet Nam, signed in 2004, defines the key element of the relationship.

Extracts of the Agreement are provided below:

ARTICLE 1 SCOPE AND OBJECTIVES OF THE AGREEMENT

The objectives of the Programme Support Agreement (hereafter called the Project or CPSA) are (1) to work in close partnership with Government and civil society organisations, communities and relevant partners and stakeholders; (2) to develop a long-term collaborative relationship for capacity building; (3) to adopt an integrated approach of participatory conservation and development, sustainable use and management of natural resources for poverty alleviation; and (4) to provide opportunities to increase environmental awareness raising and advocacy work at all levels, and to envisage a more flexible and appropriately participation in advisory and facilitation with key partners in compliance with international conventions.

ARTICLE 3 UNDERTAKINGS BY IUCN VIETNAM

IUCN Vietnam undertakes:

1. to plan, implement and monitor this CPSA.

2. to provide the necessary professional and administrative support, personnel services and any other resources required for a successful implementation.

3. to ensure that administration and internal control of project resources are adequately carried out.

4. to cooperate with other components of the Environmentally Sustainable Development Programme under MPI coordination.

ARTICLE 6 ENVIRONMENTAL IMPACT

The environmental impact of the project will be followed up during the Annual Review Meetings between the Parties.
ARTICLE 7  PLANNING, REVIEW, REPORTING AND EVALUATION

1. An **Annual Review Meeting** shall be held no later than 15 December every year. The Parties shall agree on the forms and frequency of Intermediate Review Meetings. **Agreed Minutes** shall be prepared and signed within one week after a Review Meeting is closed.

2. An **Annual Progress Report** including an **Annual Work Plan** and an **Annual Financial Report** shall be submitted to Sida no later than 45 days after the end of the financial year. The report shall be based on the statement of accounts and cover revenue and expenditure and compared to budget for the entire operation including all sources of financing. Intermediate financial reporting routines shall be agreed between the Parties taking into account, that an approved financial report is a requirement for disbursements under the provisions of Article 8.

3. Sida shall report to IUCN Vietnam on all relevant **transactions by Sida** in the project/programme. This shall be submitted no less than 14 days before the Financial Report from IUCN Vietnam is due.

4. A **Completion Report** shall be submitted to Sida in draft no later than 45 days before the Final Review Meeting. After joint consideration of the draft, the report shall be amended and finalised and submitted to Sida within 45 days of the meeting. If the Final review Meeting is for some reason not to be held, the Draft Completion Report shall be submitted to Sida no later than February 15, 2008 and the Final Completion Report within 45 days of receiving comments.

Further information on contents and format is provided in Sida's Guidelines for Planning, Reporting and Audit, which shall be distributed to IUCN Vietnam by Sida and be available at www.sida.se/partnerpoint.

IUCN Vietnam shall promptly inform Sida and MPI if reports and plans can not be submitted as agreed. Annual Review Meetings will not be held and new funds will not be disbursed until the required documents have been received.

Irrespective of agreed reporting routines, the parties shall promptly inform each other if a situation arises that makes it likely that the Project will not be carried out as agreed.

IUCN Vietnam shall provide Sida with any other information regarding the Project that Sida may reasonably request and shall enable Sida representatives to visit project locations and inspect property, goods, records and documents. IUCN Vietnam shall retain all records for 10 years from the last disbursement by Sida. IUCN Vietnam Office shall co-operate with assist Sida and MPI in the performance of follow-ups and evaluations of the impact of the Project. The obligations of IUCN Vietnam in this respect shall apply also to previously agreed support provided by Sida to the Project.
ARTICLE 12 REFERENCE TO OTHER AGREEMENTS

Cooperation between the Parties under this Agreement is also governed by:


- agreement between the Government of Sweden and the Government of the Socialist Republic of Vietnam on Development Cooperation 1 March 2004 – 31 December 2006; and


- any agreement that may replace or amend the said agreements.