

Date of meeting: 18 September 2013

Place of meeting: Hanoi, Viet Nam

**Joint Committee of the Joint Crediting Mechanism
between Viet Nam and Japan
First Meeting**

Meeting Report

Organizational matters

Adoption of the agenda

The Joint Committee (JC) of the Joint Crediting Mechanism (JCM) adopted the agenda of the meeting.

Introduction of JC members and appointment of Co-Chairs

The JC members and other representatives from the Vietnamese side and the Japanese side introduced themselves.

The Vietnamese side appointed Dr. Tran Hong HA, Vice Minister of the Ministry of Natural Resources and Environment and the Japanese side appointed Mr. Hideo Suzuki, Minister of the Embassy of Japan in Viet Nam to serve as the Co-Chairs of the JC.

Table: Attendance

JC Members from Vietnamese side	
Mr. Tran Hong HA	Ministry of Natural Resources and Environment
Mr. Pham Van TAN	Ministry of Natural Resources and Environment
Ms. Tran Thi Minh HA	Ministry of Natural Resources and Environment
Mr. Tran Anh DUONG	Ministry of Transport
Mr. Pham Manh CUONG	Ministry of Agriculture and Rural Development
Mr. Tran Dinh THAI	Ministry of Construction
Mr. Le Viet CUONG (alternate)	Ministry of Industry and Trade
Mr. Le Quang THANH	Ministry of Science and Technology
Ms. Dang Thi THUY (alternate)	Ministry of Finance
Mr. Nguyen Tuan ANH	Ministry of Planning and Investment
JC Members from Japanese side	
Mr. Hideo SUZUKI	Embassy of Japan in Viet Nam
Mr. Koji HACHIYAMA	Ministry of Economy, Trade and Industry

Mr. Yuji MIZUNO	Ministry of the Environment
Mr. Michio DAITO	Embassy of Japan in Viet Nam
Ms. Chiaki MATSUMOTO (alternate)	Ministry of Foreign Affairs
Mr. So KAWAHARA (alternate)	Forestry Agency

* The names of members present at the meeting are in bold print above.

Attendance

The JC approved attendance of observers at this JC meeting and the Co-Chairs introduced the observers.

Establishment of the JCM secretariat

The JC established the JCM secretariat. The Japanese side nominated Mitsubishi UFJ Research and Consulting Co., Ltd. for serving as the JCM secretariat from the Japanese side. The Vietnamese side announced that it appointed five staff members from the Ministry of Natural Resources and Environment to serve as the JCM secretariat from the Vietnamese side. Members of the JCM secretariat are as follows:

Japanese side:

1. Mitsubishi UFJ Research and Consulting Co., Ltd.

Vietnamese side:

1. Mr Le Ngoc TUAN, Director, Science, Technology and International Cooperation Division, Department of Meteorology, Hydrology and Climate Change, Viet Nam Ministry of Natural Resources and Environment;
2. Mr Luong Quang HUY, Science, Technology and International Cooperation Division; Office of National Climate Change Committee, Department of Meteorology, Hydrology and Climate Change, Viet Nam Ministry of Natural Resources and Environment; and
3. Ms Pham Thi Tra MY, Science, Technology and International Cooperation Division, Department of Meteorology, Hydrology and Climate Change, Viet Nam Ministry of Natural Resources and Environment.

Rules and guidelines

JCM Project Cycle Procedures

The JC considered the draft “Joint Crediting Mechanism Project Cycle Procedure” and related forms and decided to continue considering the document.

JCM Guidelines for Developing Proposed Methodology

The JC considered the draft “Joint Crediting Mechanism Guidelines for Developing Proposed

Methodology” and decided to continue considering the document.

JCM Guidelines for Developing Project Design Document and Monitoring Report

The JC considered the draft “Joint Crediting Mechanism Guidelines for Developing Project Design Document and Monitoring Report” and decided to continue considering the document.

JCM Guidelines for Designation as a Third-Party Entity

The JC considered the draft “Joint Crediting Mechanism Guidelines for Designation of a Third-Party Entity” and decided to continue considering the document.

JCM Guidelines for Validation and Verification

The JC considered the draft “Joint Crediting Mechanism Guidelines for Validation and Verification” and decided to continue considering the document.

JCM Glossary of Terms

The JC considered the draft “Joint Crediting Mechanism Glossary of Terms” and decided to continue considering the document.

Other matters

The Japanese side introduced the JCM feasibility studies, incentive scheme and model projects being conducted in Viet Nam.

Conclusion of the meeting

JC took note of the steps to be taken; the guidelines should be further considered by the Vietnamese side internally and at Governmental level in a prompt manner, and then, discussed between Vietnamese and Japanese secretariat for their adoption. The Co-Chairs gave closing remarks and closed the meeting.