



LAO PEOPLE'S DEMOCRATIC REPUBLIC
Peace Independence Democracy Unity Prosperity

Ministry of Foreign Affairs

00565
No: /MOFA.3.2
Vientiane, 24 April 2025

Dr. Alphonse PLUQUAILEC
President of SFL in France
E-mail: sante.france.laos@wanadoo.fr
Tel: 030 7776226

Subject: Approval for the project entitled "Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V".

Dear Dr. PLUQUAILEC,

I am pleased to inform you that the Government of the Lao People's Democratic Republic has approved the project entitled "Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V", to be implemented in Vientiane Capital, Luang Prabang and Champasak Province, with a total budget of 500,000 EUR (Five hundred thousand Euro only), effective from the date of approval to 31 December 2029.

Please accept, Dr. PLUQUAILEC, the assurances of my highest consideration. 2.



Moukdavanh SISOULITH
Director General

Department of International Organizations



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ
ສັນຕິພາບ ເອກະລາດ ປະຊາທິປະໄຕ ເອກະພາບ ວັດທະນະຖາວອນ

ກະຊວງການຕ່າງປະເທດ

ເລກທີ: 02147/ຕປທ.ຈສກ

ນະຄອນຫຼວງວຽງຈັນ, ວັນທີ 17 ເມສາ 2025

ຂໍ້ຕົກລົງ

- ອີງຕາມດໍາລັດນໍາຍົກລັດຖະມັນຕີ ສະບັບເລກທີ 013/ນຍ, ລົງວັນທີ 08/01/2010 ວ່າດ້ວຍອີງການຈັດຕັ້ງສາກົນທີ່ບໍ່ສັງກັດລັດຖະບານ.
- ອີງຕາມໜັງສືສະເໜີຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 974/ກປ, ລົງວັນທີ 06 ສິງຫາ 2024.
- ອີງຕາມສະໂນດນໍາສິ່ງ MOU ສະບັບປັບປຸງໃໝ່ຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 814/ຫກ, ລົງວັນທີ 24 ຕຸລາ 2024.
- ອີງຕາມສະໂນດນໍາສິ່ງ MOU ສະບັບປັບປຸງໃໝ່ຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 231/ຫກ, ລົງວັນທີ 25 ມີນາ 2025.

ລັດຖະມົນຕີຕົກລົງອະນຸມັດ

ມາດຕາ 1: ອະນຸມັດຮັບເອົາໂຄງການຊ່ວຍເຫຼືອຈາກອີງການ Sante France Laos ປະຈໍາ ສປປ ລາວ.

ມາດຕາ 2: ລາຍລະອຽດຂອງໂຄງການມີດັ່ງນີ້:

- **ຊື່ໂຄງການ:** "ໂຄງການຮ່ວມມືດ້ານການແພດ-ຜ່າຕັດ ແລະ ດ້ານວິຊາຊີບແພດ, ການຊ່ວຍເຫຼືອ ແລະ ການແລກປ່ຽນເຊິ່ງກັນ ແລະ ກັນ ລະຫວ່າງໂຮງໝໍ, ໄລຍະ 5 ຂອງອີງການ Sante France Laos ປະຈໍາ ສປປ ລາວ (Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V)".
- **ທີ່ຕັ້ງໂຄງການ:** ໂຮງໝໍມິດຕະພາບ, ໂຮງໝໍແຂວງຫຼວງພະບາງ ແລະ ໂຮງໝໍແຂວງຈໍາປາສັກ.
- **ຈຸດປະສົງຂອງໂຄງການ:** ເພື່ອການຮ່ວມມືດ້ານການແພດ-ຜ່າຕັດ ແລະ ດ້ານວິຊາຊີບແພດ, ການຊ່ວຍເຫຼືອ ແລະ ການແລກປ່ຽນເຊິ່ງກັນ ແລະ ກັນ ລະຫວ່າງໂຮງໝໍ ໃນພື້ນທີ່ເປົ້າໝາຍຂອງໂຄງການ.
- **ງົບປະມານຂອງໂຄງການ:** 500,000 ເອີໂຣ (ຫ້າແສນ ເອີໂຣ).
- **ແຫຼ່ງທຶນຂອງໂຄງການ:** Sante France Laos ປະຈໍາປະເທດ ຝຣັ່ງ.
- **ໄລຍະຈັດຕັ້ງປະຕິບັດໂຄງການ:** ເລີ່ມແຕ່ມີ້ອະນຸມັດ ຈົນເຖິງ 31 ທັນວາ 2029.
- **ກົດຈະກຳຫຼັກຂອງໂຄງການ:**



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ
ສັນຕິພາບ ເອກະລາດ ປະຊາທິປະໄຕ ເອກະພາບ ວັດທະນະຖາວອນ

ກະຊວງການຕ່າງປະເທດ

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ຂໍ້ຕົກລົງ

- ອີງຕາມດໍາລັດນໍາຍົກລັດຖະມັນຕີ ສະບັບເລກທີ 013/ນຍ, ລົງວັນທີ 08/01/2010 ວ່າດ້ວຍອີງການຈັດຕັ້ງສາກົນທີ່ບໍ່ສັງກັດລັດຖະບານ.
- ອີງຕາມໜັງສືສະເໜີຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 974/ກປ, ລົງວັນທີ 06 ສິງຫາ 2024.
- ອີງຕາມສະໂນດນໍາສິ່ງ MOU ສະບັບປັບປຸງໃໝ່ຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 814/ຫກ, ລົງວັນທີ 24 ຕຸລາ 2024.
- ອີງຕາມສະໂນດນໍາສິ່ງ MOU ສະບັບປັບປຸງໃໝ່ຂອງກະຊວງສາທາລະນະສຸກ, ສະບັບເລກທີ 231/ຫກ, ລົງວັນທີ 25 ມີນາ 2025.

ລັດຖະມົນຕີຕົກລົງອະນຸມັດ

ມາດຕາ 1: ອະນຸມັດຮັບເອົາໂຄງການຊ່ວຍເຫຼືອຈາກອົງການ Sante France Laos ປະຈໍາ ສປປ ລາວ.

ມາດຕາ 2: ລາຍລະອຽດຂອງໂຄງການມີດັ່ງນີ້:

- **ຊື່ໂຄງການ:** "ໂຄງການຮ່ວມມືດ້ານການແພດ-ຜ່າຕັດ ແລະ ດ້ານວິຊາຊີບແພດ, ການຊ່ວຍເຫຼືອ ແລະ ການແລກປ່ຽນເຊິ່ງກັນ ແລະ ກັນ ລະຫວ່າງໂຮງໝໍ, ໄລຍະ 5 ຂອງອົງການ Sante France Laos ປະຈໍາ ສປປ ລາວ (Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V)".
- **ທີ່ຕັ້ງໂຄງການ:** ໂຮງໝໍມິດຕະພາບ, ໂຮງໝໍແຂວງຫຼວງພະບາງ ແລະ ໂຮງໝໍແຂວງຈໍາປາສັກ.
- **ຈຸດປະສົງຂອງໂຄງການ:** ເພື່ອການຮ່ວມມືດ້ານການແພດ-ຜ່າຕັດ ແລະ ດ້ານວິຊາຊີບແພດ, ການຊ່ວຍເຫຼືອ ແລະ ການແລກປ່ຽນເຊິ່ງກັນ ແລະ ກັນ ລະຫວ່າງໂຮງໝໍ ໃນພື້ນທີ່ເປົ້າໝາຍຂອງໂຄງການ.
- **ງົບປະມານຂອງໂຄງການ:** 500,000 ເອີໂຣ (ຫ້າແສນ ເອີໂຣ).
- **ແຫຼ່ງທຶນຂອງໂຄງການ:** Sante France Laos ປະຈໍາປະເທດ ຝຣັ່ງ.
- **ໄລຍະຈັດຕັ້ງປະຕິບັດໂຄງການ:** ເລີ່ມແຕ່ມີ້ອະນຸມັດ ຈົນເຖິງ 31 ທັນວາ 2029.
- **ກົດຈະກຳຫຼັກຂອງໂຄງການ:**

1. ເປີດຝຶກອົບຮົມດ້ານການຜ່າຕັດແຂ້ວຄາງໜ້າ, ຫູ-ດັງ-ຄໍ, ກວດບັງມະຕິ, ປິ່ນປົວພະຍາດຫົວໃຈ-ເສັ້ນເລືອດ ຢູ່ໂຮງໝໍມິຕະພາບ, ໂຮງໝໍເດັກ, ໂຮງໝໍແຂວງຫຼວງພະບາງ ແລະ ໂຮງໝໍແຂວງຈໍາປາສັກ;
2. ເຮັດການກວດຄັດກອງເອົາຄົນເຈັບເດັກພະຍາດຫົວໃຈ ສົ່ງໄປປິ່ນປົວ-ຜ່າຕັດຢູ່ທີ່ປະເທດຝຣັ່ງ ແລະ ຮັບ ກັບຄືນພ້ອມເຮັດການຕິດຕາມຜົນຫຼັງການຜ່າຕັດ ແລະ ຕິດຕາມຄົນບັນດາເດັກນ້ອຍທີ່ໄດ້ຮັບ ການຜ່າຕັດ ແລະ ປິ່ນປົວໄລຍະຜ່ານມາ.

• ຜູ້ຄຸ້ມຄອງການຈັດຕັ້ງປະຕິບັດໂຄງການ:

- ກະຊວງສາທາລະນະສຸກ ເປັນຜູ້ຄຸ້ມຄອງ ແລະ ຊີ້ນຳມະຫາພາກ.
- ພະແນກສາທາລະນະສຸກ ແຂວງ, ຫ້ອງການສາທາລະນະສຸກເມືອງ ແລະ ຂະແໜງການທີ່ກ່ຽວຂ້ອງ ຂອງ ນະຄອນຫຼວງວຽງຈັນ, ແຂວງຫຼວງພະບາງ ແລະ ແຂວງຈໍາປາສັກ ຮ່ວມກັບອົງການ Sante France Laos ປະຈໍາ ສປປ ລາວ ເປັນຜູ້ຈັດຕັ້ງປະຕິບັດຕົວຈິງ.

ມາດຕາ 3: ກະຊວງ, ອົງການ, ຂະແໜງການ ແລະ ທ້ອງຖິ່ນ ຕ້ອງສົມທົບກັນ ເພື່ອຈັດພິທີເຊັນບົດບັນທຶກຄວາມເຂົ້າໃຈ ນຳກັນກ່ອນຈະດຳເນີນການປະຕິບັດກິດຈະກຳພາຍໃນ 30 ວັນ ຫຼັງຈາກມີລົງລາຍເຊັນຂໍ້ຕົກລົງສະບັບນີ້.

ມາດຕາ 4: ກະຊວງ, ອົງການ, ຂະແໜງການ ແລະ ທ້ອງຖິ່ນທີ່ກ່ຽວຂ້ອງຕ້ອງແບ່ງຄວາມຮັບຜິດຊອບ ຕາມພາລະ ບົດບາດຂອງຕົນ, ຮັບປະກັນໃຫ້ມີການປະສານງານເປັນຢ່າງດີ ແລະ ເດັດຂາດ ໃນການຄຸ້ມຄອງໃຫ້ມີປະສິດ ທິຜົນ ໃນການຈັດຕັ້ງປະຕິບັດໂຄງການທີ່ອະນຸມັດໃຫ້ໄດ້ຮັບຜົນສຳເລັດຕາມຈຸດປະສົງທີ່ວາງໄວ້ ແລະ ສົ່ງ ບົດສະຫຼຸບການຈັດຕັ້ງປະຕິບັດ ປະຈໍາ 3 ເດືອນ, 6 ເດືອນ ແລະ ປະຈໍາປີ ໃຫ້ກະຊວງການຕ່າງປະເທດ ແລະ ພະແນກການຕ່າງປະເທດແຂວງ.

ມາດຕາ 5: ຂໍ້ຕົກລົງສະບັບນີ້ ມີຜົນສັກສິດນັບແຕ່ມີລົງລາຍເຊັນເປັນຕົ້ນໄປ.



ໄມທອງ ທຳມະວົງສາ

ບ່ອນນຳສົ່ງ:

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|--------------------------------------|--------------|
| 1. ຫ້ອງວ່າການສຳນັກງານນາຍົກລັດຖະມົນຕີ | 1 ສະບັບ |
| 2. ຫ້ອງວ່າການ 3 ແຂວງເປົ້າໝາຍ | 1 ສະບັບ/ແຂວງ |
| 3. ກະຊວງສາທາລະນະສຸກ | 1 ສະບັບ |
| 4. ກະຊວງປ້ອງກັນຄວາມສະຫງົບ | 1 ສະບັບ |
| 5. ກະຊວງແຜນການ ແລະ ການລົງທຶນ | 1 ສະບັບ |
| 6. ກະຊວງການເງິນ | 1 ສະບັບ |
| 7. ພະແນກສາທາລະນະສຸກ 3 ແຂວງເປົ້າໝາຍ | 1 ສະບັບ/ແຂວງ |
| 8. ພະແນກການຕ່າງປະເທດ 3 ແຂວງ | 1 ສະບັບ/ແຂວງ |

LAO PEOPLE'S DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

MEMORANDUM OF UNDERSTANDING

Between

Ministry of Health

Represented by: Department of Healthcare
and Rehabilitation

And

Santé France Laos (SFL)

Regarding the project entitled:

Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V

Project duration: starting from approval date until 31st December 2029

Support by: Santé France Laos (SFL)

Project Summary

Project Name	Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges, Phase V
Principal Coordinator	Ministry of Health Represented by: Department of Healthcare and Rehabilitation
Organisation Name and Address	Organisation Name: Santé France Laos (SFL) Address: Phonxay Village, Xaysettha District, Vientiane Capital Phone: 030 7776226 E-mail: sante.france.laos@wanadoo.fr Contact person: Prof. Dr. Alphonse Pluquailec (SFL President)
Project location	Mittaphab Hospital, Luang Prabang and Champasak Provincial Hospitals
Duration	Starting from approval date until 31 st December 2029
Activities	<p>1/ Provide technical training for physicians in Maxillofacial Surgery, ENT (Ear-Nose-Throat) and Cardio-vascular at the Mittaphab Hospitals, The Luang Prabang and Champasak Provincial Hospitals</p> <p>2/ Screening of children with heart problems to provided support for cardiac surgery in France and receiving them back with post-surgery follow-up, continuation on medical follow-up for children operated.</p>
Total Project Cost	500,000 Euro (Five hundred thousand euros)
Project Donor	Santé France Laos (SFL)
Project duration	Starting from approval date until 31st December 2029
Project staff	Foreign staff: Permanent 1 person, short-term 12 people; Local staff: 02 people (Lao representative of SFL and administrator)
Vehicles and Equipment	01 car, computer 1 set use the existing from the last period

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1. GENERAL INFORMATION

1.1. Historical

Since 1995, Dr. Alphonse PLUQUAILEC, the founder of the Santé France Laos (SFL) and President of the Lao Doctors Association in France, who specialises in cardiology, visited Laos. He observed that some Lao doctors faced limitations in their expertise regarding cardiovascular diseases and lacked medical equipment to support their work. He then proposed a project to address these issues in Laos. To date, the project has undergone 4th phases under the name “Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges” It is a collaboration between the Ministry of Public Health, represented by the Department of Curative and Rehabilitation Services, and the Santé France Laos.

Throughout the implementation period, doctors from hospitals in Vientiane Capital and provincial hospitals have benefited from professional exchanges. This includes support and expertise from specialized doctors, surgeons, and nurses. Assistance was extended to Mahosot Hospital, Mittaphab Hospital, Luang Prabang Hospital, and Champasak Hospital, including medical equipments and essential medicines.

The details of participants, medical equipments and medicines supplies were reported to the Ministry of Public Health after each phase.

Beyond training and equipment provision, the project supported paediatric heart screenings and treatments, enabling the identification of congenital heart diseases and sending children with complex cases for surgery in France. Approximately 200 children received surgical treatment with financial support from the Santé France Laos, covering travel, accommodation, and medical expenses

1.2. Information on the Association Santé France Laos

The Association Santé France Laos (SFL) was created in 1998 and recognized as being of public utility in April 2004, Santé France Laos has enabled volunteers, doctors, surgeons, nurses, practitioners both male and female who are willing to participate, as members and on the board of directors, in the development of medical-surgical assistance in the Lao PDR.

Many doctors, midwives, and nurses who are members of SFL have participated theoretical and practical training sessions at the Mahosot Hospital for Hospitals in Vientiane Capital and the provincial hospitals particularly the Luang Prabang, Savannakhet and Champasak (Pakse) in the following specialties: Cardiology – Angiology – Medical Emergencies – Surgery.

From 2003 to 2006, as part of the FSP Health Training Project, SFL established and provided diploma training in Gynecology-obstetrics for 6 Lao doctors, as well as specialised training for pediatricians and nurses in hospitals across Laos.

Without interruption, SFL ensures the continuous training and development of the medical profession by supplementing the technical platform as necessary. To date, nearly 200 children have benefited from cardiac surgery in France.

The last five-year agreement (the 4th agreement) signed between the Ministry of Health and SFL ended in October 2021

2. PROJECT NAME

Medical-Surgical and Para-Medical Cooperation Inter-Hospital Assistance and Exchanges

3. OBJECTIVES

3.1. General Objectives:

To develop the technical capacity of Lao medical doctors and to assist children suffering from cardiovascular disease to receiving more treatments.

3.2. Specific Objectives:

- To cooperate and provide technical assistance, especially in the training of Lao medical doctors in various sectors concerned to the project, including: Cardiovascular, maxillofacial surgery and ENT (Ear-Nose-Throat) and the provision of necessary medical equipments according to the conditions of the project in each phase
- Continue to monitor the incidence of heart disease in children in Lao PDR for assist on cardiac surgery in France (with the supported of solidarity chain: Mécénat - Chirurgie Cardiaque - Enfants du Monde, Aviation Sans Frontières, Famille d'accueil and SFL). Ensure the medical follow-up of children operated on upon their return to the country at the Mittaphab Hospital and the Luang Prabang and Champassak Provincial Hospitals
- Continue the activities of the Advanced Diagnostic and Therapeutic Research Centre for Cardiac and Vascular Diseases in Vientiane Capital with permanence and operation ensured by Dr. Alphonse PLUQUAILEC, Honorary Professor of Cardiology and expert trainer (see Appendix 1)

3.3. Project Activities

- **Activities 1:** Provide technical training for physicians in Maxillofacial Surgery, ENT (Ear-Nose-Throat) and Cardio-vascular at the Mittaphab Hospitals, The Luang Prabang and Champasak Provincial Hospitals. It will be held 02 times a year, lasting 05 days each.

- **Estimate of the benefit:** In each training session approximately 15-20 Lao doctors participant each day.
- **Activities 2:** Screening of children with heart problems in Lao PDR to provided support for cardiac surgery in France.
 - Ongoing screening and treatment of children with heart problems.
 - Follow-up of children who have undergone cadio surgery in the past the Mittaphab Hospitals, The Luang Prabang and Champasak Provincial Hospitals and the Cardio-vascular Treatment Center of Santé France Laos

For cases involving children with congenital heart defects who cannot receive corrective surgery locally in the Lao People's Democratic Republic, they will be taken care of in France with the authorisation of the referenced public hospitals (Mittaphab Hospitals, Luang Prabang and Champasak Provincial Hospitals, Regional Directorate of Health Departments of the provincial hospitals of Luang Prabang and Champasak), the Ministry of Health of the Lao People's Democratic Republic, the Ministry of Foreign Affairs of the Lao People's Democratic Republic, and the relevant authorities before their departure. This corrective cardiac sugery in France is provided free of charge without any contribution from parents, family, and patient relatives..

In cases where local facilities are open and adequate, SFL could involve teams or surgeons to operate in the Lao People's Democratic Republic.

- **Estimate of the benefit:**
 - An average of 05-07 children with heart problem per year will be assisted and transported for cardiac surgery in France, in total about 25-35 people will be assisted.
 - On each follow-up checkup, experts can check on about 12 real patients per day, estimating that a total of about 300 patients will be re-examined at a time.

4. LOCATIONS AND SCOPE

The hospitals of Vientiane Capital: Mittaphab Hospitals, and provincial hospitals: Luang Prabang and Champasak Provincial Hospitals.

5. DURATION OF THE PROJECTS

Project duration from the date approval until December 31 2029.

6. COST OF THE PROJECTS

The total cost of the project is €500,000 (Five hundred thousand euros)

Details:

No.	Description	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL	%
I.	Activity	86,400	86,400	86,400	86,400	86,400	432,000€	86.40%
1.	Activity 1: Technical training	5,800	5,800	5,800	5,800	5,800	29,000€	5.80%
1.1	Travel expenses of the missionarie							
	- Return tickets (1 missionarie)	2,600	2,600	2,600	2,600	2,600	13,000	2.60%
	- Accommodation	2,000	2,000	2,000	2,000	2,000	10,000	2.00%
1.2	Travel expenses for provincial physicians							
	- Tickets and Accommodation	800	800	800	800	800	4,000	0.80%
1.3	Training administration fee	400	400	400	400	400	2,000	0.40%
2.	Activity 2: Screening and transporting children for cardiac surgery in France	80,600	80,600	80,600	80,600	80,600	403,000€	80.60%
2.1	Return tickets Laos-France for children	4,000	4,000	4,000	4,000	4,000	20,000	4.00%
2.2	Conveyance costs	1,600	1,600	1,600	1,600	1,600	8,000	1.60%
2.3	Surgical Expenses	75,000	75,000	75,000	75,000	75,000	375,000	75.00%
II.	Project Staff	3,600	3,600	3,600	3,600	3,600	18,000€	3.60%
1.	Local Staff	3,600	3,600	3,600	3,600	3,600	18,000	3.60%
2.	Foreign Staff	-	-	-	-	-	-	0%
III.	Miscellaneous Expenses	10,000	10,000	10,000	10,000	10,000	50,000€	10%
1.	Administration Expenses	7,000	7,000	7,000	7,000	7,000	35,000	7%
2.	Project Evaluation	3,000	3,000	3,000	3,000	3,000	15,000	3%
Total		100,000	100 000	100,000	100,000	100,000	500,000€	100%

- This budget is immutable without transfers from one sector to another.
- Regarding Activities 1: Technical training, one-third of the budget will be allocated to the southern provinces, one-third to the northern provinces, and one-third to other provinces. The same will apply for Activities 2: Screening and transporting children for cardiac surgery in France
- The report must be submitted for approval to the Ministry of Health and the Ministry of Foreign Affairs to compare the forecasts with the actual expenditures, facilitating the control of the proper functioning of activities. The report must be prepared in accordance with the clauses of the convention.
- All financial transactions of the project are banking and can be audited.

7. THE BENEFICIARIES

Direct Beneficiaries: Lao doctors in training and continuing education from the relevant sectors, as well as patients. Children with congenital heart defects who cannot receive corrective surgery locally in the Lao People's Democratic Republic.

8. CREATION OF A PROJECT IMPLEMENTATION MANAGEMENT COMMITTEE

To ensure the smooth functioning of the management of the implementation of all activities of the project, there will be the establishment of the Project Implementation Management Committee (IMC). The members of the committee are representatives from:

- Ministry of Public Health
- Department of Healthcare and Rehabilitation
- Department of International and Organization, Ministry of Foreign Affairs
- Vientiane Cabinet, Provincial Governor Cabinet of Luang Prabang and Champasak
- Department of Foreign Affairs of Vientiane Capital, Luang Prabang and Champasak provinces
- Regional Directorate of Health Departments of the Vientiane Capital, of the provincial Luang Prabang and Champasak
- Mittaphab Hospital
- Luang Prabang Provincial Hospital
- Champasak Provincial Hospital

9. ROLES AND RESPONSIBILITIES/ MANAGEMENT ARRANGEMENTS

9.1 The Project Implementation Management Committee

The roles and responsibilities of the project management committee are as follows:

- Approve the action plan as defined in the memorandum of understanding;
- Approve the budget detailed as defined in the memorandum of understanding;
- Full participation of project management committee members in project implementation;
- Adopt the several of reports including financial reports of the project;
- Participate in project monitoring and evaluation meetings.

9.2 Responsibility of the central

9.2.1 Ministry of Health

The role and responsibility in guiding the project as follows:

- Assisting in appointment of an appropriate coordinator to participate in training and project activities.
- Provide the necessary support to the administration to facilitate the effective implementation of the project, such as visa approval, residence permits, permits,

warnings, tax exemptions, import tax exemptions of all equipments and supplies necessary for the project and in accordance with the laws and regulations of the Lao PDR.

- Provide advice to the medical experts team who will provide the training and seminars about the rules and regulations to ensure the proper operation according to the activity plan.
- Visit the project sites and participate in the annual meeting to monitor and evaluate the project.

9.2.1.1 Department of Healthcare and Rehabilitation

The role and responsibility in guiding the project as follows:

- Appointing a coordinator to be responsible for coordinating and managing project activities.
- Provide the necessary support to the administration to facilitate the effective implementation of the project, such as visa approval, residence permits, permits, warnings, tax exemptions, import tax exemptions of all equipments and supplies necessary for the project and in accordance with the laws and regulations of the Lao PDR.
- Provide advice to the medical experts team who will provide the training and seminars about the rules and regulations to ensure the proper operation according to the activity plan.
- Visit the project sites and participate in the annual meeting to monitor and evaluate the project.

9.2.2 Department of International and Organization, Ministry of Foreign Affairs

The role and responsibility in guiding the project as follows:

- Assisting in appointment of an appropriate coordinator to participate in project activities as necessary.
- Provide the necessary support to the administration to facilitate the effective implementation of the project, such as visa approval, residence permits, tax exemptions, import tax exemptions of all equipments and supplies necessary for the project as mentioned on (MOU) and in accordance with the laws and regulations of the Lao PDR.
- Provide policy and technical advice to the project team as needed.
- Visit the project sites, participate in the 6 months and annual Implementation Management Committee (IMC) meetings, and attend annual project monitoring and evaluation meetings

9.3 Responsibility of the provinces

9.3.1 Vientiane Cabinet, Provincial Governor Cabinet of Luang Prabang and Champasak The role and responsibility in guiding the project as follows:

- Select suitable staff to participate in the exchange and learning experiences organized by the project as appropriate.
- Participate in monitoring and evaluating the project in each period.

9.3.2 Regional Directorate of Health Departments of the Vientiane Capital, of the provincial Luang Prabang and Champasak

Facilitate the training of SFL and prepare as necessary for the coordination of project tasks such as operational planning, monitoring and evaluation of project activities. The specific responsibilities of the Provincial Department of Health in Luang Prabang and Champasak are as follows:

- Ensure that the activities of the project are implementing in accordance with the plan and budget approved by the project management committee.
- Assist in the selection of responsible staff and coordinate project activities.
- Provide advice to the team as needed.
- Monitoring and reporting the results of operations to relevant authorities at the provincial and central levels regarding the progress and activities of the project
- Coordinating with all sectors/organizations of the project management committee.

9.3.3 Department of Foreign Affairs of Vientiane Capital, Luang Prabang and Champasak provinces

The role and responsibility in guiding the project as follows:

- Provide policy and technical advice to the project team as needed.
- Visit the project sites and attend annual project monitoring and evaluation meetings

9.4 Hospitals in Vientiane Capital and the provinces

9.4.1 Hospitals in Vientiane Capital, Luang-Prabang and Champasak Provincial Hospitals

The Mittaphab Hospital, the Luang Prabang and Champasak Provincial Hospitals are the main collaborating areas of project implementation with the following roles and responsibilities:

- Ensure that the activities of the project are implemented according to the plan.
- Assist in the selection of responsible staff and coordinate project activities.
- Provide advice to the team as needed.
- Monitoring and reporting the results of operations to relevant authorities at the provincial and central levels
- Plan and implement activities in consultation with Santé France Laos.

9.5 Responsibilities of Santé France Laos (SFL)

SFL's responsibility:

- To ensure the continuous training and development of Lao medical personnels as defined in the memorandum of understanding and the budget approved by the project management committee
- Support, monitor and evaluate project activities.
- Collaborate with government counterparts.
- Monitoring various activities of the project.

- Organize training sessions as defined in the memorandum of understanding.
- Design and implement related activities together with the Project Management Committee
- Ensuring the monitoring of various activities of the project and reporting the progress of the implementation of the project to the public sector as defined in Clause 12.
- Facilitate the budget for the provincial health department when monitoring the implementation of various activities of the project.

10. PROJECT STAFF

10.1 Lao Staff

Lao Personnel: 2 people

- Lao representative of SFL : 01 person
- Administrative: 01 person

10.2 Foreign Staff

Foreign Personnel: 13 people

- 01 permanent experts:
 - Cardiologist specialist: 01 person
- 12 Short-term project experts for trainings 02 times per year as follows:
 - Other specialists: 02 Cardiologists, 04 surgeons, 03 Anesthesiologists, for period of 15 days
 - Nurses: 03 anesthesia nurses and surgical nurses, for period of 15 days

11. VEHICLE AND EQUIPMENT

The vehicles and equipment used under this project are under the management of Santé France Laos, which includes 01 car (Ford Ranger 4X4, license plate: 754) and 1 set of computers.

12. AT THE END OF THE PROJECT, HANDOVER OF VEHICLE AND EQUIPMENT

At the end of the project, the vehicle and the computer according to article 11 will be handed over to the Department of Healthcare and Rehabilitation (Ministry of Health).

13. REPORTING, MONITORING AND EVALUATION

- **Reporting:** SFL must submit a quarterly report on project implementation progress and a project financial report to the project management committee. For semi-annual, annual and end-of-project are report to the Department of Foreign Affairs of the relevant provinces, Department of International Organization of the Ministry of Foreign Affairs and the Ministry of Health.

- **Monitoring:** there is regular monitoring, open a review meeting every 6 months between SFL and the co-implementers to ensure the efficiency and effectiveness of the implementation of the project under this Memorandum of Understanding.
- **Evaluation:** The evaluation of the project must be done annually, at the mid-term of the project: after 3 years of the project and at the end of the project with the participation of representatives from the Ministry of Foreign Affairs, the Ministry of Health, and the relevant provincial health departments; Each project evaluation must focus on the implementation of project activities and budget utilization.

After the evaluation, the evaluation report must be submit to the Ministry of Foreign Affairs, the Ministry of Health, local authorities including the provincial foreign affairs department within 30 days

For the travel expenses, meals and accommodation and daily allowances of the government employees who are invited to participate in the project review and evaluation meeting, must be covered under project budget, which not be lower than the government rate according to the Ministry of Foreign Affair Notice No. 6142/ ຕປທ.ຈສກ, dated 18 September 2024

Note: For the sake of uniformity between the SFL and the Lao collaborators in reporting, monitoring and evaluation, the SFL must submit an annual activity plan that has been agreed upon with the Lao collaborators and sent to the Ministry of Health, the Ministry of Foreign Affairs and each relevant parties. All reports and evaluations are based on the memorandum of understanding of the project based on the annual activity plan that has been set and must be mutually signed by the SFL and the Lao collaborators, so it is considered a valid and uniform report.

14. AMENDMENT OF THE AGREEMENT.

Any amendment of this memorandum of understanding must be mutually agreed upon by the parties involved and approved by the Ministry of Foreign Affairs in writin

15. IN CASE OF DISPUTES AND SOLUTIONS TO RESOLVE THEM

All disputes or disagreements that arise between the SFL and the Lao government parties must be resolved through peaceful negotiation and mediation. If the dispute cannot be resolved through negotiation or mediation, it must be decided according to the laws and regulations of the Lao PDR.

16. APPENDIXES

- Annex 1: Advanced Diagnostic and Therapeutic Research Centre for Cardiac and Vascular Disease
- Annex 2: Project Implementation Plan and Budget.

17. FINAL CLAUSE

This convention was drafted in two languages, Lao and English, each language having the same original value.

This agreement is effective from the date of signature of both parties.

Vientiane, Date

Ministry of Health
Represented by:
Department of Healthcare and Rehabilitation

Santé France Laos

.....
The Director of Department of Healthcare
and Rehabilitation

Professeur Dr Alphonse PLUQUAILEC
President of Santé France Laos

ANNEX 1

Advanced Diagnostic and Therapeutic Research Center for Cardiac and Vascular Disease

I. PROJECT.

The project to establish an Advanced Diagnostic and Therapeutic Research Center for Cardiac and Vascular Diseases has been established since 1995, by the operation of Dr. Alphonse PLUQUAILEC, who was nominated as a professor in August 2008 by the government of the Lao PDR, in the activities and development of the cardiac sector in the Lao PDR.

The goal is to continue these activities, a center has been established in Vientiane capital, managed by Santé France Laos, with the participation of:

- Professor Dr. Alphonse PLUQUAILEC as a scientific expert
 - + Diploma of Medicine from the Faculty of Montpellier
 - + National Diploma in cardiology
 - + University Diploma in Angiology, Echocardiography, Sports Medicine and Biology and Sports Cardiology
- Professor Dr. Eksavang VONGVICHITH as an advisor

II. OBJECTIVES

To create an outside of hospital activities, the medical team will include modern and necessary medical equipments to ensure better patient treatment and to reduce the burden on patients with cardiovascular disease, which is one of the problems in public health.

The treatment center will include the following equipment:

1. Electrocardiography
2. Cardiac Doppler Ultrasound
3. Vascular Doppler Ultrasound
4. Stress test station
5. Holter ECG System, Blood Pressure

These resources will help to diagnose and find the right treatment options for effectively.

The project aims to:

- To find the risk factors and diagnosis of cardiovascular diseases in Lao PDR as well as modern medical equipments and technology.
- To monitor and evaluate the tasks performance every year
- To prevent Lao people going to neighboring countries for treatment as well as to attract patients from neighboring countries to come to Lao PDR for treatment.

ANNEX 2

Project Implementation Plan and Budget

No.	Description	Year 1	Year 2	Year 3	Year 4	Année 5	Total
I.	Activity	86,400 €	86,400 €	86,400 €	86,400 €	86,400 €	432,000 €
1	Training:	5,800 €	5,800 €	5,800 €	5,800 €	5,800 €	29,000 €
	- Travel expenses of the missionaries:						
	• Return tickets (France-Laos and Vientiane-Provinces) 1 personnel x 2 times/year	2,600 €	2,600 €	2,600 €	2,600 €	2,600 €	13,000 €
	• Accommodation (Vientiane and Provinces): 1 personnel x 2 months x 2 times/year	2,000 €	2,000 €	2,000 €	2,000 €	2,000 €	10,000 €
	- Travel expenses for provincial physicians:						
• Tickets and Accommodation (Vientiane Mission) For hospital doctors x 1-2 times/year	800 €	800 €	800 €	800 €	800 €	4,000 €	
- Training administration fee (Vientiane and Provinces)							
• Hospitals in Vientiane and provinces x 2 times/year	400 €	400 €	400 €	400 €	400 €	2,000 €	
2	Screening of children to provided support for cardiac surgery in France:	80,600 €	80,600 €	80,600 €	80,600 €	80,600 €	403,000 €
	- Return tickets Laos - France for children	4,000 €	4,000 €	4,000 €	4,000 €	4,000 €	20,000 €
	- Conveyance costs	1,600 €	1,600 €	1,600 €	1,600 €	1,600 €	8,000 €
	- Surgical Expenses	75,000 €	75,000 €	75,000 €	75,000 €	75,000 €	375,000 €

II.	Project Staff	3,600 €	3,600 €	3,600 €	3,600 €	3,600 €	18,000 €
1	Local Staffs	3,600 €	3,600 €	3,600 €	3,600 €	3,600 €	18,000 €
2	Foreign staffs						
III.	Miscellaneous Expenses	10,000 €	10,000 €	10,000 €	10,000 €	10,000 €	50,000 €
1	Office services: office rental, electricity, water, telephone, cleaning, office supplies and other adminidtrative expenses,	7,000 €	7,000 €	7,000 €	7,000 €	7,000 €	35,000 €
2	Cost of organizing the project eveluation conference for each term includes room fees, food and accommodation expenses and travel expenses for meeting participants and other expenses for organizing meetings	3,000 €	3,000 €	3,000 €	3,000 €	3,000 €	15,000 €
	Total	100,000 €	100,000 €	100,000 €	100,000 €	100,000 €	500,000 €