

2022 ANNUAL REPORT ASEAN REGIONAL MINE ACTION CENTER



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2022 Annual Report.

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Cover Photo: Regional Consultative Meeting in Bali, Indonesia, December 2022

ANNUAL REPORT 2022

Table of Contents

	5
Acronyms and Abbreviations	
	6
Message from the Chair of the Steering Committee of ARMAC	
	8
Foreword	
	9
About the ASEAN Regional	
Mine Action Center	
	10
2022 Steering Committee	
	11
2022 ARMAC Permanent Secretariat	
	12

	17
Annex 1: Financial Overview	
	17
Contributions in Cash and In-kind	
	19
2022 Annual Budget Utilization	
	20
Annex 2: 2023 Annual Budget	
	21
Work Plan 2022-2024	
	30
Gallery of ARMAC Activities Photos 2022	

2022 Milestones

ACRONYMS AND ABBREVIATIONS

AMS	ASEAN Member States
ASEAN	Association of Southeast Asian Nations
AKCF	ASEAN-Korea Cooperation Fund
ARMAC	ASEAN Regional Mine Action Center
APMBC	Anti-Personnel Landmine Ban Convention
ASEC	Asean Secretariat
ASEC ARMAC PS	ARMAC Permanent Secretariat
BOE	Basic Operating Expenditure
CCW	Convention on Certain Conventional Weapons
CCM	Convention on Cluster Munitions
CMAA	Cambodian Mine Action and Victim Assistance Authority
CMAC	Cambodian Mine Action Center
EORE	Explosive Ordnance Risk Education
ERW	Explosive Ordinance Risk Education Explosive Remnants of War
FOA	Friends of ARMAC
FSD	
GICHD	Fondation Suisse de Deminage Geneva International Centre for Humanitarian Demining
HI	-
ICRC	Humanity & Inclusion International Committee of the Red Cross
ISU	Implementation Support Unit
JICA	
MAD	Japan International Cooperation Agency
	Mine Awareness Day
MAG	Mines Advisory Group
MFA	Ministry of Foreign Affairs
MFA.IC	Ministry of Foreign Affairs and International Cooperation
MOU	Memorandum of Understanding
NGO	Non-Governmental Organization
NMAA NPA	National Mine Action Authority
	Norwegian People's Aid
NRA	National Regulatory Authority for UXO/Mine Action Sector in Lao PDR New Zealand
NZ	
PRC	People's Republic of China
ROK	Republic of Korea Sir Bobby Charlton Foundation
SBCF SC	•
	ARMAC Steering Committee Thailand Mine Action Center
TMAC	
TWG	Technical Working Group
	United Nations Development Programme The United Nations Mine Action Services
	Victim Assistance
VA	
VAN	Victim Assistance Network
VNMAC	Vietnam National Mine Action Center
VOE	Variable Operating Expenditure



MESSAGE FROM THE CHAIR OF THE STEERING COMMITTEE OF ARMAC

Dear colleagues and partners,

I am pleased to present the Annual Report 2022 for the ASEAN Regional Mine Action Center (ARMAC), which highlights the progress made in building on the activities of the previous year. One could agree that 2022 was a productive year for our Center since the situation of COVID-19 had been improved locally, regionally and internationally, thanks to the widespread vaccination and herd community. This development provided ARMAC an opportunity to fulfill its functions and mandate.

In 2022, apart from convening four regular ARMAC Steering Committee Meetings, ARMAC Permanent Secretariat (ARMAC PS) organized, co-organized overseas workshops/consultations, even beyond our region and in-country workshops/seminars and trainings. The aims of these seminars/consultations were to promote the establishment of a Regional Victim Assistance Network that facilitates assistance to the victims of explosive ordnance in the interested ASEAN Member States, to enhance the collaboration and to share knowledge, raising awareness, to provide an Explosive Ordnance Risk Education (EORE) and to exchange best practices on Explosive Remnant of War (ERW) among explosive ordnance affected and non-affected countries. Promoting more leadership roles for women in mine action sector, enhancing the skills on psychosocial support for medical students, allied medical practioners, community leaders and volunteers from national non-profit organization and foundation including Cambodian Mine Victim Information System (CMVIS), Volunteer Survivor Network, Physical Rehabilitation Center, and Cambodian Red Cross to enable them to provide psychosocial supports to landmine/ERW victims at their communities. The environmental impact management in mine action were also under the agenda of our activities.

As we look ahead to 2023, we are well on our way to becoming a genuine center of excellence for mine action in the ASEAN region. We have a strong foundation to build on, and we are committed to continuing our work to reduce the impacts of landmine /ERW through our projects and programmes. One of the key priorities for the coming year will be to further strengthen our ties with National Mine Action Authorities, mine action operators of ASEAN Member States, and international organizations including UNMAS, United Nations Development Programme (UNDP), Geneva International Centre for Humanitarian Demining (GICHD). We believe that by working together, we can achieve more and have a greater impact on the ground. We will also be focusing on the adoption and implementation of our 5-year strategic plan (2023-2027), which was developed after an extensive consultation with stakeholders. The plan, which outlines our vision for the future and sets out a clear roadmap for achieving our goals will guide our work and help us to prioritize our activities, ensuring that we are able to make the most of our resources and make a real difference in the lives of those affected by landmine and ERW.

We will launch of the joint landmark publication on gender equality and inclusion in mine action, which we are co-authoring with GICHD's experts as part of the "Strengthen Gender Equality and Empowerment in Mine Action in the Mine/ERW Affected ASEAN Member States" project funded by the government of Italy. We will also be exploring options for further longterm capacity-building opportunities for ARMAC staff, in order to ensure that we are able to continue building on our expertise and knowledge in the field.

Overall, we believe that 2022 was a critical year for ARMAC. We have made and work towards becoming a regional entity for humanitarian mine action within the ASEAN region. We will be working to expand the reach of ARMAC and increase our visibility, both within the ASEAN region and internationally. We look forward to working with our colleagues and partners to make a real difference in the lives of those affected by landmine/ERW.

On behalf of the Steering Committee of ARMAC, for the steadfast support and collaboration over the past year, I would like to extend my sincere gratitude to Myanmar for its financial contribution to the Center and to our donors namely Canada, the People's Republic of China (PRC), Ireland, Italy, Japan, New Zealand (NZ), Swiss Development Cooperation (SDC), Republic of Korea (ROK), UNDP Cambodia, FDS and ICRC, for their indispensable contribution without which our work would not be possible. We are committed to using donated resources wisely and effectively to make the greatest impact possible.

I would also like to express my heartfelt appreciation to the dedicated team of the AMRAC Permanent Secretariat and our able Executive Director, Mr. Prum Suonpraseth who have worked tirelessly throughout the year to ensure that we are able to carry out our mandate and make a real difference in the lives of those affected by landmine/ERW. Your hard work and dedication are deeply appreciated, and we are fortunate to have such a talented and committed team working with us.

2022 was also a successful year for ASEAN Chair, Cambodia under the theme "ASEAN A.C.T.: Addressing Challenges Together" and as we look ahead to the coming year, we are confident that ASEAN under the Chairmanship of Indonesia will continue to make further progress and building on the achievements of the past year.

Last but not least, I wish everyone a very successful and prosperous year.

le. Laeller

Ung Rachana Chairman of the Steering Committee of ARMAC (2022)

FOREWORD

It is my pleasure to present the 2022 annual report for the ASEAN Regional Mine Action Center (ARMAC). Looking back, I believe that this year will be seen as a pivotal year for ARMAC as we have made significant progress towards our goal of becoming a genuine Center of Excellence for mine action in Southeast Asia.

One of the major achievements of this year was the completion of our Mid-Term Review, which provided a thorough assessment of ARMAC's activities to-date. The review allowed us to identify areas for improvement and develop a plan for moving forward. We are grateful to all of the stakeholders who participated in this process and provided valuable input and insights.

In addition to completing the Mid-Term Review, we also formulated our first 5-year strategic plan under the New Zealand-funded project entitled "Strengthening Institutional and Staff Capacities of Humanitarian Mine Action Entities in the ASEAN Region," after extensive stakeholder consultation. The development of this strategic plan was an important step in our journey towards becoming a regional center for humanitarian mine action, and we are committed to working closely with our partners to implement the recommendations outlined in the plan.

We made good progress on the Republic of Koreafunded Victim Assistance project, including national and regional consultation meetings and workshops as well as social research. In addition, we strengthened our ties with the Geneva International Center for Humanitarian Demining (GICHD), including the formulation of the study "Monitoring & Evaluation of Gender Equality and Inclusion in Explosive Ordnance Risk Reduction," funded by the government of Italy under the ASEAN-Italy Development Partnership, and a workshop on Residual Risk Management.

We were honored to host the High-Level Meeting as part of a project entitled "Enhancing Regional Cooperation and Resource Mobilization Capacity in Mine/ERW in ASEAN," funded by the People's Republic of China (PRC). The meeting followed two previous Technical Working Groups (TWG) on the same topic and provided a platform for National Mine Action Authorities (NMAA) from around the region to present to our partner, China PRC and other members of the diplomatic community, project proposals drawing



on emerging technologies and funding mechanisms which were discussed during the earlier TWG's. One of the highlights of this year was the Environmental Impact Management in Mine Action Workshop, a two-day event that we hosted in collaboration with the International Committee of the Red Cross (ICRC). The workshop brought together experts from around the world to discuss the environmental impacts of mine action and how to mitigate those impacts through effective planning and management. The workshop featured presentations from leading experts in the field and provided a valuable opportunity for attendees to share best practices and learn from each other's experiences.

Overall, I am proud of the progress that we have made this year as an entity associated with ASEAN under the Political-Security Community Pillar and I believe that we are well on the way to becoming a genuine Center of Excellence as outlined under the ASEAN APSC Blueprint 2025 and the ASEAN-UN Plan of Action 2021-2025. I would like to take this opportunity to thank all of our partners, donors, and staff for their dedication and hard work in advancing our mission of achieving a landmine/ERW-free region.

I look forward to continuing to work with you all in the coming year as we strive to make even more progress towards this important goal.

Prum Suonpraseth Executive Director

ABOUT THE ASEAN REGIONAL MINE ACTION CENTER

The ASEAN Regional Mine Action Center (ARMAC) is a center of excellence working towards reducing the impact of landmine and explosive remnants of war (ERW) throughout the ASEAN region. Using a multilateral approach to encourage cooperation and the sharing of good practices, ARMAC aims to assist ASEAN Member States (AMS) to find common solutions to the shared problem of explosive hazards.

Currently, ARMAC works with a full range of mine action stakeholders including national authorities and centers, mine action operators, donor countries, research institutions, the general public and other groups. This diversity of partners provides ARMAC the flexibility to implement a variety of programmes and scale them from the regional level down to the local community, ensuring that both national governments and everyday people benefit from sustainable impactful mine action.

ARMAC is comprised of 10 ASEAN Members states, and was established by the ASEAN Leaders at the 21st ASEAN Summit in 2012 with the following the mandate and functions.

Mandate and Functions



Enhance awareness programs on the dangers of ERW among affected communities;



Facilitate appropriate medical and rehabilitation assistance for victims of ERW, upon request from the affected AMS; and



Assist interested AMS in research and knowledge sharing on the effects of ERW and efforts to address them, including through writing proposals for technical assistance projects and funding, at their specific and individual request.



ASEAN Member States

2022 STEERING COMMITTEE

Chair of the Steering Committee



Cambodia H.E. Mr. Ung Rachana Under-Secretary of State, Ministry of Foreign Affairs and International Cooperation

Vice-chairs of the Steering Committee



Brunei H.E. Mr. Pengiran Kasmirhan Pengiran Tahir

Ambassador Extraordinary and Plenipotentiary of Brunei Darussalam to the Kingdom of Cambodia



Indonesia H.E. Mr. Sudirman Haseng

Ambassador Extraordinary and Plenipotentiary of the Republic of Indonesia to the Kingdom of Cambodia

Steering Committee Members



Lao PDR

H.E. Mr. Buakeo Phumvongsay Ambassador Extraordinary and Plenipotentiary



Malaysia H.E Datuk Eldeen Husaini Mohd Hashim

Ambassador Extraordinary and Plenipotentiary



Myanmar Col. Pyi Soe Aung

Head of Department (Battlefield Engineers) Directorate of Military Engineers



Philippines

H.E. Ms. Maria Amelita C. Aquino Ambassador Extraordinary and Plenipotentiary



Singapore

H.E. Ms. Teo Lay Cheng

Ambassador Extraordinary and Plenipotentiary



Thailand

H.E. Mr. Panyarak Poolthup Ambassador Extraordinary and Plenipotentiary



Viet Nam

H.E. Mr. Nguyen Huy Tang Ambassador Extraordinary and Plenipotentiary

2022 ARMAC PERMANENT SECRETARIAT

The ARMAC Permanent Secretariat (PS) is led by an Executive Director. Two technical officers provide support in the areas of mine action and corporate affairs. From time to time, international volunteers and interns are recruited to provide technical, research and administrative support to the ARMAC. For this year, ARMAC PS had an opportunity to host four interns to support programmes and corporate affairs. ARMAC PS reports to the ARMAC Steering Committee (SC). The SC is responsible for the direction of the ARMAC and provides oversight and guidance to the PS. ASEAN member states (AMSs) are represented on the SC through 10 constituencies, each with a primary member and an alternate member.



2022 MILESTONES

The year 2022 was a transformative year for ARMAC as it continues to build on the progress made and work towards becoming a true center of excellence and technical authority within the ASEAN region and make a real difference in the lives of those affected by landmine/ERW.

ARMAC completed its preparation of its new Strategy Plan which articulates the organization's core purpose and values, along with a specific vision of how ARMAC can change for the better, and a practical plan for achieving change and overcoming potential obstacles.

ARMAC also engaged with international and national audience by co-organizing several activities with the FSD, GICHD, ICRC and relevant National Mine Action Authorities (NMAA) of AMS in areas ranging from environment, gender, regional cooperation and residual risk management.

ARMAC also signed an MOU with the UNDP Cambodia and the Sir Bobby Charlton Foundation signifying a strong intention to expand its engagement among stakeholders, both at the national and regional levels.

Finally, ARMAC received renewal of commitments from the Republic of Korea, People's Republic of China, and New Zealand. These three keys ASEAN dialogue partners provide funding support, and a technical advisor to finance work on the ground and help build technical capacities.

OPERATIONS

PARTNERSHIP AND DIALOGUE

With support from the AMS, ARMAC worked together with international, regional and national partners, donors, and other stakeholders to uphold its commitment for the region.

ARMAC's Steering Committee Meetings which were held thrice this year continue to be a platform for discussing strategic objectives, specific actions for furthering support in the countries and within the region. ARMAC was formally given an observer status, both to the APMBC, and CCW strengthening ARMAC's presence at international dialogues focusing on conflict prevention and security efforts.

ARMAC also participated in several meetings hosted by the ASEAN Secretariat (ASEC) in Jakarta. ARMAC's work has been promoted and cited in ASEC's key documents since 2018.

ARMAC POLICIES, SYSTEMS AND PROCESSES

ARMAC undertook an internal review and evaluation of its current policies. Based on this review, there is a need for ARMAC to update its policies to align with international standards and practice, and to remain relevant and stay attuned with the needs of its staff, and the organization in general. ARMAC aims to strengthen its internal systems and processes by upgrading its data management and IT system in 2023. ARMAC will seek support from the AMS, and donors to ensure that a robust and automated data system is built in the next 3 years.

PROGRAMME ON-GOING PROJECTS

In 2022, ARMAC continued to implement its largest project to date, the Enhance Victim Assistance Programme for ASEAN Member States valued at US\$2.01 million funded by the Government of Republic of Korea through the ASEAN-Korea Cooperation Fund (AKCF). ARMAC also managed the implementation of Enhancing Regional Cooperation and Resource Mobilization Capacity in Mine/ERW Action in ASEAN and Strengthen Gender Equality and Empowerment in Mine Action in the landmine/ERW Affected AMS funded by the Governments of the People's Republic of China and Italy respectively.

ARMAC implemented New Zealand-funded technical assistance project to support ARMAC's strategy plan and help build technical capacities within the organization.

Figures 1 and 2 show current project portfolio, and the distribution of ARMAC projects according to mine action pillars.

Pipeline Projects

The projects for Enhancing Cross Border Cooperation and for Regional Community of Practice in ASEAN Mine/ERW Action were approved by the Steering Committee in 2021 and 2022 respectively but were not realized this year due to ongoing discussions with donors and co-project implementors.

Figure 1: Active Project Porfolio



Figure 2. Project Distribution by Mine Action Pillars



Capacity Building Workshops and Trainings

ARMAC also co-organized workshops and trainings with FSD, GICHD and ICRC on topics ranging from promoting the establishment of a national mine action programme to residual risk management, environment and climate change.

Within the partnership between ARMAC and GICHD, there will be 6-7 activities planned for 2023 to support national and international mine action organizations in Southeast Asia.

The following section discusses the achievements made by each project during the year.

 Enhance Victim Assistance Programme for ASEAN Member States

Project Summary

Enhance Vic Member Sta	tim Assistance Programme for ASEAN tes
Objectives:	 Promote the establishment of victim assistance network as a regional platform for various stakeholders among AMS Assist AMS on victim-assistance and victim assistance-related knowledge sharing, need/s and resource/s assessment and mobilization Assess the needs of ERW (mine/ UXO) victims in affected AMS for further assistance Assist AMS in providing psychosocial supports to ERW victims Undertake researches on (i) ERW (Mine/UXO) Victim Assistance Inclusive Services in Cambodia, and on (ii) Community Perspectives of Humanitarian ERW (Mine/UXO) Action in Lao PDR and Viet Nam
Outputs:	 Establishment of a Regional Victim Assistance Network Psychosocial Support Trainings Research Publications
Amount: Donor: Partners:	US\$2.01 million Republic of Korea CMAA; Humanity & Inclusion (HI); Singapore Health Services (SingHealth)

- Completion of 3 National and 1 Regional Consultative Meetings (May-December 2022)
- Completion of Psychosocial Support Trainings, (May-June 2022, November 2022)

The project on Victim Assistance is now on its second year of implementation.

In line with its objective of promoting the establishment of a regional victim assistance network (VAN) as a platform for various stakeholders in the region and in natural continuation with the organizing of national consultation meetings in the remaining four mine/ ERW-affected member states, ARMAC completed discussions with Viet Nam, followed by Thailand and Myanmar. Consultation Meeting in Lao PDR was postponed until early 2023 due to the unavailability of relevant stakeholders serving as ARMAC's focal for the activity.

Following the four national consultation meetings ARMAC organized the first Regional Consultative Meeting in Bali, Indonesia. As a result, the VAN's Terms of Reference and its communication mechanism is being drafted. The document will be presented at the first regional workshop which is planned to be held in quarter four 2023, and subsequently submit to ASEAN Member States to obtain the approval for execution.

In addition, ARMAC completed two Psychosocial Support Trainings for 147 (55 females) in Cambodia.

The trainings aimed to build stakeholders' capacities in providing psychosocial support to Landmine/ERW and UXO victims. The first training was hosted online and benefitted medical students as well as medical and allied medical practitioners such as medical, prosthetics and orthotics students, while the latter training catered to community leaders and volunteer survivors network in Cambodia.

The research component that is planned to be conducted in Cambodia, Lao PDR and Viet Nam had been started. While the desk-based research in Cambodia was kicked off in quarter four 2022, the research in Lao PDR and Viet Nam is at the stage of identifying suitable stakeholders in the countries. The research papers are expected to be completed in quarter one and quarter four 2023 respectively.



National Consultative Meeting in Hanoi, Viet Nam, 4 May 2022



Psychosocial Support Training in Siem Reap, Cambodia, 14-18 November 2022

• Enhancing Regional Cooperation and Resource Mobilization Capacity in Mine/ERW Action in ASEAN

Project Summary

Enhancing Regional Cooperation and Resource Mobilization Capacity in Mine/ERW Action in ASEAN

Objective: Improve regional cooperation and build sector knowledge and best practice models in the mine action sector

Outputs:	 Technical level working group meeting High level meeting 	
Amount: Donor:	US\$200,000 People's Republic of China	

Achievements:

Period:

• Completion of project outputs and deliverables

August 2021 - September 2022

- Enhanced relationship between ARMAC and national mine action authorities, mine action organizations
- Continued support from the donor in 2023 and onwards

The Project organized the Second Technical Working Group (TWG) Meeting in August 2022 as part of the anticipated consultations with national governments, donors and stakeholders. The TWG meeting showcased exemplary cases within and outside of the region that focused on mobilizing funds, strengthening cooperation and developing project proposals using new and innovative approaches and financing models.

Following the completion of the TWG Meetings, ARMAC organized a culminating activity in December 2022 through the High-Level Regional Meeting in Siem Reap, Cambodia. The meeting laid out recommendations on proposed resource mobilization and regional cooperation strategy. The proposed strategy aligns well with the upcoming Strategy Plan developed under the auspices of the New Zealand Government's technical advisory grant.

The Government of the People's Republic of China through a meeting with the ARMAC agreed in principle to renew its commitment to support ARMAC in the next three years. The support will be articulated in a new proposal that is expected to be finalized in 2023 focusing on two major components: (i) regional cooperation and resource mobilization, and (ii) capacity building.





• Strengthen Gender Equality and Empowerment in Mine Action in the Mine/ERW Affected AMS

Project Summary

Strengthen Gender Equality and Empowerment in Mine Action in the Mine/ERW Affected AMS

- Objective: 1. Study gender equality and empowerment in mine action program in the ASEAN region
 - 2. Build staff and institutional capacity on gender equality and empowerment

Outputs:	 Gender Study publication Regional Workshop
Amount:	€100,000

Donor:	Italy
Period:	September 2021 - August 2022

Achievements:

- Enhanced capacities on gender equality and empowerment among national mine action organizations
- Completion of a regional workshop
- Completion of the Gender Study publication

ARMAC commissioned the GICHD to undertake the preparation of the Gender Study Report. Findings from the Report were shared through a validation workshop in November.

The Project was approved for a 3-month extension to finalize and disseminate the printed publication to national and regional audience. The publication is expected to be completely distributed by the second quarter of 2023.



Gender Validation Workshop

 Strengthening Institutional and Staff Capacities of Humanitarian Mine Action Entities in the ASEAN Region

Project Summary

Strengthening Institutional and Staff Capacities of Humanitarian Mine Action Entities in the ASEAN Region				
Objective:	Enhance institutional and staff capacities of ARMAC			
Output:	Long-term strategic framework for ARMAC			
Amount: Donor: Period:	US\$350,000 New Zealand December 2021 – December 2022			
Achiever	ante:			

Achievements:

- Enhanced institutional and staff capacities in ARMAC
- Completion of stakeholder meetings in Cambodia, Thailand and Viet Nam
- Completion of ARMAC's Strategy Plan.

With funding and technical support from New Zealand Government, ARMAC organized national stakeholder meetings in Cambodia, Thailand and Viet Nam, with the exception of Lao PDR, in support of formulating a five-year strategy document for ARMAC. (Lao PDR's absence in the meetings owed to the unavailability of focal agency to coordinate with ARMAC.) The meetings provided a venue for national stakeholders to discuss and provide their inputs towards ARMAC's strategy document. In addition, ARMAC also conducted a survey, and interviewed among partners, donors and stakeholders to provide a candid assessment of ARMAC's past and present activities, and how ARMAC can strengthen its stature as a true center of excellence in the region.

In November 2022, the draft Strategy Document was shared to the AMS, and their representatives e.g., ARMAC SC Members to request for support and endorsement. The document was approved in principle, whilst revisions will be made to ensure that the new strategy remains focused on its current mandate and functions.

In addition, the Government of New Zealand expressed its renewal of support to ARMAC. A new technical advisor will be fielded in 2023 to provide support in the operationalization of the strategy plan; and development of project proposals, training needs assessment report, and tertiary qualification on humanitarian mine action management.

ANNEX 1: FINANCIAL OVERVIEW

Contributions in Cash and In-kind

Financial support to ARMAC Permanent Secretariat relies on voluntary and generous contributions from the ten AMS, bilateral donors, and the private sector. Small amounts are also received through the management of ongoing projects including the ones supported by ROK, PRC and NZ.

Since 2018, Cambodia remains to be ARMAC's largest cash donor reaching to US\$1 million. The chart below shows the amounts provided by each



Singapore, on the other hand is ARMAC's largest in-kind donor with a total of US\$250,000 support through the Victim Assistance Project.

Figure 3. AMS' Aggregate Cash Contribution as of end-2022



Note: Total non-cash contribution of US\$4,900 was received from CMAA

Figure 4. Development Partners' Aggregate Cash Contribution as of end-2022



Table 1. AMS and Development Partners' Cash, and In-kind Contributions (2017-2022)

	2017	2018	2019	2020	2021	2022
Cash - ASEAN Member States						
Brunei					10,000	
Cambodia	321,803	321,803		358,204		
Lao PDR			10,000			
Myanmar			10,000	10,000	10,000	10,000
Philippines	32,075					

	2017	2018	2019	2020	2021	2022
Thailand			12,464	10,000	10,000	
Viet Nam				10,000	12,000	
Cash - Development Partners and Donors						
Turkey		10,514				
Japan			8,440			938
MGN Emperor Bank Plc					10,000	
Republic of Korea					101,947	
New Zealand Ministry of Foreign Affairs and Trade						20,000
Foundation Suisse De Deminage (FSD)						11,342
People's Republic of China (ERCRMC Project)						14,805
Government of Italy						12,763
Others				988	1,500	
In kind – Development Partners and Donor	ſS					
CMAA			4,284			

In 2022, ARMAC received a total of US\$69,848, of which 14% represent contributions from AMS, while 86% are from development partners and donors. Only one AMS made their contributions this year. See Figures 5 and 6. Figure 7 shows a summary of ARMAC's largest donors to date.





Figure 6. Partners' Cash Contributions, 2022



Figure 7. ARMAC's Major AMS Donors since 2017



ARMAC operations only, and exclude those for projects.

2022 ANNUAL BUDGET UTILIZATION

Table 2. Summary of Budget Utilization

Description	Budget	Expenditure	End-of-Year Balance
I. Basic Operating Expenditure	255,200	188,414	66,786
IA. Personnel CostsIB. Property and Vehicle InsuranceIC. Hosting and Phone CardsID. Public UtilitiesIE. Audit and AdministrationIF. Maintenance and RepairIG. Fuel			
II. Variable Operating Expenditure	57,439	41,567	15,872
IIA. Meeting CostsIIB. Travel, Accommodation and Staff DevelopmentIIC. Other Administrative CostsIID. Fixed Assets and IT Software			
III. Contingency	15,632	4,282	11,350
2022 Annual Budget	328,271	234,263	94,008

Figure 8. Distribution of 2022 Expenditures



ANNEX 2: 2023 ANNUAL BUDGET

ARMAC SC approved the increase of ARMAC's 2023 Annual Budget during the most recent Steering Committee Meeting in December 2022. The new budget allocation provides sufficient fiscal space for ARMAC to continue and delivers its activities given its enhanced mandate and functions.

The budget increase will support the recruitment of new staff, accommodate and incorporate governmentmandated insurance and pension schemes, and finance internal and external trainings for staff.

Table 3. 2023 Annual Budget

Description	Budget
I. Basic Operating Expenditure	323,479
 IA. Personnel Costs IB. Property and Vehicle Insurance IC. Hosting and Phone Cards ID. Public Utilities IE. Audit and Administration IF. Maintenance and Repair IG. Fuel 	
II. Variable Operating Expenditure	69,375
IIA. Meeting CostsIIB. Travel, Accommodation and Staff DevelopmentIIC. Other Administrative CostsIID. Fixed Assets and IT Software	
III. Contingency	19,643
2023 Annual Budget	412,497

Figure 9. Projected Distribution of 2023 Budget



- Basic Operating Expenditure
- Variable Operating Expenditure
- Contingency

WORK PLAN 2022-2024

A. Program

Mano 1 2		Outputs ²		Activities	<u> </u>	mefran 2023	
Obje	ctive	1: Pr	omote awareness on the da	angers of landmine/ERW through various comm	iunicati	on plat	forms
		1.1	Website and social	Update website and social media pages with new articles, data and relevant information	V	V	V
			media pages are updated on a timely basis	Engage with partners and stakeholders and provide articles, data and relevant information about ARMAC, on their website and social media pages	V	V	V
		1.2	of landmine/ERW are shared/published on	Produce, write articles either as ARMAC, or jointly with partners and stakeholders	V	V	Ø
V	\checkmark			Share/publish articles on the dangers of landmine/ERW	V	V	V
		1.3	Popular events such as sports and arts are used	Identify and explore collaboration with partners and stakeholders	Ø	V	V
			to raise awareness on the dangers of landmine/ ERW	Develop message and/or create side event to raise awareness on the dangers of landmine/ERW	V	V	V
		1.4	of ASEAN university	Formulate and submit proposals to potential donor/s for funding	Ø	V	V
ν	/ √		students are organized to produce content e.g., essays, articles, photos, art, etc. to raise awareness on the dangers of landmine/ ERW	Put forward a Call for Interest, and identity, select deserving ASEAN university students	Ø	V	V
				Organize study visits/seminars and produce relevant social media content, printed material	Ø	V	V

¹ The following are ARMAC's core mandates: (i) enhance awareness programs on the dangers of ERW among affected communities; (ii) facilitate appropriate medical and rehabilitation assistance for victims of ERW, upon request from the affected ASEAN Member States; and (iii) assist interested ASEAN Member States (AMS) in research and knowledge sharing on the effects of ERW and efforts to address them, including through writing proposals for technical assistance projects and funding, at their specific and individual request.

² Some of the outputs Workplan 2019-2021 were carried over to this new Work Plan. New outputs were added given the demand and changing needs of ARMAC, the ASEAN Member States and target beneficiaries.

Mand	late ¹	- Outputs ²		A	Ti	mefrai	me
1 2	3		Outputs ²	Activities	2022	2023	2024
		1.5	April 4 as an ASEAN Official Day to commemorate the International Mine	Identify the event and/or article to be organised or published by assessing the available resources, advocate in-coming ASEAN Chair 2024 to set the Day as one of Chair's priorities during the Chairmanship.	V	V	V
			Awareness Day (MAD)	Organize the MAD and/or publish a relevant article	V	V	Ø
Objec	ctive	2: Es	tablish and operationalize a	regional landmine/ERW victim assistance netw	ork (VA	N)	
		2.1	National and Regional Workshops and	Organise workshops and consultative meetings to seek inputs from all stakeholders	Ø		
V			Consultative Meetings, including the Concept Paper for the VA Network	Develop and finalize the concept note for the VAN during the workshops and consultative meetings	Ø		
			2.2 VA Network Terms of Reference (TOR) and list of members are adopted and appointed respectively	Develop the TOR by using the information in the concept note, and the outcomes of the consultative meetings	V		
		2.2		Finalize the TOR making sure that it contains the objectives, scope of work, and defined roles and responsibilities desired for stakeholders, and each member/team lead; update the TOR as the need arises	Ø	V	V
				Identify, select VA Network members comprising of representatives from AMS, donors and partners, communities and other stakeholders; update list as the need arises	V	Ø	V
				Establish communication and coordination mechanisms to operationalize the VA Network	V	Ø	V
		2.3 An operationalized VA Network	Maintain close coordination and engagement on a regular basis with AMS, and relevant stakeholders through regular consultations to update, monitor, and report on VA Network's progress	Ø	V	V	
			-	Update, monitor, and report on VA Network's progress	V	V	Ø

Mandate ¹ 1 2 3	Outputs ²	Activities		mefran 2023						
on landmine/		AMS and relevant stakeholders regarding the in to Explosive Ordnance Risk Education (EORE),			oach					
3	3.1 Best practices related to the implementation of an integrated	Collaborate and/or conduct research and documentation with expert institution/s	V	V	Ŋ					
$\sqrt{-\sqrt{-1}}$	approach to EORE, gender mainstreaming, victim assistance is documented and shared among AM, donors/partners, and stakeholders	Share best practices, technical knowledge, and experience through printed and online means, and/or events	Ŋ	V						
√ √	3.2 Events discussing key aspects of the integrated approach to EORE, gender mainstreaming, victim assistance	Organize events on EORE, gender mainstreaming, victim assistance and other landmine/ERW topics	V	7						
	Objective 4: Facilitate medical treatment, physical rehabilitation and psychological supports for landmine/ ERW victims, communities in interested AMS									
	1.1 Madical traatmant	Assess the needs		V						

			Assess the needs	\checkmark	\checkmark	\checkmark
	4.1	Medical treatment, physical rehabilitation and/or psychological	Identify medical institution/practitioner as partner for relevant project/programme	V	V	V
 V		supports to landmine/ ERW victims are provided in cooperation with ARMAC upon	Formulate proposal for relevant project/ programme and submit to potential donor for funding	V	Ø	V
		request from AMS	Implement the project/programme in coordination with partner AMS	V	V	Ø
			Assess psychosocial support needs in interested AMS	V	M	V
			Identify medical institution/practitioner as partner for relevant project/programme	V	V	V
	4.1	Psychosocial support trainings are organized in cooperation with	Formulate proposal for relevant project/ programme and submit to potential donor for funding	V	Ø	V
		ARMAC and upon the request from AMS	Implement the project/programme in coordination with partner AMS	V	V	V
			Conduct skill transfer programs e.g., train- the-trainer workshops, master trainer course	V	V	Ø
			Conduct community trainings on psychosocial support	Ø	V	Ø

3 An integrated approach to victim assistance ensures that (i) victim assistance efforts are implemented to improve the inclusion and wellbeing of survivors, other persons with disabilities, indirect victims and other vulnerable groups, and (ii) broader efforts reach the survivors and indirect victims among beneficiaries

Mandate ¹ 1 2 3	Outputs ²	Activities		mefran 2023						
Objective 5: Promote long-term support for landmine/ERW victims through skills training and provision of equal economic opportunity and meaningful integration into mainstream society and work place										
		Assess the needs for skills training	Ø	\checkmark	\checkmark					
5.1	Skills training to landmine/ERW victims is provided training	Identify training institution/expert as partner for relevant project/programme	V	V	V					
$\sqrt{\sqrt{1}}$	institution/expert in cooperation with ARMAC upon the request from AMS	Formulate proposal for relevant project/ programme and submit to potential donor for funding	V	V	V					
		Implement the project/programme	V	\checkmark	V					
knowledge, bes		ntry and/or regional knowledge-sharing events t s and identification of needs and resources for t								
6.1	6.1 Conference/workshop is organized to assist in the knowledge sharing and identification of needs and resources for future projects/programmes	Develop and submit proposal to potential donor for funding the conference	Ø	V	Ø					
$\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{$		Organize conference/workshop	V	Ø	V					
6.2	Exchange programme for interested AMS is organized to develop capacity in relevant area/s	Develop and submit proposal to potential donor for funding the exchange programme	V	Ø	Ø					
V V V		Organize exchange programme	V	V	V					
6.3	3 Other specific knowledge-sharing events including workshop/seminar/expo are organized	Develop and submit proposal to potential donor for funding the event	V	V	V					
V V V		Organize event	V	V	V					
Objective 7: De needs from AMS		together with expert institutions ⁵ , that addresse	es the c	lemand	l and					
	7.1 Training programmes for interested AMS are developed in partnership with expert institution/s	Conduct training needs assessment in countries and/or region	Ø	V	V					
7.1 √ √ √		Identify expert institution/s as partner for the training programme	V	V	V					
		Develop and submit proposal to potential donor for funding the training programme	Ø	V	V					
		Organize the training programme	V	V	V					

4 Some activities across all mandate areas under the Work Plan 2017-2018 which aim to promote/organise events to share knowledge, disseminate publications on relevant subjects and identify needs and experts/resources; are addressed under this output 6.1.

5 Potential expert institutions include the Geneva International Centre for Humanitarian Demining (GICHD), International Committee of the Red Cross (ICRC), United Nations agencies such as the UNMAS among others.

Mandate ¹	Outputs ²	Activities		mefran	
1 2 3 Objective 8	Promote the development of a	a standard and integrated approach which align		2023	
	or country context			, (OL) (14	
8	3.1 Standard and/or integrated approach	Assess needs for developing a standard and/ or integrated approach	V	V	Ŋ
$\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{$	which is appropriate to the ASEAN context are	Identify expert institution and/or expert as partner for relevant project/programme		V	V
	developed in partnership with expert institution/ expert for interested	Develop and submit the proposal to potential donor for funding the project/programme	Ø	V	V
	AMS	Implement the project/programme	V	V	V
	Promote collaboration among g., publications, toolkits, events	AMS and in the region through development of	f know	ledge	
Ę	0.1 Baseline survey to take stock of the	Identify expert institution and/or expert as partner to conduct the survey		V	Ø
$\sqrt{\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-\sqrt{-$	achievements made by national programmes across the ASEAN region	Formulate and submit the proposal to potential donor for funding the survey	V	V	Ø
	is conducted by ASEAN academic institution/ research centre and shared among AMS	Conduct the survey	V	V	V
C	0.2 Research on relevant	Identify ASEAN academic institution/research center as partner to conduct research		V	V
	topic is conducted by the ASEAN academic	Identify, and select a research topic	V	V	V
$\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{$	institution/research centre and shared among AMS	Develop and submit a proposal to potential donor for funding	Ø	V	Ø
		Conduct research and share with AMS, donors/partners, and stakeholders	V	V	Ø
<u> </u>	9.3 Mine Action Technology events are organized to	Formulate proposal and submit to potential donor for funding the events	V	V	V
V V V	generate interests from research thinktanks/ academe	Organize events		V	Ø
	0: Support AMS and the regior effects of landmine/ERW	n in mobilizing financial, technical and/or in-kind	resour	ces to	
$\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{$	10.1 Assistance in project/ programme proposal formulation and submission to potential donor is provided by ARMAC upon request	Develop project/programme proposal and submit to potential donor	V	Ø	V

Mandate ¹		ate ¹	O : the state ²		Timeframe		
1	2	3	Outputs ²	Activities		2023	2024
			10.2 Technical assistance in project/programme implementation is provided by ARMAC upon request	Develop technical assistance upon request, subject to available staff expertise	V	V	V
			10.3 Regional funding facility is established	Develop, mobilize a regional funding facility	Ø	V	Ø
			10.4 Regional partnership/s are developed and mobilized	Develop, mobilize regional partnership/s	V	V	V

Legend: \square = Planned; \square = Not Applicable

B. Operations

Outputs	Indicators	Means of Verification	Main Activities	Ti 2022	imefrar 2023	
Objective 1: Str	engthen ARMAC's opera	ses				
Output 1.1 Guidelines, policies and manuals are reviewed and updated	1.1.1 The guidelines, policies and manuals are in place and aligns with national and international requirements	1.1.1.1 Guidelines, policies, and manuals1.1.1.2 Review reports	 Review the guidelines, policies and manuals and update Update the guideline, policies and manuals, where necessary 	V		
Output 1.2 Financial & Accounting, Procurement,	1.2.1 Systems are in place and running smoothly	1.3.1.1 Licensed Accounting Software e.g., QuickBooks	 Review, maintain, and upgrade (if necessary) current systems 	V	V	7
IT and Security Management Systems are robust		 1.3.1.2Enhanced Security System. 1.3.1.2Enhanced IT infrastructure e.g., computer server 	2. Renovate, and maintain physical set up for IT and computer servers	Ø		Ø
Objective 2: Enl	nance technical skills and	capacities of ARMAC pe	ersonnel	·		
Output 2.1 Personnel capacity development plans are prepared and	2.1.1 Capacity building trainings and workshops are identified and added in each staff PCDP	2.1.2.1 Approved PCDP 2.1.2.2 PCDP reports 2.1.2.3 Back-to-Office Reports	1. Develop the PCDP based on assessed needs and available resources	V	V	V
implemented			2. Allocate financial resources for identified and approved trainings and workshops	Ø		V

Outputs	Indicators		Means of Verification	Main Activities	Ti	mefran	ne
Outputs			Means of Vernication		2022	2023	2024
		apacity uilding trainings nd workshops		3. Monitor, implement PDCPs		Ø	\checkmark
	ar	e attended nd completed		4. Update PDCPs, when necessary	V	V	Ø
				5. Evaluate outcomes	V	V	V
Objective 3: Enl	hance cor	mmunication and	d coordination with AMS,	partners and stakehol	ders ⁶		
Output 3.1 Communication strategy is developed and	pla	plan is developed	1. Develop a communication strategy	V	X	X	
operationalize				2. Implement the strategy	V	V	Ø
	Annua e-New	 .1 Publication of Annual Report, e-Newsletters .2 New articles .3 New knowledge products 	 3.2.3.1 Annual Report 3.2.3.2 Website and social media Pages 3.2.3.3 New articles, publications 	1. Prepare and publish periodic reports	V	V	V
	3.2.3 N€			2. Write new articles	Ø	Ø	V
	μ.			3. Develop knowledge products within, and in consultation/ partnership with AMS, partners and stakeholders	Ø	Ø	Ø
Output 3.2 Coordination with AMS, partners, and stakeholders is enhanced	ac ory wi pa sta 3.3.2 At	3.1 At least 2-3 activities are organized with AMS, partners, and stakeholders 3.2 At least	3.3.2.1 Annual Reports 3.3.2.2 Other Periodic Reports, e.g., monthly, quarterly reports	1. Develop coordination mechanisms with AMS, partners and stakeholders e.g., events, joint projects	Ø	Ø	
	2-3 funding opportunities are identified, prepared in consultation with AMS, partners, and stakeholders	3.3.2.3 Website and social media pages	2. Secure new partnerships, joint projects	Ø	Ø	N	

6 Programmes will develop the Communication Strategy and Plan with support from recruited consultant and expert/s, while Corporate Affairs will assist in the implementation.

Quitauta	lundi natawa			Timeframe		
Outputs	Indicators	Means of Verification	Main Activities	2022	2023	2024
Objective 4: Enh	nance resource mobilisat	ion capacity ⁷				
Output 4.1 Resource mobilization plan is	4.1.1 Resource mobilization plan	4.1.1.1 Annual Reports 4.1.1.2 Other Periodic Reports,	1. Develop a resource mobilization plan	V	V	V
developed and operationalize			2. Implement the plan	Ø	Ø	V
Output 4.2 New projects are	4.2.1 At least 2-3 projects are		1. Develop new projects	V	V	Ø
approved	approved every year		2. Secure new funding	V	V	V
Output 4.3 Funding support for Operations is increased	4.3.1 At least 2-3 new funding sources are tapped every year		1. Develop new funding facility in consultation with AMS, partners and stakeholders	Ø	V	
			2. Secure new funding sources	V	Ø	V

Legend: \square = Planned; \square = Not Applicable

7 ARMAC will facilitate the development of Resource Mobilization Plan with support from recruited consultant and expert/s, and will support the implementation.

DONORS AND PARTNERS

The ASEAN Regional Mine Action Center gratefully acknowledges the support and contributions received from the following national government agencies, embassies and bilateral agencies, Mine/ERW action organizations, think tanks and research institutes. Without which, our work in tackling the humanitarian aspects of landmine/ ERW would not be possible.



GALLERY OF ARMAC ACTIVITIES PHOTOS 2022



The 19th and 20th Steering Committee Meeting were organized in hybrid format at ARMAC



National Consultative Meeting in Myanmar, July 2022



Chairman of ARMAC SC with member of the Steering Committee during the Special Meeting of SC



Presentation of commemorative plaque by ARMAC Executive Director (ED) to the outgoing 2022 Chairman of the ARMAC Steering Committee

The 20th Meeting of the Steering Committee of ASEAN Regional Network Action Conter (ARMAC) Thurse December 22



The Handover of the Steering Committee Chairmanship from Cambodia to Indonesia, December 2022



Working visit to the Embassy of Switzerland in Bangkok, Thailand



The ASEAN Regional Mine Action Center (ARMAC) joined with Cambodian Mine Action and Victim Assistance Authority (CMAA) to commemorate the 30th anniversary of Cambodia's Mine Action Programme



ARMAC joined with CMAA to celebrate the National Mine Awareness Day at Preah Vihear Province in February 2022, Cambodia



Signing of MoU with UNDP Cambodia



Signing of MoU with SBCF





INTERNATIONAL Y FOR IN HE AWARENESS A SSIST F IN MINE ACTIO

Celebrating International Day for Mine Awareness and Assistance in Mine Action

RAFFLES







National Consultative Meeting- Enhance Victim Assistance Programme in the ASEAN, May 2022 Hanoi Viet Nam



Working Visit to ARMAC PS by the Ambassador of the Mission of Swiss Confederation to ASEAN



Working visit of Representative of JICA Cambodia



Regional Workshop on Residual Risk Management Frameworks for Southeast Asia



Philippines Mine Action Stakeholders Workshop in Phnom Penh



ARMAC Strategy Stakeholders Meeting in Phnom Penh, Cambodia



Round Table Discussion on Women, Security and Peace organized by the Embassy of Canada



National Consultative Meeting for the project "Enhance Victim Assistance Programme in the ASEAN" in Bangkok, Thailand



ARMAC Strategy Stakeholders Meeting in Bangkok, Thailand



Working visit to ARMAC PS by H.E. Mr. Kwon Heeseog, Ambassador of the Mission of RoK to ASEAN

Online Training Activities on Psychosocial Support in Collaboration with SingHealth and CMAA



The Special Meeting of the Steering Committee of ARMAC, July 2022



ARMAC Strategy Stakeholders Meeting in Hanoi, Viet Nam



Working visit to ARMAC PS by H.E. Mr. Buakeo Phumvongsay, Ambassador of Lao PDR to Cambodia



Working visit to the Ministry of Foreign Affairs of the Kingdom of Thailand



Working visit to the Embassy of New Zealand in Thailand



A working visit to ARMAC PS by NZ Ambassador to Thailand, Cambodia and Laos, H.E. Mr. Jonathan Kings



Intersessional Meeting of the Anti-Personnel Landmine Ban Convention (APMBC) and the 25th UN-NDM in Geneva, Switzerland



ARMAC-ICRC Workshop on Environmental Impact Management in Mine Action, Siem Reap, Cambodia



Working visit to ARMAC PS by UN-ASG H.E. Mr. Mohamed Khaled Khiari



Diccussing Cooperation MoU with Ambassador Liurka Rodriguez of Republic of Cuba



Working visit to ARMAC PS by GICHD Team



Regional Consultative Meeting on Promoting the Establishment of Regional Victim Assistance Network, Bali, Indonesia



Working visit to ARMAC PS by ISU team (APMBC)



Meeting with Thailand MFA, NPA and ICRC on Cross Border Coopertion in Mine Action



A round table hosted by Prime Minister of Canada on Women, Peace and Security.



Working visit to ARMAC PS by Hon. Phil Twyford, Minister for Disarmament and Arms Control of New Zealand



Working visit to ARMAC PS by MAG CEO, Mr. Darren Cormack



Second Technical Working Group Meeting on Resources Mobilization for HMA in ASEAN



Visit of the Delegates attending ARMAC-CHINA PRC High Level Regional Meeting to CMAC Peace Museum and a Demining Site of HALO Trust



High-Level Regional Meeting on " Enhancing Regional Cooperation and Resource Mobilization in ASEAN Mine/ERW Action"