QUARTERLY REPORT CAI-ASIA CENTER

July – September 2007

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LIST OF ABBREVIATIONS

AMWA  Air and Waste Management Association
APFB  Asia-Pacific Forum Berlin
AQM   Air Quality Management
BAQ   Better Air Quality workshop
BoT   Board of Trustees
BRT   Bus rapid transit
CAI-Asia Center Clean Air Initiative for Asian Cities Center
CANN  Clean Air Network Nepal
CITSAM China Improved Training System for Air Quality Management
CIVITAS Civitas Initiative
DOTC  Department of Transportation and Communications (Philippines)
DRI   Desert Research Institute
EU    European Union
GAPF  Global Atmospheric Pollution Forum
HTAP  Task Force on Hemispheric Transport of Air Pollution
ICCT  International Council for Clean Transportation
ICT   Information Communication Technology
IGES  Institute for Global Environmental Strategies
ISAS  Institute for South Asian Studies
IUAPPA International Union of Air Pollution Prevention Associations
IUCN  World Conservation Union
MEB   Mitra Emisi Bersih (Indonesia)
MRT   Mass rapid transit
NMT   Non-motorized transport
OECC  Overseas Environmental Cooperation Center
PCFV  Partnership for Clean Fuels and Vehicles
SACEP South Asia Co-operative Environment Programme
SEA UEMA South East Asia Urban Environmental Management Applications Project
SEI   Stockholm Environment Institute
SUMA  Sustainable Urban Mobility in Asia Program of CAI-Asia
SUT   Sustainable urban transport
SVCAP Swiss-Vietnamese Clean Air Project
TDM   Transport demand management
UNEP  United Nations Environment Program
US-AID United States Agency for International Development
US-EPA United States Environmental Protection Agency
VCAP  Vietnam Clean Air Program
1. INTRODUCTION AND GENERAL ASSESSMENT

This document is the Quarterly Report of the Clean Air Initiative for Asian Cities (CAI-Asia) Center and covers the period 1 July – 30 September 2007. Chapter 2 provides an overview of progress against the 2007-2008 CAI-Asia Center business plan. Chapter 3 describes spending against the approved CAI-Asia Center budget.

The main achievements during the reporting period are:

- The SUMA program is now well underway, with most LOAs with SUMA partners finalized and key activities started, even though continuous monitoring of implementation by the CAI-Asia Center is necessary to ensure timely delivery of quality outputs.
- The CAI-Asia Center has several potential projects in the pipeline, with a budget ranging from 15,000 to 1.5 million USD.
- Progress has been made in the establishment of the India Clean Air Network, and we expect to be able to launch the local network office in Delhi with one full-time coordinator in March 2008.
- The CAI-Asia Center has moved to a new office and has made further progress in developing financial and administrative systems and processes for its operations.

The main challenges to the CAI-Asia Center are:

- Ensuring the medium-term sustainability of the Center through obtaining at least one additional large project of $500,000 or more. The absence of a large or several medium-sized new projects will not threaten cash flow in 2007, however, the situation will need to be assessed for 2008 at the end of the next quarter.
- As a small organization with four Division/Unit managers with specific areas of specialization there are limited possibilities to delegate work while the demand for our services continues to increase. Hiring additional permanent staff to support these managers is not possible until additional funding for the Center is secured.
- Financial support and involvement from the private sector needs to be strengthened through a clear understanding of the benefits corporations can obtain from sponsoring or working with the CAI-Asia Center.
- While the CAI-Asia Partnership comprises over 120 members, it remains a challenge to get them more actively involved in AQM activities.
- The working relationship between the CAI-Asia Center and local networks is generally very good, but some of these networks are finding it difficult to generate their own funds and in the medium term continue to rely on co-funding from the CAI-Asia Center.
2. PROGRESS AGAINST BUSINESS PLAN

This chapter describes achievements during the July – October 2007 quarter compared with the approved Business Plan of the CAI-Asia Center.

2.1 Organizational Development

Performance Indicator: The CAI-Asia Center established as an independent legal entity (i.e., all administrative and financial procedures are functioning smoothly, ensuring its sustainability)

With regard to governance, the main achievements during the July – October quarter include:

- **New office**: the CAI-Asia Center moved into the new office on 15 September 2007
- **Board of Trustees**: as Cornie Huizenga now resides in Shanghai, there is a need to revisit the size and composition of the BoT, this to ensure compliance with the legal requirement that a majority of members residing in the Philippines (50%)
- **Staffing**: FAS Head was identified, and the date of engagement is under discussion.
- **Operational Manual**: updates in relation to public and annual holidays (to ensure compliance with Philippines legislation); per diem rates, etc
- **Accounting and payroll services**: IDEIN, a local accountancy firm in Manila, was contracted to provide accounting and payroll services through an accountant based at the Center providing day-to-day accounting support and a senior accountant to prepare financial reports and payroll overviews
- **Accounting system**: a draft version of the Solomon accounting software package is currently being tested and pending good results a final version will be installed early November 2007
- **External auditor**: terms of reference has been sent to three auditing firms, and it is expected that an external auditor will be appointed by the end of October 2007
- **Liability insurance**: liability assurance was obtained for $10,000 per year for BoT members, officers and staff of the CAI-Asia Center
- **Travel insurance**: travel insurance was obtained from HSBC on a case-by-case basis (i.e. fee is paid each time someone travels).
- **Credit line**: following approval by the BoT discussions were conducted with HSBC to establish a credit line to the CAI-Asia Center, and the application papers will be submitted once the first quarter’s financial report has been approved as this is one of the required supporting documents.

With regard to relationships and partnerships, main achievements during the July – September quarter include:

- Several project proposals were initiated and developed related to air quality management (AQM), sustainable urban transport (SUT), including ports, and co-benefits, for funding through Asian Development Bank (ADB), World Bank, the European Union (EU), Norwegian Embassy, Swiss-Vietnamese Clean Air Program (SVCAP), Institute for South Asian Studies (ISAS), Murdoch University, and the Philippines Department of Transportation and Communications (DOTC). See Annex B for an overview
Links initiated or further developed with several relevant organizations, including US Environment Protection Agency (US-EPA), United Nations Environment Programme (UNEP), US-AID and others. See Annex C for an overview

Private sector members currently include Shell, ACFA, Corning, SGS. Fundraising through the private sector has been initiated for BAQ 2008.

With regard to Local Networks, main achievements during the July – September quarter include:

- **China:** CITSAM (Chinese Improved Training System for Air Quality Management) project proposal submitted to SEPA in July 2007 for comments; comments are awaited from SEPA. With Energy Foundation funding, a pilot project on sustainable urban transport in Urumuqi amounting to $25,000 will be undertaken in October-December 2007. Possible funding sources for the China Project Office and its activities in 2008 were identified: the Heinrich Böll Foundation, SGS and Energy Foundation.

- **India:** Plans for the establishment of the India local network were further developed in consultation with the Central Pollution Control Board (CPCB). A business plan is being drafted. Two secretariat members have been identified, one of which is expected to commence in January 2008 and the second person to be recruited once additional funding has been secured; host organization still to be determined.

- **Indonesia:** Letter to Mitra Emisi Bersih (MEB), the current CAI-Asia local network to be sent in October inquiring whether it is still interested to continue functioning as CAI-Asia's local network in Indonesia. Based on the reply from MEB, the CAI-Asia Center will decide to discuss possible joint activities with MEB and/or will advice to the CAI-Asia Partnership Council on the need to discuss anew with stakeholders in Indonesia on is the interest to organize a new CAI-Asia local network in Indonesia.

- **Nepal:** LOA with Clean Air Network Nepal (CANN) has been drafted and will be signed after approval by the Executive Director outlining future joint activities. The CAI-Asia Center will provide limited financial support for staffing of the Secretariat.

- **Mongolia:** Project proposal submitted to World Bank to fund these activities in Mongolia to pave the way for the establishment of a local network in the country: (a) review of ambient air quality monitoring system, (b) review of air quality legislation, policy, and standards, (c) stakeholder survey, (d) raising public awareness on air pollution issues, and (e) formulate a roadmap for urban air quality management in Mongolia. Initial Project duration is 6 months. This initial project is expected contribute to the development of a CAI-Asia local network in Mongolia.

- **Pakistan:** LOA has been prepared and will be signed once IUCN, the counterpart organization has fully liquidated advances received for the period of the previous LOA; CAI-Asia Center is working closely with the Pakistan Clean Air Network (PCAN) to plan a basic AQM training course to be conducted in January 2008 together with Stockholm Environment Institute (SEI)

- **Philippines:** LOA with Partnership for Clean Air (PCA) still to be drafted; CAI-Asia Center working closely with the PCA Executive Director to implement activities such as the (a) World Bank small grant on Operationalizing the Citizen's Suit provision of the Clean Air Act and (b) Logofind basic AQM training course for local government units; and to prepare and follow-up tricycle improvement proposals for possible funding by the Philippine Institute of Petroleum and by the Department of Transportation and Communications.

- **Sri Lanka:** Annual air quality symposium held in Sri Lanka in September 2007; the CAI-Asia Center Deputy Executive Director gave the keynote address during the Symposium and met with stakeholders in Sri Lanka; LOA with CleanAirSL drafted and will be signed after approval by the Executive Director; the CAI-Asia Center is following up on the

**Viet Nam:** LOA with Vietnam Clean Air Program (VCAP) still to be drafted; coordinator of the local network started in August 2007 and is being funded by the Swiss-Vietnamese Clean Air Project (SVCAP). The CAI-Asia Center is assisting VCAP with the formulation of the Hanoi Air Quality Management Action plan. The CAI-Asia Center will also work with VCAP in the 2007 Strategic Environment Assessment which will have a focus on air quality.

### 2.2 Knowledge Management

**Performance Indicator:** The CAI-Asia Center is accepted as an authoritative, knowledge base on urban air quality in Asia

The main achievements during the July – September quarter 2007 include:

- **Knowledge management strategy:** draft outline was developed, a draft strategy will be available by the December BoT meeting and following comments the strategy will be finalized by end December 2007
- **Filing system and protocol:** a filing system structure for both hard copy and electronic filing is in place and a protocol is being developed
- **Intranet:** the intranet will be established once a server is purchased for the CAI-Asia Center office
- **Website update:** updated daily, and structure and updating processes are being re-examined. See Annex D for statistics on documents and links added to the website as well as overview of web user traffic. The CAI-Asia Listserv membership increased by 489 members since 2006 and is now approximately 1266 members. A total of 212 moderated posts were made in the period July – September 2007.
- **Compendium 2007:** questionnaires are finalized and being sent out, with high-level results to be presented at Regional Dialogue in Bangkok in January 2008, and detailed information will be made available on the web in early 2008. The 2007 Compendium will consist of three parts: organizations, projects/programs, and training courses
- **KnowledgeAir proposal** (formerly ICT proposal): final draft proposal has been submitted to the ADB for internal review and subsequent submission to Korea for funding
- **ICT applications:** established account on Flickr and YouTube, however, current ICT applications are still limited due to limitations of the current CAI-Asia Center website

### 2.3 Capacity Building

**Performance Indicator:** The CAI-Asia Center is able to contribute to the generation of adequate capacity for effective urban AQM in Asia

The main achievements during the July – September quarter include:

- **Training courses:** The Compendium 2007 includes a specific part on AQM-related training courses in order to obtain an overview of existing training courses and training providers, which will better enable the CAI-Asia Center to identify gaps and facilitate further training, for example through exchange programs between countries
• **Training activities in China:** Apart from the CITSAM training program under development in China a basic AQM training course will be delivered in Beijing to about 25 participants from 4 cities in November 2007 and an emissions inventory training course will be delivered in Beijing to about 30 participants from 11 cities towards the end of the year. The 4th city workshop will be held in Beijing either before or after the emissions inventory training course. Discussions are also ongoing with Center for Environmental Education and Communication (CEEC) on a CAI-Asia Center contribution to training to Directors of 140 Environmental Monitoring Centers in China.

• **Training activities under SUMA:** Discussions are ongoing with the World Bank on linking SUMA training activities with capacity building under the GEF program on Sustainable Urban Transport in China. The German Agency for Technical Cooperation (GTZ) is developing and/or adapting training materials for an initial course on training skills and an introduction to SUT in Beijing in November 2007 and three specialized courses on mass rapid transit (MRT) systems, non-motorized transport (NMT) and transport demand management (TDM). It is expected that in case cooperation is established with the GEF SUT program that the number of persons trained can be expanded.

2.4 Networking and Policy Development

*Performance Indicator: The CAI-Asia Center is able to expand its role as convener of AQM-related policy forums*

The main achievements during the July – September quarter include:

• **Committees:** based on response to an announcement through the Listserve about CAI-Asia Committees, three committees will be established: (a) Emission inventories and source apportionment. (b) Urban development / Land use planning. (c) Co-benefits of AQM and climate change mitigation. The possibility of setting up a committee on capacity building is also being considered.

• **Meetings in support of the implementation of the SUMA program:** the 4th ADB – CAI-Asia SUMA Joint Coordination Meeting was held in Manila to discuss progress on SUMA. The SUMA Partners Coordination Forum with most SUMA partners in Ahmedabad, India to discuss program activities, coordination between partners and a draft knowledge management strategies. The latter meeting coincided with a national BRT Workshop where SUMA partners provided feedback to the BRT system development plans of about 10 Indian cities.

• **South Asia sub-regional cooperation:** Following the invitation by Shreekant Gupta, BoT member, the Executive Director gave a presentation at the National University of Singapore Institute for South Asian Studies on possible cooperation among South Asian countries in the area of air quality management. The CAI-Asia Center will develop a joint project proposal with NUS-ISAS that will involve the CAI-Asia local networks and stakeholders from South Asia.

• **Coordination with various partnerships:** the CAI-Asia Center participated in the 3rd Management meeting of the Global Atmospheric Pollution Forum (GAPF) in which a number of joint activities were discussed between the Center and the Forum.

• **Strategic Partnerships:** discussions were conducted with several organizations to come to a strategic partnership. It was agreed with UNEP, US-EPA and the Air and Waste management Association that this will result in a joint Letter of Intent outlining the cooperation.
Presentation, attendance and representation at a series of meetings, conferences and seminars, which contributes to our visibility as a prime regional actor on urban AQM, to the identification of emerging issues / new priorities, and to the development of new partnerships and project proposals. See Annex A for an overview of meetings for the June 2007 – December 2008 period.

Preparation for policy dialogues: the Regional Dialogue with the donor community (Bangkok January 2008), Regional workshop on Linkages of Air Pollution, Poverty and Health (Ho Chi Min City, February 2008) and the Second Governmental Meeting on AQM (June 2008). Initial work has commenced on the drafting of the Long Term Vision on Improved Air Quality in Asian Cities which will form the basis for discussions in the Second Governmental Meeting on Urban Air Quality in mid-2008. This meeting will be jointly organized by UNEP and CAI-Asia.

Preparation for the Better Air Quality (BAQ) workshop 2008: The Bangkok Metropolitan Administration (BMA) and the Pollution Control Department (PCD) have agreed to host the BAQ workshop in cooperation with United Nations Environment Programme (UNEP) and United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP), which will be formalized in an MOU. BAQ 2008 is planned for the first or second week in November, at either the Imperial Queen’s Park Hotel or the Queen Sirikit Convention Center (to be confirmed by 21 October). The CAI-Asia Center is currently developing a BAQ Plan, which will include the theme, program, venue, budget (based on 700-1000 participants), roles and responsibilities of different partners, fundraising strategy and public relations and media strategy. An MoU is currently being discussed with BMA and PCD. The signing of the MoU and formal announcement of BAQ 2008 is planned for mid November, one year before hosting the event.

2.5 Investment and Implementation Facilitation

Performance Indicator: The CAI-Asia Center has contributed to the identification of financing models for effective urban AQM in Asia and has assisted in raising funds for the development and implementation of AQM programs and projects

Additional work will need to be done in this area in the coming period. The main achievements during the July – September quarter include:

Proposals with local networks: the CAI-Asia Center has worked with its local networks in developing proposals for their respective countries, for example Viet Nam and China. In addition, a proposal has been submitted for World Bank funding for Mongolia where a local network is to be established. The local network analysis, which will be conducted parallel to the Compendium, will provide a basis to identify new project opportunities at the Coordination Meeting of local networks in January 2008.
3. PROGRESS AGAINST BUDGET

3.1 Approved 2007-2008 budget

The 2007-2008 budget for the CAI-Asia Center that was approved by the BoT in its July 2007 meeting is provided below in Table 1. Annex F provides a further breakdown by month of the budget by month for July-December 2007.

The main points in relation to the 2007 budget in Table 1 are:

- Income in the approved budget 2007-2008 is based on one approved project (SUMA) and two proposed projects (NORAD) and an ADB Korean Trustfund and through private sector contribution from existing private sector members only
- Several additional smaller potential projects of a combined budget of up to $420,000 were not included in the budget
- Major expenses for project activities and hired consultants for 2007 are included only for the SUMA and NORAD projects. It is assumed that the KM project submitted for funding to ADB Korean Trustfund will not commence before January 2008.

Table 1. Approved CAI-Asia Center 2007-2008 Budget

<table>
<thead>
<tr>
<th>INCOME</th>
<th>July-Dec 2007</th>
<th>Jan - Dec 2008</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUMA</td>
<td>761</td>
<td>836</td>
<td>1,597</td>
</tr>
<tr>
<td>SUMA Admin Fee</td>
<td>59</td>
<td>79</td>
<td>138</td>
</tr>
<tr>
<td>Norway</td>
<td>135</td>
<td>535</td>
<td>670</td>
</tr>
<tr>
<td>Norway admin fee</td>
<td>12</td>
<td>92</td>
<td>104</td>
</tr>
<tr>
<td>Korea KM-ICT</td>
<td>-</td>
<td>242</td>
<td>242</td>
</tr>
<tr>
<td>Korea KM-ICT admin fee</td>
<td>26</td>
<td>26</td>
<td></td>
</tr>
<tr>
<td>Private sector members (Membership Fees)</td>
<td>172</td>
<td>79</td>
<td>251</td>
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<tr>
<td>Investment income (Interest Income / other investment income)</td>
<td>6</td>
<td>10</td>
<td>16</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>1,145</td>
<td>1,899</td>
<td>3,044</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>July-Dec 2007</th>
<th>Jan - Dec 2008</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remuneration</td>
<td>253</td>
<td>761</td>
<td>1,014</td>
</tr>
<tr>
<td>Travel and Per Diem</td>
<td>36</td>
<td>118</td>
<td>154</td>
</tr>
<tr>
<td>Training, Workshops, Meetings and Seminars</td>
<td>33</td>
<td>184</td>
<td>217</td>
</tr>
<tr>
<td>Equipment</td>
<td>69</td>
<td>50</td>
<td>119</td>
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<tr>
<td>Sub-Grants</td>
<td>670</td>
<td>724</td>
<td>1,394</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>61</td>
<td>131</td>
<td>192</td>
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<tr>
<td>Office Rental and Utilities</td>
<td>25</td>
<td>52</td>
<td>76</td>
</tr>
<tr>
<td>Third-party services</td>
<td>28</td>
<td>53</td>
<td>81</td>
</tr>
<tr>
<td>Miscellaneous Admin Cost</td>
<td>9</td>
<td>26</td>
<td>35</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>1,123</td>
<td>1,968</td>
<td>3,090</td>
</tr>
</tbody>
</table>

| Balance               |               |                |        |
| Income               | 3,044         |                |        |
| Expenses             | 3,090         |                |        |
| **Profit/(Loss)**    | (46)          |                |        |
### 3.2 Actual versus budget for July – September 2007

Table 2 summarizes actual revenues and expenses for the July – September quarter, and a comparison with the budgeted amounts for this quarter.

#### Table 2. Actual versus budget for the CAI-Asia Center July – September 2007

<table>
<thead>
<tr>
<th>4000 Income</th>
<th>Jul 07</th>
<th>Aug 07</th>
<th>Sep 07</th>
<th>Jul - Sep 07</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants</td>
<td>669,993.50</td>
<td>0.00</td>
<td>0.00</td>
<td>669,993.50</td>
<td>670,000.00</td>
<td>6.50</td>
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<tr>
<td>4100 Private Sector Members</td>
<td>14,968.50</td>
<td>0.00</td>
<td>15,031.50</td>
<td>30,000.00</td>
<td>30,000.00</td>
<td>0.00</td>
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<tr>
<td>4500 Investment Income</td>
<td>0.00</td>
<td>1,198.81</td>
<td>726.56</td>
<td>1,925.37</td>
<td>3,000.00</td>
<td>-1,074.63</td>
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<tr>
<td>4700 Interest Income</td>
<td>0.00</td>
<td>291.37</td>
<td>0.00</td>
<td>291.37</td>
<td>0.00</td>
<td>-291.37</td>
</tr>
<tr>
<td>4710 Investment Income - Other</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>4720 Total Investment Income</td>
<td>0.00</td>
<td>1,490.18</td>
<td>726.56</td>
<td>2,216.74</td>
<td>3,000.00</td>
<td>783.26</td>
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<td>4800 Foreign Exchange Gain or Loss</td>
<td>-271.52</td>
<td>-189.26</td>
<td>719.74</td>
<td>258.96</td>
<td>0.00</td>
<td>-258.96</td>
</tr>
<tr>
<td>4810 Translation Exch Gain or Loss</td>
<td>0.00</td>
<td>0.00</td>
<td>-222.17</td>
<td>-222.17</td>
<td>0.00</td>
<td>222.17</td>
</tr>
<tr>
<td>4820 Total Foreign Exchange Gain or Loss</td>
<td>-271.52</td>
<td>-189.26</td>
<td>497.57</td>
<td>36.79</td>
<td>0.00</td>
<td>-36.79</td>
</tr>
<tr>
<td>Total Income</td>
<td>684,690.48</td>
<td>1,300.92</td>
<td>16,255.63</td>
<td>702,247.03</td>
<td>703,000.00</td>
<td>752.97</td>
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</table>

<table>
<thead>
<tr>
<th>5000 Expenses</th>
<th>Jul 07</th>
<th>Aug 07</th>
<th>Sep 07</th>
<th>Jul - Sep 07</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5100 Remuneration</td>
<td>0.00</td>
<td>26,238.86</td>
<td>32,488.73</td>
<td>58,727.59</td>
<td>82,412.70</td>
<td>23,685.11</td>
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<tr>
<td>5200 Travel &amp; Per Diem</td>
<td>0.00</td>
<td>0.00</td>
<td>125.00</td>
<td>125.00</td>
<td>15,500.00</td>
<td>15,375.00</td>
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<tr>
<td>5300 Training &amp; Seminars</td>
<td>7,130.58</td>
<td>1,080.32</td>
<td>0.00</td>
<td>8,210.90</td>
<td>15,000.00</td>
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<tr>
<td>5400 Equipment</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>68,900.00</td>
<td>68,900.00</td>
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<tr>
<td>5500 Sub-grants</td>
<td>0.00</td>
<td>125,000.00</td>
<td>125,028.00</td>
<td>250,028.00</td>
<td>495,000.00</td>
<td>244,972.00</td>
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<tr>
<td>5600 Miscellaneous</td>
<td>70.50</td>
<td>1,683.27</td>
<td>11,889.47</td>
<td>13,643.24</td>
<td>36,000.00</td>
<td>22,356.76</td>
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<tr>
<td>5700 Office Rental &amp; Utilities</td>
<td>0.00</td>
<td>837.60</td>
<td>3,960.19</td>
<td>4,797.79</td>
<td>12,300.00</td>
<td>7,502.21</td>
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<tr>
<td>5800 Third Party Services</td>
<td>0.00</td>
<td>0.00</td>
<td>6,393.81</td>
<td>6,393.81</td>
<td>18,950.00</td>
<td>12,556.19</td>
</tr>
<tr>
<td>5900 Misc Admin Costs</td>
<td>70.50</td>
<td>845.67</td>
<td>1,535.47</td>
<td>2,451.64</td>
<td>4,750.00</td>
<td>2,298.36</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>7,201.08</td>
<td>154,002.45</td>
<td>169,531.20</td>
<td>330,734.73</td>
<td>712,812.70</td>
<td>382,077.97</td>
</tr>
</tbody>
</table>

**Balance**

<table>
<thead>
<tr>
<th>Income</th>
<th>Expenses</th>
<th>Excess of Receipts Over Disbursement</th>
</tr>
</thead>
<tbody>
<tr>
<td>702,247.03</td>
<td>330,734.73</td>
<td>371,512.30</td>
</tr>
</tbody>
</table>

The budgeted income was very close to the actual income for this quarter. The actual expenses are lower than budgeted by approximately US$ 371,000\(^1\). The main reasons are:

- **Remuneration**: Postponement of further staff recruitment and late submission of claims by consultants.
- **Travel and per diem**: The budget for staff travel ($3,500 per month) was not fully used, partly because several missions were paid for by third parties.
- **Trainings, workshops, meetings and seminars**: BoT and Partnership Council costs were lower than budgeted, and some budget was allocated towards preparations for the Local Network Summit planned for November 2007, which will now be held in January 2008.
- **Equipment**: Equipment has not been included in the income/expense overview because equipment is considered an asset rather than an expense (and is thus included in the balance sheet only). Only the minimum required office equipment was purchased to the

\(^1\) Only expenses have been included that have been incurred and disbursed.
value of approximately US$ 17,000, and additional equipment will be purchased once additional funding has been secured

- **Sub-grants**: Delay of allocation of disbursement of SUMA sub-grants (approximately US$ 250,000). See Annex E for an overview of sub-grants disbursed
- **Miscellaneous**: Delay of move into new office by one month

### 3.3 Projection for October – December 2007

Table 3 provides a forecast of income and expenses for October – December 2007. The main reasons for differences between the forecast and the approved budget are:

**Income:**

- The decision on the NORAD project has been postponed, therefore funding is not expected until 2008
- Additional income is secured through new smaller projects (see Annex B for an overview)

**Expenses:**

- **Remuneration**: Postponement of further staff recruitment until NORAD or other funding has been secured
- **Travel and per diem**: The budget for staff travel ($3,500 per month) will not be fully used, partly because several missions will be paid for by third parties and partly because Coordination Meeting of Local Networks, Development Partners Meetings in each local network country, and the Regional Dialogue will be held in the first quarter of 2008. See Annex A for a meeting schedule
- **Trainings, workshops, meetings and seminars**: Coordination Meeting of Local Networks, Development Partners Meetings in each local network country, and the Regional Dialogue will be held in the first quarter of 2008. See Annex A for a meeting schedule. A second reason is that staff will identify training opportunities during 2007 but in most cases will attend actual training in 2008
- **Equipment**: Equipment has not been included in the income/expense forecast because equipment is considered an asset rather than an expense (and is thus included in the balance sheet only)
- **Sub-grants**: Sub-grant disbursements under NORAD are excluded from the forecast. Sub-grant disbursements to partners under SUMA planned for December 2007 is postponed to January 2008 following receipt of inception reports (US$ 100,000). See Annex E for an overview of sub-grants to be disbursed
- **Miscellaneous**: Expenses under this budget line mostly consist of fixed costs that have been agreed through contracts, such as rent and third party services, and therefore are not a main reason for differences between forecast and budget during the October to December quarter.

Based on the current forecast, the CAI-Asia Center will have a positive cash balance for the remainder of 2007.
### Table 3. Forecast of Income and Expenses for October – December 2007

<table>
<thead>
<tr>
<th></th>
<th>Oct 07</th>
<th>Nov 07</th>
<th>Dec 07</th>
<th>Oct - Dec 07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>4000</strong></td>
<td>Income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4100</td>
<td>Grants</td>
<td>150,000.00</td>
<td>147,000.00</td>
<td></td>
</tr>
<tr>
<td>4500</td>
<td>Private Sector Members</td>
<td>100,000.00</td>
<td>42,000.00</td>
<td></td>
</tr>
<tr>
<td>4700</td>
<td>Investment Income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4710</td>
<td>Interest Income</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>4720</td>
<td>Investment Income - Other</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>Total Investment Income</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>4800</td>
<td>Foreign Exchange Gain or Loss</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4810</td>
<td>Transaction Exch Gain or Loss</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>4820</td>
<td>Translation Exch Gain or Loss</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>Total Foreign Exchange Gain or Loss</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>Total Income</td>
<td>251,000.00</td>
<td>190,000.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td><strong>5000</strong></td>
<td>Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5100</td>
<td>Remuneration</td>
<td>42,096.00</td>
<td>59,383.00</td>
<td>69,383.00</td>
</tr>
<tr>
<td>5200</td>
<td>Travel &amp; Per Diem</td>
<td>3,500.00</td>
<td>3,500.00</td>
<td>13,500.00</td>
</tr>
<tr>
<td>5300</td>
<td>Training &amp; Seminars</td>
<td>0.00</td>
<td>12,000.00</td>
<td>6,000.00</td>
</tr>
<tr>
<td>5400</td>
<td>Expendable Equipment</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>5500</td>
<td>Sub-grants</td>
<td>255,000.00</td>
<td>15,000.00</td>
<td>150,000.00</td>
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<tr>
<td>5600</td>
<td>Miscellaneous</td>
<td>9,100.00</td>
<td>8,100.00</td>
<td>8,100.00</td>
</tr>
<tr>
<td>5700</td>
<td>Office Rental &amp; Utilities</td>
<td>4,100.00</td>
<td>4,100.00</td>
<td>4,100.00</td>
</tr>
<tr>
<td>5800</td>
<td>Third Party Services</td>
<td>2,950.00</td>
<td>2,950.00</td>
<td>2,950.00</td>
</tr>
<tr>
<td>5900</td>
<td>Misc Admin Costs</td>
<td>2,050.00</td>
<td>1,050.00</td>
<td>1,050.00</td>
</tr>
<tr>
<td></td>
<td>Total Expenses</td>
<td>309,696.00</td>
<td>97,983.00</td>
<td>246,983.00</td>
</tr>
<tr>
<td><strong>Balance</strong></td>
<td>Income</td>
<td>442,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expenses</td>
<td>654,662.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Profit</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>(Loss)</td>
<td></td>
<td></td>
<td>212,662.00</td>
</tr>
</tbody>
</table>

### 3.4 Budget outlook 2008

As indicated above the 2007-2008 budget assumes three main projects. In case one or more of these projects will not materialize additional new projects will need to be identified or changes in the 2008 budget will be required. In line with the by-laws the CAI-Asia Center will submit an updated budget for 2008 to the BoT in December 2007.

See Annex B for an overview of current projects and projects in the pipeline.
### ANNEXES

#### A. Meeting schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
<th>CAI-Asia Attendees</th>
<th>Role</th>
<th>Funding source</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 31 - June 2</td>
<td>Task Force on Hemispheric Transport of Air Pollution (HTAP) Meeting</td>
<td>Reading, U.K.</td>
<td>May Ajero</td>
<td>Participation</td>
<td>HTAP</td>
</tr>
<tr>
<td>June 24-28</td>
<td>World Conference on Transport Research</td>
<td>Berkeley, USA</td>
<td>Herbert Fabian</td>
<td>Poster Presentation: SUMA</td>
<td>SUMA</td>
</tr>
<tr>
<td>June 26-28</td>
<td>ADB Clean Energy Forum</td>
<td>Manila, Philippines</td>
<td>Charles Melhuish, Bebet Gozun, May Ajero, Au Ables, Mike Co</td>
<td>Participation in various sessions / Panel organizer in session on Sustainable Transport</td>
<td>NA</td>
</tr>
<tr>
<td>June 29</td>
<td>100th AWMA Annual Conference and Exhibition</td>
<td>Pittsburg, Pennsylvania</td>
<td>Herbert Fabian</td>
<td>Presentation: Urban Air Quality Management in Asia and Key Issues and Opportunities for Managing Stationary Sources of Air Pollution</td>
<td>SUMA</td>
</tr>
<tr>
<td>July 10</td>
<td>Seminar on AQM Plan</td>
<td>Hanoi, Vietnam</td>
<td>Cornie Huizenga</td>
<td>Presentation: Concept, methodology for AQM Planning and Good/bad experience and examples from other cities in the region on AQM frameworks/plans</td>
<td>SVCAP</td>
</tr>
<tr>
<td>July 31 - August 3</td>
<td>17th Asia Pacific Seminar on Climate Change</td>
<td>Bangkok, Thailand</td>
<td>May Ajero</td>
<td>Presentation: “Promoting Co-benefits in Asia”</td>
<td>OECC</td>
</tr>
<tr>
<td>August 3</td>
<td>IGES Scoping Meeting on Co-benefits</td>
<td>Bangkok, Thailand</td>
<td>Sophie Punte and May Ajero</td>
<td>Presentation: Co-benefits: Status and Challenges</td>
<td>IGES</td>
</tr>
<tr>
<td>August 30</td>
<td>Seminar-Workshop on Tricycle Operation Management</td>
<td>Quezon City, Philippines</td>
<td>Herbert Fabian</td>
<td>Presentation to national and local government representatives in Metro Manila on “Reducing the Impacts of Air Pollution from Mobile Sources”</td>
<td>NA</td>
</tr>
<tr>
<td>August 30-31</td>
<td>Seminar-Workshop on Sustainable Urban Transport for Cebu City</td>
<td>Cebu City, Philippines</td>
<td>Au Ables</td>
<td>Presentation to local government representatives in the Metro Cebu Area (Philippines) on the “Role of Stakeholders in Sustainable Urban Transportation”</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 6</td>
<td>4th ADB-CAI-Asia SUMA Joint Coordination Committee</td>
<td>Manila, Philippines</td>
<td>Cornie Huizenga, Herbert Fabian, Sophie Punte</td>
<td>Discuss SUMA progress</td>
<td>NA</td>
</tr>
<tr>
<td>September 9-13</td>
<td>World Congress Brisbane</td>
<td>Brisbane, Australia</td>
<td>Bebet Gozun, Cornie Huizenga</td>
<td>Keynote address</td>
<td>GAPF</td>
</tr>
</tbody>
</table>

*Note: NA = Not Available*
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
<th>CAI-Asia Attendees</th>
<th>Role</th>
<th>Funding source</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 18-19</td>
<td>Conference on Multilateral Cooperation with the Association of Southeast Asian Nations</td>
<td>Berlin, Germany</td>
<td>Bebet Gozun</td>
<td>Key Note Address: The current situation, policies and perspectives with regard to environmental challenges in Asian Cities</td>
<td>APFB</td>
</tr>
<tr>
<td>September 18-19</td>
<td>Presentation: Status of Urban Air Quality Management in Asia</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 20</td>
<td>Asian Development Bank - Delhi</td>
<td>Delhi, India</td>
<td>Sophie Punte and Herbert Fabian</td>
<td>Presentation on SUMA and BRT to ADB staff</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 23</td>
<td>Workshop of the Indian Association for Air Pollution Control</td>
<td>Delhi, India</td>
<td>Sophie Punte and Herbert Fabian</td>
<td>Presentation: CAI-Asia and activities in India (including SUMA activities)</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 24-26</td>
<td>Bus Rapid Transit (BRT) System Workshop</td>
<td>Ahmedabad, India</td>
<td>Sophie Punte and Herbert Fabian</td>
<td>Attendance and resource person to 15 participating cities. Presentation on CAI-Asia and SUMA</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 26</td>
<td>SUMA Partnership Coordination Forum</td>
<td>Ahmedabad, India</td>
<td>Sophie Punte and Herbert Fabian</td>
<td>Meeting with key SUMA partners on program management; activities and linkages; and the draft knowledge management strategy</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 28</td>
<td>Indian Urban Space Workshop</td>
<td>Mumbai, India</td>
<td>Herbert Fabian</td>
<td>Attendance</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 28</td>
<td>Third National Air Symposium</td>
<td>Colombo, Sri Lanka</td>
<td>Sophie Punte</td>
<td>Key note Address</td>
<td>SUMA</td>
</tr>
<tr>
<td>September 28</td>
<td>The Institute of South Asian Studies (ISAS) Seminar</td>
<td>Singapore</td>
<td>Cornie Huizenga</td>
<td>“Urban Air Quality in South Asia: Status, Challenges and the Need for Partnerships”</td>
<td>GAPF</td>
</tr>
<tr>
<td>September 30-October 1</td>
<td>Male Forum</td>
<td>Male, Maldives</td>
<td>Cornie Huizenga</td>
<td>Presentation: CAI-Asia Center: New developments</td>
<td>GAPF</td>
</tr>
<tr>
<td>October 3-5</td>
<td>CIVITAS</td>
<td>Kaunas, Lithuania</td>
<td>Cornie Huizenga</td>
<td>Presentation: Sustainable Urban Transport in Asia</td>
<td>CIVITAS</td>
</tr>
<tr>
<td>October 15</td>
<td>AQM Workshop</td>
<td>Hanoi, Viet Nam</td>
<td>Cornie Huizenga May Ajero</td>
<td>Workshop Resource persons</td>
<td>SVCAP</td>
</tr>
<tr>
<td>October 15-16</td>
<td>International Metropolitan VPC</td>
<td>Beijing, China</td>
<td>Yan Peng</td>
<td>Participant</td>
<td>NA</td>
</tr>
<tr>
<td>October 22-24</td>
<td>Building the Hydrogen Economy: An Infrastructure Strategy Third Workshop</td>
<td>Shanghai, China</td>
<td>Cornie Huizenga</td>
<td>Participant</td>
<td>NA</td>
</tr>
<tr>
<td>October 29-30</td>
<td>Regional Climate Change</td>
<td>Kuala Lumpur, Malaysia</td>
<td>Sophie Punte</td>
<td>Presentation: Co-benefits of urban air quality management and climate change mitigation</td>
<td>British Chamber of Commerce</td>
</tr>
<tr>
<td>November 1-2</td>
<td>RAQM</td>
<td>Beijing, China</td>
<td>Cornie Huizenga</td>
<td>Presentation: Capacity Building for effective</td>
<td>CAI-Asia</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Location</td>
<td>CAI-Asia Attendees</td>
<td>Role</td>
<td>Funding source</td>
</tr>
<tr>
<td>--------------</td>
<td>------------------------------------------------------------------------</td>
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<td>---------------------------------</td>
</tr>
<tr>
<td>November 13-17</td>
<td>Dialogue on Sustainable Mobility in China, Challenge Bibendum</td>
<td>Shanghai, China</td>
<td>Cornie Huizenga</td>
<td>Participant</td>
<td>NA</td>
</tr>
<tr>
<td>November 13-16</td>
<td>ADBI Workshop</td>
<td>Tokyo, Japan</td>
<td>Cornie Huizenga</td>
<td>Presentation: Cross Border Infrastructure and its air quality implications in Asia</td>
<td>ADBI</td>
</tr>
<tr>
<td>November 20-21</td>
<td>2nd Indonesia Fuel and Lube Conference and Exhibition</td>
<td>Jakarta, Indonesia</td>
<td>Cornie Huizenga or Herbert Fabian</td>
<td>Key note speaker: Clean Fuels and Vehicles in Asia</td>
<td>Workshop organizers</td>
</tr>
<tr>
<td>November 21-23</td>
<td>International Conference on Air Quality Management in Southeast Asia</td>
<td>Ho Chi Min City, Vietnam</td>
<td>Cornie Huizenga</td>
<td>Key Note speaker</td>
<td>SEA-UEMA/APPH</td>
</tr>
<tr>
<td>November 28-30</td>
<td>Asia-Europe Environment Forum 5th Roundtable &quot;Achieving Urban Sustainability: Integrated Environmental Management&quot;</td>
<td>Shenzhen, China</td>
<td>Glynda Bathan and Yan Peng</td>
<td></td>
<td>CAl-Asia and EU (cost-sharing)</td>
</tr>
<tr>
<td>November</td>
<td>Tricycle Workshop</td>
<td>Bulacan, Philippines</td>
<td>To be evaluated whether relevant for CAl-Asia or PCA to attend</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Development Partners Meeting – Philippines</td>
<td>Manila, Philippines</td>
<td>Glynda Bathan</td>
<td>Facilitate consultation with development partners on AQM activities and priorities</td>
<td></td>
</tr>
<tr>
<td>December 14</td>
<td>National EST Workshop</td>
<td>Manila, Philippines</td>
<td>Herbert Fabian</td>
<td>To be confirmed</td>
<td></td>
</tr>
<tr>
<td>December 18</td>
<td>CURB-AIR Regional Dissemination Workshop (CDM &amp; Urban Air Pollution: Partnerships enhancing synergies in urban air quality and Kyoto mechanisms)</td>
<td>Bangkok, Thailand</td>
<td>To be confirmed</td>
<td>Contribute to the debate from an urban AQM perspective</td>
<td>CEERD or UNESCAP</td>
</tr>
<tr>
<td></td>
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<td></td>
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<tr>
<td>2008</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>January 13-15</td>
<td>TRB Conference</td>
<td>Washington, USA</td>
<td>Cornie Huizenga, Sophie Punte or Herbert Fabian</td>
<td>Attendance; SUMA event</td>
<td>SUMA</td>
</tr>
<tr>
<td>January 22</td>
<td>Regional Dialogue</td>
<td>Bangkok, Thailand</td>
<td>Cornie Huizenga, Sophie Punte, Glynda Bathan</td>
<td>Jointly with UNEP facilitate dialogue with the donor community on activities and priorities</td>
<td>CAl-Asia Center</td>
</tr>
<tr>
<td>January 23</td>
<td>Local Network Coordination Meeting</td>
<td>Bangkok, Thailand</td>
<td>Cornie Huizenga, Sophie Punte, Glynda Bathan</td>
<td>Facilitate discussion on activities, priorities, fundraising and areas for cooperation</td>
<td>CAl-Asia Center</td>
</tr>
<tr>
<td>February</td>
<td>Regional workshop on Linkages of Air</td>
<td>Ho Chi Min City, May Ajero</td>
<td></td>
<td>As part of the APPH project, together with</td>
<td>ADB</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Location</td>
<td>CAI-Asia Attendees</td>
<td>Role</td>
<td>Funding source</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------------------------------</td>
<td>---------------------------</td>
<td>--------------------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>February</td>
<td>Development Partners Meeting – Viet Nam</td>
<td>Ho Chi Minh City, Viet Nam</td>
<td>Glynda Bathan, May Ajero</td>
<td>Facilitate consultation with development partners on AQM activities and priorities</td>
<td>ADB</td>
</tr>
<tr>
<td>February</td>
<td>Launch India Clean Air Network (ICAN) Development Partners Meeting – India</td>
<td>Delhi, India</td>
<td>Glynda Bathan, Cornie Huizenga or Sophie Punte</td>
<td>Launch of the ICAN Facilitate consultation with development partners on AQM activities and priorities</td>
<td>SUMA</td>
</tr>
<tr>
<td>March 11-12</td>
<td>Diesel Emissions Conference '08 Asia</td>
<td>Shanghai, China</td>
<td>Cornie Huizenga</td>
<td>Presentation: A Roadmap for Cleaner Diesel Fuel and Vehicles in Asia</td>
<td>NA</td>
</tr>
<tr>
<td>June</td>
<td>Second Governmental Meeting on Urban Air Quality</td>
<td>Bangkok, Thailand</td>
<td>Cornie Huizenga, Glynda Bathan, others to be confirmed</td>
<td>Facilitate policy dialogue, especially on the Long-Term Regional Vision for Air Quality</td>
<td>UNEP</td>
</tr>
<tr>
<td>June</td>
<td>Fourth World Urban Forum</td>
<td>Nanjing, China</td>
<td>To be confirmed with organizers</td>
<td></td>
<td>To be confirmed</td>
</tr>
<tr>
<td>June 16</td>
<td>CAI-Asia Center Annual Meeting 2008</td>
<td>Manila, Philippines</td>
<td>Most CAI-Asia Center staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Local Network Coordination Meeting (prior to BAQ 2008)</td>
<td>Bangkok, Thailand</td>
<td>Most CAI-Asia Center staff</td>
<td>Facilitate discussion on activities, priorities, fundraising and areas for cooperation</td>
<td>CAI-Asia Center</td>
</tr>
<tr>
<td>November</td>
<td>CAI-Asia Partnership Meeting (prior to BAQ 2008)</td>
<td>Bangkok, Thailand</td>
<td>Most CAI-Asia Center staff</td>
<td></td>
<td>BAQ sponsors</td>
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<tr>
<td>November</td>
<td>Better Air Quality (BAQ) Workshop 2008</td>
<td>Bangkok, Thailand</td>
<td>Most CAI-Asia Center staff</td>
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<td>BAQ sponsors</td>
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</table>

Legend: APFB - Asia-Pacific Forum Berlin, CAI-Asia - Clean Air Initiative for Asian Cities Center, CIVITAS - Civitas Initiative, EU - European Union, GAPF - Global Atmospheric Pollution Forum, HTAP - Task Force on Hemispheric Transport of Air Pollution, IGES - Institute for Global Environmental Strategies, NA - not applicable, OECC - Overseas Environmental Cooperation Center, SEA UEMA - SouthEast Asia Urban Environmental Management Applications Project, SUMA - Sustainable Urban Mobility in Asia Program of CAI-Asia, SVCAP - Swiss-Vietnamese Clean Air Project
**B. List of project proposals**

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Location</th>
<th>Donor</th>
<th>Timeframe</th>
<th>Contract/Grant to CAI-Asia Center (USD)</th>
<th>Status</th>
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<tr>
<td>Support for the Development of the State of Environment Report (SoE) 2007</td>
<td>Viet Nam</td>
<td>Swiss-Vietnamese Clean Air Program (SVCAP)</td>
<td>Oct-Dec 2007</td>
<td>15,000</td>
<td>Contract being finalized</td>
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<tr>
<td>Air Pollution Poverty and Health Effects (APPH) in Ho Chi Minh City</td>
<td>HCMC, Viet Nam</td>
<td>ADB</td>
<td>Oct 07 - Mar 08</td>
<td>100,000</td>
<td>Contract being finalized</td>
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<tr>
<td>Risks and Adaptation from Climate Change in Biodiversity Corridor Initiative (BCI) Pilot Sites in PRC, Thailand and Viet Nam</td>
<td>GMS</td>
<td>Murdoch University</td>
<td>Nov-Dec 07</td>
<td>50,000 - 80,000</td>
<td>Contract discussions to start</td>
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<tr>
<td>Improving Mongolia’s AQM Project (IMAQ)</td>
<td>Mongolia</td>
<td>World Bank</td>
<td>Jan - Jun 08</td>
<td>50,000</td>
<td>Proposal submitted</td>
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<tr>
<td>Megacities in Asia: Climate Change and Air Pollution Outlook (MACAO) project</td>
<td>Regional</td>
<td>EU</td>
<td>Jan 08 - Dec 09</td>
<td>150,000</td>
<td>Awaiting results of second review</td>
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<tr>
<td>Co-benefits of Climate change, energy management and AQM (Co-benefits Asia)</td>
<td>Regional</td>
<td>Norwegian Embassy</td>
<td>Feb 08 - Dec 09</td>
<td>1,500,000</td>
<td>Proposal submitted, internal reform may mean resubmitting proposal to embassy in Beijing, Delhi or Hanoi</td>
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<tr>
<td>Capturing and Transferring AQM Knowledge in Asia (KnowledgeAir)</td>
<td>Regional</td>
<td>Korea (via ADB)</td>
<td>Jan 08 - Dec 09</td>
<td>500,000</td>
<td>Proposal submitted to ADB for internal review prior to submitting to Korea</td>
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<tr>
<td>Sustainable city planning and AQM</td>
<td>South Asia</td>
<td>Institute for South Asian Studies</td>
<td>2008</td>
<td>to be determined</td>
<td>Proposal under development</td>
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<td>ASEAN Civitas project (collaboration between cities on SUT)</td>
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<td>Department of Transportation and Communications</td>
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<td>to be determined</td>
<td>Proposal under development</td>
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<tr>
<td>Clean Air for Port Cities</td>
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<td>to be determined</td>
<td>2008-2009</td>
<td>1,000,000 - 2,000,000</td>
<td>Project note prepared; discussions with potential partners; full proposal to be written</td>
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## C. List of Main Cooperation / Partnership Opportunities

<table>
<thead>
<tr>
<th>Organization</th>
<th>Potential areas for cooperation</th>
<th>Remarks</th>
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</table>
| Air and Waste Management Association (AMWA)            | • Co-benefits  
• Research on air quality and the Olympic Games in Beijing                                                                                                                                                                      | AWMA is interested in drawing up a LoI with CAI-Asia Center. This would be a general LoI followed by more specific letters of agreement on specific projects.                                               |
| Desert Research Institute (DRI)                        | • Mongolia  
• Air pollution and climate change link                                                                                                                                                                                          |                                                                                                                                                                                                          |
| Global Atmospheric Pollution Forum (GAPF) / Stockholm Environment Institute (SEI) | • Link between AQM, poverty and health                                                                                                                                                                                               |                                                                                                                                                                                                          |
| International Council for Clean Transportation (ICCT) | • Fuel Road Map  
• Ships / ports and fuel                                                                                                                                                                                                          | General LOI to indicate mutual interest in cooperation is to be established                                                                                                                                |
| International Union of Air Pollution Prevention Associations (IUAPPA) | • Possible Double conference between World Clean Air Congress and BAQ 2010                                                                                                                                                             |                                                                                                                                                                                                          |
| Partnership for Clean Fuels and Vehicles (PCFV)       | • China  
• Countries where lead is still used in petrol (Mongolia, Cambodia, North Korea, Burma)                                                                                                                                              | An MOU will be signed to formalize areas of collaboration                                                                                                                                               |
| South Asia Co-operative Environment Programme (SACEP)  | • SUMA activities  
• AQM research  
• Policy dialogue in South Asia (SACEP has close connections with government officials as an intergovernmental body, and the CAI-Asia Center works on AQM and on SUT through SUMA) | Collaboration to be formalized through a MOU                                                                                                                                                              |
| United Nations Environment Program (UNEP)             | • Link between urban and regional / transboundary air quality  
• Co-organizing of the Regional Dialogue (January 2008)  
• Joint development of a Long-Term Regional Vision for AQM in Asia, which will be discussed at the Second Governmental Meeting (June 2008) | Collaboration to be formalized through a MoU                                                                                                                                                             |
| US Environmental Protection Agency (USEPA)            | • Ports (USEPA developed a Ports Initiative)  
• Co-benefits  
• Sustainable urban transport/fuels                                                                                                                                                                                                 | Lol will be signed in the final quarter of 2007 between the two organizations. Where US-EPA financial contributions are involved, the CAI-Asia Center will need to participate in a bidding process |
| US-AID                                                | • Link energy and air quality (and climate change)                                                                                                                                                                                      | Strong potential for collaboration when Co-benefits proposal is approved, as US-AID has completed a detailed study on energy in Asia                                                                           |
D. Website Statistics

The graphs below show that the CAI-Asia Center has approximately 20,000 unique visitors and between 25,000 – 30,000 visits each month.
The table below shows the number of documents uploaded during the July – September quarter. These include:

- 60 publications, which include studies in journals, reports (e.g. project reports), guides, action plans
- 516 news items, which are articles from online news sources
- 55 others, which include web-links, events, conference proceedings

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### E. SUMA Planned Sub-grants disbursement

(amounts in italics have been disbursed)

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<td><strong>SUB-TOTAL</strong></td>
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<td>CAI-Asia Center staffing etc.</td>
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First installment 15 July 2007: 670,000.00

Second installment, 15 September 2007: 150,000.00

Third installment, 15 December 2007: 617,500.00

Fourth installment, 30 June 2008: 297,500.00

Fifth installment, 30 June 2009: 265,000.00

Total: 2,000,000.00
### F. CAI-Asia Center 2007 Budget – breakdown by month

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<th>September</th>
<th>October</th>
<th>November</th>
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