



The Lao Rugby Federation

Annual Report 2007



The Lao PDR National Women's Sevens Team in Action in Phnom Penh, Cambodia

President's Words

This year has seen some remarkable achievements by all of those involved in rugby in the Lao PDR. The National Women's team secured a bronze medal in the SEA Games, the men's team secured their first international victory in the same competition and I was fortunate to see a Lao PDR Men's National XV's side win the acclaim of regional rugby with a set of performances in Brunei Darussalam that really showed how much Lao rugby has improved during the last 12 months. Below the elite level, training numbers have steadily increased throughout the year giving the federation a wider pool of players to work with, which in turn encourages competition for places and a better standard of rugby. The LRF now boasts men's and women's club sides with schools also getting in on the act by having male and female players all enjoying participation in the sport.

Although progress in 2007 has been remarkable, we all still recognise that there is a long way to go to provide rugby participation opportunities for all and we will all be working hard to realise our strategic goals by 2012. Finally, I would like to thank all of those volunteers, sponsors, donors and other supporters that have given their time and money to provide the federation with the resources it needs to operate; I hope that we can all continue to work together in the future.

Mr Yong Chanthalangsy

Lao Rugby Federation President

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1. Introduction

The 2007 annual plan is presented in the context of the Lao Rugby Federation (LRF) logical framework for 2007 – 2012¹ to ensure that a link is clear between specific activities and overall strategic planning.

LRF progress throughout 2007 is assessed in relation to the commitments made in the 2007 Annual Plan.

2. Result One

Increased participation of children and adults in rugby

Activities

- **Baseline survey of current LRF outreach through schools and club rugby.**

Not completed, although records of students attending each training session are available.

- **Consolidation of schools activities; weekly training sessions for a minimum of 30 weeks per year and registration of all players.**

Weekly training sessions at Hong Kha, Bo O, Chanthabouly, Norn Sa At and Vientiane High School have been conducted by LRF Rugby Development Officers; a total of 36 sessions have been delivered during 2007 in each school.

While no formal registration has been received by the schools, a total of 84 boys and 45 girls are attending training sessions regularly.

Substantial progress has not been made with the training of trainers programme. While local coaches have been exposed to some international standard coaching practices, this has been in informal situations and for limited time periods. The IRB is yet to provide a date for a Level One Coaching Course that will be held in Vientiane. Limited financial resources and the lack of sponsor and donor support secured for technical assistance has limited training of trainer achievements.

- **Establish club and player registration process and criteria required for registration with the LRF and disseminate to clubs.**

○ Formal registration procedures have been established by the LRF and the procedures have been transmitted to the clubs. Clubs are currently in the process of registering players and this information is expected to be provided to the LRF in early 2008.

- **Support to domestic teams to complete formal registration process with the LRF; establishment of constitutions, board members and player registration and assisting teams to seek sponsorship and financial support for activities.**

Development grants are available for clubs upon application and LRF board approval.

An LRF board position has been reserved for clubs, currently the president of the Vientiane Buffalos sits on the LRF board of the LRF.



Two Domestic Youth Teams Contest a Line-out

¹ See Appendix One



The Chanthabouly School Boy's Team

Assistance in fund-raising activities for the Vientiane Buffalos is ongoing and has been throughout 2007; this has focused around providing access to sponsors through existing LRF links with businesses and other organisations.

- **Seeking financial support to support consolidation of the school's programme; avenues to be explored will include private businesses, state businesses, donors and private sources.**

The LRF consolidated the schools programme for 2008 operations by successfully securing an Aus-Sport grant from the Australian Government. This will ensure that the core schools programme can continue to be delivered in 6 schools during 2008.

Three corporate sponsors have renewed their financial commitment to the school's programme in 2007, demonstrating the positive outcomes of the programme to potential donors and supporters.

Commitments Check

2007 Commitments	2007 Achievements
50 male under 18 XV's players in 5 schools	Achieved; 84 players have been participating in weekly training at 5 schools
30 adult male XV's players in 1 domestic club	Achieved; training numbers for the Vientiane Buffalos have peaked at 45 during 2007 and a regular core of 35 players are attending training twice a week. Furthermore, in the latter part of 2007, weekly games were attended by in excess of 40 players.
50 female under 18 players in 5 schools	Nearly achieved, 45 players have been participating in weekly training at 5 schools
20 adult female players in 1 domestic club	Nearly achieved; 14 players have been participating regularly in weekly training at the Vientiane Buffalos

3. Result Two

Increased domestic and international competition opportunities and exposure of the general public to rugby across the Lao PDR

Activities

- **Consolidation of school tournaments; establishment of schedule for competition, ensuring schools have the necessary resources to attend, organisation of each competition (e.g. grounds, water, shade, equipment and referees), maintaining tournament records and promoting events.**

Five school carnivals were held in 2007 (March, April, May, September and November)

- **Supporting LRF clubs to hold competitive matches within the Lao PDR; in organisation, networking and promoting spectator attendance.**

Home matches played by the Vientiane Buffalos in 2007:

- April 14 - Khon Kaen University
- May 12 - Roi Et and Maha Sarakham Universities
- June 16 - Bangkok British
- December 1 & 7 - Internal 7s competitions
- December 15, 22 & 29 - Internal matches

The momentum achieved in the latter part of the season will be continued into 2008, with the inaugural Vientiane 10s tournament scheduled for January 2008 seeing men's and women's teams from across Thailand attending.

An important challenge facing visiting teams to Vientiane is the additional administrative and financial costs incurred by crossing an international border. As a result of this, a focus on more regular internal competition will be undertaken for 2008.

• Supporting LRF clubs to play competitive matches internationally; in organisation, networking and event exposure.

Away matches played by the Vientiane Buffalos in 2007 were:

February 16 – 18 - Bangkok 10s

March 11 - Bangkok Japanese

May 5 /6 - Pattaya 10s

June 23 - Khon Kaen University

June 30 - Maha Sarakham University

September 8 - Nong Khai Tournament with teams from Khon Kaen University, Maha Sarakham University, Vientiane Buffalos and Ubon Ratchathani.

October 28/29 - Bangkok 7s



Buffalos Discussing Tactics

• Providing media exposure for the Lao PDR National XV's and 7s teams.

Regular press releases are compiled and disseminated to local and international media organisations (see Appendix 2 – List of LRF Press Releases 2007).

• Writing a detailed funding proposal for a LRF Rugby Ground, establishing a location and securing funding for construction.

This item has not yet been achieved, however it will be included in the proposal to include Rugby at the SEA games in 2009.

• Seeking financial support; assisting clubs to find sponsors and financial supporters to attend and hold events.

Development grant programme initiated for clubs to access.

International coaches have been made available for Buffalo players when available to assist in team development and to improve the standard of coaching.

Training facilities and coaching was provided by the LRF from June 2007 onwards for club players as the many club players were also preparing for representative level rugby.

Commitment Checks

2007 Aims	2007 Achievements
Schools rugby tournament	Achieved; 5 schools rugby carnivals held

2007 Aims	2007 Achievements
Club rugby games	Achieved; 7 internal games and 7 external games/tournaments

4. Result Three

Increased participation in elite rugby

Activities

- **Continuation of regular National Team training; establishment of elite player training schedule.**

The men's and women's national teams benefited from twice weekly club training on Tuesdays and Thursdays and additional elite squad training throughout May and June up to the men's national team tournament. The women's sevens team was also supported to attend a training camp in Cambodia and 2 in Thailand.

- **Full National Team player registration (XVs and 7s).**

45 players are registered as available for men's National Team selection. 20 women are registered as available for women's sevens selection.

- **Selection and media exposure of 2007 IRB tournament National Team XV's Squad.**

Press conference and farewell dinner held at Lane Xang Hotel on 7th July prior to departure for Brunei with government, press, sponsor and school representatives. The dinner was attended by a range of TV, radio and printed media outlets.

Specific press releases are available at:

http://www.laorugby.com/latest_news.htm

- **Attendance at 2007 Division 6 IRB Championship tournament in Brunei; requires securing of insurance, training equipment, playing equipment and formal dress for the entire squad.**

The tournament was attended by 24 players, 4 support staff and 2 guests (NSC representative Mr. Sinakhone Pratoummalath and LRF President Mr. Yong Chanthalangsy).

Insurance was secured by the Brunei RFU.

Training equipment, playing equipment and formal dress sourced from Kukri and financed by donations from sponsors.

- **Selection and media exposure of 2007 SEA Games National Team 7s Squad (male and female).**

Specific press releases are available at: http://www.laorugby.com/latest_news.htm

- **Attendance at 2007 SEA Games in Thailand; requires securing of insurance, training equipment, playing equipment and formal dress for the entire squad.**

The 2007 SEA Games were attended by a men's squad of 12, a women's squad of 12 and 4 support staff.

The women's team won bronze medal beating Cambodia in the 3rd / 4th place play-off.

Insurance at the SEA Games was provided by the hosts.



Women's National Team Players Training

Training equipment and playing equipment was sourced from Kukri and financed by donations from sponsors.

NSC donated national tracksuits; a demonstration of stronger institutional links developing.

The production of a full donor report for SEA game preparation and participation expenses.

• **Liaising with the National Sports Committee to engage support for attendance at both tournaments.**

An NSC representative, Mr. Sinakhone Pratummalath, attended the competition in Brunei at the invitation of the LRF.



The LRF President and a Member of the National Sports Committee Speak to the Lao Men's National Team in Brunei

The NSC demonstrated some support towards Lao Rugby during the SEA games by supporting the teams to attend as Lao representatives and providing national tracksuits, however improved relations are needed if Rugby is to progress further in Lao PDR.

• **Organisation of practice games for 7s (men and women) and XV's (men) squads (domestically and internationally if possible).**

The men's sevens team attended the Bangkok 7s tournament, as well as playing practice matches against the Vientiane Buffalos in preparation for the SEA games.

The women's team attended a training camp in Cambodia from 2nd to 9th October and participated in the Asian Development Rugby Sevens tournament at the end of the camp. They also attended two training camps at the Institute of Physical Education in Bangkok in October.

• **Fundraising activities to ensure sufficient funds are available to field competitive teams at both events.**

The LRF secured funds from a range of supporters (see Appendix 3 – List of Financial Supporters) including a number of individuals (full details of both are available at www.laorugby.com/sponsors.htm) and attended the Division 6 and SEA Games events. The competitiveness of the teams is evident through the first international victories for both teams at the SEA Games event.

Commitments Check

2007 Commitments	2007 Achievements
National men's XV's team	Trained domestically
National VX's team IRB sanctioned games	Competed in the IRB sanctioned Division 6 competition in Brunei against Cambodia, Indonesia and the hosts
National 7s men's and women's teams SEA Games and annual tournament	Men attended the Bangkok 7s in Thailand; women attended the Asian Development 7s in Cambodia and both represented the Lao PDR at the South East Asian Games in Nakhon Ratchasima, Thailand

5. Result Four

Increased capacity of the LRF to deliver rugby participation opportunities that meet international sound practice standards

Activities

- **Recruit and source financial support for an International Coaching Volunteer (qualified rugby coach with significant experience).**

Two International Coaching Volunteers, Steve Doyle and Ian Meluish, were recruited for the 2007 season, with additional assistance coming from a volunteer from the Thailand RFU and New Zealand Silver Ferns player Helen Va'aga. These positions were voluntary and limited financial support for these posts was provided.

- **Develop ToRs and recruit two full-time Lao National Rugby Development Officers; requires the development of contracts and employment terms and conditions for the LRF.**

Two Rugby Development Officers (RDOs) were employed at the beginning of 2007, but due to insufficient management structures and employee training, this programme was replaced with one RDO working on a pro-rata basis. This programme will be re-initiated in 2008 with improved structures in place.

Five part-time RDOs are currently fulfilling operational needs.

2007 was unsuccessful in securing a full-time technical director with responsibility for capacity development of RDOs; failure to secure this post was due to insufficient remuneration being available for potential post holders. Failure to secure this role has left the role of RDOs still requiring formal definition.

See Appendix 4 – ToR for Technical Director

- **Maintain and develop links with the Asian Rugby Football Union; focusing on regular provision of quality information from the LRF.**

The LRF is a full member of ARFU and is in regular contact; LRF representatives attended three ARFU meetings in 2007 and ARFU members are regularly updated in regard to LRF activities as recipients of press releases.

- **Maintain and develop links with the International Rugby Board (IRB); focusing on regular provision of quality information from the LRF.**

The LRF is an associate member of the IRB and is in regular contact with the Regional IRB representative.

The LRF President attended the annual IRB meeting in Paris in .

Several meetings with IRB Regional Development Manager Jarrad Gallagher were attended by LRF representatives,

The IRB receives copies of all LRF press releases.

The IRB provided an international coach from New Zealand for two weeks prior to the SEA Games 2007, to focus on development of the women's team.

- **Develop links with the other Asian rugby football unions and federations; focusing on regular provision of quality information from the LRF.**

LRF press releases are provided to all Asian Rugby Federations and Unions on a regular basis.

During competitions in Brunei and at the SEA Games, relations with several regional Rugby Unions were established and developed through meetings looking to identify cooperation opportunities.

The Malaysian RFU will host the Lao men's team for a training camp in July 2008 in preparation for the Asian 5 Nations tournament in Indonesia.



A volunteer from the Thai RU works with the Lao National Women's Sevens Squad

A donation from the Hong Kong RFU was gratefully received to provide playing equipment to school and youth players.



An LRF representative at an IRB workshop in Phnom Penh, Cambodia

The Singapore RFU has extended an invitation for the Lao national team to play in Singapore.

An annual two match test series has been established with the Cambodian RFU, with the first edition due to be played in May 2008 in the Lao PDR; the first home tests in the history of the country.

The Thai Rugby Union supported the entry of Lao National Teams to the SEA games (financially and with political support) and has offered potential financial support for the establishment of a dedicated rugby pitch in Vientiane to assist with hosting the SEA Games in 2009.

The TRU is considering a proposal for the establishment of an annual club competition comprising of teams from the Issan region of Thailand and neighbouring regions of the Lao PDR.

• Development of skills transfer plan outlining standards and delivery mechanisms.

This has not been achieved due to a lack of capacity and financial support for salaries for local RDOS. This issues have been compounded with the difficulties of securing a qualified coach with the limited volunteer resources that the LRF is able to offer.

•Sourcing and utilising international capacity building opportunities for coaches, referees and administrators.

There has been a lack of international training implemented as originally planned. The IRB cancelled Level One and Level Two coaching courses and a Touch Judge course in Brunei, which our coaches would have attended. A rescheduled level One course in Vientiane was also cancelled and a new date has not yet been established. The LRF will continue to work with the IRB to mobilise these opportunities to develop federation capacity.

One LRF volunteer participated in the SEA Games as an International Official and received training on tournament organisation and third and fourth official duties.

•Establishment of clear and practical internal and external reporting, administrative and financial procedures within the LRF.

Financial procedures are in place and being implemented; the provision of a clear financial summary within this report showing the outcomes of these procedures (appendix 5). External reporting has vastly improved although it still needs more work and stronger procedures to be implemented. The weakness of administrative procedures is due to a lack of staffing capacity.

•Securing financial and in-kind resources to implement the skills transfer plan and to support the International Coaching Volunteer.

Aus Sport has pledged some support for this in 2008, but limited support in 2007 resulted in the International Volunteer coach departing early. The LRF has experienced difficulties in attracting the level of candidate required for the post with the limited volunteer resources made available.

Commitments Check

2007 Commitments	2007 Achievements
Staff coaching skills transfer plan approved and resources in place to support implementation	The LRF has been unable to secure the necessary technical resources to achieve this, but will endeavour to do so during 2008
2 full-time rugby development officers	Five part-time RDOs are working with the federation in the schools and assisting with administration; this is due to logistical issues and work/study demands of RDOs

6. Result Five

Increased Lao institutional involvement in the sport of rugby union

Activities

- **Re-establishing links between the LRF and the National Sports Committee and the identification and usage of a regular formal reporting mechanism to the NSC.**

The NSC registered the LRF as an official sports federation in May 2004.

The NSC receives annual reports from the LRF.

The NSC was invited to attend both the SEA Games and the Division 6 tournament entered by the LRF; a representative attended the Division 6 tournament in Brunei.

Relations have been developed with the NSC through the Elite Athlete Unit through SEA Games participation by teams from the federation.

The NSC has given tacit approval to the inclusion of rugby sevens in the SEA Games 2009 to be hosted in the Lao PDR.

- **Re-establishment and dissemination of LRF reporting mechanism to ARFU and the IRB.**

Specific reports provided to both organisations as requested e.g. annual reports and plans.

Regular press releases provided to both institutions.

- **Formally invite an NSC member to accompany the LRF squad to Brunei in the 2007 Division 6 Championship; ensure that NSC and ARFU representatives are introduced.**

NSC member, Mr. Sinakhone Pratoummalath, attended the final match of the competition, travelled back to Vientiane with the squad and met with key rugby decision makers in the region.

- **Formally invite an NSC member to accompany the LRF squad to the SEA Games 7s competition; ensure that NSC and ARFU representatives are introduced.**

The NSC approved LRF participation in the event but provided only limited institutional support and was unable to provide representatives at matches due to other federation commitments with their limited resources.

- **Linking all registered Lao national club and elite players into the government social security scheme for domestic insurance purposes.**

This was not achieved during 2007, however procedures with the Ministry of Labour and Social Welfare are close to being concluded and will be in place in early 2008.

Commitments Check

2007 Commitments	2007 Achievements
Accident and pension coverage for all Lao national, club and elite players	Work in progress; to be achieved in early 2008
Maintain ARFU membership	Achieved; the LRF also has representatives sitting of certain ARFU committees demonstrating our stronger links with the institution

7. Result Six

An exclusive commitment to rugby union is demonstrated by the LRF

Activities

- **Ensuring responsibility for registered touch clubs is passed from underneath the LRF umbrella to a dedicated touch rugby administration.**

No organisation emerged has to take on touch-rugby administration after the LRF withdrew support. All activities of the LRF are now geared towards contact rugby for men and women of all ages.

Some ad-hoc touch rugby is now played in Vientiane but there is limited administrative support due to limited interest.

- **Phasing out of dedicated touch activities in LRF programmes and/or implementation of 'next step' programmes focusing on rugby.**

Dedicated touch activities in schools have now been phased out and RDOs are working towards rugby focused training.

Commitments Check

2007 Commitments	2007 Achievements
All touch rugby clubs under the LRF will be handed over to a dedicated touch administration	No touch administration has emerged, however, most of the touch players have migrated to rugby and there is limited demand for touch rugby

8. Conclusions

Two thousand and seven has been a unique year for the LRF. Achievements have been significant at all levels of operations, however, there is still significant room for improvement. In particular, the LRF recognises the need to build staff capacity in terms of their training and administrative responsibilities to ensure that the LRF is able to maintain high standards of operations and also to provide high levels of participation to all those involved. This can be achieved by better presentation of the work of the federation to a wider range of potential donors and supporters, which will in turn allow the services of a person with the required technical skills to take the LRF forward into 2008 and beyond.

Finally, the LRF would like to thank all of those who have supported operations during 2007 and it is hoped that you will continue your support for rugby development in the Lao PDR.

APPENDICES

Appendix 1 - LRF Logical Framework 2007 - 2012

Jan 2007 - Dec 2012			
<i>Intervention Logic</i>	<i>Objectively Verifiable Indicators</i>	<i>Sources of Verification</i>	<i>Assumptions</i>
Overall Objective			
Increased international standard sporting opportunities in the Lao PDR	Improved athlete performance in a range of sports in the Lao PDR	NSC Reports and National level relevant reports e.g. those from sporting bodies	
	Increased success for Lao athletes on the international stage	NSC Reports and media coverage	
Purpose			
Citizens and residents of the Lao PDR make use of increased access to rugby union that meets the needs of all levels of participation	A minimum of a 50% increase in male and female participants over the period 2007 - 2012 in schools and clubs	Register data and monthly and annual reports	The GoL is committed to increasing the availability for quality of sporting opportunities nationwide
	A minimum of a 50% expansion districts covered by rugby union availability between the period 2007 - 2012	Register data and monthly and annual reports	
Results			
1. Increased participation of children and adults in rugby	By the end of 2012, a minimum of 500 under 18 male players in 20 schools and 250 adult male players in 10 domestic clubs are playing regular rugby (minimum of one training/playing session per week for a minimum of 30 weeks of the year)	LRF Registration Records, Session Registers, School Records, Monthly Reports, Annual Reports, Club Reports and Registration Records	GoL support for the LRF and expansion of activities remains, funds are available to support expansion and the game remains accessible for all
	By the end of 2012, a minimum of 200 under 18 female players in 20 schools and 100 adult female players in 5 clubs are playing regular rugby (minimum of one training/playing session per week for a minimum of 30 weeks of the year)	LRF Registration Records, Session Registers, School Records, Monthly Reports, Annual Reports, Club Reports and Registration Records	
	By the end of 2009, men's and women's rugby clubs will have been established and be training/playing regularly (a minimum of one session per week for 30 weeks per year) in the National University, the Army, the Police, the Physical Education Teacher Training College and in at least 1 prison/offenders institution	LRF Registration Records, Session Registers, Monthly Reports, Annual Reports and Registration Records	

2. Increased domestic and international competition opportunities and exposure of the general public to rugby across the Lao PDR	From 2007, an annual minimum 4 month rugby tournament will be held between participating male and female schools	Monthly and Annual Reports and Playing Records	Funding and sponsorship is available to support tournaments and suitable locations exist in terms of safety, accessibility and game requirements
	From 2008, an annual minimum 4 month rugby 15s tournament will be held between participating schools	Monthly and Annual Reports and Playing Records	
	From 2009, and international rugby tournament will be held in the Lao PDR	Monthly and Annual Reports and Playing Records	
	From 2008, a minimum of one National Team game will be played against a non-domestic team in Vientiane and one game against a domestic team each year	Monthly and Annual Reports and Playing Records	
	By 2012, a minimum of 10 domestic men's XV's clubs will be playing a full domestic season with weekly games played over a 30 week season	Monthly and Annual Reports and Playing Records	
	By 2012, a minimum of 5 domestic women's clubs will be playing a full domestic season with weekly games played over a 30 week season	Monthly and Annual Reports and Playing Records	
	From 2008, a minimum of 6 rugby matches are played in the Lao PDR by domestic clubs	Club, Monthly and Annual Reports	
	By mid 2007, a comprehensive media and marketing campaign has been devised and is underway for the duration of this strategic plan	Monthly and Annual Reports, promotional material and the media and marketing plan	
3. Increased participation in elite rugby	By 2008, the establishment of a male age grade National Development Team that plays in an at least one annual ARFU sanctioned tournament	Training Records, Annual Reports, Monthly Reports, LRF Registration Records and ARFU Reports	NSC and GoL support for the formation of National Teams continues and specific funding is available to support skills development
	By the end of 2007, an elite men's fifteen a-side squad is registered with the LRF and participating in regular training/ playing opportunities (a minimum of twice per week for a minimum of 35 weeks per year)	Training Records, Annual Reports, Monthly Reports and Registration Reports	
	By 2008, an elite women's 7s squad is registered with the LRF and participating in regular training/ playing opportunities (a minimum of once per week for a minimum of 35 weeks per year) and playing a minimum of one international competition annually (includes SEA Games)	Training Records, Annual Reports, Monthly Reports and Registration Reports	
	From 2007, the Lao National Men's XV's team plays in the annual ARFU Division 6 sanctioned tournament, a minimum of 6 internal games and 3 external games per year	Training Records, Annual Reports, Monthly Reports, LRF Registration Records and ARFU Reports	
	In 2007, 2009 and 2011 the LRF fields a men's and women's 7s team in the SEA Games	Monthly and Annual Reports and Playing Records	

4. Increased LRF capacity to deliver rugby participation opportunities that meet international sound practice standards	By the end of 2007, a clear coaching skills transfer plan will be formulated	Monthly and Annual Reports, Board Minutes and Coaching Plan Document	Suitable staff can be recruited and retained
	By the end of 2008, 4 trained rugby development officers will be full-time employees of the LRF (minimum of one female) and a total of 6 (minimum 2 females) by 2012	Monthly and Annual Reports, Board Minutes and Coaching Plan Document	
	By the end of 2008, one certified Lao referee will be available within the Federation; a total of 6 will be available by the end of 2012	Monthly and Annual Reports and Board Minutes	
	By the end of 2008, a full-time administrator will be employed by the LRF	Monthly and Annual Reports and Board Minutes	
5. Increased key Lao institutional involvement in the sport of rugby union	By the end of 2007, all Lao national club members and elite players have social security accident and pension coverage	Monthly and Annual Reports and Social Security Membership Cards	GoL support for rugby continues, in particular, the NSC and MoE support further development of the sport; the LRF maintains membership of ARFU
	By the end of 2008, a feasibility study has been undertaken into cooperation opportunities with wider Lao institutions	Monthly and Annual Reports and Research Report	
	By the end of 2009, a minimum of 10 physical education teachers have been trained in basic rugby and by 2012, all school partners have at least one trained rugby teacher	Monthly and Annual Reports and Training Modules	
	By the end of 2011, rugby is offered as an opportunity with the Ministry of Education Sporting Curriculum	Monthly and Annual Reports, Curriculum Documents	
	By 2008, details of the LRF are available on the ARFU website	ARFU Website and Monthly and Annual Reports	
	By the end of 2012, the LRF is a full IRB member	IRB Reports and Certification, Monthly and Annual Reports	
6. An exclusive commitment to rugby union is demonstrated by the LRF	By the end of 2007, all touch rugby clubs granted temporary registration with the LRF will be transferred to the responsibility of a dedicated touch rugby administration	Monthly and Annual Reports and Lao Touch Rugby Federation Registration Documents	Sufficient support exists for touch rugby as a unique entity
	By 2008, no dedicated touch rugby activities will be undertaken by the LRF	Monthly and Annual Reports, Club Registration and Development Reports	

Appendix 2 - List of 2007 Press Releases

- Lao Women Return With SEA Games Bronze. December, 2007
- First International Victory for Lao PDR Men's Rugby. December, 2007
- Lao Rugby Federation Gains International Experience. December, 2007
- Men's Rugby Sevens SEA Games Squad Ready for the Challenge. November, 2007
- Women's SEA Games Sevens Team Make Final Preparations. November 2007.
- Black Fern Coaches Lao PDR Sevens Teams. November, 2007
- Lao School and Domestic Rugby Begins. November, 2007
- Thai Rugby Coaches in Vientiane. November, 2007
- Hong Kong Rugby and DHL Support Rugby in the Lao PDR. November, 2007.
- Lao Women's Rugby Returns with Silverware. October, 2007.
- Lao PDR National Team Coach to Return to Australia. October, 2007
- Lao Dokchampa Return from Bangkok Sevens. October, 2007
- Lao Rugby Presents Signed Jersey to Major Sponsor. September, 2007

All press releases are available at http://www.laorugby.com/latest_news.htm

Appendix 3 - List of Financial Supporters



Appendix 4 - ToR for Technical Director

Terms of Reference

1) Position

Technical/Coaching Director

2) Background and Purpose

The Lao Rugby Federation (LRF) was established to coordinate and develop rugby union in the Lao PDR. It is the sole body responsible for rugby union in the Lao PDR and is recognised by the National Sports Committee of the Lao PDR as well as holding full membership of the Asian Rugby Football Union and associate membership of the International Rugby Board.

The LRF vision is of a Lao PDR in which all people have the opportunity to participate in the sport of rugby union. Within the 5 years outlined in the current LRF strategic plan, our mission is to provide opportunities for men and women, boys and girls, social and elite players and those in urban and rural areas to participate in the sport of rugby union, whilst ensuring that health benefits and personal development opportunities are realised to their fullest extent.

Furthermore, the LRF operates to 4 core values:

- Transparency and accountability are essential
- Increased participation results in increased sustainability
- Local resource use increases impact
- Equality equals success

Six key results have been identified for the duration of the current strategic plan (2007 – 2012):

- Increased participation of children and adults in rugby
- Increased domestic and international competition opportunities and exposure of the general public to rugby across the Lao PDR
- Increased participation in elite rugby
- Increased capacity of the LRF to deliver rugby participation opportunities that meet international sound practice standards
- Increased key Lao institutional involvement in the sport of rugby union
- An exclusive commitment to rugby union is demonstrated by the LRF

The LRF is currently involved in 3 development areas:

- Schools rugby
- Domestic rugby
- Elite rugby

At present, the LRF has very limited access to qualified coaches and consequently has had limited success in the developing coaching skills through a 'coaching of coaches' approach. Further, the LRF has limited institutional capacity to put in place the structures that will ensure improvements in player recruitment, retention and development from the grassroots level to the international level. The Technical/Coaching director is expected to provide the lead in addressing these fundamental issues.

3) Main Duties and Responsibilities

All of the following will be undertaken in consultation with the LRF Board, or any individual identified to act on behalf of the board:

a) Increased participation of children and adults in rugby

To identify and implement sustainable systems that:

- Recruit, retain and develop new players to the sport. Specifically, this will address the need to ensure that schools players continue to play upon entering the workforce or higher education.
- Mobilise the National University, the Army, the Police and the Physical Education Teacher's College to play rugby; opportunities also exist for the post holder to identify other opportunities to develop the sport.
- Increase the number of schools participating in the LRF school's development programme.
- Increase the number of domestic teams playing rugby in the Lao PDR.

The post holder will also be expected to ensure that systems implemented improve the quality of rugby.

b) Increased domestic and international competition opportunities and exposure of the general public to rugby across the Lao PDR

To:

- Develop links that provide teams in the Lao PDR with regular game opportunities at all levels.
- In conjunction with the PR members of the board, develop, fund and implement a feasible marketing strategy to raise the profile of rugby in the Lao PDR.
- Develop a concept, secure funding and implement a commercially viable international rugby tournament to be held in the Lao PDR.
- Review and restructure (if needed) the school's programme competition structure to ensure that participating schools have regular playing opportunities.

c) Increased participation in elite rugby

To take overall responsibility for:

- The national men's XV's Team
- The Men's National Sevens Team
- The Women's National Sevens Team
- The National Age Grade Men's XV's Team

This will include:

- Ensuring that systems are in place to monitor all elite players.
- Developing feasible system for personal development plans for elite players.
- Establishing clear pathways and standards for all elite players.
- Developing systems to retain national players as they develop.
- Ensuring that all national teams have standards and protocols to maximise fitness and playing standards.

All national team responsibility will ultimately rest with the post holder.

d) Increased capacity of the LRF to deliver rugby participation opportunities that meet international sound practice standards

The post holder will be expected to:

- Provide regular capacity building support to all rugby development officers as per an LRF board approved capacity building plan; this will include the development of ToRs for RDOs.
- Secure the resources to develop rugby officials in the Lao PDR
- Provide hands on coaching support to all teams in the Lao PDR.
- Coach all national XV's teams whilst identifying and developing Lao coaches to assist.
- Assist the LRF board in the development of administrative and financial procedures within the LRF.
- Network with international rugby bodies to identify opportunities to increase the capacities of the LRF.

e) Increased key Lao institutional involvement in the sport of rugby union

The post holder will be expected to:

- Identify and pursue opportunities to bring rugby into mainstream sports development processes in the Lao PDR.
- Develop links with the Ministry of Education and to identify feasible opportunities for cooperation.
- Ensure that systems are in place to maintain LRF ARFU membership.
- Ensure that systems are in place to ensure the LRF moves towards full IRB membership.

f) An exclusive commitment to rugby union is demonstrated by the LRF

The post holder will be expected to:

- Ensure that all dedicated touch rugby activities are moved out of the LRF umbrella

The incumbent is also expected to complete any other tasks requested by the LRF board; the general scope for all LRF activities is included in the Strategic Plan 2007 – 2012.

4) Reporting

The Technical/Coaching Director reports to the LRF Board through the LRF Coordinator, or any individual/s identified to operate on behalf of the board. Day to day support will be provided by the LRF Coordinator or by individual/s identified by the LRF Coordinator.

The post holder is required to meet monthly with the LRF Coordinator and to present a monthly written report including achievements, challenges, solutions and planning for the next reporting period.

The post holder will have RDOs and an Australian Youth Volunteer reporting to them.

5) Experience/Skills Required

- A recognised rugby coaching qualification/s
- A minimum of 5 years experience of coaching child, youth and adult teams
- Experience of developing systems within rugby clubs and institution
- Demonstrated experience of working with mentoring schemes or an ability to demonstrate the necessary skills
- Experience of working overseas
- Flexibility and a willingness to adapt to a new culture
- A pro-active approach to work
- An ability to work with minimal daily supervision

6) Required Commitments

As well as the experience and skills outlined above, the Coaching Advisor will be required to support the LRF's commitment to protect children and young people in sport. As this post requires frequent work with both children and young people, the successful candidate will be required to formally sign up to the following principles:

- All children and young people have the right to enjoy sport free from all forms of abuse and exploitation
- All children and young people have equal rights to protection from harm
- All children and young people should be encouraged to fulfil their potential and inequalities should be challenged
- Everybody has the responsibility to support the care and protection of children
- Sporting organisations have a duty of care to children and young people who take part in sport

7) Employment Terms and Conditions

Contract Length

The LRF requires a minimum 12-month commitment; the employee will be on probation until a meeting is held between the employer and the employee at the end of month 3 of employment. At

this point, the contract can be terminated or extended to 12 months. Should both parties agree, the contract would be renewed annually for 12 months.

Salary

The LRF is able to offer a fixed salary of 500USD per month to be paid in cash at the end of every month. However, the LRF is keen to supplement this and is working to secure funds; an applicant meeting the qualification criteria and able to secure sponsorship funds to supplement this salary would also be welcome. Due to the relatively limited level of LRF operations, this salary cannot exceed 1,500 USD per month to ensure that salary costs reflect a sensible proportion of activity costs.

Notice

A notice period of 2 months must be provided in writing to the LRF Coordinator.

Insurance

The post holder is expected to have full insurance to cover their stay in the Lao PDR.

Housing

The LRF will pay 100 USD per month towards accommodation costs for the post; the LRF will also assist the post holder in securing appropriate premises.

Travel

The LRF will provide a maximum of 500 USD towards a flight from the country of origin; this will be refunded upon presentation of a ticket and receipt. Should the cost of a ticket be less than 500USD, the LRF will only refund the cost of the ticket.

Visa

The LRF is responsible for securing a multiple entry visa for the post and will reimburse visa costs on entry given receipts.

Appendix 5 - Financial Summary 2007

INCOME		EXPENDITURE	
<i>Details</i>	<i>Amount (USD)</i>	<i>Details</i>	<i>Amount (USD)</i>
IRB Grants	1,033.00	Administration	1,072.89
ARFU Grants	16,643.17	Office Equipment	492.67
Sponsorship	18,898.84	Men's National XV's Match Costs	16,753.47
Fundraising	8,675.00	Men's National XV's Training and Development	3,329.81
Merchandise Sales	2,156.00	Men's National XV's Kit	6,666.59
Other	509.74	School's Training and Development	2,432.50
2006 Balance	5,533.00	School Carnivals	656.26
		PR and Media	119.73
		Sponsor Reporting	325.29
		2006 Debts	677.97
		LRF Official Functions	805.70
		Merchandise	1,781.00
		SEA Games Costs Men	4,896.46
		SEA Games Costs Women	8,351.55
		Age Grade Rugby Costs	1,168.21
		Regional Meeting Attendance	2,225.64
TOTAL	53,488.75	TOTAL	51,755.74



The Lao Rugby Federation

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