

## 2008 GENERAL POPULATION CENSUS OF CAMBODIA

### Summary Minutes of the sixth Census Technical Committee Meeting Friday 01 June 2007, 3:00 pm

#### Attendance:

HE. Chhay Than	Senior Minister, Minister of Planning, Chief of CTC
HE. Ouk Chay	Secretary of State, Ministry of Planning
HE. San Sy Than	Director General, NIS, MOP
Ms. Bettina Maas	UNFPA Representative, and her colleagues
Mr. F. Nishi	JICA Expert and his colleagues
Mr. Ith Sotha	Geographic Dept. MLMUC
Mr. Ros Kunthy	Ministry of Interior
Ms. Hang Lina	Deputy Director General of NIS, MOP
Mr. Has Bunton	Deputy Director General of NIS, MOP
Mr. Hor Darith	Director of Census Department
Mr. Mam Marady	Director of General Planning Department; and

All member of Census Technical Committee working group.

#### Agenda of the meeting:

- 1- Welcome speech by H.E. Chair person
  - 2- Report of H.E. Director General
  - 3- Report of
    - a. Ms. Hang Lina on work progress and plan,
    - b. Mr. Meng Kimhor on Census data processing (CSPRO training)
    - c. Mr. Hor Darith on Census mapping
    - d. Mr. Long Chinthha on Census publicity
    - e. Mr. Yem Suong on Census frame
  - 4- Other Business
  - 5- Closing
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- 1- HE. Chair person welcomed the CTC members and thanked for coming, then asked HE. San Sy Than to report.
  - 2- HE. San Sy Than reported that the census budget now is enough. We've supported from UNFPA, German Government, JICA, Japanese Government, and Counterpart Fund of the Royal Government of Cambodia. The census questionnaires have been finalized by the CTC and have been tested for Pilot Census for 20 EAs since March 03, 2007. The census manual and other census forms have been done and ready for printing. Mapping delineation were completed 18 provinces, and the rest of other 6 provinces were agreed to finish at the end of June. The census data processing had accepted to use CSPRO. Two courses on CSPRO were provided by UNFPA and JICA. The census publicity was decided to organize two spot for broadcasting by TV and Radios, and to prepare some banners.
  - 3- Mrs. Hang Lina said that she agreed to H.E. San Sy Than's reports. She had just added that she had organized two meeting between NIS-UNFPA-JICA during the mission of Mr. Harry Lode and Mr. F. Nishi to discuss on (1)-verification rate of data entry operator, PCs, duration and PCs capacity,(2)- Manual coding and editing and

training,(3)- New tables, (4)- Automated imputation, (5)- EAs and village mapping and establish EAs database, (6)- DP procurement, PCs capacity/ quality, (7)- Plan for recruitment of enumerators/ supervisors by provinces, and procedure, (8)- Plan for setting up training center by district/ provinces,(9)- Discuss on publicity plan and cost. As a result the meeting was agreed:

- 1- Verification rate of Census DP to start at 100 % and decrease gradually when the accuracy of the data entry is reliable (preferably less than 1 % error). Number of PCs for the census was agreed to be the total of 100. This means that additional 80 PCs are to be procured this year. As compared to the last census, data entry is expected to be finished sooner.
- 2- Manual coding and editing is expected to use the latest UN classification (ISIC Rev. 4 and ISOC-08) with conversion table such that data can be compared to the previous and other statistical results. Minimal and essential editing was agreed upon. JICA will provide technical assistance to classification and coding manuals.
- 3- Although more tables as compared to those in 1998 census can be produced, the meeting agreed to give priority to key priority tables first for quick result release. New tables, including those for small area statistics, would need to be produced later. The NIS agreed to use EXCEL VBA for tabulating most of new tables in order to improve programming technique of the NIS. Final priority tables will be decided after the data user consultation workshop.
- 4- Automated imputation using hot deck and cold deck were acceptable to all. Mr. Harry Lode agreed to provide relevant documentation for reference and clarification.
- 5- EAs and village mapping and establish EAs database  
The meeting agreed that the EA delineation and village mapping need to finish by the end of June, 2007. However, NIS needs to work with Ministry of Land Management, and Ministry of Interior (MoI). It is important that the stop to changing of boundary and number of villages and communes be authorized by MoI from July, 2007 to May, 2008 to ensure the quality of census and its dissemination. Mr. Sin Sereyvuth, Mr. Yem Suong, and Mr. Sok Kosal were assigned to coordinate with the two ministries. Mr. Akira agreed to assist in EA database work.
- 6- DP procurement, PCs capacity/ quality. All stake holders of the census; NIS, UNFPA, and JICA/Japan agreed that NIS and its evaluation committee should be responsible for the procurement and purchase of the remaining 80 PCs for census DP, in which UNFPA will support the purchase of remaining 30 PCs (for the total of 50 PCs) and counterpart fund supported by Japan 50 PCs. Minimum PCs capacity were constrained to the specs determined by DP consultant. Other DP, data storage, dissemination, networking, and printing equipment are the responsibility of JICA. Computer tables, its chairs, and assurance of power supply shall be part of the building construction.
- 7- Plan for recruitment of enumerators/ supervisors by provinces, and procedure. The meeting agreed to have a clear guideline for selection by local office such as previous experience with last census, education, occupation. All village chiefs were considered by the meeting members.
- 8- Plan for setting up training center by district/ provinces. According to Mr. Rao's plan, we need 500 trainers. By estimation, EAs would be 30.000 so we need to recruit the enumerators and supervisors about 37.500. If the class for training accepts only 40 people in each class, therefore, we need 938 classes and 469 trainers (one handles two classes).

9- Discuss on publicity plan and cost. More detail plan and costing are required for effective implementation. TV and radio spots were suggested to be in active implementation only at most one month before the census date. For the budget, JICA requested to allocate 50 % of the total contribution from the counterpart fund to all 24 provinces.

Mr. Meng Kim Hor, Mr. Hor Darith, Mr. Long Chintha, and Mr. Yem Suong reported on the census data processing, census mapping, census publicity, and plan for EAs, Enumerators, supervisors, trainers, classes, same thing reported by H.E. San Sy Than and Mrs. Hang Lina.

**Mr. F. Nishi** mentioned as follows: First, we won't need 10% reserved enumerators. If an enumerator can't enumerate or complete enumeration, his supervisor has to do it in stead of the enumerator. This is a part of supervisor's job. Second, regarding budget distribution to provinces, since this is one of the administrative matters, the NIS should decide it.

**Ms. Bettina Maas**, noted that she was pleased with progress reports. The split of budget contribution to districts should be decided by NIS. Two spots for census publicity would be enough because current situation with regards to media exposure were different from 10 years back. She said that here were a lot of business and educational advertisement so that people may get confused. She suggested that in the next CTC meeting decision on the census documents printing should be taken as well as clarifications on the common equipment specifications. For the recruitment of teachers early discussion with ministry of education and education sector group should take place given the absence of teachers during school day. The plan for dissemination would be different from the previous census. In recent years new technologies for data storage and dissemination such as Supper Star had to be considered and NIS had to be sure about the choices taken for Census data dissemination. The confidentiality of data was of critical importance and particular for small area statistics even more so given the timing of the census and the national election. UNFPA was ready to support the budget according to the plan and is ready for flexibility if necessary and in line with financial rules and procedures

**H.E. Senior Minister**, Chair of the meeting, concluded by thanking to all the reporters and all the members for sharing ideas. He requested to have into two versions (English and Khmer) or at least in English of report for the next meeting so that we could understand all together and save the time. In the report should stress on the issues for discussion. Regarding to the recruitment of census enumerators and supervisors, the technical staff should follow the plan. The budget contribution between UNFPA and JICA, NIS could decide. Preferably, it would be 50 % for all 24 provinces. He said that census was a huge task, so he afraid of (1)- could not successful conduct, (2)- successful, but not enough information, (3)- fully complete information, but useless. Therefore, reported to him or H.E. Deputy Prime Minister if any problems so that we could solve all the problems to make census success. He noted that The Prime Minister was very interested in our census. He used to guide in the Council of the Ministers Meeting to learn from NIS. Finally, H.E. Chair requested to all for cooperation for successful our 2008 census. He thanked to UNFPA and JICA for the effort to strengthen Cambodia Statistical System especially for the 2008 Population Census.

**Minutes Taker**

**Hang Lina**