

**MINUTES OF MEETINGS
BETWEEN
PRELIMINARY EVALUATION TEAM AND
AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE KINGDOM OF CAMBODIA
ON
THE PROJECT ON IMPROVING OFFICIAL STATISTICS IN CAMBODIA**

Phnom Penh, 18 May, 2005

ATTACHED DOCUMENT

I. PROJECT TITLE

Both sides have agreed that the Project title is “the Project on Improving Official Statistics in Cambodia.”

II. SUMMARY OF THE PROJECT

1. Both sides had a series of discussions and agreed with the draft of the Summary of the Project as shown in ANNEX I.
2. The contents of the Summary of the Project would be revised during the process of finalizing the Record of Discussions (hereinafter refer to as “R/D”).
3. The Project concentrates on enhancing the statistical capacity of the NIS staff, the provincial statistical staff and the statistical staff of the main line ministries. The technical assistance and capacity development through the activities of the 2008 Population Census was agreed in the Minutes of Meeting on the Project Formulation Study on Cooperation Program for Official Statistics in the Kingdom of Cambodia dated October 22, 2004. However, due to the delay in preparing the consolidated plan of the 2008 Population Census, both sides agreed that these activities are deleted from the Summary of the Project.
4. As soon as the implementation of the 2008 Population Census is confirmed, the technical assistance and capacity development through the activities of the 2008 Population Census will be considered by either amending the R/D of the Project or by considering the next phase.
5. Cambodian side is expected to make utmost effort for consultation and coordination among the donors and herself to implement the Census.

III. TENTATIVE SCHEDULE UNTIL THE COMMENCEMENT OF THE PROJECT

Both sides have agreed with the tentative schedule until the commencement of the Project :

1. End of June 2005: Authorization of the results of Preliminary Evaluation of the Project by JICA
2. Early July 2005: Signing on the R/D between NIS and JICA
3. End of August 2005: Expected commencement of the Project by dispatching the Japanese experts

IV. ORGANIZATION OF PROJECT IMPLEMENTATION

1. Joint Coordinating Committee

For the effective and successful implementation of technical cooperation for the Project, Joint Coordinating Committee will be established in order to fulfill the following function:

- 1) To approve the annual work plan of the Project based on the Tentative Schedule of Implementation within the framework of the R/D
- 2) To evaluate the result of the annual work plan and the progress of the technical cooperation.
- 3) To review and exchange opinions on major issues that arises during the implementation of the Project

The Joint Coordinating Committee will be held at least once a year. The Chairperson will be the Director General of NIS and will bear overall responsibility for the administration and implementation of the Project. The members of the Joint Coordinating Committee will be decided in due course upon consultation of JICA Cambodia Office.

2. Organization Chart

Proposed Organization Chart of the Project implementation is given in ANNEX II.

V. TERM OF COOPERATION

1. The duration of technical cooperation for the Project would be two (2) years. It might be revised depending on the final evaluation.

2. As soon as the implementation of the 2008 Population Census is confirmed, the term of the Project or the next phase will be considered.

VI. MEASURES TAKEN BY JICA

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the Agreement on Technical Cooperation between the Government of Japan and the Royal Government of Cambodia, signed in Phnom Penh on June 17th, 2003 (hereinafter referred to as "the Agreement"), JICA will take, at its own expense, the following measures according to the normal procedures of its technical cooperation scheme.

1. Dispatch of Japanese Experts

JICA will provide the services of the Japanese experts. The provision of Article V of the Agreement will be applied to the above-mentioned experts.

2. Provision of Machinery and Equipment

JICA will provide such equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project. The provision of Article VII of the Agreement will be applied to the Equipment.

3. Training of Cambodian Counterpart Personnel in Japan

JICA will receive Cambodian counterpart personnel connected with the Project for technical training in Japan.

VII. MEASURES TAKEN BY THE ROYAL GOVERNMENT OF CAMBODIA

1. The Royal Government of Cambodia will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.

2. The Royal Government of Cambodia will ensure that the technologies and knowledge acquired by the Cambodian nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of the Kingdom of Cambodia.

3. The Royal Government of Cambodia will take necessary measures to ensure that the knowledge and experience acquired by the Cambodian personnel through technical training in Japan will be utilized effectively in the implementation of the Project.

4. In accordance with the laws and regulations in force in the Kingdom of Cambodia, the Royal Government of Cambodia will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided by JICA under VI-2 above.

5. In accordance with the laws and regulations in force in the Kingdom of Cambodia, the Royal Government of Cambodia will take necessary measures to meet the running expenses necessary for the implementation of the Project.

VIII. SIGNING OF RECORD OF DISCUSSIONS

The R/D will determine the framework of the Project. The R/D would include the contents of this Minutes of Meeting. The R/D would be signed between JICA Cambodia Office and the authorities concerned of the Kingdom of Cambodia.