

for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF CAPMAS

1. CAPMAS will take necessary measures to:

- (1) ensure that the technologies and knowledge acquired by the Egyptian nationals as a result of Japanese technical cooperation contributes to the economic and social development of Egypt and the knowledge and experience acquired by the personnel of Egypt through training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and
- (2) grant privileges, exemptions and benefits to the JICA experts referred to in II-6 (1) (a) above and their families, which are no less favorable than those granted to experts and members of the missions and their families of third countries or international organizations performing similar missions in Egypt.

2. Government of Egypt will take necessary measures according to Agreement on Technical Cooperation between the Government of Japan and the Government of the Arab Republic of Egypt to:

- (1) provide security-related information as well as measures to ensure the safety of the JICA experts;
- (2) permit the JICA experts to enter, leave and sojourn in Egypt for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees;
- (3) exempt the JICA experts from taxes and any other charges on the equipment, machinery and other material necessary for the implementation of the Project;
- (4) exempt the JICA experts from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to them and/or remitted to them from abroad for their services in connection with the implementation of the Project; and
- (5) meet taxes and any other charges on the equipment, machinery and other

material necessary for the implementation of the Project.

3. CAPMAS will bear claims, if any arises, against the JICA experts resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Project, except when such claims arise from gross negligence or willful misconduct on the part of the JICA experts.

IV. MONITORING AND EVALUATION

JICA and the CAPMAS will jointly and regularly monitor the progress of the Project through the Monitoring Sheets based on the Project Design Matrix (PDM) and Plan of Operation (PO). The Monitoring Sheets shall be reviewed every six (6) months.

Also, Project Completion Report shall be drawn up one or two month before the termination of the Project.

JICA will conduct the following evaluations and surveys to mainly verify sustainability and impact of the Project and draw lessons. The CAPMAS is required to provide necessary support for them.

1. Ex-post evaluation three (3) years after the project completion, in principle
2. Follow-up surveys on necessity basis

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, CAPMAS will take appropriate measures to make the Project widely known to the people of Egypt.

VI. MISCONDUCT

If JICA receives information related to suspected corrupt or fraudulent practices in the implementation of the Project, CAPMAS and relevant organizations shall provide JICA with such information as JICA may reasonably request, including information related to any concerned official of the government and/or public organizations of the Egypt.

CAPMAS and relevant organizations shall not, unfairly or unfavorably treat the

person and/or company which provided the information related to suspected corrupt or fraudulent practices in the implementation of the Project.

VII. MUTUAL CONSULTATION

JICA and CAPMAS will consult each other whenever any major issues arise in the course of Project implementation.

VIII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between JICA and CAPMAS.

The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

- Annex 1 Project Design Matrix:PDM
- Annex 2 Tentative Plan of Operation
- Annex 3 Implementation Structure of the Project
- Annex 4 Composition and Functions of Joint Coordinating Committee
- Annex 5 Minutes of Meetings on the Detailed Planning Survey

Project Design Matrix

Annex I

Project Title: Project for developing statistical quality system at CAPMAS
Implementing Agency: Central Agency for Public Mobilization and Statistics (CAPMAS)
Period of Project (tentative): December 2015- November 2018 (3 years)
Project Site: Cairo, Egypt

Version 1
Dated: 22/December/2015

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption
Overall Goal Policy relevance is enhanced with improved quality of statistical studies in Egypt.	1. The result of the Census 2016 and other statistical studies with improved quality is utilized for policy making by the concerned ministries and relevant agencies in Egypt within 3 years of project completion.	1. CAPMAS internal references	
Project Purpose Capacity of CAPMAS to effectively manage the Census 2016 and other statistical studies is strengthened.	1. Based on the result of the Census 2016 with improved quality, sampling framework (master sample) necessary to conduct other statistical studies (sample studies) is properly designed. 2. Guideline/manuals on Census management (e.g., data processing, E-Census, utilization of tablet devices, sampling, post-enumeration survey) is updated /improved. 3. The coverage rate of the 2016 Census to be measured by the post-enumeration survey increases compared to that of the 2008 Census (83.6%).	1. CAPMAS internal references 2. CAPMAS internal references 3. CAPMAS internal references	- Policy makers continue to understand the significance of statistical information.
Outputs	1-1. No. of advice and training conducted. 1-2. The trainees are satisfied with the training. 1-3. Application of the advice and training for statistical planning, fieldwork and data processing.	1-1. Project references 1-2. Project references 1-3. Project references	- Public support and cooperate with the data collection for the Census. - The security condition of Egypt is Stable.
1. Statistical planning, fieldwork and data processing are implemented effectively and with high quality using IT application. 2. The capacity on sampling method is improved in quality. 3. The post-enumeration survey for the Census 2016 is conducted properly in accordance with the international standards.	2-1. No. of trainings conducted 2-2. The level of understanding of CAPMAS staff on Japan's practice on sampling methods for statistical studies increases. 2-3. The level of understanding of CAPMAS staff on the improved master sampling method is improved. 3-1. No. of advice and training conducted 3-2. The level of understanding of CAPMAS staff on the practice of post-enumeration survey increases. 3-3. Application of the advice and training for conducting the post-enumeration survey for the Census 2016.	2-1. Project reference 2-2. Project reference 3-1. Project references 3-2. Project references 3-3. Project references	
Activities	Inputs		Important Assumption
1-1 Assess on the training need of CAPMAS staff. 1-2 Share on Japan's experience and provide advice on statistical planning, fieldwork and data processing. 1-3 Provide training for efficient implementation of statistical planning, fieldwork and data processing (Eg. data entry/loading and cleaning) 1-4 Provide advice and training on E-Census system 1-5 Provide advice on work management for implementing the Census 2016. 2-1 Provide advice and training on sampling method. 2-2 Support on improving sampling methods for the Census 2016. (Eg. designing, sample selection and application) 3-1 Provide advice and training on post-enumeration survey. 3-2 Support on implementing post-enumeration survey by CAPMAS for the Census 2016.	Egyptian Side The Egyptian Side will provide resources as follows. a. Human resources that may consist of (i) Project Director (Under Secretary for President Office Affairs, CAPMAS); (ii) Sub-Project Director (Director General of International Cooperation Department, CAPMAS); (iii) Project Manager (CAPMAS President Advisor); (iv) Sub-Project Manager (International Cooperation Department) b. Experts in statistics in Egypt c. Office space for resident advisor, if necessary d. Supporting fund for CAPMAS staff to assist the project implementation (based on needs) e. Contact with Egyptian government and foreign counterparts Japanese Side The Japanese side will provide resources as follows. a. Long Term Expert (Project Coordinator (Work Management / Quality Control)) b. Short Term Expert: (IT(Data Processing), Post Enumeration Survey (Processing/Matching) etc.) c. Study Visit / Country-Focused Training d. Seminar / Workshop / Training e. Equipment (such as Tablets and vehicles for studies) f. A part of the operational costs for implementing activities (Ex. Costs for experts activities)		- The security condition of Egypt is Stable. <Pre-conditions> - The Census for 2016 is conducted with no major change in the schedule. - The organization of CAPMAS is not reformed/rearranged that may affect the project activities.

Project Title: Project for developing statistical quality system at CAPMAS

Dated 30/03/2015

Inputs	EFY	2016												2017												2018												Remarks	Issue	Solution
		7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12									
Schedule of the Census 2016	JFY	[Gantt chart showing project schedule from July 2016 to March 2018]																																				▲ Preliminary result		
Expert																																								
Project Coordinator (Work Management / Quality Control)		[Gantt chart]																																						
IT (Data Processing)		[Gantt chart]																																						
Post Enumeration Survey (Processing / Matching)		[Gantt chart]																																						
Other areas (depending on necessity and availability)		[Gantt chart]																																						
Training in Japan																																								
Study visit / Country-focused training		[Gantt chart]																																						
In-country/Third country Training																																								
Seminar / Workshop / Training		[Gantt chart]																																						
Activities		2016												2017												2018												Responsible Organization	Achievements	Issue & Countermeasures
Sub-Activities																																						Japan	EGE	
Output 1: Statistical planning, fieldwork and data processing are effectively implemented with IT application.																																								
1.1 Assess on the training need of CAPMAS staff.		[Gantt chart]																																						
1.2 Share on Japan's experience on statistical planning, fieldwork and data processing.		[Gantt chart]																																						
1.3 Provide advice and training for efficient implementation of statistical planning, fieldwork and data processing (Eg. data entry/loading and cleaning).		[Gantt chart]																																						
1.4 Provide advice and training on E-Census system.		[Gantt chart]																																						
1.5 Provide advice on work management for implementing the Census 2016		[Gantt chart]																																						
Output 2: The capacity on sampling method is improved.																																								
2.1 Provide advice and training on sampling (Eg. designing, sample selection and application).		[Gantt chart]																																						
2.2 Support on improving sampling methods for the Census 2016 (Eg. Designing, sample selection and application)		[Gantt chart]																																						
Output 3: The post-enumeration survey is conducted in accordance with the international standards.																																								
3.1 Share on Japan's experience on post-enumeration survey.		[Gantt chart]																																						
3.2 Provide advice and training on implementing post-enumeration survey for the Census 2016.		[Gantt chart]																																						
Duration / Phasing		[Gantt chart]																																						
Monitoring Plan		2016												2017												2018												Remarks	Issue	Solution
Monitoring																																								
Joint Coordination Committee		[Gantt chart]																																						
Set-up the Detailed Plan of Operation		[Gantt chart]																																						
Submission of Monitoring Sheet		[Gantt chart]																																						
Monitoring Mission from Japan		[Gantt chart]																																				as necessary		
Reports/Documents																																								
Project Completion Report		[Gantt chart]																																						

*terminal evaluation

11

8