

Project Implementation Structure (tentative)

Egypt Side

JICA Side

Joint Coordinating Committee (JCC)

Project Director: Mrs. Ghada Mostafa Abdalla
Sub-Project Director: Mrs. Hoda Mostafa Attia
Project Manager: Mr. Ahmed Kamal Abd El Aziz
Sub-Project Manager: Mrs. Yasmin Ahmed Mahmoud
Members: Representatives from all departments concerned (to be determined)

Industrial Development and Public Policy Department ,
Japan International Cooperation Agency

JICA Egypt Office

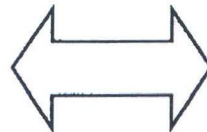
Project Team

Counterparts from : CAPMAS
Project Manager:
Mr. Ahmed Kamal Abd El Aziz
Sub Project Manager:
Mrs. Yasmin Ahmed Mahmoud

Training



Japan Experts



Consultation

JICA Experts in charge of
(i),
(ii)

Composition and Functions of Joint Coordinating Committee (JCC)

The Joint Coordinating Committee (hereinafter referred to as "JCC") will be formed and its meetings will be held at least once a year for the smooth implementation of the Project. The prospective functions and members of the JCC are as follows.

1) Functions

- (a) To approve the Annual Plan of Operation to be formulated in accordance with the R/D
- (b) To review overall progress and achievement of the Project
- (c) To monitor and evaluate the implementation of the Project
- (d) To examine major issues arising from or in connection with the Project
- (e) To work out the modification of the PDM and the PO as necessary
- (f) To recommend and request necessary actions to the organizations concerned

2) Members

- (a) Chairperson

Mrs. Ghada Mostafa Abdalla, Under Secretary for President Office Affairs,
CAPMAS (Project Director)

- (b) Members:

<Egyptian Side>

CAPMAS

Mrs. Hoda Mostafa Attia, Director General of International Cooperation
Department (Sub- Project Director)

Mr. Ahmed Kamal Abd El Aziz, CAPMAS President Advisor (Project Manager)

Mrs. Yasmin Ahmed Mahmoud, International Cooperation Department (Sub-
Project Manager)

Official(s) in charge from the following division/department (tentative):

Central Administration for CAPMAS President Office Affairs

International Cooperation Department

Quality Control Department

Demographic Statistical and Censuses Sector

Central Administration of Census
General Administration of Population Censuses
General Administration of Classifications and Samples
Population and Social Studies Center
Information Technology Sector

<Japanese Side>

Representative(s), JICA Egypt Office

Officer(s) in charge, JICA Egypt Office

Expert(s) of the Project

Official(s) in charge, Embassy of Japan in Egypt

*The JCC can invite other personnel as necessary.

MINUTES OF MEETING
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
CENTRAL AGENCY FOR PUBLIC MOBILIZATION AND STATISTICS
ON
THE JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT FOR DEVELOPING STATISTICAL QUALITY SYSTEM AT
CAPMAS

The Detailed Planning Survey Team (hereinafter referred to as "the Team") of the "Project for developing system statistical quality at CAPMAS" (hereinafter referred to as "the Project") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Ryuichi TOMIZAWA, visited Egypt from August 23 to September 3, 2015.

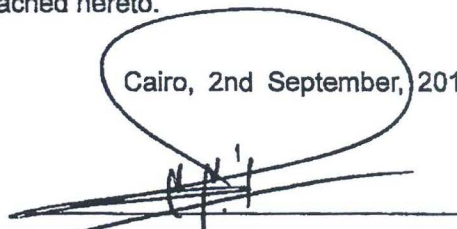
The Team had a series of meetings with Central Agency for Public Mobilization And Statistics (hereinafter referred to as "CAPMAS") for the purpose of working out the details of the Project including the desirable measures to be taken by both sides for the successful implementation of the Project.

As a result of the discussions, both sides reached a common understanding for matters referred to in the documents attached hereto.



Mr. Ryuichi TOMIZAWA
Deputy Director General
Industrial Development and Public
Policy Department
JICA

Cairo, 2nd September, 2015



Gen. Abo Bakr Elgendy
President
Central Agency for Public Mobilization
And Statistics
Egypt

Summary of Discussions

On the basis of the proposal of the Project, the two parties have discussed and agreed on the Project framework. The details of the agreed documents are attached as Annex I - VI. The major points of the Project framework that have been agreed upon are as follows:

I. BACKGROUND OF THE PROJECT

CAPMAS plays an important role in the implementation process of Egypt National Development Plan by producing and disseminating statistical data and information which should be helpful for policy makers to make decision and solve problems based on accurate data and information.

CAPMAS is the only governmental agency in charge of producing official statistics in all demographic, social and economic fields. Also, it is the official source in Egypt to supply the state agencies, universities, research centers and international organizations with data and statistics where many ministries, such as ministries of planning, ministry of labor and migration, ministry of trade, depend on it as a guide in implementation of national development plan. Additionally, many international organizations depend on CAPMAS data to determine the development requirements.

All these ministries and institutions depend on and use some important indicators and data produced by CAPMAS such as Household Income, Expenditure and Consumption Survey (HIECS) data, Labor force survey, Inflation rate, Price Statistics (ICP, CPI), population and establishment census data, economic census data, trade statistics, Tourism statistics...etc.

CAPMAS started the preparation for 2016 population & housing census. In this regard, CAPMAS needs to build and improve the capacity of CAPMAS staffs especially in two important departments as the following:

1. Quality control department with capacity of 20 person (most of the young and

middle age)

Its main job is to control and monitor the collecting and auditing data. Quality control process will help to determine and correct the mistakes in the data and different statistics providing users accurate data in a timely manner. However, there is no comprehensive plan to monitor all statistical processes such as questionnaire design, sampling, collecting data, respond to surveys forms, data entry, auditing, processing, analyzing data, dissemination and developing surveys to meet all these needs according to international standards.

2. Sampling department with capacity of 20 person (most of them young and middle age)

Designing a representative sample is considered the first and most important step in implementing any social economic survey that reflects the real society in specific areas. The selected sample should be accurate and good representative of the population and similar to whole society characteristics. CAPMAS intends to develop the current sampling department in order to face the challenges in creating master sample which is reliable in the coming survey to have high quality data.

II. THE PROJECT FRAMEWORK

Both sides discussed and adopted the summary of the Project as follows:

1. Project Title

Project for developing statistical quality system at CAPMAS

2. Project Duration

3 years from date of the first arrival of a Japanese expert in Egypt

3. Project Site(s) and Beneficiaries

(1) Project Site:

(a) Cairo region

(b) Other regions will be selected based on the consultation between JICA and CAPMAS, taking into account of the latest security situation in Egypt

and Security Guideline of JICA.

(2) Beneficiaries:

CAPMAS officials

4. Objectives of the Project

(1) Overall Goal

Policy relevance is enhanced with improved quality of statistical studies in Egypt.

(2) Project Purpose

Capacity of CAPMAS to effectively manage the Census 2016 and other statistical studies is strengthened.

(3) Outputs

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 is conducted properly in accordance with the international standards.

(4) The Project Activities, Process and Implementation Structure

These details are provided in Annex I (Tentative Project Design Matrix), Annex II (Tentative Plan of Operation), and Annex III (Tentative Implementation Structure of the Project).

(5) Evaluation Result of the Project

The Team evaluated the Project based on the development policies of Egypt and development needs in Egypt, on Japanese cooperation policies, and on appropriateness of the plan. As a result of the survey and a series of discussions with Egyptian side as shown in Annex V, the Team concluded that Project is appropriate to be implemented.

III. IMPLEMENTING STRUCTURE OF THE PROJECT

1. Implementation Structure

The Tentative Implementation Structure of the Project is given in the Annex III.