

**MINUTES OF MEETINGS
BETWEEN JAPAN INTERNATIONAL COOPERATION AGENCY
AND
CENTRAL BUREAU OF STATISTICS, NATIONAL PLANNING COMMISSION
SECRETARIAT
OF GOVERNMENT OF NEPAL
ON JOINT COORDINATING COMMITTEE MEETING
FOR
THE PROJECT ON CAPACITY DEVELOPMENT FOR THE IMPLEMENTATION
OF ECONOMIC CENSUS 2018 IN NEPAL**

The Second Joint Coordinating Committee (hereinafter referred to as “JCC”) meeting between Japan International Cooperation Agency (hereinafter referred to as “JICA”) and authorities concerned of Central Bureau of Statistics, National Planning Commission Secretariat, Government of Nepal on the Project on Capacity Development for the Implementation of Economic Census 2018 in Nepal (hereinafter referred to as “the Project”) was held on 23 February 2017.

At the table of the second JCC meeting, the authorities concerned of both sides conveyed a series of fruitful discussions on the progress and current-status of economic census activities.

As a result of the discussion, both Central Bureau of Statistics, JICA and other line ministries had common understandings relating to the matters in the attached documents. It is expected that all parties will conduct activities within the stated time-frame to achieve the project purpose.

Kathmandu, 26 May 2017

ATTACHED DOCUMENT

Meeting title : The Second Joint Coordinating Committee Meeting of JICA Project on Capacity Development for the Implementation of Economic Census 2018 in Nepal

Date : 23 February 2017

Venue : Meeting Room, 1st Floor, New Building, Central Bureau of Statistics (CBS), Thapathali, Kathmandu

The Name of the person presiding: Mr. Suman Raj Aryal, Director General, Central Bureau of Statistics

Agenda of the meeting

1. Opening Address by Mr. Suman Raj Aryal, Director General, Central Bureau of Statistics
2. Opening Remarks by Mr. Jun Sakuma, Chief Representative, JICA Nepal Office
3. Explanation of Monitoring Sheets, presented by Mr. Anil Sharma, Director, Economic Census Section, CBS (Annex 2)
4. Explanation of the Pilot Survey of Nepal Economic Census 2018, presented by Mr. Mahesh Chand Pradhan, Director, Economic Census Section, CBS (Annex 3)
5. Explanation of the Census Mapping of Nepal Economic Census 2018, presented by Mr. Shailendra Ghimire, Director, GIS Section, CBS (Annex 4)
6. Question and Answer
7. Closing Address by Mr. Nebin Lal Shrestha, Deputy Director General, CBS

Attendance list:

Mr. Suman Raj Aryal,	Director General,	Central Bureau of Statistics
Dr. Rudra Suwal,	Deputy Director General,	CBS
Mr. Nebin Lal Shrestha,	Deputy Director General,	CBS
Mr. Ram Prasad Dhakal,	Director,	Department of Industry
Dr. Dilli Raj Aryal,	Senior Statistician,	Ministry of Finance
Mr. Anil Sharma,	Director,	Economic Census Section, CBS
Mr. Mahesh Chand Pradhan,	Director,	Economic Census Section, CBS
Mr. Rajesh Dhital,	Director,	Establishment Census & Survey Census Section, CBS

Handwritten signatures and initials:
Suman Raj Aryal
Nebin Lal Shrestha

Mr. Shailendra Ghimire,	Director,	GIS Section, CBS
Ms. Saroj Bhattraï,	Director, Establishment Census & Survey Census Section,	CBS
Mr. Prakash Pokharel,	Statistics Officer,	Economic Census Section, CBS
Mr. Bikash Malla,	Statistics Officer,	Economic Census Section, CBS
Mr. Suresh Prasad Kayastha,	Computer Officer, Establishment Census & Survey Census Section,	CBS
Mr. Kapil Dev Joshi,	Statistics Officer, Publication, Distribution & Library Section,	CBS
Mr. Jun Sakuma,	Chief Representative,	JICA Nepal Office
Ms. Yuki Daizumoto,	Assistant Representative,	JICA Nepal Office
Mr. Gopal Gurung,	Program Manager,	JICA Nepal Office
Mr. Fumihiko Nishi,	JICA Expert (Chief Advisor),	JICA Project
Mr. Shigeo Kato,	JICA Expert (Coordinator),	JICA Project
Mr. Akihito Yamauchi,	JICA Expert	JICA Project
Prof. /Dr. Nobuo Hirohata,	JICA Expert	JICA Project
Mr. Norihiro Tonosaki,	JICA Expert	JICA Project
Ms Jaya Paudyal,	Office Administrator,	JICA Project

< The Summary of Meeting >

Discussion in Question and Answer session:

- 1) 【Tablet computers】 Mr. Mahesh Chand Pradhan, Director, Economic Census Section, CBS, raised an issue with JICA team to know the status of procurement of tablet computers.
- 2) Mr. Gopal Gurung, Associate Program Manager, JICA Nepal Office, responded that procurement of tablet computers had been delayed. It took long time to finalize technical specifications and its software. He said his expectation that the tablet computers would be procured in two weeks.
- 3) 【Publicity】 Mr. Jun Sakuma, Chief Representative, JICA Nepal Office, raised a question about media dissemination. He asked that from when the media dissemination would start.
- 4) CBS representatives responded that they had a plan to invite media people on the inception seminar to have information about economic census. This initiation will be a first foot step towards the publicity of economic census in Nepal. They also said, during the time of the pilot survey they would try to distribute pamphlets too. The main media dissemination would be done during the time of the real census.
- 5) Dr. Rudra Suwal explained the importance of publicity for economic census. He said, to get the reliable and accurate economic data, media strategy should be focused.
- 6) Mr. Mahesh also said that they would form the Economic Census Publicity Committee soon. Economic publicity plan would be started in the period between March to June.

Sumangal
Meru

- 7) **【Agricultural sector】** Dr. Dilli Raj Aryal, Senior Statistician, Ministry of Finance, asked a reason(s) CBS excluded agricultural sector from the coverage of the economic census 2018. He asked the following issues:
- i. “Has the agricultural sector been excluded due to international practice? or are there any other constraints?”
 - ii. “Make the economic census more clear (inclusive).”
 - iii. “Will you continue your work during the time of election? How will you manage?”
- 8) Mr. Mahesh answered follows:
- i. The agricultural sector was excluded as the decennial agriculture censuses covers the household base agricultural activities. But the economic census would cover only registered establishments in the agricultural sector.
 - ii. He explained about the economic census in detail.
 - iii. Mr. Mahesh said the economic census section had a plan to continue their work during the time of election as well. He added it would be difficult to conduct economic census activities at that time, but they would have to continue it to meet the project purpose on stated timeframe.
- 9) **【Management in local data】** Dr. Dilli Raj Aryal, asked, “Country is going for federal state, how do you manage the data province wise?”
- 10) Mr. Shailendra Ghimire, Director, GIS Section, CBS, answered that the GIS section of CBS would prepare a database, it would not be a problem to separate census data province/state wise.
- 11) **【Human resources】** Mr. Shailendra Ghimire mentioned that the GIS section needed more human resources to complete the enumeration area mapping task within the said time.
- 12) Mr. Suman Raj Aryal told that we would manage the human resources accordingly.
- 13) Mr. Gopal Gurung, said getting correct information could be a challenge for CBS. To get those information, you would have to convince individual business house.

END

- Annex 1 Project Monitoring Sheets, Mr. Fumihiko Nishi, 16 February 2017
- Annex 2 Presentation on Project Monitoring Sheets, Mr. Anil Sharma, Director, Economic Census Section, Central Bureau of Statistics.
- Annex 3 Presentation on an outline of the Pilot Survey of Nepal Economic Census 2018, Mr. Mahesh Chand Pradhan, Director, Economic Census Section, Central Bureau of Statistics
- Annex 4 Presentation on Enumeration Area Mapping of Economic Census 2018, Mr. Shailendra Ghimire, Director, GIS Section, Central Bureau of Statistics

Suman Raj Aryal
Mahesh

TO CR of JICA Nepal Office

PROJECT MONITORING SHEET

Project Title: Project on Capacity Development for the Implementation of Economic Census 2018 in Nepal

Version of the Sheet: Ver.2.0 (Term: March 2016 - February 2017)

Name: Fumihiko Nishi

Title: Chief Advisor

Submission Date: 16 February 2017

I. Summary

1 Progress

1-1 Progress of Inputs

1-1-1 Inputs by the Nepalese side

(a) Counterpart personnel allocation

(i) Project Director

Mr. Nebin Lal Shrestha, Deputy Director General, Economic Statistics Division

(ii) Project Manager

Mr. Anil Sharma, Director, Economic Census Section,

Mr. Mahesh Chand Pradhan, Director, Economic Census Section

(iii) Relevant staff of CBS

Mr. Rajesh Dhital, Director, Establishment Census & Survey Section

Mr. Prakash Pokhrel, Statistics Officer, Economic Census Section

Mr. Bikash Malla, Statistics Officer, Economic Census Section

(b) Office space

(i) Office space-one, on the third floor, Building two (March 2016-)

(ii) Office space-two, on the third floor, Building two (November 2016-)

(c) Supply or replacement of machinery, equipment, instruments, vehicles,

Fumihiko Nishi
Nishi

tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided by JICA;

Nothing to be recorded

(d) Information as well as support in obtaining medical service;

Nothing to be recorded

(e) Credentials or identification cards;

Nothing to be recorded

(f) Available data (including maps and photographs) and information related to the Project;

Allowed JICA and the Project to use Administrative Boundary GIS data, related publications, and photographs for public relation services.

(g) Running expenses necessary for the implementation of the Project by requesting National Planning Commission Secretariat and Ministry of Finance and by making maximum effort;

Per diem of field trips for CBS officials; printing costs of documents for presentations; electricity and water expense within CBS enclosure.

(h) Expenses necessary for transportation within Nepal of the equipment referred to in II-6 (1) of the Record of Discussions of the Project;

Nothing to be recorded

(i) Necessary facilities to the JICA experts for the remittance as well as utilization of the funds introduced into Nepal from Japan in connection with the implementation of the Project

Nothing to be recorded

1-1-2 Inputs by the Japanese side

(a) Dispatch of Experts

Chief Advisor, Mr. Fumihiko Nishi,

① 7 March - 9 April 2016

② 14 June - 23 July 2016

③ 5 September – 19 October 2016

④ 21 November 2016 – 7 January 2017



Data Processing / Programming (e-Census)

- ① Mr. Naruhiko Yamagata, 1 - 9 April 2016
- ② Mr. Takashi Ioka, 14 - 21 June 2016
- ③ Mr. Koichiro Furuichi, 21 - 28 November 2016

Coordinator

Mr. Shigeo Kato, 6 July 2016 - 5 July 2018

Census Planning

Mr. Akihito Yamauchi, 21 November - 18 December 2018

EA Mapping & its Database

Noburiho Tonosaki, 8 December 2017 - 4 January 2018

Analysis

- ① Prof./Dr./Mr. Nobuo Hirohata, 21 - 26 November 2016
- ② Ms. Emi Harada, 21 November - 6 December 2016

(b) Training

Training course in Indonesia, 8 - 15 October 2016

(c) Equipment and facilities;

- ① Internet access point, March 2016
- ② An air-conditioner, July 2016
- ③ A multi-function printer, July 2016
- ④ Two sets of tables and chairs, August 2016
- ⑤ A document cabinet, August 2016

1-2 Progress of Activities

1

¹ 【解説】

Monitoring Sheet II の Activities に係る記載内容に基づき、該当期間の活動実績を記載する。期間中に変更があった場合はその経緯や理由を含め記載する。

また、実績情報のみならず、効率性（Output 産出に向けた活動内容の適切性、タイミング等計画対比での遅延や課題はないか等）の観点からの検証結果についても記載する。Activity の進捗や今後の予定にリスク



Output 1: Planning and data collection / Mapping

1.1 Make out schema and work plan

The schema and work plan for two pretests and one pilot survey of Nepal Economic Census 2018 (EC2018) have already been completed.

1.2 Design census forms

The questionnaire (Form A) and the establishment list (Form B) for two pretests and one pilot survey of EC2018 have already been completed.

1.3 Compile manuals for Economic Census

The enumerator's manual for two pretests and one pilot survey of EC2018 have already been completed.

1.6 Draw administrative boundary maps and enumeration area (EA) maps through the use of GIS technology

The line of drawing administrative boundary maps and EA maps for urban area (Municipalities) has almost been fixed for EC2018. On the other hand, the maps of Nepal Population Census 2011 are to be used for rural area (Village Development Committees/VDCs) since the boundaries of Municipalities/VDCs are fixed in Nepal.

GIS software and satellite images for base maps have already been installed.

The provisional field operation of the census mapping has been done.

Output 2: Data processing

2.1 Develop data processing systems (e-Census)

The e-Census applications of EC2018 are under development.

The electronic form has almost been completed.

Output 3: Statistical analysis

3.1 Analyze results (preparation)

The preparation for analyzing the results of EC2018 has just been initiated.

Output 6: Districts: improvement of statistical capacity

6.3 Conduct training on the listing and enumeration to the statistical staff of districts

The training on the listing and enumeration to the statistical staff of both Sindhuli

がある場合は、後述の 1-5 や 2 にて記載すること。

本項目での情報は、事業完了報告書での II 1-3 の基礎情報として活用される。

なお、Activity と Input は密接に関連しているため、Activity の項目毎に双方の Input を記載することも可能である。



District and Kavrepalanchok District have already been conducted through the pretests of EC2018.

Output 7: Coordination / Line ministries: improvement of statistical capacity

7.2 Establish and organize the necessary committees and meetings for Economic Census

The technical committee of EC2018 has already been formed.

Output 8: Institutional Memory

8.1 Develop and maintain documents on detailed procedures for Economic Census

The related documents of EC2018 have already been stored into electronic media.

1-3 Achievement of Output

2

1 Statistical staff of CBS is able to plan and implement Economic Census

1-1 Schema and work plan

Done for two pretests and one pilot survey of Nepal Economic Census 2018 (EC2018)

1-2 Census forms

The questionnaire (Form A) and the establishment list (Form B) have been done for two pretests and one pilot survey of EC2018.

1.3 Manuals for Economic Census

The enumerator's manual has been done for two pretests and one pilot survey of

² 【解説】

Monitoring Sheet I の Output における Achievement および Remarks に係る記載内容を踏まえ、成果達成度について PDM に記載されている成果達成度を項目ごとに定量的な指標とともに記載する。定量的な指標に基づく達成度のみならず、定性的な説明も可能。定性的指標のみ設定されている場合は、当該指標にもとづき定性的な達成度を記載する。但し、可能な限り定量的な測定が可能となるよう、必要に応じ PDM の Output に対する Indicator に計測可能な定量指標を設けるべく変更を検討すること。

期間中に Output の内容や該当指標等について変更され、かつ JICA や先方実施機関と JCC 等の場を通じてその変更が承認済みの場合は、その経緯や内容について記載する。

また、実績情報のみならず、有効性（Output の適切性等）、効率性（プロジェクトの活動が計画どおり成果に結びついているか（見込まれるか）等）の観点からの検証結果についても記載する。Output の発現状況等を踏まえ今後の達成見込みにリスクがある場合は、後述の 1-5 にて記載すること。

本項目での情報は、事業完了報告書での II 2-1 の基礎情報として活用される。



EC2018.

1-4 Number of publicity and educational campaigns conducted

One:

The website of the titled project in the Statistics Bureau of Japan;
Drafted leaflet of EC2018.

1-5 Number of persons trained

Ten persons:

Training for 1st pretest: (CBS) two Directors;
Training for 2nd pretest: (CBS) one Statistical Officer;
1st Training in Indonesia: three Directors;
1st Training in Japan: three Directors and one Statistical Officer.

2 Statistical staff of CBS is able to process and scrutinize Economic Census data

2-1 Data processing systems (e-Census)

The e-Census applications of EC2018 are under development.
The electronic form has almost been completed.

5 Statistical database including statistical business register and sampling frame is developed

5-1 Statistical database system including statistical business register and sampling frame

Statistical business register is under development.

6 Capacity of statistical staff of Statistics Offices (SOs) to conduct necessary activities of Economic Census in the local level is enhanced

6-3 Number of statistical staff of districts trained on the listing and enumeration

Ten persons:

Training for 1st pretest: (Sindhuli District) one Statistical Officer, and four officers;

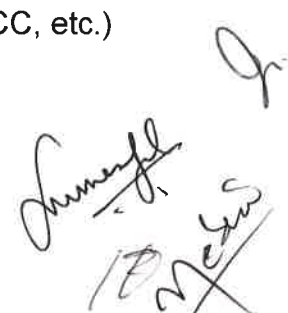
Training for 2nd pretest: (Kavrepalanchok District) one Statistical Officer, and four officers;

7 Capacity of statistical staff of CBS to implement training for staff of line ministries as well as necessary coordination with relevant stakeholders is enhanced.

7-2 Number of meetings with the related organizations (NSC, CTC, DCC, etc.)

Two:

1st JCC;

Handwritten signatures and initials in the bottom right corner, including a signature that appears to be 'Shimeng' and other illegible initials.

1st Economic Census Technical Committee (ECTC).

1-4 Achievement of the Project Purpose

3

Number of capable statistical staff in CBS trained to plan, map, collect data, process data, analyze, disseminate, and use the results of Economic Census

Eight persons:

Two Directors for Economic Census;

One Director for Manufacturing Census;

One Director for GIS;

Two Statistical Officers for Economic Census;

Two Statistical Officers for e-Census.

1-5 Changes of Risks and Actions for Mitigation

4

3 【解説】

Monitoring Sheet I の Project Purpose における Achievement および Remarks に係る記載内容を踏まえ、達成度について PDM に記載されている項目ごとに定量的な指標とともに記載する。定量的な指標に基づく達成度のみならず、定性的な説明も可能。定性的指標のみ設定されている場合は、当該指標にもとづき定性的な達成度を記載する。但し、可能な限り定量的な測定が可能となるよう、必要に応じ PDM の Project Purpose に対する Indicator に計測可能な定量指標を設けるべく変更を検討すること。

期間中に Project Purpose の内容や該当指標等について変更され、かつ JICA や先方実施機関と JCC 等の場を通じてその変更が承認済みの場合は、その経緯や内容について記載する。

また、実績情報のみならず、妥当性（政策、上位計画、ニーズ等との整合性に変更はないか）、有効性（Project Purpose の適切性、プロジェクトの成果が目標達成に結び付いているか、目標達成見込み等）、インパクト（プロジェクトの上位目標達成への寄与、政策や地域への貢献、他プロジェクトへの貢献等の見込み）、持続性（プロジェクトによる便益が政策、技術、組織、財政面で持続されるか等の見込み）の観点からの検証結果についても記載する。

Project Purpose 達成時点はプロジェクト終了時であるが、その達成が危ぶまれる兆候は早期に把握する必要があるため、上記観点から検証を行うものである。

Project Purpose の今後の達成見込みにリスクがある場合は、後述の 1-5 にて記載すること。

本項目での情報は、事業完了報告書での II 2-2 の基礎情報として活用される。

4 【解説】

事業実施上のリスクは、計画策定段階において、「リスク管理チェックリスト」や類似案件での教訓レビュー等を通じて、当該案件の実施に当たり重要と考えられるリスクや課題の洗い出し及び対応策（対処方針）の検討がなされている。

1-6 Progress of Actions undertaken by JICA

5

1-7 Progress of Actions undertaken by Gov. of Nepal

6

1-8 Progress of Environmental and Social Considerations (if applicable)

7

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

8

開始当初の Monitoring Sheet においては、計画段階及びプロジェクト開始段階において、先方実施機関のカウンターパートとの間で当該案件の実施における重要なリスクと認識されている事項につき、上記 1-1 から 1-4 に記載されたプロジェクトの進捗や評価 5 項目に基づく検証結果、Project Monitoring Sheet I の Issues and Countermeasures を踏まえ、リスクに変化が見られたか、プロジェクトにおいてどのような対応策をとってきたかを記載する。

また、新たに重要なリスクとして次期以降留意すべき事項があれば記載する。

2 回目以降の Monitoring Sheet 作成時には、計画段階あるいは前期までの進捗等を踏まえ変更されたリスク項目に基づき、当該期間のプロジェクトの進捗や評価 5 項目に基づく検証結果を踏まえ、同様にリスクに変化が見られたか、プロジェクトにおいてどのような対応策をとってきたかを記載するとともに、次期以降留意すべきリスク項目を整理する。

本項目での情報は、事業完了報告書のⅢ2.でのプロジェクトに影響を及ぼした要因、またⅢ3.でのリスクマネジメントにかかる記載への基礎情報として活用される。従ってこれら情報は事業管理上の記録として、毎回しっかりと記録しておくことが望ましい。

5 【解説】

上記 1-5 で示されたリスクや課題について、当該期間において JICA により対応された事項があれば記載する。

6 【解説】

上記 1-5 で示されたリスクや課題について、当該期間において相手国政府により対応された事項があれば記載する。

7 【解説】

環境社会配慮カテゴリ C 案件においては記載不要。

カテゴリ B 案件、A 案件については当該期間において対応された事項があれば記載する。

なお、プロジェクト開始当初は環境社会配慮カテゴリ C の場合でもプロジェクト開始後に改めて環境社会への負の影響が生じる恐れがある場合は、影響を個別に考察し、影響の度合いや対応策について記載する。

本項目での情報は、事業完了報告書でのⅡ4-1の基礎情報として活用される。

8 【解説】

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors, NGOs etc.)

9

2 Delay of Work Schedule and/or Problems (if any)

10

One problem is the fund allocation of the enumerator training of EC2018 pilot survey.

2-1 Detail

11

As for the enumerator training of EC2018 pilot survey, per diem for enumerators, supervisors, and CBS officers have not yet been allocated. It is estimated that its amount will be about USD 22,000. In detail, refer to the report by Mr. Anil Sharma, Director of Economic Census Section, CBS at the 1st JCC on Nov. 22, 2016.

2-2 Cause

12

事前評価表等においてプロジェクト開始時点で触れられていない場合でも、プロジェクト開始後に改めてプロジェクトが及ぼすと考えられるジェンダーや弱者への影響があれば、その影響の度合いや対応策について記載する。伝統的な地域社会、エスニックバランス、紛争終結後などの状況では、平和構築ニーズアセスメントの観点からプロジェクトが地域社会に及ぼすと考えられる影響を考察し、影響の度合いや対応策について記述する。

本項目での情報は、事業完了報告書でのII 4-2の基礎情報として活用される。

⁹ 【解説】

プロジェクトの成否に直接、間接に影響が生じる可能性がある他のプロジェクト等についての内容、進捗、本プロジェクトとの関係や影響について記載する。特に同一分野における他のプロジェクトと本プロジェクトの目標や方向性が一致しない、期待される成果に悪影響を及ぼす場合には注意が必要である。

¹⁰ 【解説】

上記 1-1 から 1-4 に記載されたプロジェクトの進捗や評価 5 項目に基づく検証結果を踏まえ、投入や活動の遅延等プロジェクト実施上の課題、また期待される成果の発現等を阻害するような項目（特に 1-5 において既存/新規にリスク項目とされる事項を中心に）について、次期以降取り組むべき事項を明らかにするために、以下を記載する。

¹¹ 【解説】

特筆すべき課題の詳細

¹² 【解説】

上記課題の要因等

~~Firstly, CBS understands that the enumerator training of EC2018 pilot survey should be born by JICA since the titled project is a capacity building project and the enumerator training is one of main activities in the titled project.~~

~~Secondly, the titled project couldn't confirm the final situation of CBS's 2016/2017 budget plan since it was not shared with the titled project.~~

2-3 Action to be taken

13

~~Firstly, the budget plan of EC2018 should be discussed more carefully between CBS and the titled project.~~

~~Secondly, CBS needs to share the final situation of CBS's budget plan with the titled project from next fiscal year.~~

2-4 Roles of Responsible Persons/Organization (JICA, Gov. of Nepal, etc.)

14

3 Modification of the Project Implementation Plan

3-1 PO

15

This is still under consideration.

3-2 Other modifications on detailed implementation plan

(Remarks: The amendment of R/D and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities, and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of

¹³ 【解説】

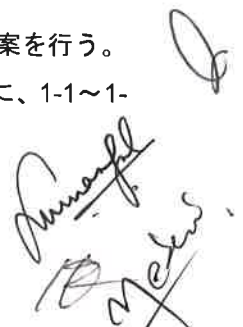
次期以降プロジェクトにおいて対応すべき事項

¹⁴ 【解説】

次期以降、JICA や先方実施機関等他のプロジェクト関係者において対応すべき事項

¹⁵ 【解説】

上記 1、2 を踏まえ、PO の当初・現状比較において、PO の修正が必要な場合にはここで修正提案を行う。PO を修正するだけでよいのか、それによって Input、Activity、Output も当然影響を受けるために、1-1~1-3 との整合性をよく図ること。



R/D and PDM, the team may propose the draft.)

16

4 Preparation of Gov. of Nepal toward after completion of the Project

17

Firstly, CBS will be able to allocate the budget for the next Economic Census in 2023 or 2028 from Government of Nepal.

Secondly, the schema, work plan, census forms, manuals, and other necessary documents of Economic Census are to be provided through the titled project.

Thirdly, the statistical staff of CBS and Statistical Offices in districts will obtain enough experience and knowledge through EC2018.

II. Project Monitoring Sheet I & II as Attached

¹⁶ 【解説】

上記 1、2 を踏まえ、Project Purpose、Output、プロジェクト期間等のプロジェクト枠組みの変更が必要な場合は、JICA や先方政府関係機関（JCC メンバー等）に対し PDM や RD の修正提案を行う。修正の際にはその理由付けを十分に行うこと。

¹⁷ 【解説】

ここでは上記 DAC 評価 5 項目のうち持続性（プロジェクトによる便益が政策、技術、組織、財政面で持続されるか）について、先方政府が現在どのような対応を取っているのかを記述する。本項目はプロジェクトが終了に近づくにつれ、より重要になってくるため、先方政府がさらに取り組むべき事項がある場合は、本項目に加え上記 2 でも記載し、先方政府が取り組むべき事項として明記し、先方に働きかけるべき事項として整理する。

（別紙）その他、懸案事項等（必要に応じ）

※プロジェクトの進捗や目標達成、持続性、リスク内容等に関し、プロジェクト専門家において先方実施機関と合意できない懸念事項がある場合は別紙（様式自由）にて記載し添付する。日本語で記載可。


Project Monitoring Sheet I (Revision of Project Design Matrix)

Project Title: Project on Capacity Development for the Implementation of Economic Census 2018 In Nepal
Implementing Agency: Central Bureau of Statistics, National Planning Commission Secretariat, Nepal
Target Group: Statistical staff of Central Bureau of Statistics, National Planning Commission Secretariat
Period of Project: 7 March 2016 - 6 March 2021
Project Site: Kathmandu **Model Site:**

Version 2.0
Dated 14, February 2017

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
Statistical results provided by Central Bureau of Statistics (CBS) are utilized for planning and implementation of policies, plans, and strategies of line ministries, local governments, universities, research institutions and private sector	Number of policies, plans, and strategies which utilize the results of statistical data provided by CBS Number of statistical surveys conducted by CBS Number of statistical surveys in which administrative boundary maps, EA maps and unstratified census frame used	Policies, plans, strategies, statistical surveys, results etc			
Project Purpose					
Capacity of the statistical staff of CBS to conduct Economic Census and such skills commonly used in conducting other related statistical surveys are enhanced	Number of capable statistical staff in CBS trained to plan, map, collect data, process data, analyze, disseminate, and use the results of Economic Census	Evaluation questionnaire List of training participants	Policy makers continue to recognize the importance of statistical information	Eight persons	Two Directors for Economic Census One Director for Manufacturing Census One Director for SIS Two Statistical Officers for Economic Census Two Statistical Officers for e-Census
Outputs					
1 Statistical staff of CBS is able to plan and implement Economic Census	1-1 Schema and work plan 1-2 Census forms 1-3 Manuals for Economic Census 1-4 Number of publicity and educational campaigns conducted 1-5 Number of persons trained 1-6 Number of administrative boundary maps and EA maps	Project report Project report Project report Project report List of training participants	Necessary cooperation from relevant organizations are provided	Done for two pretests and one pilot survey Done for two pretests and one pilot survey Done for two pretests and one pilot survey Established the project's homepage; Drafted a leaflet for Economic Census Training for 1st pretest two persons Training for 2nd pretest one person 1st Training in Indonesia three persons 1st Training in Japan four persons	Training for 1st pretest (CBS) two Directors Training for 2nd pretest (CBS) one Statistical Officer 1st Training in Indonesia three Directors 1st Training in Japan three Directors and one Statistical Officer
2 Statistical staff of CBS is able to process and scrutinize Economic Census data	2-1 Data processing system 2-2 Number of micro data processed by CBS 2-3 Number of statistical tables stored by CBS	Project report Project report Project report		E-Census applications are under development	
3 Statistical staff of CBS is able to analyze Economic Census data	3-1 Number of persons trained 3-2 Level of understanding of the trainees 3-3 Number of in-country seminars conducted	List of training participants Evaluation questionnaire Project report			
4 Statistical staff of CBS is able to disseminate the results of Economic Census	4-1 Number of publications, CDs, web-contents, statistical maps and census atlas prepared	Project report			
5 Statistical database including statistical business register and sampling frame is developed	5-1 Statistical database system including statistical business register and sampling frame 5-2 Guidelines for updating and maintaining the database system	Project report Project report		Statistical business register is under development	
6 Capacity of statistical staff of Statistics Offices (SOs) to conduct necessary activities of Economic Census in the local level is enhanced	6-1 Number of statistical staff of districts trained on statistical business register 6-2 Number of statistical staff of districts trained on the mapping 6-3 Number of statistical staff of districts trained on the listing and enumeration 6-4 Number of statistical staff of districts trained on the utilization of the results	List of training participants List of training participants List of training participants List of training participants		Training for 1st pretest five persons Training for 2nd pretest five persons	Training for 1st pretest (Sindhuli District) one Statistical Officer and four officers Training for 2nd pretest (Kavrepalanchok District) one Statistical Officer
7 Capacity of statistical staff of CBS to implement training for staff of line ministries as well as necessary coordination with relevant stakeholders is enhanced	7-1 Number of staff of line ministries and other stakeholders participated in promotion seminars 7-2 Number of meetings with the related organizations (NSC, CTC, DCC, etc)	List of seminar participants Project report		Two	1st JCC 1st Economic Census Technical Committee (ECTC)

	7-3 Number of statistical staff of line ministries trained on the utilization of the results	List of training participants		
--	----------------------------------------------------------------------------------------------	-------------------------------	--	--

Activities	Inputs		Pre-Conditions
	The Nepalese Side	The Japanese Side	
<p>1 [Planning and data collection]</p> <p>1-1 Make out schema and work plan</p> <p>1-2 Design census forms</p> <p>1-3 Compile manuals for conducting Economic Census</p> <p>1-4 Implement publicity and educational campaigns of Economic Census</p> <p>1-5 Conduct listing and enumeration, and train staff</p> <p>[Mapping]</p> <p>1-6 Draw administrative boundary maps and enumeration area (EA) maps through the use of GIS technology</p> <p>1-7 Disseminate enumeration area maps for statistical surveys</p>	<p>Counterpart personnel</p> <p>Allocated the following positions;</p> <ul style="list-style-type: none"> • Project Director: One • Project Manager : Two • Other members : Two <p>Office space (In March and in November 2016)</p> <p>Running cost for the Project activities below;</p> <p>(1) water supply, (2) electricity, (3) per diem of field trips for CBS officials, (4) printing costs of documents for presentations, etc.</p>	<p>Experts</p> <p>Dispatched the followings;</p> <ul style="list-style-type: none"> • Chief Advisor : as a short-time expert four times • Data Processing/ Programming : as a short-time expert three times • Coordinator : as a long time expert in July 2016 for two years • Census Planning : as a short-time consultant one time • Analysis : as a short-time consultant one time • Analysis : as a short-time consultant one time <p>Training courses in Japan:</p> <p>Planning in January 2017</p> <p>Senior Official Invitation in Japan</p> <p>Offered in June 2016</p> <p>OJT in developing questionnaire sheets (Forms A and B)</p> <p>OJT in developing enumerator manuals</p>	<p>Necessary funds for Economic Census will be secured by the Government of Nepal</p> <p>Gazette (sub-decree) for Economic Census under the Statistical Act will be approved on time</p>
<p>2 [Data processing]</p> <p>2-1 Develop data processing systems</p> <p>2-2 Conduct data processing (manual editing, coding, data entry, data editing, tabulation)</p> <p>2-3 Develop municipality/village level tabulation systems</p> <p>2-4 Conduct municipality/village level tabulation</p> <p>2-5 Scrutinize micro data and statistical tables</p>	<p>Approval for the Japanese side for using Administrative Boundary GIS data, related publications, and photographs for public relation purposes</p> <p>Conducted two pretest surveys in September and in October 2016</p>	<p>OJT in developing questionnaire sheets (Forms A and B)</p> <p>OJT in developing enumerator manuals</p>	
<p>3 [Statistical analysis]</p> <p>3-1 Analyze results</p> <p>3-2 Conduct in-country seminars on utilizing the results</p>	<p>Technical Committee for Economic Census formed</p> <p>First Joint Coordinating Committee organized</p> <p>Questionnaires drafted in Nepali language</p>	<p>OJT in developing e-Census software</p>	
<p>4 [Dissemination]</p> <p>4-1 Compile publications of the results</p> <p>4-2 Prepare CDs of the results</p> <p>4-3 Prepare the web-contents of the results</p> <p>4-4 Prepare statistical maps of the results</p> <p>4-5 Compile census atlas of the results</p>	<p>Drafting the Census subdecree</p>	<p>Training course in Indonesia in October 2016</p> <p>Equipment</p> <p>personal computers,</p> <p>servers,</p> <p>printers,</p> <p>projectors,</p> <p>photo copiers,</p> <p>GIS software,</p> <p>e-census software,</p> <p>tablets,</p> <p>vehicle</p>	
<p>5 [Database]</p> <p>5-1 Develop statistical database including economic statistics data, statistical business register and sampling frame</p> <p>5-2 Develop procedures and guidelines on the statistical database systems</p> <p>5-3 Update and maintain the statistical database systems</p> <p>6 [Districts: improvement of statistical capacity]</p> <p>6-1 Conduct training on statistical business register of the statistical staff of districts</p> <p>6-2 Conduct training on the mapping to the statistical staff of districts</p> <p>6-3 Conduct training on the listing and enumeration to the statistical staff of districts</p> <p>6-4 Conduct training on the utilization of the results to the statistical staff of districts</p>			<p><Issues and countermeasures></p> <p>As for the enumerator training of the pilot survey, per diem for enumerators, supervisors, and CBS officers are going to be provided by JICA.</p>
<p>7 [Coordination]</p> <p>7-1 Organize promotion seminars to the officials of the line ministries and other stakeholders</p> <p>7-2 Establish and organize the necessary committees and meetings for Economic Census</p> <p>[Line ministries: improvement of statistical capacity]</p> <p>7-3 Conduct training on the utilization of the results to the statistical staff of line ministries</p>			
<p>8 [Institutional Memory]</p> <p>8-1 Develop and maintain documents on detailed procedures for Economic Census</p>			



Project Monitoring Sheet II (Revision of Plan of Operation)

Version 1.0
Dated 2 December 2016

Inputs		Project Title: Project on Capacity Development for the Implementation of Economic Census 2018 in Nepal												Monitoring				
		2016		2017		2018		2019		2020		2021		Remarks	Issue	Solution		
Plan	Actual	I	II	III	IV	I	II	III	IV	I	II	III	IV				I	II
Expert																		
Chief Advisor, Mr. Fumihiko Nishi	Plan																	
Chief Advisor, Mr. Fumihiko Nishi	Actual																	
Coordinator, Mr. Shigeo Kato	Plan																	
Coordinator, Mr. Shigeo Kato	Actual																	
e-Census, Mr. Naruhiko Yamagata	Plan																	
e-Census, Mr. Naruhiko Yamagata	Actual																	
e-Census, Mr. Takashi Ioka	Plan																	
e-Census, Mr. Takashi Ioka	Actual																	
e-Census, Mr. Koichiro Furuichi	Plan																	
e-Census, Mr. Koichiro Furuichi	Actual																	
Census Planning, Mr. Akihito Yamauchi	Plan																	
Census Planning, Mr. Akihito Yamauchi	Actual																	
Analysis, Prof. Dr. Nobuo Hirohata	Plan																	
Analysis, Prof. Dr. Nobuo Hirohata	Actual																	
Analysis, Ms Emi Harada	Plan																	
Analysis, Ms Emi Harada	Actual																	
GIS, Mr. Norihiro Tonosaki	Plan																	
GIS, Mr. Norihiro Tonosaki	Actual																	
Equipment																		
Laptop computer	Plan																	
Laptop computer	Actual																	
Desktop computer	Plan																	
Desktop computer	Actual																	
Smart phone	Plan																	
Smart phone	Actual																	
Multi-function printer	Plan																	
Multi-function printer	Actual																	
External hard disk drive	Plan																	
External hard disk drive	Actual																	
Satellite imagery	Plan																	
Satellite imagery	Actual																	
GIS software	Plan																	
GIS software	Actual																	
Plotter	Plan																	
Plotter	Actual																	
Tablet computer	Plan																	
Tablet computer	Actual																	
Air-conditioner	Plan																	
Air-conditioner	Actual																	
Solar power generation system	Plan																	
Solar power generation system	Actual																	
Tripod screen	Plan																	
Tripod screen	Actual																	
LCD projector	Plan																	
LCD projector	Actual																	
Vehicle	Plan																	
Vehicle	Actual																	
Training in Japan																		
Senior official invitation	Plan																	
Senior official invitation	Actual																	
Training course in Japan	Plan																	
Training course in Japan	Actual																	
In-country/Third country Training																		
Training course in Indonesia	Plan																	
Training course in Indonesia	Actual																	
Training course in Indonesia	Plan																	
Training course in Indonesia	Actual																	

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Project Monitoring Sheet II (Revision of Plan of Operation)

Version 1.0

Activities Sub-Activities	2016		2017		2018		2019		2020		2021		Responsible Organization		Achievements	Issue & Countermeasures	
	Plan	Actual	I	II	III	IV	I	II	III	IV	I	II	III	IV			Japan
Output 1: Planning and data collection / Mapping																	
1.1 Make out schema and work plan																	
1.2 Design census forms																	Done for two pretests and one pilot survey
1.3 Compile manuals for conducting Economic Census																	Done for two pretests and one pilot survey
1.4 Implement publicity and educational campaigns of Economic Census																	Done for two pretests and one pilot survey
1.5 Conduct listing and enumeration, and train staff																	Established the project's homepage.
1.6 Draw administrative boundary maps and enumeration area (EA) maps through the use of GIS technology																	Done for two pretests
1.7 Disseminate enumeration area maps for statistical surveys																	
Output 2: Data processing																	
2.1 Develop data processing systems (e-Census)																	E-Census applications are under
2.2 Conduct data processing (manual editing, coding, data entry, data editing, tabulation)																	
2.3 Develop municipality/village level tabulation systems																	
2.4 Conduct municipality/village level tabulation																	
2.5 Scrutinize micro data and statistical tables																	
Output 3: Statistical analysis																	
3.1 Analyze results (preparation)																	
3.2 Conduct in-country seminars on utilizing the results																	
Output 4: Dissemination																	
4.1 Compile publications of the results																	
4.2 Prepare CDs of the results																	
4.3 Prepare the web-contents of the results																	
4.4 Prepare statistical maps of the results																	
4.5 Compile census atlas of the results																	
Output 5: Database																	
5.1 Develop statistical database including economic statistics data, statistical business register and sampling frame																	
5.2 Develop procedures and guidelines on the statistical database systems																	
5.3 Update and maintain the statistical database systems																	
Output 6: Districts: Improvement of statistical capacity																	
6.1 Conduct training on statistical business register of the statistical staff of districts																	
6.2 Conduct training on the mapping to the statistical staff of districts																	

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Project Monitoring Sheet II (Revision of Plan of Operation)

Version 1.0

Activity	2016		2017		2018		2019		2020		2021		Remarks	Issue	Solution
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual			
	I	II	III	IV	I	II	III	IV	I	II	III	IV			
6.3 Conduct training on the listing and enumeration to the statistical staff of districts															
6.4 Conduct training on the utilization of the results to the statistical staff of districts															
Output 7: Coordination / Line ministries: Improvement of statistical capacity															
7.1 Organize promotion seminars to the officials of the line ministries and other stakeholders															
7.2 Establish and organize the necessary committees and meetings for Economic Census															
7.3 Conduct training on the utilization of the results to the statistical staff of line ministries															
Output 8: Institutional Memory															
8.1 Develop and maintain documents on detailed procedures for Economic Census															
Duration / Phasing															
Monitoring Plan															
Joint Coordination Committee															
Set-up the Detailed Plan of Operation															
Submission of Monitoring Sheet															
Monitoring Mission from Japan															
Joint Monitoring															
Post Monitoring															
Reports/Documents															
Inception Report															
Project Progress Report															
Project Completion Report															
Public Relations															
For Nepal people, by Central Bureau of Statistics, Nepal															
Establishment and Operation of web Site in Statistics Bureau, Japan															
Establishment and Operation of web Site in JICA															

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PROJECT MONITORING SHEET

Project on capacity development for the implementation of Economic Census 2018 in Nepal

Outline

- Overall Goal
- Summary of Monitoring Sheet
 - Activities and its progress
 - Inputs by the Nepalese side
 - Inputs by the Japanese side
- Monitoring sheet 1
- Monitoring sheet 2

Overall Goal

Central Bureau of Statistics (CBS) provides the result of economic census for planning and implementation of policies, plans, and strategies of line ministries, local governments, universities, research institutions and private sector

- Objectively Verifiable
 - Number of policies, plans, and strategies which utilize the results of statistical data provided by CBS Indicators
 - Number of statistical surveys conducted by CBS
 - Number of statistical surveys in which administrative boundary maps, EA maps and updated census frame used

Project Purpose

Capacity of the statistical staff of CBS to conduct Economic Census and such skills commonly used in conducting other related statistical surveys are enhanced

- Achievement
 - Eight statistical staff in CBS trained for Economic Census in various aspect.

Activities and its progress

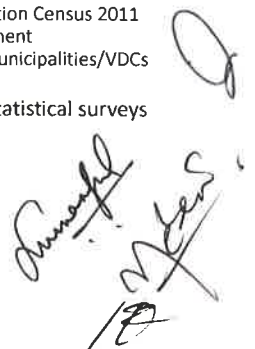
Output 1: Planning and data collection / Mapping

- 1.1 Make out schema and work plan
 - The schema and work plan for the pretests and the pilot survey of Nepal Economic Census 2018 (EC2018) have already been completed.
- 1.2 Design census forms
 - The questionnaire (Form A) and the establishment list (Form B) for the pretests and the pilot survey of EC2018 have already been completed.
- 1.3 Compile manuals for Economic Census
 - The enumerator's manual for the pretests and the pilot survey of EC2018 have already been completed. Questionnaire and manual translation (English to Nepali) is also completed.
- 1.4 Implement publicity and educational campaigns of Economic Census

Activities and its progress

Output 1: Planning and data collection / Mapping

- 1.5 Conduct listing and enumeration, and train staff
- 1.6 Draw administrative boundary maps and enumeration area (EA) maps through the use of GIS technology
 - The line of drawing administrative boundary maps and EA maps for urban area (Municipalities) has almost been fixed for EC2018. On the other hand, the maps of Nepal Population Census 2011 are to be used for rural area (Village Development Committees/VDCs) since the boundaries of Municipalities/VDCs are fixed in Nepal.
- 1.7 Disseminate enumeration area maps for statistical surveys



Activities and its progress

Output 2: Data processing

2.1 Develop data processing systems (e-Census)

- The e-Census applications of EC2018 are under development.

Output 3: Statistical analysis

3.1 Analyze results (preparation)

- The preparation for analyzing the results of EC2018 has just been initiated.

Output 4: Dissemination

4.1 Compile publications of the results

4.2 Prepare CDs of the results

4.3 Prepare the web-contents of the results

4.4 Prepare statistical maps of the results

4.5 Compile census atlas of the results

Activities and its progress

Output 5: Database

5.1 Develop statistical database including economic statistics data, statistical business register and census sampling frame

5.2 Develop procedures and guidelines on the statistical database systems

5.3 Update and maintain the statistical database systems

Output 6: Districts: improvement of statistical capacity

6.3 Conduct training on the listing and enumeration to the statistical staff of districts

- The training on the listing and enumeration to the statistical staff of both Sindhuli District and Kavrepalanchok District have already been conducted through the pretests of EC2018.

Activities and its progress

Output 7: Coordination / Line ministries: improvement of statistical capacity

7.2 Establish and organize the necessary committees and meetings for Economic Census

- The technical committee of EC2018 has already been formed.

Output 8: Institutional Memory (Procedure History)

8.1 Develop and maintain documents on detailed procedures for Economic Census

- The related documents of EC2018 have already been stored into electronic media.

Inputs by the Nepalese side

- Counterpart personnel allocation
- Office space
- Supply or replacement of 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**
- Information as well as support in obtaining medical service
- Credentials or identification cards
- Allowed JICA and the Project to use available data (including maps and photographs) and information related to the Project

Inputs by the Nepalese side

- Running expenses necessary for the implementation of the Project by requesting National Planning Commission Secretariat and Ministry of Finance and by making maximum effort;
 - Per diem of field trips for CBS officials; printing costs of documents for presentations; electricity and water expense within CBS enclosure.
- Expenses necessary for transportation within Nepal of the equipment
 - All desktop computer are dispatched by CBS all 33 SO
- Necessary facilities to the JICA experts for the remittance as well as utilization of the funds introduced into Nepal from Japan in connection with the implementation of the Project

Inputs by the Japanese side

- (a) Dispatch of Experts
 - Chief Advisor
 - Data Processing / Programming
 - Coordinator
 - Census Planning
 - Analysis
 - EA Mapping and its Database
- (b) Training
 - Training course in Indonesia, Japan is completed. Other training schedule is work in progress
- (c) Equipment and facilities;
 - Internet access points
 - Air-conditioners
 - Multi-function printers, plotter
 - Furniture
 - Vehicle
 - Desktop, Laptops, Tablets, Smart phones, external hard disk:
 - GIS software, Map/ Images



- Monitoring sheet 1
- Monitoring sheet 2
- Monitoring sheet 3

• Thank You

Amrutha
Amrutha

Outline of Pilot Survey of National Economic Census 2018

A discussion paper presented on the second Joint Coordination Committee meeting
February 23 2017

Contents

- Introduction
- Planning and organization
- Coverage areas
- Human resources
- Budget
- Timeline
- Mapping
- Data processing and analysis
- Issues

National Economic Census 2018 of Nepal

- First time Census of all economic units operated in the territory of Nepal
- Preparatory activities ongoing
- Capacity development of CBS staff
 - Training in Japan
 - Training in Indonesia
- Procurement of equipments
 - Computers, printers, software
 - Satellite images, ArcGIS
- Expert Services
- Formation and meetings of Committees
 - Joint Coordinating Committee, Economic Census Technical Committee, Economic Census Steering Committee
- Pretest
- Questionnaire and manual development
- E-census application development
- Pilot Survey in 2017
- Programs to be proposed in GoN budget

Pilot Survey of Economic Census 2018

- Rehearsal of the activities carried out in main real census
 - Improve the real census for quality aspects
- Objectives are mainly:**
- Test the questionnaires (schedules) and other documents;
 - Test e-Census system;
 - Test CAPI system (by using tablet computer);
 - Test Listing of the establishments;
 - Test Enumeration Area Mapping work;
 - Drawing sketch map of EA (municipality only); and
 - Test the work procedures of every stage of the enumerators, supervisors, Area Census Officers and Census Officers.

Reference date of the pilot survey

- The pilot survey is taken as of 14th April 2017 (Nepali calendar Baishakh 1 2074).

Period of the enumeration

- The pilot survey is carried out within two months from 14th April to May 31 2017.

Amuraj
M. S. S.
M. S. S.

Legal basis of the pilot survey

- The pilot survey is taken on the basis of the Statistical Act 1958
- Sub decree has been drafted

Coverage of the Pilot Survey

The pilot survey covers all establishments

The following establishments, however, are excluded:

- a) **Non-registered establishments** classified into "Section A, Agriculture, forestry and fishing" specified in the United Nations International Standard Industrial Classification of Economic Activities, Revision 4 (ISIC),
- b) Establishments classified into "Section O, Public administration and defense; compulsory social security" specified in the ISIC,
- c) Establishments classified into "Section T Activities of households as employers; undifferentiated goods-and services-producing activities of households for own use" specified in the ISIC,
- d) Establishments classified into "Section U, Activities of extraterritorial organizations and bodies" specified in the ISIC.

Enumeration units

- The **establishment** as an enumeration unit for the Census is defined as follows, according to UN definition:
- *The establishment can be defined as an economic unit that engages, under a single ownership or control - that is, under a single legal entity - in one, or predominantly one, kind of economic activity at a single physical location – for example, a mine, factory or workshop.*
- *In addition, street business (with fixed location), that is, movable establishments is to be covered.*

Coverage Area of the pilot survey

- a) One or a part of ward each is selected from 33 municipalities where CBS Statistical Offices are located or in the territory of SOs; and
- b) One or a part of VDC each is selected from 33 districts where CBS Statistical Offices are located or the VDC of territory districts

Statistics Offices Under CBS

Panchthar	Maharajpur	Dang
Morang	Parsa	Pyuthan
Sunsari	Kathmandu	Rudram
Dhankuta	Nuwakot	Jumla
Bhojpur	Gorkha	Surkhet
Udayapur	Chitawan	Banke
Dhading	Kaski	Bajura
Dhanusha	Syangja	Dadeldhura
Mahottara	Baglung	Doti
Sindhuli	Palpa	Kanchanpur
Kabhpalanchok	Kapilvastu	Darchula

Items to be Surveyed

- Form A and
- Form B.

Amrinder
Mehar
2

Method of the enumeration

- **Enumerators' method:**
 - An enumerator visits every establishment within an assigned area,
 - makes a list of establishments,
 - draws a sketch map of the area,
 - interviews the owner or manager of the establishment or his/her substitute who is entitled to represent the establishment, and
 - fill in the pilot survey form.
- **E-census method (Respondent fills via online)**
 - the establishment, which prefers to answer through internet by itself, is surveyed by the e-Census method.
- Response through Internet, that is, e-Census is conducted from 14 to 30 April 2017;
- Individual enumeration by enumerator is conducted from May 1 to May 31 2017.

Survey organization

- Director General of the CBS
- Deputy Director General , Economic Statistics Division
- Officials of Economic Census Section, CBS
- Statistics Officers of Statistics Offices at District Census Officers acts as Supervisors
- Staff (Technical as well as Administrative staff) acts as enumerators

Time schedule of main activities

Activities	Date	Venue/ No of Participants
Training of senior officers, core staff and Directors of 6 CBS 2017 Statistical Offices (10 to 20 persons)	5 to 7 March 2017	Dhulikhel, Kavre/ 16
Training of Census Officers cum Supervisors	15 to 19 March 2017	Chitawan, Birendranagar/33
Training of enumerators	20 to 24 March 2017	Chitawan, Birendranagar/79

(1) For municipality

Activities	Date
Mapping work and drawing a sketch map of Enumeration Area (EA)	April 6-8 2017
Establishment listing (Form B)	9 to 13 April 2017
e-Census (electronic Form A)	14 to 30 April 2017
Field operations (Form A)	1 May to 31 May 2017
Submission of Form A, B, Map, List, etc. to SO	7 June 2017

(2) For VDC

Activities	Date
Mapping work and drawing a sketch map of Enumeration Area (EA) and Establishment listing (Form B)	6 to 13 April 2017
e-Census (electronic Form A)	14 to 30 April 2017
Field operations (Form A)	1 May to 31 May 2017
Submission of Form A, B, Map, List etc to SO	7 June 2017

Mapping work

- (1) For municipality
- Ward boundary maps of the selected municipalities are provided by the GIS section in order to instruct the survey area to the enumerators.
- Wards with 100 and more establishments are basically divided into several Enumeration Blocks.
- The EA boundaries are drawn by the enumerator.

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For VDC

- VDC boundary maps of Nepal Population Census 2011 are provided by the GIS section.
- VDCs with 100 and more establishments are basically divided into several EAs.
- The EA boundaries are drawn by the enumerator.

Submission of Filled In Questionnaires and documents

- (1) The enumerators submit the filled in questionnaires (documents) to their supervisor no later than June 7th 2017.

Enumerators' workload

- Average 120 establishments per enumerator
- Number of establishments to be enumerated according to district and budget allocated

Distribution of Enumerators

DISTRICTWISE ENUMERATORS

Supervision and Monitoring

- District Supervision and Monitoring
- Central Monitoring

Media Campaigning

- Pamphlets

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Budget for Pilot survey

- A total of NPR 3,404,000 to conduct pilot survey at field level
- Central Budget NPR 500,000 for training, monitoring, and supervision
- JICA Budget for
 - Training of officers and enumerators
 - Equipment's and enumeration kits
 - Questionnaire, manual printing
 - Public Relation activities (pamphlets, brochures)

Data Processing

- Data entry application developed
- Application be installed in computer of each Statistics Office District
- Data editing, coding and entry will be done by respective districts
- Entered data will be sent to CBS EC section by respective Statistics Offices
 - 7 to 20 June 2017
- Data Checking at Centre
- Data Reverify for errors from district
- Tabulation
- Internal Data Dissemination of Pilot Survey Data
- Report Preparation of Pilot Survey including the major issues to be addresses in Main Economic Census

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Enumeration Area Mapping (Economic Census 2018)


GIS Section
Central Bureau of Statistics
Kathmandu, NEPAL

Contents


- Objectives
- Introduction
- The Role of Map in Census
- Tools We are Using for Census Mapping
- Task to be performed for EA Mapping
- Procedure Adopted for EA Mapping
- Sample EA Maps for Municipality and VDC
- Mapping Target for this Fiscal Year
- Current Status of EA Mapping
- Limitations and Problems
- Challenges
- Conclusion




Objectives




- The main objective of the EA mapping is to demarcate area of wards of Municipalities to make Enumeration Areas without any omitted and duplicated area.
- Make maps of wards of all VDCs of the country to be used for Economic Census 2018 as Enumeration Area.
- These maps are to be used basically for listing up exactly every establishment in implementation of the 2018 Economic Census,




Introduction




- Without well defined territory, possibility of double counting or missing the targeted object (omission and duplication)
- Important role in census operation as well as the dissemination and analysis of census results
- The quality of Maps used in the censuses has a major impact on the quality and reliability of census results.




The Role of Maps in the Census





- Maps are needed during all stages of a census or survey i.e. planning, data collection, and presentation and analysis of the result.
- The role of maps in the census lies in supporting enumeration task and presenting census results.
- This role has been expanded with the introduction of digital mapping system.
- GIS has played a key role in production of EA maps, Thematic mapping of census data, spatial analysis and dissemination of census data.
- Master sample frame
- Statistical zoning



Tools Using for Census Mapping



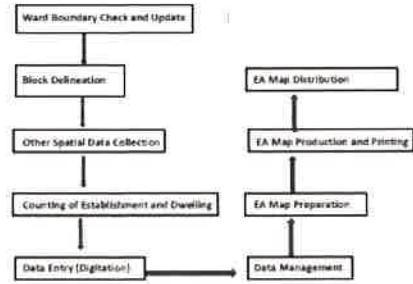
- ArcGIS software to preparing maps for field data collection
- At the beginning the google earth images were used but now the provided satellite images are using
- ArcGIS software and High resolution satellite images were used for digitation and Preparation of EA map


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 Mehta


Geography



Task to be performed for EA Mapping

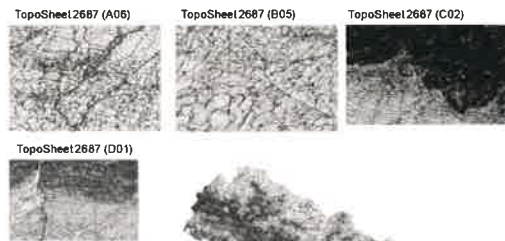


Coding Skim for EA Map

Description	No. of digit
District code	2 digit
VDC/Municipality Code	3 digit
Ward No	2 digit
Block No	2 digit
EA Number	9 digit

The EA number of Kathmandu Metropolitan City of Ward No 9 should be 270310901, 270310902, 270310903 and so on

Procedure Adopted

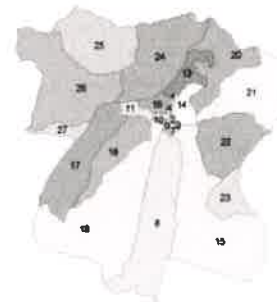


Extraction of Municipality



Extraction of Municipality from ward boundary of Nepal

Extracted Municipality



Extracted Municipality from ward boundary of Nepal

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Ward Separation

Spited Wards From Municipality

Satellite Images

Ward Boundary Overlaid

Overlaid Ward Boundary to the Image

Ready to print for Data Collection

A3 size Map will be Printed for field data collection

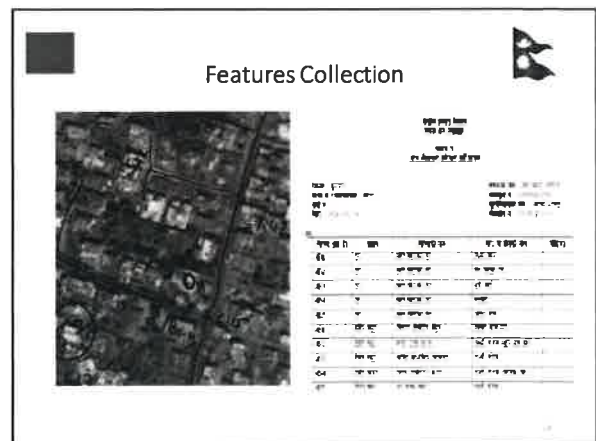
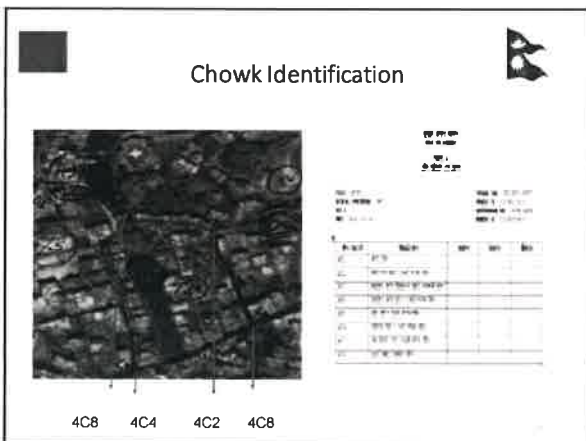
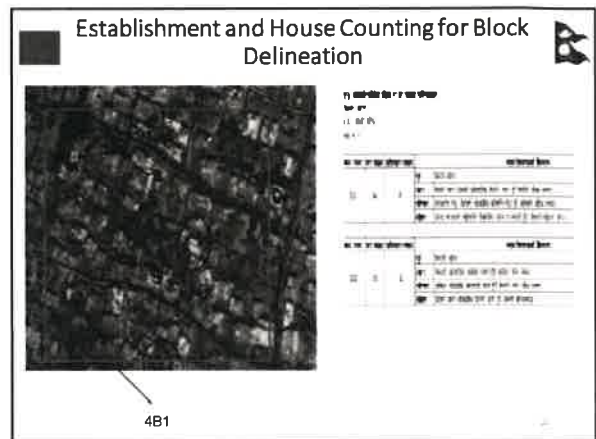
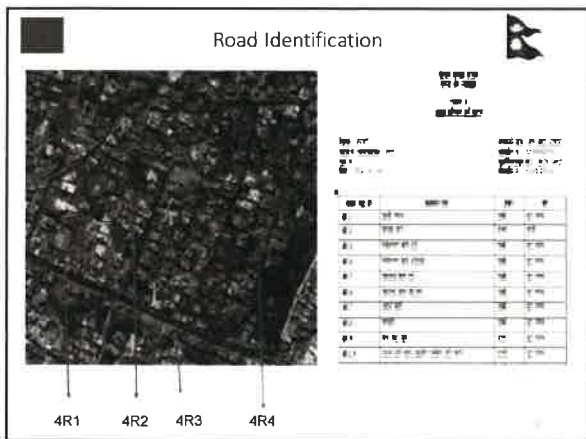
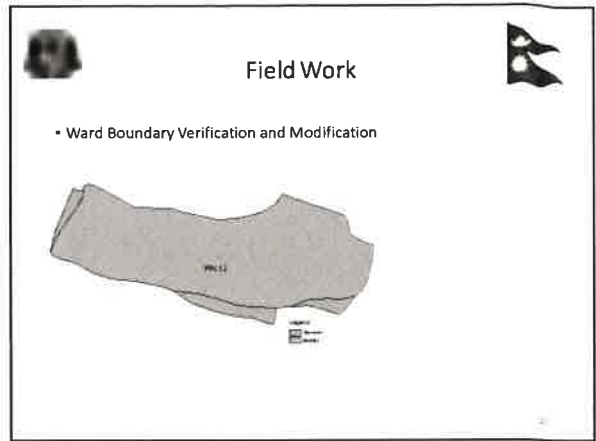
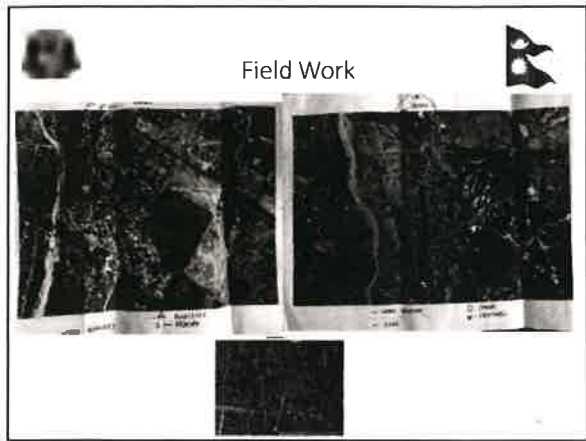
Make Features Visible

Samples of Field Map

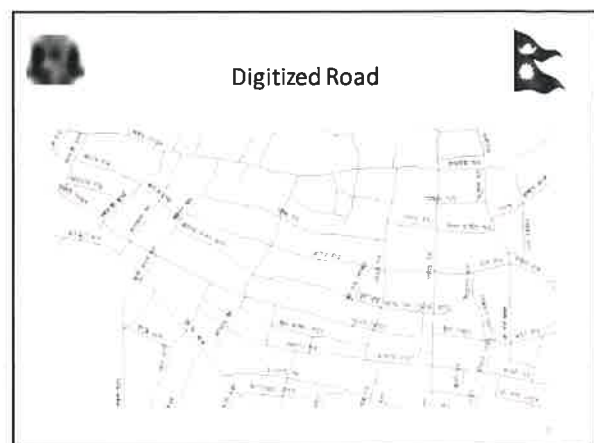
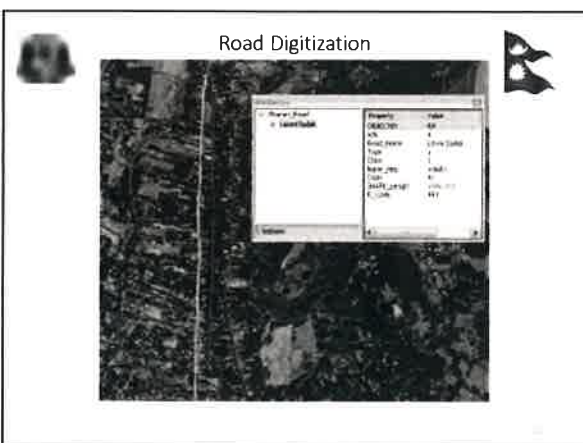
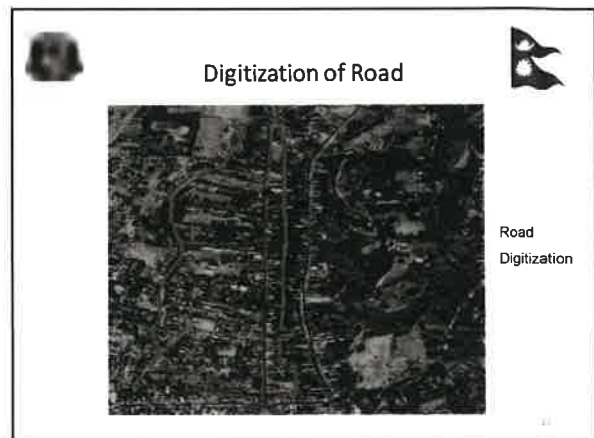
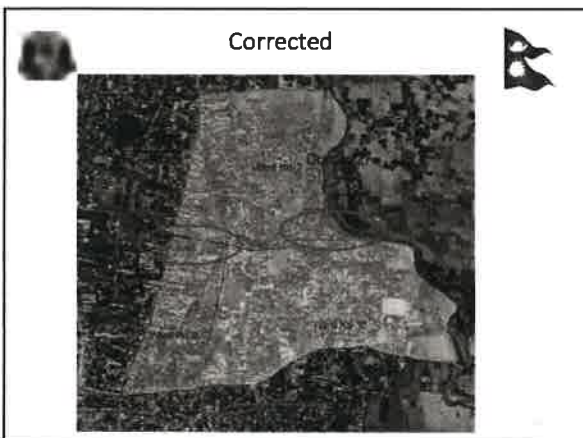
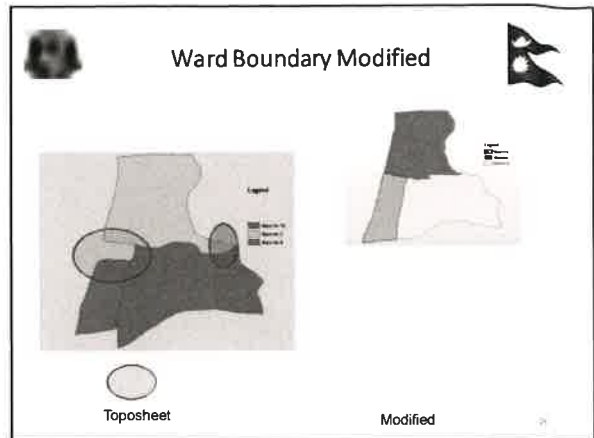
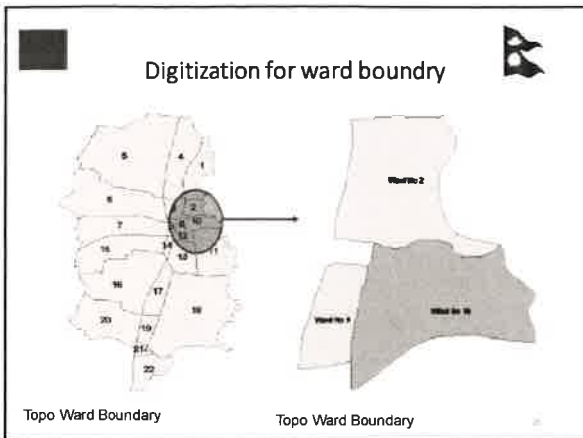
Data Preparation for Field works

- Extraction of particular Municipality Boundary from Ward Boundary of Nepal.
- Split the Municipality Boundary to Ward Boundary.
- Overlay the Municipality Boundary to the Image
- Print the ward wise maps for each municipality and dispatch to the districts for geographic data collection. (about three to four maps should be printed for each ward)

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Digitization of Block

Dwelling and Establishment Counting and Block Delineation




30 – 70 Dwellings

Digitized Block




Feature Digitalization



Features Digitization

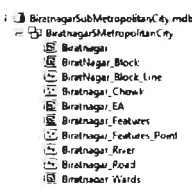
Digitized Features



Geodatabase preparation and lay out design for EA Maps

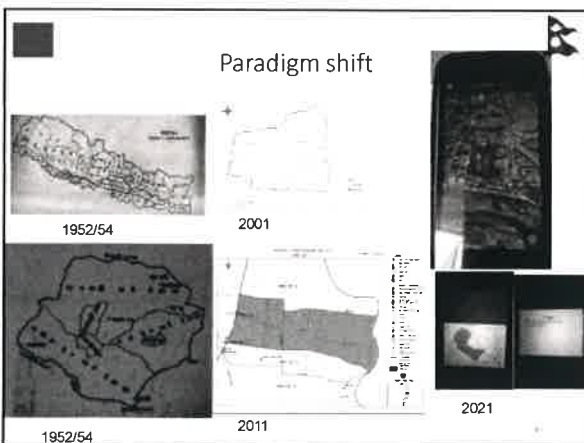
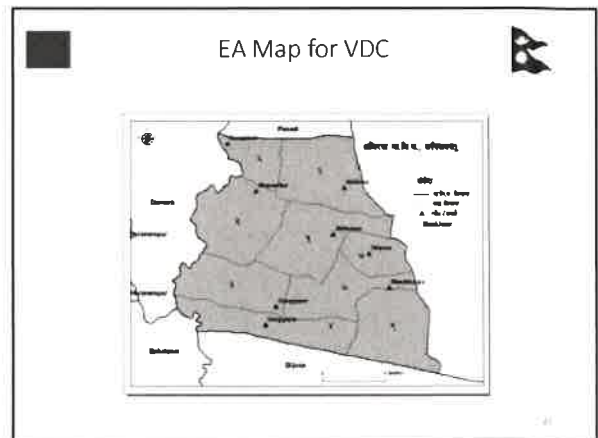
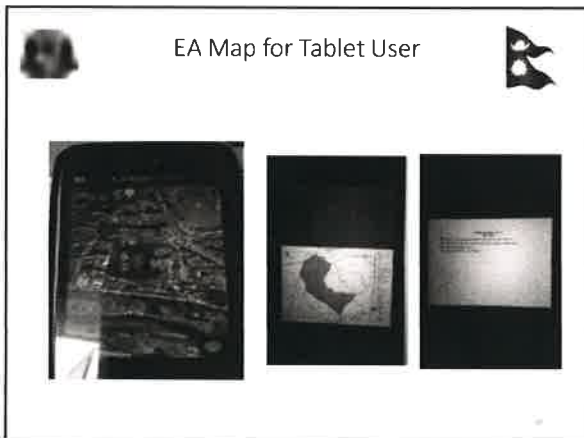
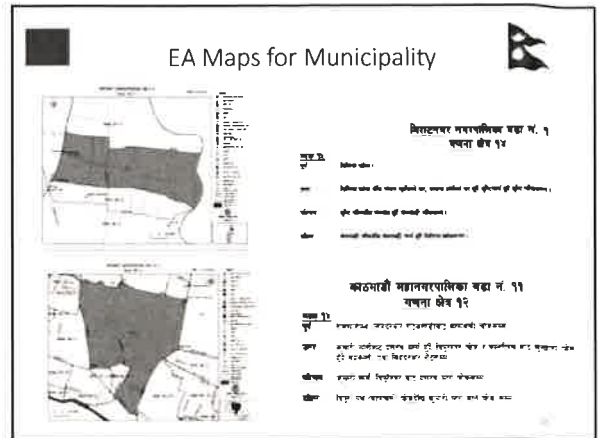
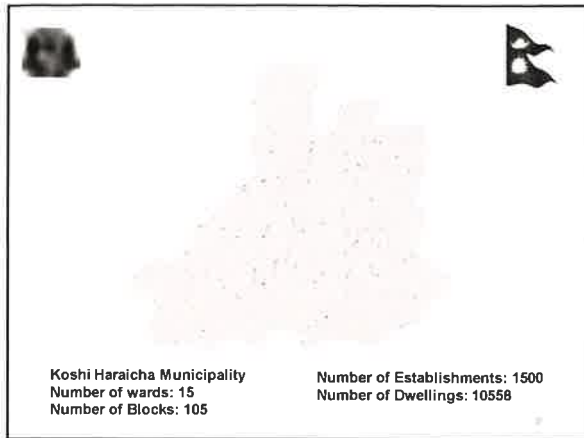
- Before start digitization activities, the geodatabase will be prepared for all municipalities
- Lay out design of EA map
- Data Driven Page functionality of ArcMap Application will be used to prepare EA Maps (Hard copy)
- Prepare EA Map for Tablet User

Geodatabase preparation



Dataset Name	Dataset Type	Dataset Description	Dataset Size	Dataset Status
Biratnagar	Folder			
Biratnagar_Block	Feature Class			
Biratnagar_Block Line	Feature Class			
Biratnagar_Chowk	Feature Class			
Biratnagar_EA	Feature Class			
Biratnagar_Features	Feature Class			
Biratnagar_Features_Point	Feature Class			
Biratnagar_River	Feature Class			
Biratnagar_Road	Feature Class			
Biratnagar_Wards	Feature Class			

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- ### Target for FY 2073/74
- Training on EA mapping data collection – 2
 - Training on Digitation and preparation of EA Map - 4
 - EA maps of 22 Municipalities outside Kathmandu Valley
 - EA maps of 22 Municipalities inside Kathmandu Valley
 - EA Map for VDC of 30 Districts
 - 66 EA map for Pilot census

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Current Status



- Training for Staffs of District offices on **EA mapping data collection** already conducted
- Training for Staffs of District Offices on **Digitation and preparation of EA Map** is partially completed (will be completed in April 2017)
- Already started spatial data collection for the municipalities out side of Kathmandu valley by district offices except the district involved in NRA field work.

Current Status

- Some district offices has already started digitizing
- Preparation of EA maps for Pilot survey will be completed on next week.
- The spatial data collection for the municipalities inside Kathmandu Valley has not started yet.
- Minimum 10 Enumerators are required starting spatial data collection and update of municipalities. If this can be managed, the GIS section meet the target of this fiscal year.



Limitations and Problems



- The Base map (Toposheet) has problems in ward boundary
- Lack of human resource to prepare and print the maps for data collection.
- Lack of budget for conducting training in EA mapping and digitation for all district office staffs
- Time consuming and Costly work.
- Lack of human resource in SOs for data collection and digitization
- The field data collection and digitization work should be performed using out sourcing method for better result.
- But Lengthy government Procedure for hiring field staff and digitation staff.



Challenges



- There has been tremendous growth of Settlements and Establishments in urban areas. There are already 217 urban area in the country. It is essential to develop quality EA maps for all municipalities and densely populated VDC but budget is constraint in CBS to purchase satellite images for all municipalities and perform mapping activities.
- In the absence of the good enumeration area (EA) maps, it is very difficult to conduct the census and achieve the complete coverage and enumeration of the whole country.



Conclusion



- Census mapping is considered to be very important sector in all stages of different censuses and surveys.
- The presentation of census/survey results with visualization in the map has been more effective and efficient nowadays for the prospective users to fulfill their purpose.
- Time has come to think seriously to change the census taking procedure from traditional methods to the modern technology ; and to find the alternative ways for development of geodatabase and prepare a new map base; for future censuses and surveys to come, once for ever.
- The GPS coordinate of all Establishment has to be collected which will be helpful to manage different other economic related censuses and surveys.



Suggestions and Feedbacks
are highly Welcomed !!!
Thank You

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Thank You

Amelia
Maria
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