

## 2008 GENERAL POPULATION CENSUS OF CAMBODIA

### Minute of the ninth Census Technical Committee Meeting Tuesday 03 June 2008, 9:00 AM

#### Attendance:

H.E. Chhay Than	Senior Minister, Minister of Planning, Chairman of CTC
H.E. Ouk Chay	Secretary of state, Ministry of Planning
H.E. San Sy Than	Director General, NIS, MOP
H.E. Has Vong Dara	Under-Secretary General, NCPD, COM
Mr. Seng Soeun	Deputy Director General, NIS, MOP
H.E. Ms. Hang Lina	Deputy Director General, NIS, MOP
Mr. They Kheam	Director of Census Department
Mr. Meng Kim Hor	Deputy Director of Census Department
Mr. Lim Penh	Deputy Director of Census Department
Ms. Alice Levisay	Representative, UNFPA, Cambodia
Mr. Sok Vanna	PD Manager
Mr. Chap Rathana	Coordinator, UNFPA/ MOP
Mr. F. Nishi	Chief Advisor, JICA
Mr. S. Imai	JICA Expert
Dr. S. Inoue	JICA Expert
Mr. T. Kurita	JICA Expert/ Coordinator
Mr. Youk Seng An	Project Assistant, JICA
Mr. Srea Rattanak	Vice Bureau Chief, MOI
Mr. San Dos	Staff of Geography Department

All Member of Census Technical Committee working group.

#### Agenda of the meeting

- 1- Welcome speech by H.E. Senior Minister, Minister of Planning
  - 2- Report by H.E. San Sy Than, Director General, NIS, MOP on the organization of teams for data processing and budget
  - 3- Report by Mr. They Kheam on Data editing and coding
  - 4- Report by Mr. Meng Kim Hor on Data Entry
  - 5- Report by Mr. F. Nishi, JICA Expert
  - 6- Other Business
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- 1- **H.E. Senior Minister** welcomed the meeting and thanked to all the census officers, census staff as well as UNFPA and JICA for their effort to do the census so far. He said that the meeting would discuss for the next step after the completed of field enumeration.
  - 2- **H.E. San Sy Than** reported on three points :
    - i- In 1998 census, the preliminary result released on 25 August, 1998 in the Ministry of Planning with a press conference leaded by H.E. Suy Sem, Acting Minister of Planning. The Final result released on 14 September, 1999 at the Sall Chaktomuk, presided over by H.E. Sar Kheng, Deputy Prime Minister. All the documents had been done in the end of July.

- ii- Grouping for Editing and Data Processing: There were two separated groups supported by UNFPA and Counterpart Fun of Japan. 102 staff for Editing and 106 staff for Data Entry. Half of them ( 51 and 53 ) were supported. The average payment was around \$110 per month. We had \$198000 in the planned for 9 months. If we delayed our work we need more budget about \$20000 per month. The best way to catch the plan, we had to pay according to the production.
- iii- Moving the data processing group to assist in editing whenever needed and necessary.

### 3- Mr. They Kheam reported:

- 100 people of editing, divided into 10 groups, including 10 supervisors
- 20 people doing matching of PES
- Real editor only 70 people
- 11093 EAs had been edited, remaining 16884 EAs (or 60%)
- 68 EAs of PES were matched, remaining 32 EAs

Problems encountered during editing and matching:

- Around 20% of questionnaires were not in order from the fields,
- Summary form 2 were not properly done
- Missing summary form 2 from the EAs
- Inconsistency data between PES and census on the number of household member, and secondary activity

Time requirement:

- 3 more weeks for editing form 2
- 2 more weeks for PES matching

Improving editing activities:

- Payment by output
- Required data entry staff to assist editing
- Took out inactivates staff

### 4- Mr. Meng Kim Hor reported 6 points:

a. Activities :

- 27979 EAs were scanned into computers, remaining some EAs and special settlements/ Military camp
- The data entry form 2 started from 22<sup>nd</sup> of April, 2008. So far, 360 out of 1621 communes had entered into computers. Hopefully, be finished at the end of June, 2008.

b- Three problems encountered during data entry:

- Editing speed was slow, the data entry group had to wait
- Virus fighting into computers
- Not tidy in computers room

c- The above problems had been solved by:

- Speed up the editing
- Anti-virus had been solved by cooperation between NIS, UNFPS, and JICA
- A regulation for the computers room had been formed and signed by H.E. Director General.

d- Requirement

- Requested to UNFPA for the computer maintenance/ Anti-virus protection.
- Needed short courses computer training abroad

e- Plan for next step

After finish data entry of form 2, the data entry form B will be started, then the last entry was form A. During data entry of form B the computer editing program will be modified based on coding manual. Moreover, the priority tables will be produced, and data dissemination will be considered.

f- Conclusion

- The data processing works had improved although some problems occurred.
- Hope, the 2008 census results will be released on time.

5- **Mr. F. Nishi** thanked and introduced Ms. Terada to the meeting. After that, he asked the meeting to approve on his requests on Provisional Population Totals of 2008 General Population Census of Cambodia as follow:

**i- Date of release**

- (1) The date of release of the provisional population totals is tentatively fixed between 1 and 5 September 2008.

**ii- How to release**

- (1) Official announcement will be made by Deputy Prime Minister.  
Ref: Final results will be announced by P.M. Hun Sen.
- (2) Press conference will be held and Minister of Planning will be interviewed.
- (3) Press release will be issued.
- (4) The report of the provisional population totals signed by Minister of Planning will be printed with hardcover and provided also by CD. And only brief information will be uploaded onto NIS website.
- (5) The report both in English and in Khmer will be prepared 700 copies each.
- (6) Logos of 5 donors should be printed on both the inside of the front cover and the back cover of the report.

**iii- Drafting the report of the provisional population totals.**

- (1) H.E. Hang Lina is responsible for the report.
- (2) Contents of the report: Introductory note, brief analysis, tables, charts, maps, appendices, etc
- (3) The draft of the report of the provisional population totals should be submitted to UNFPA consultants and JICA Experts by E-mail four weeks before the release.
- (4) The cleaned data of the provisional population totals by commune should be submitted to UNFPA consultants and JICA Experts by E-mail four weeks before the release.

**iv- Seminar**

- (1) The seminar for utilizing the provisional population totals is planned to be held on Sep. 11 and 12 in Phnom Penh and will be funded by JICA.
- (2) Statistical officers of line ministries and provinces, embassies, donors, NGOs, media, and other stake-holders will be invited for the seminar.

- (3) The seminar will be for 2 days: one day for statistical officers of line ministries and provinces, another day for other stake-holders.
- (4) Presenters of the seminar will be NIS officers, UNFPA consultants, and JICA Experts.

6- **Ms. Alice Levisay:** Asked for clarification of the inconsistency between the editing and data entry. She requested to have another report on 15 June 2008. If the speed of editing and data entry could be done to 70%, she would invite Mr. Harry Lode to come as scheduled 30 June 2008, if not, his mission would also be postponed.

Response to Ms. Alice, Mr. They Kheam said that the report of data entry by records and report of editing by EAs.

7- **Dr. S. Inoue :** reminded that speed up editing should considered about the quality.

8- **Mr. S. Imai** advised NIS on the Data Processing as follows: It is important to keep the computers clean. To keep clean meant that NIS had to install the antivirus on all the computers and prohibit the copying of any data from outside without virus checking. In addition, it was also important not to use illegally-copied software. He hoped NIS would continue these measures based on the above reported experience.

9- **H.E. Senior Minister** concluded the meeting :

- a. Agreed on the reports of H.E. DG, Mr. They Kheam, Mr. Kim Hor, and thanked for the effort of all census staff.
- b. The meeting approved on all the requests from Ms. Alice, and Mr. Nishi
- c. Thanked to UNFPA and JICA for their strong support.

The meeting finished at eleven thirty.

**Phnom Penh, 10 June, 2008**  
**Minute Taker**

**HANG LINA**