

PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description agreed on in the minutes of meetings on the concerning Preparatory Survey on the Project signed on 2nd, September (Annex 5).

I. BACKGROUND

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. OUTLINE OF THE PROJECT

Details of the Project are described in the Project Design Matrix: PDM (Annex 1) and the tentative Plan of Operation (Annex 2).

1. Title of the Project

Project for Developing Statistical Quality System at CAPMAS

2. Overall Goal

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

3. Project Purpose

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

4. 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.

5. Activities

As Annex 1 (PDM).

6. Input

(1) Input by JICA

The JICA experts will give necessary technical guidance, advice and recommendations to CAPMAS on any matters pertaining to the implementation of the Project.

(a) Dispatch of Experts

[Long-term]

- Project Coordinator (Work Management / Quality Control)

[Short-term Experts]

- IT(Data Processing), Post Enumeration Survey (Processing/Matching) etc.

(b) Training

- Local Trainings/Workshops/Seminar
- Trainings in Japan (Country-focused training/Study visit/Long-term training)

Input other than indicated above will be determined through mutual consultations between JICA and CAPMAS during the implementation of the Project, as necessary.

(2) Input by CAPMAS

CAPMAS will take necessary measures to provide at its own expense:

(a) Human resources that may consist of

- (i) Project Director (Under Secretary for President Office Affairs);

- (ii) Sub Project Director (Director General of International Cooperation Department);
- (iii) Project Manager (CAPMAS President Advisor);
- (iv) Sub Project Manager(International Cooperation Department);
- (b) Experts in statistics in Egypt;
- (c) Credentials or identification cards;
- (d) Office space for resident advisor, if necessary
- (e) Supporting fund for CAPMAS staff to assist the project implementation (based on needs)
- (f) Contact with Egyptian government and foreign counterparts

7. Implementation Structure

The Implementation Structure of the Project is given in the Annex 3. The roles and assignments of relevant organizations are as follows:

(1) CAPMAS

(a) Project Director

Mrs. Ghada Mostafa Abdalla, Under Secretary for President Office Affairs will be responsible for overall administration and implementation of the Project.

(b) Sub Project Director

Mrs. Hoda Mostafa Attia, Director General of International Cooperation Department will substitute for the Project Director in case of absence.

(c) Project Manager

Mr. Ahmed Kamal Abd El Aziz, CAPMAS President Advisor will be responsible for the managerial and technical matters of the Project.

(d) Sub Project Manager

Mrs. Yasmin Ahmed Mahmoud, International Cooperation Department will substitute for the Project Manager in case of absence.

(e) Relevant staff of CAPMAS will be assigned to be engaged in the daily activities of the Project.

(2) JICA Experts

The JICA experts will give necessary technical guidance, advice and recommendations to CAPMAS on any matters pertaining to the implementation of the Project.

(3) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as "JCC") chaired by a Project Director will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and whenever deems it necessary. JCC will approve an annual work plan, review overall progress, conduct evaluation of the Project, and exchange opinions on major issues that may arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex 4.

8. 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

9. Duration

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

10. Environmental and Social Considerations

CAPMAS agreed to abide by 'JICA Guidelines for Environmental and Social Considerations' in order to ensure that appropriate considerations will be made 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