

Annex 2
Joint Mission Of
Trade Development Support Program Implementation Support Mission
And EU-Results Oriented Mission (EU-ROM)
September 22 to October 2, 2015
Tentative Schedule

Updated on: 15/Sep/15

Time	Agenda items	Location	Members/Attendees	Status/Contact
Tuesday, September 22, 2015				
09:00	<p>Kick-off meeting Chair by LCT. Tekreth Kamrang Secretary of State, Ministry of Commerce Mr. Chhieng Pich, Director, DICO, MOC</p> <p>DICO: M&E, Procurement and Finance team MEF-WB Division IAs: Project Managers</p> <p>(i) TDSP-ISM Kick-off meeting (ii) WB presentation on the mission objectives and meeting schedules (iii) DICO updates TDSP impact, achievements progress to the PDO, and progress TDSP Results Framework (iv) TDSP Video Clips (v) Q&A (vi) Concluded the kick-off meeting</p>	MOC	WBG - All EU & UNIDO EU-ROM MEF-WB Division IAs: Project Managers / Team Members	Confirmed (LCT to chair the Kick-off)
12:30	Lunch break			
14:30	<p>Meeting with DICO Teams (i) Project Management Team, (ii) Project Implementation Team, (iii) M&E Team, and (iv) Communication Team on:</p> <ul style="list-style-type: none"> - Review TDSP 's projects achievements / progress to the PDOs and results framework - Progress of TDSP Communication Plan - TDSP Success Stories / Impact - South-South Knowledge Sharing of Trade SWAp / DTIS; - Lesson learnt of TDSP supports to Trade SWAp / DTIS - DICO/MOC suggestion on next steps to leverage the implementation of TDSP's Results-Based Action Plan to achieve the expected outcomes / outputs. 	MOC	WBG - All EU & UNIDO EU-ROM MEF-WB Division	Confirmed (Mr. Pich leads the team)

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Wednesday, September 23, 2015				
8:30	Meeting with Mr. Sim Sokheng and IP and Trade Mark Automation Project Team: <ul style="list-style-type: none"> - Progress of IP and Trade Mark Automation Project - Demo on the IP and Trade Mark Web-based searching - Review and agree outputs and milestones - Agree on the way forward 	MOC	WBG (Julian, Gerard, Fabio, Giulio, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed by Mr. Sokheng
9:00	Meeting with DICO Management and Procurement Team <ul style="list-style-type: none"> - Review Procurement Tracking Plan - Review Contract Management - Review the composition and mechanism of PRC and Evaluation Committee (to assure the competency and preventing the conflict of interests) - Agreed on the follow-up meeting schedules on procurement 	MOC	WBG (Sreng) EU & UNIDO EU-ROM	Confirmed
10:30	Meeting with DICO Management and Finance Team <ul style="list-style-type: none"> - Discuss overall financial performance and staffing - Review the updated annual budget plan and discuss the speed of disbursements of the project - Discuss on the contract register and control payments to the contractors, suppliers and consultant (prior and post review contracts) - Discuss IOC Budget Management and IOC Committee and SOE and supporting documents - Discuss internal controls and SFMM compliance (including petty cash, travel, DSA rate and training /workshop, and assets management) - Discuss implementation progress of the external audit recommendations in 2013 - Discuss and agree on the follow-up actions with other fiduciary issues. 	MOC	WBG (Sophear, and Reaksmeay) EU & UNIDO EU-ROM	Confirmed to meet on 17th, 18th, and 21st Sept. (Reschedule to accommodate DICO FM Team availability)

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10:30	Meeting with Dr. Kun Nhem and ASYCUDA World System: <ul style="list-style-type: none"> - Updated 12-Point Plan - Expansion of ASYCUDA World System up to 52 Customs Border Offices - Update on progress of CNSW Steering Committee and Secretariat - Review and agree outputs and milestones - Agree on the next steps 	GDCE/ MEF	WBG (Julian, Gerard, Fabio, Giulio, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed (Mr. EngVeng and Sophea to meet the mission)
12:30	Lunch break			
14:30	Meeting with H.E. Penn Sovicheat and Mr. Suon Vichea and Trade Training and Research Institution Team (TTRI) <ul style="list-style-type: none"> - Briefing the progress of TTRI - Review and agree TTRI Results-Based Action Plan - Agree on the next steps 	WB	WBG (Julian, Gerard, Fabio, Giulio, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed by Vichea
16:00	Meeting with Dr. Chhuon Chamnan, Deputy Director, Fishery Administration, on Better Quality and Safety of Fish and Fishery Product for Improving Fish Trade Development <ul style="list-style-type: none"> - Progress Update - Review and agree Fishery Results-Based Action Plan - Agree on the way forward 	FiA	WBG (Julian, Gerard, Fabio, Giulio, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed
Thursday, September 24, 2015 – Public Holiday (Constitution Day)				
10:00	Meeting with EU-ROM	WB	WBG – All EU & UNIDO EU-ROM	WB to confirm with EU
12:30	Lunch break			
15:00	Meeting with EIF Mission Team	WB	WBG – All EU & UNIDO EU-ROM	Confirmed by Noyelle
Friday, September 25, 2015				

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9:00	Meeting with Cambodia Chamber of Commerce <ul style="list-style-type: none"> - Progress of G-PSF and - Review and agree G-PSF Results-Based Action Plan - Agree on the next steps 	CCC	WBG (Julian, Gerard, Fabio, Giulio, Ian, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed by Keo Nimet
12:30	Lunch break			
15:00	Meeting with Arbitration Council Foundation (ACF) <ul style="list-style-type: none"> - Review progress of the ACF Results-Based Action Plan - Agree on the next steps 	WB	WBG (Julian, Gerard, Fabio, Giulio, Ian, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed by Mr. Nimmit
16:00	Meeting with National Commerce Arbitration Council (NCAC) <ul style="list-style-type: none"> - Review progress of the NCAC Results-Based Action Plan - Agree on the next steps 	WB	WBG (Julian, Gerard, Fabio, Giulio, Ian, Sheila, and Vannara) EU & UNIDO EU-ROM	Confirmed by Mrs. Hun
Monday, September 28, 2015				
11:00	Meeting with H.E. Phan Phalla, Mr. Kong Ratha, and NTM & NTR Secretariat on (i) Prototype Trade Portal System, (ii) Trade Repository, and (iii) NTMs	ASEAN Dep. MEF	WBG (Julian, Gerard, Ian, Fabio, Giulio, Sheila, and Vannara) EU & UNIDO EU-ROM	TBC (WB is coordinated directly with MEF)
12:30	Lunch break			

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14:00	<p>Meeting with H.E. Koy Sodany, H.E. Sok Sopheak, Mr. Om Dararih, Mr. Dirang, and MOC IT Team on</p> <p>1. ICT Master Plan:</p> <ul style="list-style-type: none"> - Progress of ICT Master Plan - Review of progress on COO System developed by Crimson Logic - Review progress on ePayment/Banking interface - Review and agree outputs and milestones - Agree on the way forward <p>2. Streamlining and Automation of Business Registration:</p> <ul style="list-style-type: none"> - Progress of Business Registration process reform - Progress of Foster Moore work - Progress of procurement of office equipment and furniture - Review and agree outputs and milestones under the TDSP RBAP - Agree on the way forward 	MOC	<p>WBG (Julian, Gerard, Ian, Fabio, Giulio, Sheila, and Vannara)</p> <p>EU & UNIDO</p> <p>EU-ROM</p>	TBC by LCT. Sodany and H.E Sopheak (Dirang and Sothyvorn already confirmed)
16:00	<p>Meeting with H.E. So Khan Rithykun, Director General, Dr. Hean Vanhan, Deputy Director General, and Mr. Heng Chhunhy, General Directorate of Agriculture, on Automation of Phytosanitary Certificates:</p> <ul style="list-style-type: none"> - Recap on revised project workplan - Review of business process reform to support automation and decentralizing SPS issue - Review and agree outputs and milestones under the TDSP RBAP - Agree on the way forward 	GDA/MAFF	<p>WBG (Julian, Gerard, Ian, Fabio, Giulio, Sheila, and Vannara)</p> <p>EU & UNIDO</p> <p>EU-ROM</p>	Confirmed (Dr. Hean Vanhan to meet the mission)
Tuesday, September 29, 2015				
8:00 - 12:00	Mission team conclusion - summarize the mission findings, benchmark, update action plan, and next step to be discussed with DICO management.	WB	WBG - All	Confirmed
12:30	Lunch break			

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14:30	Debriefing the World Bank Country Manager	WB	WBG - All	TBC by WB
16:00	Mission Team Wrap-up with EU, EU-ROM, and UNIDO	WB	WBG – All EU & UNIDO EU-ROM	TBC by WB
Wed, 30th Sept 2015				
9:00 To 12:00	Preliminary Wrap-up Meeting Chair by LCT. Tekreth Kamrang Secretary of State, Ministry of Commerce DICO MEF Representatives / WB Division IAs: Project Managers Please see an attached wrap-up meeting agenda	MoC	WBG - All EU & UNIDO EU-ROM MEF Representatives / WB Division	Confirmed
	Open			
	Open			
Thursday, October 01, 2015				
9:00 To 12:00	Wrap-up Meeting with DICO and agreed on next steps to leverage the implementation of TDSP's to achieve the expected outcomes / outputs and agree on (i) summarize the mission findings, (ii) new benchmark, (iii) update action plan, and (iv) agreed on next steps	MOC	WBG - All EU & UNIDO MEF-WB Division	Confirmed
12:30	Lunch break			
14:30 To 17:00	Prepare draft aide memoire and summarize the mission findings to present back to the management and Prepare a summary key findings and PPT.	WB	WBG - All EU & UNIDO	TBC by WB
Friday, October 02, 2015				
09:00 To 11:30	Wrap-up meeting Chair by H.E SUN Chanthol Senior Minister and Minister of Commerce LCT. Tekreth Kamrang Secretary of State, Ministry of Commerce DICO	MOC	WBG - All EU & UNIDO EU-ROM	Confirmed (LCT to chair the event)

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	MEF Representatives / WB Division IAs: Project Managers Please see an attached wrap-up meeting agenda		MEF Representatives / WB Division IAs: Project Managers / Team Members	
Mission Team Contact:				
WB Group:				
1. Alassane Sow (AS), Country Manager, the World Bank Cambodia				
2. Julian Clarke (JC), Senior Trade Economist, jclarke1@worldbank.org (012 94 32 82)				
3. Shabih Saiyed Ali Mohib (SA), Programme Leader, EACTF				
4. Gerard McLinden (GM), Lead Customs and Trade Facilitating Specialist, gmlinden@worldbank.org				
5. Fabio Artuso (FA), Regional Trade Specialist, fartuso@worldbank.org ;				
6. Ian Thomas (IT), September 28-29, International ICT Expert, ianmth@gmail.com				
7. Giulio Zanetti (GZ), Legal Expert, gzanetti21@gmail.com				
8. Vannara Sok (VS), Operations Officer, vsok@worldbank.org (012 577077)				
9. Sreng Sok (SS), Procurement Specialist, ssok1@worldbank.org (012 951314)				
10. Sophear Khiev (SK), FM Analyst, skhiev@worldbank.org (012 951314)				
11. Reaksmeay Keo Sok (RS), FM Specialist, rsok@worldbank.org , (012827868)				
12. Saroeun Bou (SB), Communication Officer, sbou@worldbank.org (012 414088)				
13. Sheila Scopis (SC), Trade and PSD Advisor, sscopis@worldbank.org (096 8845851) mailto:sheila.scopis@gmail.com				
14. Lyden Kong (LK), Team Assistant, lkong@worldbank.org (012456223)				
EU				
15. Fiona Ramsey, First Secretary, Head of Operations, fiona.ramsey@eeas.europa.eu ,				
16. Daniel Gonzalez Levassor, Attaché, Trade and PSD, Daniel.GONZALEZ-LEVASSOR@eeas.europa.eu				
EU-ROM				
17. Wenguo Cai, Independent Consultant, EU-ROM, wenguo_cai@rogers.com				
UNIDO				
18. Edward Clarence-smith, Regional Director, UNIDO, E.CLARENCE-SMITH@unido.org				
19. Narin Sok, Head of Operations, UNIDO Cambodia, n.sok@unido.org , 012 723 418 / 012 757 327				