

Report to IC Meeting
Trade Training Research Institute
17 February 2015

Outcome 1: MoC is equipped with a single dedicated department for its trade-related training and research needs

Outcome 1.1	The TTRI is formally established as an MoC department attached to the Domestic Trade	Outcome
Activity 1	Review institutional setup to identify best possible anchoring options and steps	Done
Activity 2	Prepare Prakas for TTRI	Done
Activity 3	Prepare relevant request to Council of Ministers	Done
Output 1.2	The TTRI is provided with dedicated staff and resources	
Activity 1	Develop job description / Profile for each position in TTRI	Ongoing (80% of works have been completed)
Activity 2	Appoint suitable candidates to TTRI	Done
Activity 3	Develop minimum operating budget of TTRI from RGC	Ongoing

Outcome 1: (cont)

MoC is equipped with a single dedicated department for its trade-related training and research needs

Outcome 1.3	Facilities are available in TTRI for managing the department epa, providing training to staff and conducting research	Outcome
Activity 1.1	Develop ToR for Architect Design	Done
Activity 1.2	Recruit an architect designer to develop architectural and structural design & drawings. TOR for recruitment of contractors and bill of quantities/specifications	Partial
Activity 2	Recruit contractors to renovate TTRI building	Partial
Activity 2.1	Partitions and air condition equipment to upgrade the building	Not Yet
Activity 2.2	Operational upgrades and repairs	
Activity 2.3	Equip facilities with minimum working equipment	Partial

Outcome 1: (cont)

MoC is equipped with a single dedicated department for its trade-related training and research needs

Outcome 1.4	A database of all training materials available to TTRI is functioning	Outcome
Activity 1	Develop TOR for National Project Implementation Consultant	Completed
Activity 2	Recruit National Project Implementation Consultant	Patial
Activity 3	Make an inventory and locale all training materials available to MoC	Partial
Activity 4	Develop database of materials available	
Activity 5	Link up database to ICT Master Plan platform	
Activity 1	Develop TOR for National Project Implementation Consultant	Completed

Outcome 1: (cont)

MoC is equipped with a single dedicated department for its trade-related training and research needs

Output 1.5	A business plan for the long-term development of the TTRI is endorsed by MoC	Outcome
Activity 1	Develop ToR for an international business strategy consultant	Complete
Activity 2	Recruit an international business strategy consultant	Process of evaluation
Activity 3	Formulate business plan	Not Yet
Activity 4	Get business plan endorsed by MoC management and relevant bodies in RGC	Not Yet

Outcome 2: MoC staff capacity at department and provincial levels increases

Output 2.1	Each MoC department has a dedicated training plan	
Activity 1	Develop ToR for a training firm	Complete
Activity 2	Recruit a firm to develop training curriculum & delivery	Process of Evaluation
Activity 3	Training curriculum development by a firm (in Khmer and English)	Not Yet
Activity 4	Training delivery by a firm	Not Yet
Activity 5	Carry out a rapid update of the existing capacity needs assessment for MoC departments	Not Yet
Activity 6	Develop tentative annual training programme for MoC, broken down in departments	Not Yet
Activity 7	Disseminate training plans after approval by MoC management	Not Yet
Activity 8	Curriculum are developed for areas where training materials are not readily available, using areas identified in the needs	Not Yet

Outcome 2: (conti)

MoC staff capacity at department and provincial levels increases

Output 2.2	Each department sends staff to at least one training event in year 1	Outcome
Activity 1	Templates for the implementation of systematic planning and monitoring of training activities are developed	Not Yet
Activity 2	Workshop & Training to disseminate templates and new practices is conducted for all department directors and deputy directors	
Activity 3	Each department develops a light inventory of training received by staff on an annual basis using templates provided	
Output 2.3	Selection criteria are established for overseas training opportunities	
Activity 1	A database of annual overseas training opportunities is prepared	
Activity 2	Selection criteria for each training opportunity is developed by TTRI	

Outcome 2: (conti)
MoC staff capacity at department and provincial levels increases

Output 2.4	50% of all training organized in MoC are coordinated by TTRI	Outcome
Activity 1	Conduct TOT on Methodology (session 1)	Completed
Activity 2	Conduct TOT on Methodology (session 2)	Completed
Activity 3	Conduct TOT on International Trade Law	Completed
Activity 4	Conduct training course on Trade Logistic	Completed
Activity 5	The 2015 annual training plan for MoC is prepared by TTRI	Completed
Activity 6	TTRI organizes a workshop on the training plan, selection criteria and conditions for applications	Not yet
Activity 7	TTRI organizes the delivery of the Trade Curriculum modules developed by RSA	Not yet

Outcome 3: Policymakers benefit from trade policy data and studies produced internally

Outcome 3	Policymakers benefit from trade policy data and studies produced internally	Outcome
Output 3.1	At least two research papers are produced by TTRI in year 1	
Activity 1	Identifies areas for possible studies	Completed
Activity 2	Develop ToR for Value Chain Analysis (VCA)	Completed
Activity 3	Recruite a firm to Produce Value Chain Analysis (VCA) of Three Cambodian Export Products	Completed
Activity 4	Carry out Value Chain Analysis and produce report	
Activity 5	Develop ToR for Market Access Studies	
Activity 6	Recruite an International Consultant to conduct Market Access Studies	
Activity 7	Carry out Market Access Studies and produce report	
Activity 8	A firm/institute is partnering with TTRI for the development of the study and developing research capacities in TTRI	
Activity 9	Each study is launched officially in dedicated events	

Outcome 3: (conti)
**Policymakers benefit from trade policy data
and studies produced internally**

Output 3.2	Research partnerships are signed with domestic and regional institutions	Outcome
Activity 1	A gap analysis on MoC Training and Research needs is carried out	
Activity 2	Potential partners are selected based on gap analysis	Completed
Activity 3	Potential partners are visited for negotiation and conclusion of partnership agreements	Completed
Activity 4	An annual work plan with each selected partner is prepared	Partial
Activity 5	The gap analysis is updated	Not Yet
Activity 6	Study visit for negotiations and partnership agreements	Not yet

Conclusion

Activities	Descriptions	Outcome
1	Review institutional setup to identify best possible anchoring options and steps	Complete
2	Prepare Prakas for TTRI	Complete
3	Prepare relevant request to Council of Ministers	Complete
4	Develop ToR for Architect Design	Complete
5	Develop TOR for National Project Implementation Consultant	Complete
6	Develop ToR for a training firm	Complete

Conclusion (conti)

Activities	Descriptions	Outcome
7	Identifies areas for possible studies	Complete
8	Develop ToR for Value Chain Analysis (VCA)	Complete
9	Appoint suitable candidates to TTRI	Completed
10	Develop minimum operating budget of TTRI from RGC	Ongoing
11	Make an inventory and locale all training materials available to MoC	Ongoing
12	Develop job description / Profile for each position in TTRI	Ongoing (80% of works have been completed)

Thanks