




កិច្ចប្រជុំប្រចាំខែ
រវាង DICO និង IAs

ការផ្សព្វផ្សាយ
គោលការណ៍ណែនាំ សំរាប់ត្រួតពិនិត្យ និងវាយតម្លៃ
១៧ សីហា ២០១១

ដោយ លោក ឈឿង ពេជ្រ

- ប្រធាននាយកដ្ឋានសហប្រតិបត្តិការអន្តរជាតិ
- ជានាយកកម្មវិធី TDSP
- និង ជានាយកគម្រោង EIF

ចេញដោយ ឈៀង ពេជ្រ Designed by CHHIENG Pich

- ចំណុចសំខាន់ៗនៅក្នុងបទបង្ហាញនេះ**
- ១). បច្ចុប្បន្នភាពដោយសង្ខេបរបស់ TDSP
 - ២). ស្តង់ដារតម្លៃសំរាប់វគ្គបណ្តុះបណ្តាល, សិក្ខាសាលា, និងទស្សនៈកិច្ចសិក្សា នៅក្នុងគម្រោង TDSP
 - ៣). ការអនុវត្តន៍ផែនការ វគ្គបណ្តុះបណ្តាល, សិក្ខាសាលា, និងទស្សនៈកិច្ចសិក្សា នៅក្នុងគម្រោង TDSP
 - ៤). ការផ្សព្វផ្សាយអំពី គោលការណ៍ណែនាំសំរាប់ការត្រួតពិនិត្យ និងវាយតម្លៃ (Guidelines for M&E)

**Summary TDSP Annual Budget Plan for 2011 and
Actual till June 25, 2011**

	Disbursement Categories	Total Budget	Budget Share of		Actual till June 2011	
			MDTF	EIF	MDTF	EIF
A	Civil Work	-	-	-	-	-
B	Goods	1,568,208	1,523,208	45,000	323,637	-
C	Consultant service	2,200,410	2,017,839	182,571	316,267	45,540
D	Training/Workshop	1,075,570	957,870	117,700	16,729	1,554
E	Incremental Operation Cost (IOC)	307,738	292,738	15,000	43,015	1,632
F	Priority Operating Cost (POC)	74,400	74,400	-	-	-
	TOTAL	5,226,326	4,866,055	360,271	699,648	48,726

**Disbursement by Category – MDTF
Q2 - 2011 (April – June 2011)**

No	Disbursement Category	Budget	Actual	Variance
1	Goods	510,981	271,475	239,506
2	Consultant Services	403,917	163,606	240,311
3	Training, W/Shops & Study Tours	167,069	9,686	157,383
4	Incremental Operating Costs	72,692	24,501	48,191
5	Priority Operating Cost	18,600	-	18,600
	Total	1,173,259	469,268	703,991

40 % of the budget disbursed in Q2-2011 – US\$ 65,000 to be spent on WCO Study Tour by GDCE now cancelled

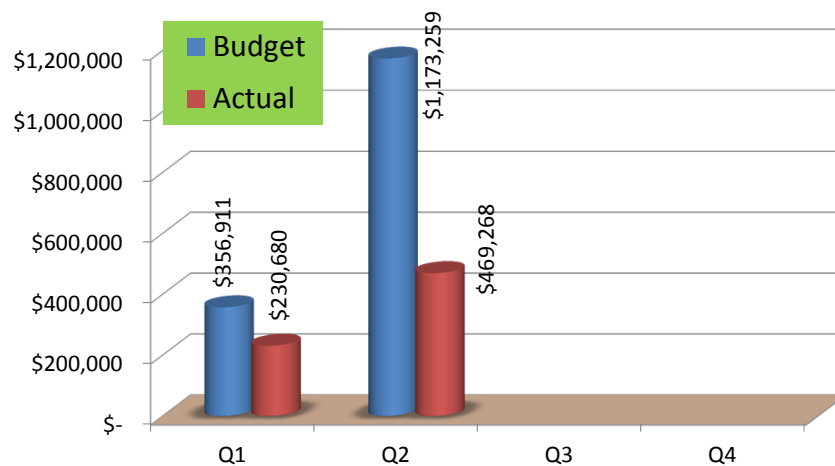
45.5 % of the budget disbursed in Q2-2011, if there is no cancellation above.

Disbursement by Category – MDTF Q1 & Q2 - 2011 (Jan – June 2011)

No	Disbursement Category	Budget	Actual	Variance
1	Goods	588,792	323,637	266,155
2	Consultant Services	600,475	316,267	284,208
3	Training, W/Shops & Study Tours	199,811	16,729	183,082
4	Incremental Operating Cost	103,892	43,015	60,877
5	Priority Operating Cost	37,200	-	37,200
Total		1,530,170	699,648	830,522

In the first six months we've disbursed **45.7%** of the planned budget

TDSP Disbursement in 2011



Ministry of Commerce
 Department of International Cooperation
 Trade Development Support Program
 Grant No.: TF093573, Project ID: P109648

Procurement Progress by 31 July 2011

No	Type of Contract	Actual Achievement (USD) as of 31 July 2011	% against benchmark 2.5 M by 30 of June 2011	% against total of grant agreement 12.35 M by 31 of July 2011
1	Goods	592,854	23.7%	4.8%
2	Service	2,042,773	81.7%	16.5%
Total		2,635,627	105.4%	21.3%

By Tim Sandan, Procurement Coordinator

Summary of MoU

No	Date	Proposal	IA	Pillar Focus (P)	Component focus (C)	Budget
1	01 Jul 2010 (18 months)	Rule of Origin: Operational Procedures & Training	D/MUL MoC	P1: Legal Reform	C1-C: Other legal reforms & RGC WTO obligations	\$124,690
2	14 Jul 2010 (4 months)	Information dissemination on Top Ten products from Cambodia 24 provinces	TPD MoC	P2: Various	C1-A: Technical Barrier to Trade, Sanitary & Phyto-Sanitary	\$48,211
3	14 Jul 2010 (9 months)	Export training & SME training: Export training & coaching services	TPD MoC	P1: Trade Facilitation	C1-B: Trade Facilitation	\$47,905
4	14 Jul 2010 (18 months)	Strengthening the capacity of Institute of Standard of Cambodia (ISC)	ISC MIME	P1: TBT, SPS, & Trade Facilitation	C1-A: TBT & SPS	\$384,264
5	26 Jul 2010 (3 months)	Study on minimum wages & minimum wages negotiation in garment sector	CANFEBA	P1: Legal Reform	C1-C: Other legal reforms & RGC WTO obligations	\$46,000
6	06 Aug 2010 (18 months)	Capacity Building for the Dept of Trade & Statistics	DTSI MoC	P3: Strengthening key MoC Depts & key Moc functions	C3: Human & Institutional Capacity Building	\$137,540
7	17 Sep 2010 (12 months)	Customs Valuation	GDCE MEF	P1: Trade Facilitation	C1-B: Trade Facilitation	\$50,000
8	17 Sep 2010 (12 months)	Awareness program on Customs in Cambodia	GDCE MEF	P1: Trade Facilitation	C1-B: Trade Facilitation	\$95,000
9	23 Sep 2010 (14 months)	Development of a trade curriculum at the Royal School of Administration	RSA OCM	P3: Strengthening trade-related capacities of RSA	C3: Human & Institutional Capacity Building	\$124,375
10	28 Sep 2010 (20 months)	Enhancing IP Teaching and Training	DIPR MoC	P1: Legal Reform	C1-C: Other legal reforms & RGC WTO obligations	\$110,000

CANFEBA has notified us to withdraw their project proposal, but has not sent us official letter yet. We will terminate CANFEBA MoU upon receiving official letter.

Summary of projects endorsed by IC in the first 6-month
of 2011

- GDCE Capacity Enhancement Program: \$613,105
- ICT Master Plan: \$1,798,200
- IA-CEP: \$605,125
- Rice Standards: \$360,216
- Fishery Project: 1,289,711

Total: \$4,666,357

២). ការដាក់កំណត់ថ្លី (Benchmarks) របស់ WB

Tracking Action Plan against Aid Memoire

Next steps	Responsible	Target date	Status
Consultants can be utilized for both programs EIF and TDSP	NPD and NPM	May 01, 2011	Done
Reporting and operational process for EIF and TDSP should be aligned with each other:			
- Joint revised workplan and budget plan	NPD, NPM, CoF and FAs	July 15, 2011	Done
- Joint Procurement Review Committee	PRC	May 01, 2011	Done
- Joint Performance Review Committee	PeRC	June 01, 2011	Ongoing
- Joint supervision mission	DICO/UNOPS/WB	As need (Jun)	
- Joint audit	NPD, NPM, CoF and FAs	June 30, 2011	Done
Joined operational quarterly workplan & budget plan of EIF and TDSP:			
- Quarterly operational workplan & budget plan	NPD, NPM, CoF and FAs	June 30, 2011	Done
- Cost itemized of quarterly training/workshop / Seminars plan	NPD, NPM, CoF and FAs	June 30, 2011	Done

Next steps	Responsible	Target date	Status
Supplement Financial Management Manual (SFMM): SFMM should be updated to include the simplified procedures for small expenditure under incremental operating cost, standard transportation cost, reasonable cost norm particularly for refreshment/coffee break for meeting/training/workshop, etc. For small expenditure, the procedures should be developed for routine transactions (such as stationery, maintenance...) and none routine transactions.	NPD, NPM, CoF and FAs	June 30, 2011	Done
Make an exceptional NOL request to the Bank for no objection, in case of urgency and necessity needs; if (i) the Budget Plan or Procurement Plan is yet approved or in reviewing process; or (ii) new emerging important activities are yet incorporated in the budget plan or procurement plan; to avoid unnecessary delay.	NPD	As need (exceptional case)	
Written feedback on backlog proposals submitted in Rounds I, II and III.	NPD, NPM, LOs, and PIAs	June 30, 2011	Ongoing
Strategic Proposals – full concept note, TOR and budget to be submitted for the next SSC	IC, NPD, LOs, FA, MA, and PIAs	July 4, 2011	Done

Next steps	Responsible	Target date	Status
Consultant support to draft strategic proposals and TOR	NPD, NPM, LOs, and PIAs	As need	
Finalization and endorsement on Pillar Roadmaps: - Pillar I Roadmap - Pillar II Roadmap - Pillar III Roadmap	NPD, NPM, PWG, P-SWG, IC, and SSC	October 4, 2011	Done
POC decision about whether to be extended to IAs:	POC-PD, IC, NPD and NPM	June 24, 2011	
National Project Implementation Advisor recruited	NPD, NPM, CoP, and PRC	June 15, 2011	Done
Nominate 2 qualified, capable, committed, and fast-learning officials to assist the procurement unit chief and/or to back him up in case of absence.	NPD, NPM, CoP, PRC and POC-PD.	June 15, 2011	Done
POC scheme to be implemented according to the exact mandates of the management contract and implementing agreement.	DICO	June 15, 2011	Ongoing
Dissemination of Handbook for IAs, accompanied by Workshop.	DICO	June 1, 2011	Done

Background on TDSP training and workshops

- WB sent official MTR on second week of May
- MTR set the benchmark for cost itemized of quarterly training/workshop/Seminars plan on Jun 30, 2011;
- DICO sent the training plans to WB on Jun 29;
- DICO got NOL on training plan from WB on Aug 9
- Total of TDSP budget for training/workshop /seminar in Q3 and Q4 2011: **US\$481,886**

Standard Estimated Cost Of Workshop, Training and Study Tours

No	Explanation	Unit	Rate \$*	Remark
1	Materials for facilitator/trainers	Person-Training	50.00	Agreed
2	Materials for participants	Person-Training	3.00	Agreed
3	Copy and binding documents (Printing book & doc.)	Person-Training	5.00	Agreed
4	Small bag and T-shirt with Ministry and Project Logo			Not Approve
5	Workshop backdrop with project logo & DPs	Workshop/Training	120.00	Agreed, No WB logo in the backdrop
6	Cost of courier charge for invitation	Provinces/Ministries	5.00/ 3.00	5.00 for each provinces and 3.00 for each ministries, The \$5 or \$3 cost covers multiple invitations in one province / ministry.
7	Workshop package*	Person-Workshop	24.00	Agreed
8	Car rental (sedan)	Vehicle-Day	35.00	Agreed [In Phnom Penh (DICO will have a long term contract)]
9	Car rental (12 seats)	Vehicle-Day	110.00	Agreed (To Provinces)
10	Car rental (Type: SUV 4WD 6 seats)	Vehicle-Kilometers	0.20	Agreed (To provinces for project car rental made by DICO only).
11	Car rental (24 to 45 seats)	Vehicle-Day	180.00	Agreed (To provinces)

Note: *Workshop package includes meeting room, LCD projector, Screen, Sound system, Table skirting, Chairs, Flowers, Podium, minor material, booth and pure drinking water, one lunch, two coffee breaks..

**Standard Estimated Cost
Of Workshop, Training and Study Tours**

No	Explanation	Unit	Rate \$*	Remark
12	Simultaneous interpreter	Person-Day	250.00	Excluding DSA, if to the provinces. DSA rates per MEF's letter no. 2000 will be applied. (\$20 /day)
13	Headphone rental	Set-Day	3.00	Agreed (as needed)
14	Interpreter booth rental	Set-Day	60.00	Agreed (As needed)
15	Program document translation fee	Per page	10.00	Agreed
16	Local/Int'l Consultant Trainer's fee (No Speaker Fee)	Per day	-	Ref to Skills, qualification, and experience and to be selected through comparison of at least 3 CVs. (WB will check rate) Govt officials are not eligible.
17	Rental the government building for meeting or training/workshop	Person-Day	-	Not approved
18	Hotel room rental and dinner reception arrangement instead of paying DSA	Person-Day	-	Not approved
19	Cell phone card	Per Meeting/Training /Workshop	-	Not approved

Note: 1. * The above rates are intended to use for budgeting purpose only. The expenditures will be charged base on the actual valid receipts and invoices,
2. For the time being all international training, workshop, and study tour are frozen until further notice. For the time being, local training and workshop can go ahead but they should not be 'high profile' events involving the TV, Radio, Newspaper, Magazine, and other types of media agencies.

Checklist for training and workshops (TW)

I. Before the event

1. Activity number in the work plan of MoU.....
2. NOL from WB on approved annual Work Plan/training plan & budget...
3. Proposal for TW comprise of:
 - o Objectives & Expected Outputs.....
 - o Facilitator.....
 - o Equipment & materials.....
 - o Venue/date time.....
 - o Breakdown by participants / by organization / department.....
 - o Agenda.....
4. Cost estimate for TW.....
 - ✓ All items must be only based on the approved NOL.....
 - ✓ Eg material, translator, DSA, banner, courier & venue Exp.....
5. List of participants/invitees.....
 - o Name/position/organization.....
 - o Address: office/email.....
6. Cash advance request.....

A few words of reminding

- Among these 20 Implementing Agencies, I don't want to see you make any mistakes, breaking any rules;
- You can pay back the money but you simply cannot fix your reputation;
- There are four layers of monitoring (i) DICO (ii) Auditor (iii) WB (iv) MEF;
- Don't make yourself on the radar screen;
- Don't not repeat the same mistakes;
- Consult with us if you are not sure on your spending.

កាលបរិច្ឆេទនៃកិច្ចប្រជុំ SSC.TD.TRI និង IC នៅក្នុងឆ្នាំ ២០១១									
Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	SSC 01 Apr			SSC 04 Jul			SSC 04 Oct		
IC 28 Mar	IC 25 Apr	IC 24 May	IC 23 Jun	IC 25 Jul	IC 24 Aug	IC 23 Sep	IC 24 Oct	IC 24 Nov	IC 22 Dec
កាលបរិច្ឆេទនៃកិច្ចប្រជុំរវាង DICO និង IAs នៅក្នុងឆ្នាំ ២០១១									
		IAs 16 May	IAs 16 Jun	IAs 18 Jul	IAs 17 Aug	IAs 16 Sep	IAs 17 Oct	IAs 17 Nov	IAs 15 Dec
		19 May		11 Jul					

- កិច្ចប្រជុំ IC ត្រូវបានគ្រោងធ្វើឡើង ១០ ថ្ងៃមុនកិច្ចប្រជុំ SSC
- ហើយកិច្ចប្រជុំ IAs ត្រូវបានគ្រោងធ្វើឡើង ៧ ថ្ងៃមុនកិច្ចប្រជុំ IC
- កាលបរិច្ឆេទទាំងនេះត្រូវបានកំណត់ដោយ ឯកឧត្តម **ទេសរដ្ឋមន្ត្រី**

សូមអរគុណ

Thank you