



Ministry of Commerce  
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**KINGDOM OF CAMBODIA**  
**Nation - Religion - King**



**ROYAL GOVERNMENT OF CAMBODIA**

**Ministry of Commerce**

**Trade Development Support Program (TDSP)**

**Multi-Donor Program**

**INTERIM FINANCIAL REPORT (IFR)**

**Quarter 4 – 2012**

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## 1. General

### 1.1 Background

The World Bank and the Royal Government of Cambodia signed a Multi-Donor Trust Fund Grant Agreement (MDTF Grant No: TF 093573) on January 14, 2009 for an amount of US\$ 12.35 million to increase RGC's efficiency in formulating and implementing effective trade policies, improve the trade administration system and to develop capacity for trade management, from which the entire country will benefit.

In the month of March 2012, the World Bank extended the MDTF Grant Agreement for another 22 months.

The proceeds from this Grant Agreement are managed by Ministry of Commerce under Trade Development Support Program (TDSP). TDSP would contribute to two higher level objectives:

- faster export growth and
- improved governance to enable private sector development.

The proceeds from this grant will be disbursed to finance the following Project Components identified in the project documents..

i) Component 1: Trade Policy Formulation and Implementation, in 3 main areas:

- a) Removing Technical Barriers to Trade (TBT) and developing a Sanitary and Phyto-Sanitary (SPS) regime:*
- b) Trade Facilitation*
- c) Other Legal Reforms respecting RGC-WTO Obligations*

ii) Component 2: Performance Monitoring

iii) Component 3: Institutional and Human Capacity

iv) Component 4: Implementation Support to TDSP

### 1.2 IFR as part of Progress Reporting

This Interim Financial Report (IFR) provides information on the financial progress of the Trade Development Support Program (TDSP) in terms of financial aspects; key performance measures, key performance indicators and the procurement status of contracts. This IFR shows the amount of disbursements against the budget in the current quarter, year-to-date and cumulative and are produced quarterly to form part of overall program reporting to the Royal Government of Cambodia and its development partners.

### 1.3 Comments on the IFR (including explanation of major variances)

The *Financial Reports* summarize the funds received from the Royal Government of Cambodia and the Multi Donors through the Trust Fund and details the funds disbursed towards program components and to various disbursement categories. The *Progress Report/Output Monitoring Report* details only the key program activities. In addition the *Procurement Management Reports* detail the procurement activities undertaken during the quarter.

The above reports have been prepared in spreadsheets and attached to form an integral part of this Interim Financial Report.



## 2. Financial Reports

### 2.1 Summary on Sources and Uses of Funds

#### *i) Royal Government Funds (RGF)*

During the quarter, the Program neither has budgeted to receive nor disburse any funds from the RGF.

#### *ii) EIF Tier 1 Funds (EIF)*

During the quarter under review, DICO has received US\$ 70,087 from EIF. DICO disbursed US\$ 77,278 from EIF funds for the payment of consultancy fees, advertising costs and training / workshops and study tours.

#### *iii) The World Bank - MDTF Funds*

During the quarter under review, TDSP submitted three replenishment applications for US\$ 566,837 for the disbursements made in the months of August to October 2012. In return, the World Bank has replenished US\$ 566,837 into the Designated Bank Account.

For Quarter 4 of 2012, TDSP projected to disburse US\$ 956,397 towards its project components under various disbursement categories. At the end of the quarter, TDSP disbursed US\$ 739,596, which is approximately 77% of the projected disbursement.

Though the actual disbursement is lower than the projected disbursement, this has been the second quarter where TDSP was able to disburse more than US\$ 700,000. This demonstrates the accelerated phase of the implementation of TDSP.

### 2.2 Uses of Funds by Disbursement Category

For quarter four, TDSP's projected disbursements amounted to US\$ 956,397 from MDTF funds under four different disbursement categories based on the activities expected to materialise during the quarter from the approved Action Plan or in other words Annual Work Plan and Budget (AWPB).

The total amount disbursed under all categories amounted to US\$ 739,596. The table below shows the projected disbursement amount under each disbursement category and the actual amounts disbursed against the projected disbursement for the quarter under review and for the year-to-date.

No	Disbursement Category	October – December 2012			January to December 2012		
		Disb. Projection	Actual	Variance	Disb. Projection	Actual	Variance
<i>a</i>	<i>B</i>	<i>c</i>	<i>d</i>	<i>e = c-d</i>	<i>f</i>	<i>G</i>	<i>h = f-g</i>
1	Goods	274,500	290,894	(16,394)	703,592	674,118	29,474
2	Consultant Services	449,841	302,186	147,655	1,882,441	1,674,294	208,147
3	Training, W/Shops & Study Tours	118,260	70,397	47,863	380,232	176,014	204,218
4	Incremental Operating Costs	113,796	76,119	37,677	262,404	184,686	77,718
5	Priority Operating Cost	0	0	0	37,200	37,233	(33)
	<b>Total</b>	<b>956,397</b>	<b>739,596</b>	<b>216,801</b>	<b>3,265,869</b>	<b>2,746,345</b>	<b>519,524</b>

### 2.2.1 Goods

During the quarter under review, the management of TDSP budgeted to disburse US\$274,500 towards the payment for procurement of goods and disbursed US\$290,894.

The over disbursement was mainly due to a previously delayed payment towards investment hand book for CDC, which was paid during the quarter.

### 2.2.2 Consultant Services

Towards consultancy services, TDSP budgeted to disburse US\$449,841 during the quarter under review and the actual amount disbursed was US\$302,186.

The under disbursement of US\$ 147,655 was mainly due to the non-incurrence of payment to the consultants of ASYCUDA project as their consultancy contract has not been finalized and delayed claim by few individual consultants such as WTO Policy Consultant and International Project Management Advisor. In addition, the International Procurement Expert also delayed his mission to 2013 though planned to be in the last quarter of 2012.

### 2.2.3 Training, Workshops and Study Tours

During the quarter under review, the management of TDSP projected to disburse US\$ 118,260 but in actual terms disbursed only US\$70,397.

The major reasons for the under disbursement of US\$ 47,863 were: i) the mobilization of UNCTAD has been delayed to the month of December. Thus the advanced paid to the workshops have not been liquidated well before the end of the quarter, ii) delayed Seminar on launching of approved standards in Battambang Province by ISCI iii) the advance paid towards Trade SWAp awareness workshop conducted by DICO/TDSP also has not been liquidated as the workshop was held during the last week of December and iv) the non-incurrence of the planned workshop titled “semi-annual events to evaluate past 6 month activities, to discuss any problems, issues and lesson learned as well as to develop action plan for DICO for the next 6 months and to review DICO capacity development progress to extend their capability to coordinate the Trade SWAp” by DICO/MOC



As UNCTAD has commenced its training activities and UNIDO would sign the contract in 2013 along with the fact that the consulting positions have been substantially filled, it is expected that in the coming quarters, the disbursement towards training and workshops will substantially increase.

In addition, the advice by the World Bank that the overseas Training and study tours can be commenced on a case by case basis would pave the way to complete all the delayed overseas training and study tours.

#### 2.2.4 Incremental Operating Costs

During the quarter under review, the management of TDSP budgeted to disburse US\$ 113,796 and in actual terms disbursed only US\$76,119. Compared to the disbursement of US\$ 38,147 in the previous quarter, quarter four shows approximately doubled amount of disbursements under the category of Incremental Operating Costs. This demonstrates that the implementing agencies are involved in more operating activities required for project implementation.

#### 2.2.5 Priority Operating Costs

In line with the instruction by the World Bank, since the end of Quarter 2, there were no POC paid during the quarter.

### 2.3 Uses of funds by program components/by activities

During the quarter, TDSP budgeted to disburse US\$ 956,397 of the MDTF funds on the project components based on the quarterly projection of the approved AWPB. The total amount disbursed under all project components amounted to US\$739,596.

As the reasons for the variances amounting to US\$ 216,801 have been explained under 2.2 Uses of Funds by the Disbursement Categories respectively goods, consulting, training and workshop and incremental operating costs, no further explanations for the variances are provided in this section.

The table below shows the disbursement projection under each project component and the actual amounts disbursed against the budget.

Project Components	Disbursement Projection	Actual	Variance
	US\$	US\$	US\$
A	B	C	e = b - c
1: Trade Policy Formulation and Implementation	641,865	455,274	186,591
2: Performance Monitoring	31,543	41,023	(9,480)
3: Strengthening Institutional and Human Capacity	65,413	73,710	(8,297)
4: Implementation Support to TDSP	217,576	169,589	47,987
	<b>956,397</b>	<b>739,596</b>	<b>216,801</b>

i) **Component 1: Trade Policy Formulation and Implementation**

The amount of US\$455,274 in the financial report comprises of the following disbursements:

- Fees totaling US\$ 151,045 paid to WTO Policy Advisor, National Consultant to Develop Booklets, Leaflets and Website, International Standards Development Consultant, International Consultant for Petroleum Products and Exercise Enhancement, International Consultant for Preparation of a Strategic Plan and Business Case for Customs Marine Enforcement, Internal Consultant for Development of System Certification Schemes for Rice Consultant to Review Legal Framework for Excise and Administration and National IT Project Manager.
- Payment of US\$ 49,842 for i) a workshop on food safety and hygiene, GHP and HACCP, ii) seminar on awareness training on ISO 9001 for SME, iii) final workshop on export procedures iv) workshops on Customs Awareness Program for Customs Officers and Private Sector and v) various field activities with regard rice conformity standards
- Payments were made for goods amounting to US\$204,658 comprising payments towards procurement of ISO standards, furniture for DGIT and ISC and Payment for the Supply, Delivery and Installation of Office Equipment amounting to US\$ 196,303.
- Balance amount of US\$ 49,728 was disbursed on operating costs of IAs including the internet charges paid for ISC, charges amounting to US\$ 34,282 for WAN paid for ASYCUDA, translation fee from English to Khmer for information booklets and leaflets for ISC and renovation expenses to accommodate the server for ICT Master Plan.

ii) **Component 2: Performance Monitoring**

During the quarter, TDSP disbursed US\$ 41,023 for the services provided by the International and National M&E Advisors.

iii) **Component 3: Strengthening Institutional and Human Capacity**

The amount of US\$73,710 in the financial report comprises of the following disbursements:

- Fees totaling US\$32,268, National Training Needs Assessment Consultant, International Consultant to conduct Rapid Capacity Needs Assessment and National Training and Communication Expert.
- Payment of US\$ 18,700 to print Investors Hand Book in Khmer and English

- Payments amounting to US\$ 20,554 was made for workshops conducted by i) DTSI on trade analysis information at the provinces and workshop on capacity building on statistic and trade information of Cambodia, ii) CAMCONTROL on dissemination on SOPs and List of restricted products and English Language Training and iii) RSA on Review of the Results from the Training Needs Assessment of Implementing Agencies
- The balance was paid for Incremental Operating Costs incurred by IAs.

iv) **Component 4: Implementation Support to TDSP**

The amount of US\$169,589 in the report reflects the fees of US\$ 79,755 paid to consultants, disbursements of US\$ 68,315 for procurement of motor vehicles, motor bike and hard disks, and the balance was disbursed for incremental operating costs, such as advertisement, internet charges, vehicle operating costs and office operating costs.

### **3. Program Progress Report / Output Monitoring Report**

This report details status of outputs generated within the first quarter and cumulatively as at 31/12/2012.

As at 31 December 2012, TDSP has disbursed US\$5,153,429 from MDTF funds and until 30 September 2012, the disbursements amounted to US\$4,413,833. This increase is accounted by the disbursement of US\$ 739,596 in the current quarter.

The TDSP management conducted internal discussions and with the consultation of the Task Team of the World Bank expanded the original output monitoring report designed by the World Bank at the time of the program approval. This expanded output monitoring report with the details of MOUs has been updated and submitted with this report.

The expanded Output Monitoring Report (5.1) shows that how much has been disbursed against each MOU's and the percentage of disbursement against the MOU values.

The table below provides implementation status under each MoUs.





**IMPLEMENTATION STATUS OF PROJECTS**  
As of December 31, 2012

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
1	MULD/ MOC	Rule of Origin: Operational Procedures & Training: Workshops and training for government officials and private sector both in Phnom Penh and in the provinces. Information materials on Rules of Origin will be prepared and translated into Khmer.	<ul style="list-style-type: none"> <li>Expert from UNCTAD (StephanoInama) arrived on 12 December 2012 and provided 3 workshops on the European Commission's Everything But Arms Program (EC EBA Rules of Origin) in Phnom Penh, SvayRieng, and Sihanoukville. The workshop attended by about 346 participants.</li> </ul>
2	TPD/MOC	<p>Information dissemination on Top Ten products from Cambodia's 24 Provinces:</p> <p>Print booklets (in English and Khmer) that contain information collection from 24 provinces to promote products among consumers and to facilitate business links among provinces.</p>	<ul style="list-style-type: none"> <li>Project was completed. The Completion Report submitted to DICO.</li> <li>16,800 units of the booklet titled "Cambodian Potential Products" published in April 2011</li> <li>By end of May 2012, the booklet has remaining inventory of 7,003 units in TPD.</li> <li>A new domain created <a href="http://www.tpd.gov.kh/cambodiaproduct">www.tpd.gov.kh/cambodiaproduct</a></li> <li>This new portal has attracted 150-200 online guests to visit the site every day. By 29 May 2012, there were 437,029 hits.</li> <li>2,000 copies of Digital-CD of Cambodian Top Ten Products produced and disseminated and now 815 units of the CD remaining is in stock</li> <li>Three seminars organized to disseminate on Top Ten Products between Sep 2011 and Jan 2012 in Phnom Penh, Siem Reap, and Preah Sihanouk with 274 participants</li> </ul>
3	TPD/MOC	<p>Export Training and SME Training: Export training and coaching services:</p> <p>Training of Trainers from Provincial offices and members of the provincial chamber of commerce on how to use the Hand Book on Export Procedures. Roll out training to all 24 provinces and conduct M&amp;E.</p>	<ul style="list-style-type: none"> <li>Training Curriculum on Export Procedures were developed by MoC to promote formal exporting. New procedures related to export included in the manual: export license, certificate of origin, SPS, insurance, boarder check point procedures, forestry export.</li> <li>One Pilot Training was conducted among a group of 60 trained trainers from 24 provinces for training on Export Procedures. The Trainers are mostly from provincial departments of commerce, chambers of commerce, and university lecturers.</li> <li>Two pilot training courses facilitated by the trained trainers organized in Kampong Cham and Battambang.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
4	ISC/MIME	<p>Strengthening the capacity of the Institute of Standards of Cambodia in terms of:</p> <ul style="list-style-type: none"> <li>(i) 16 new standards, guidelines and code of good practices;</li> <li>(ii) International standards and technical books;</li> <li>(iii) Conduct awareness and training programs;</li> <li>(iv) Strengthen information system;</li> <li>(v) Office equipment and training tools</li> </ul>	<ul style="list-style-type: none"> <li>• One workshop to review the training materials were conducted with 10 participants</li> <li>• 4 training course provided for trainers from 24 provinces with 80 participants</li> <li>• Eight provincial training courses facilitated by the trained trainers organized in Takeo, Kampot, Svay Rieng, Pursat, Siem Reap, and Koh Kong with participants of about 300 from SME, PDoC, university students, chambers of commerce.</li> <li>• Final Workshops have been organized.</li> <li>• All 16 standards drafted in English and the Khmer versions are being finalized.</li> <li>• 5 Working Groups in standards setting created.</li> <li>• Four Posters had already been completed in Khmer and printed, while 10 leaflets and 6 booklets Khmer Version are being finalized.</li> <li>• One two-day training on practical approach for TCs members completed with 110 participants (9-10 Feb, 2012, Sunway Hotel, Phnom Penh)</li> <li>• One two-day seminar on Standardization and Conformity Assessment conducted in Phnom Penh with 90 TC members (23-24 July 2012).</li> <li>• Seminar on Food Safety and Hygiene among GMP and HACCP members (100 participants) concluded on 26 September 2012.</li> <li>• Awareness Training on ISO 9001 for SMEs conducted in Sihanoukville with 100 participants.</li> <li>• TC1 one time meeting on hole brick standards.</li> </ul>
5	CAMFEBA	Study on Minimum Wages and Minimum Wages Negotiation in the Garment Sector	<ul style="list-style-type: none"> <li>• CAMFEBA has withdrawn their project proposal</li> </ul>
6	GDCE/MEF	<p>Customs Valuation:</p> <ol style="list-style-type: none"> <li>1. Conduct feasibility studies, and needs assessment (the required hardware and software).</li> <li>2. Data input and testing</li> <li>3. Connect to other automated systems such as ASYCUDA and Risk Management</li> <li>4. Evaluation and feedbacks</li> </ol>	<ul style="list-style-type: none"> <li>• National consultant recruited and working with GDCE.</li> <li>• The Preparation of Customs Valuation system is on the preparation phase and Database Structure has been finalizing.</li> <li>• Equipment: Procured by DICO and already delivered.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
7	GDCE/ MEF	<p>5. Roll-out</p> <p><u>Awareness Program on Customs in Cambodia:</u></p> <ol style="list-style-type: none"> <li>1. Improvement of mechanisms of consultation between customs authorities and the private sector</li> <li>2. Timely dissemination of information on regulatory and administrative frameworks</li> <li>3. Organization of consultations and appropriate forums to gather inputs for policy making by customs authorities</li> <li>4. Joint programs of cooperation and establishing joint programs of capacity building</li> <li>5. Joint programs of capacity building for customs officers and economic operators</li> </ol>	<ul style="list-style-type: none"> <li>• Training Equipment (Computers, Projector, Printer, Scanner, Photocopy Machine, and Teaching Equipment) has been delivered.</li> <li>• Workshop on Customs Awareness Program for Private Sector completed in Nov 2012 attended by 42 people from private sector.</li> <li>• Workshop on Customs Awareness Program for Customs Officers completed in Nov 2012 attended by 42 customs officers.</li> </ul>
8	IPRD / MOC	<p><u>Enhancing IP Training and Training:</u></p> <ol style="list-style-type: none"> <li>1. Assess capacities and needs in the area of IP training</li> <li>2. Establish IP curricula and draft training materials in Khmer</li> <li>3. Develop a team capable to undertake the translation into Khmer of IP texts and translate IP texts</li> </ol>	<ul style="list-style-type: none"> <li>• 1 IP training need assessment conducted – one assessment report produced, one presentation conducted; and IP curricula completed.</li> <li>• Two Consultation workshops conducted in 07 and 09 February 2012 with 46 participants from universities, Royal School of Administration, Royal Academy, and several ministries.</li> <li>• 1 IP manual prepared with consultation among various stakeholders in two workshops with 46 participants (800 pages IP manual produced, about 100 copies distributed).</li> <li>• 3 ToTs conducted: 43 Trainers trained (80% informed that they will apply the knowledge)</li> <li>• One two days training conducted to 52 participants.</li> <li>• 1 IP lexicon of 30 pages prepared.</li> <li>• Translation of IP manual/materials is ongoing.</li> </ul>
9	CIB / CDC	<p>Raising awareness on the law on investment and its regulation and investment promotion to the sub-committee on Provincial/Municipal investment and private sector:</p> <ol style="list-style-type: none"> <li>1. Workshops to raise awareness on the law on investment &amp; regulations</li> <li>2. Facilities &amp; Support to PMIS</li> <li>3. Study Tours - Vietnam, Thailand or China</li> <li>4. Technical Assistance - After care services, service to investors &amp; Client Orientation</li> </ol>	<ul style="list-style-type: none"> <li>• Institutional assessments of 6 provincial Provincial-Municipality Investment Sub-Committee (PMIS) completed (people involved in the discussion reached 116): Kampong Cham, Stung Treng, Rattanakiri, Oddor Meanchey, Koh Kong, and Kampot.</li> <li>• Training plan on Investment Promotion completed. Unit directors will be sharing their experience on investment promotion during the training.</li> <li>• National Awareness Workshops on Investment Promotion completed for 24 provinces on 22 February 2012 conducted at CDC with 157 participants.</li> </ul>



MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
10	LAD / MOC	<p>Support drafting E-Commerce Law:</p> <ol style="list-style-type: none"> <li>1. Review the draft law on e-commerce with local lawyers and officials involved in business law drafting</li> <li>2. Improve the existing Khmer translation of the E-commerce law staff</li> <li>3. Organize stakeholder consultative meetings for the public and private sector on current status of the draft in order to obtain feedbacks, comments and suggestions</li> <li>4. Contact e-commerce implementing bodies in other ASEAN countries to obtain best practices and lessons learned in law drafting (study tour)</li> </ol>	<ul style="list-style-type: none"> <li>• Booklets printed and delivered in Sept 2012.</li> <li>• Inception report of E-Commerce Law completed</li> <li>• 1 high panel meeting to discuss on draft E-Commerce Law with 15 participants conducted</li> <li>• Revising of 2008 draft E-Commerce Law completed by consultant in English version. Translation and submission to interministerial working group will be carried out in 2013.</li> <li>• ToR of national consultant revised and the process of reselection is commenced.</li> </ul>
11	CAMCONTROL / MOC	<p><u>Strengthening Institutional Risk Management Capacities in CAMCONTROL General Directorate:</u></p> <ol style="list-style-type: none"> <li>1. Strengthening management structures and processes in CAMCONTROL General Directorate;</li> <li>2. English language training for CAMCONTROL Risk Management Unit; and</li> <li>3. Equipment procurement for CAMCONTROL Risk Management Unit.</li> </ol>	<ul style="list-style-type: none"> <li>• Preliminary Risk Level Report on Food Imports completed in January 2012.</li> <li>• Regulations Report on Imported Food into Cambodia completed in March 2012.</li> <li>• Revised Job Description Report completed in March 2012.</li> <li>• Report on the Options for Management Structure on Risk Management completed in March 2012.</li> <li>• Monitoring and Evaluation Indicators for RMU prepared in June 2012.</li> <li>• Standard Operating Procedures and Training Plan for RMU completed in June 2012.</li> <li>• 1 Half-day workshop on the Training Plan has been conducted with 83 participants on Risk Management conducted in March 2012.</li> <li>• 1 term of English class completed; 3 more terms of English to be continued after completion of procurement process. 14 staff joined private English class.</li> <li>• 6 staff attended a ten-hour technical English (English for laboratories) class.</li> <li>• This project has been revised. MoU will be signed in Jan-Feb 2013.</li> </ul>
12	NCD / MOC	<p><u>Reviewing of Commercial Laws:</u></p> <ol style="list-style-type: none"> <li>1. Planning the survey and drawing up a work program</li> <li>2. Consulting with the business community and Government entities on the workplan for the survey</li> <li>3. Conducting the survey</li> </ol>	

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
13	DOP / MOC	<p>4. Reviewing the survey</p> <p>5. Drawing up a final inventory of possible actions</p> <p>Strengthening MoC core DR functions through the DoP Institutional and Individual Capacity:</p> <ol style="list-style-type: none"> <li>1. MOC is complying faster and more effectively to government-led Public Administration Reform through strengthened DoP.</li> <li>2. MoC Departments are equipped with better trained personnel</li> <li>3. Provincial Departments of Commerce are integrated in MoC's annual training plan.</li> <li>4. Increased match between department staff needs and offer</li> <li>5. Improved career development and skill development for MoC official</li> </ol>	<ul style="list-style-type: none"> <li>• A draft MOC HR policy was developed in September 2011 after an Organizational Review Workshop attended by 49 MoC officials.</li> <li>• Workshop on Training Needs Assessment for central departments and provincials organized in Sept 2011 attended by 72 staff.</li> <li>• The Training Needs Assessment questionnaire development in the TNA Workshop in September was distributed and answered by 449 staff from MoC and 24 PDoCs.</li> <li>• Workshop on Functioning, Capacity Assessment and Sharing Capacity Development was completed in Dec 2011 and attended by 94 officials from MoC and the 24 PDoCs.</li> <li>• A draft of the Capacity Development Plan for the central departments, provincial departments and the Ministry of Commerce (MoC) for 2012 through 2014 was completed in January 2012.</li> <li>• The Capacity Building Plan was distributed to 64 officers and staff of MoC and PDoCs in February 2012 during the Dissemination Workshop and to share the results of the Capacity Development Plan.</li> <li>• Workshop to Review the three years Development Plan and to Review MoC-wide Training Programs were held in March 2012 and attended by 73 MoC and PDoC officials and staff.</li> </ul>
14	TPD / MOC	<p>Value Chain Information Unit:</p> <ol style="list-style-type: none"> <li>1. Capacity building on how to conduct market and value chain analysis</li> <li>2. Research and analysis on the 19 priority sectors; and</li> <li>3. Dissemination of trade information.</li> </ol>	<ul style="list-style-type: none"> <li>• Training and coaching for VCIU staff and provincial staff completed.</li> <li>• Two research topics (rubber and pepper) completed by July 2012. The reports in English finished, Khmer version is being reviewed.</li> <li>• Two validation workshops organized in July 2012.</li> <li>• IC decided to close the project.</li> </ul>
15	DTSI / MOC	<p>Capacity Building for the Dept of Trade &amp; Statistics:</p> <ol style="list-style-type: none"> <li>1. Design a survey to assess needs of trade information users</li> <li>2. Draft format for new publications (yearly and monthly)</li> </ol>	<ul style="list-style-type: none"> <li>• 1 Survey on Trader Users conducted with sample of 137 (43 female) who are senior officers, directors, national and international business firms staff</li> <li>• Forms for the electronic data format produced and new website design interface completed.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
		<p>and for website, tools or platform (on the job training) and verification</p> <ol style="list-style-type: none"> <li>3) Training to use ITC's market analysis tools – Trade Map, Market Access Map, Product Map and Investment Map</li> <li>4. Training on statistical analysis and elaboration of data</li> <li>5. Training on IT</li> <li>6. Printing and publication of Yearly Book and host on website</li> <li>7. Study tour in provinces on the maps stated in activity 3</li> <li>8. Workshop on M&amp;E</li> </ol>	<ul style="list-style-type: none"> <li>• New Statistical Trade Year Book for 2011 layout completed and ready for printing.</li> <li>• 15 staff were trained for 10 days on statistical analysis (time series, sampling technique, data entry), and ITC tools (Market Analysis, Market Mapping.</li> <li>• On the job training on IT was partly provided alongside with management of ICT.</li> <li>• 35 participants from provincial department, CCC, associations, companies, and related stakeholders were shared on the Trade Analysis Tools of ITC during study tour into three provinces [Battambang (rice); Pailin (cashew nuts); and Ratanakiri (cassava)].</li> </ul>
16	RSA	<p><u>Development of a trade curriculum at the Royal School of Administration:</u></p> <ol style="list-style-type: none"> <li>1. Participation in the elaboration of concept note on trade curriculum building and teaching by fine tuning needs, population analysis, review existing curricula and devise potential partnership</li> <li>2. Produce a curriculum sketch with individual module objectives, target population, credits</li> <li>3. Development of course catalogue or package</li> <li>4. Capacity development for RSA staff and MoC officials</li> <li>5. Inter-ministerial back-up by raising awareness on program in line ministries</li> </ol>	<ul style="list-style-type: none"> <li>• TNA conducted and TNA Report completed with 122 respondents from private firms.</li> <li>• Workshop on the Development of Trade Curricula conducted on 19 August 2012 with 50 participants.</li> <li>• Course Plan completed and included in the course catalog.</li> <li>• Workshop for the validating the final curriculum conducted on 28 June 2012 with 46 participants.</li> <li>• Completed the Trade Curriculum and Concept Notes on Trade Curriculum Building and Teaching</li> <li>• Completed the Curriculum Sketch and 20 Individual Modules</li> <li>• Completed the Course Package (manuals, tests, exercises, audio visual aids, trainer's guides)</li> <li>• Project Completion Report has been completed and submitted to DICO.</li> <li>• Project Completed and Closed in December 2012.</li> </ul>
17	GDIT / MOC	<p><u>MOC ICT Master Plan:</u></p> <ol style="list-style-type: none"> <li>1. Infrastructure</li> <li>2. Applications</li> <li>3. Management &amp; Support: System Support &amp; Management</li> </ol>	<ul style="list-style-type: none"> <li>• National IT manager recruited and work in progress.</li> <li>• Contract for National IT consultancy firm (TDSP/2011/063/2) signed.</li> <li>• Contract for Supply and installation of enterprise servers and networks (TDSP/2011/063/3) signed.</li> </ul>



MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
18	GIDCE / MEF	<p>Unit (SMSU)</p> <p>4. Sustainability: Training on Automation &amp; Cost recovery mechanisms</p> <p>5. Quality: Policies &amp; Guidelines</p> <p><u>GIDCE Capacity Enhancement Program:</u></p> <ol style="list-style-type: none"> <li>1. Development of Nat'l Intelligence System</li> <li>2. Strategic Plan &amp; Business Case - Customs Marine Enforcement</li> <li>3. Outreach &amp; Training - FZ Operators, Investors &amp; Custom officials</li> <li>4. Improving compilation of trade statistics</li> <li>5. Training &amp; Staff Dev.</li> <li>6. Bus Plan for Inspection of Petroleum Products</li> <li>7. Development of sound regulatory Excise regime</li> </ol>	<ul style="list-style-type: none"> <li>• ICT Office Equipment delivered.</li> <li>• Contract for Turnkey solution for CO processing and a Trade Information Website (TDSP/2011/063/5) signed.</li> <li>• Package of Design, Supply and Deployment of a Wide Area Network (TDSP/2011/063/6) is under contract stage.</li> <li>• Office Furniture for ICT (TDSP/2011/063/7) delivered.</li> <li>• Contract for Supply and Installation of Generator and Electrical Renovation (TDSP/2011/063/8) signed.</li> <li>• Office Renovation and Partitions (TDSP/2011/063/9) completed.</li> <li>• Package for ICT Library (TDSP/2012/079) is in contract stage.</li> <li>• Draft National Intelligence System had been completed and the process of piloting the system is being considered</li> <li>• Inception Report for Data compilation from ASYCUDA to CSS had been completed and the installation of IT Infrastructure for data compilation had been completed, while the user manual training preparation is ongoing</li> <li>• System for the Compilation of Trade Statistics developed.</li> <li>• Inception Report for the Strategic Plan and Business Case for Marine preparation has completed.</li> <li>• Review of Excise Legislative Framework Administration had been completed and new excise had been proposed in the study report.</li> <li>• Petroleum Products and Excise Enhancement is being studied.</li> <li>• Improvement in the Compilation of Trade Statistics is ongoing.</li> <li>• Recruitment of a National Consultant to prepare the computerized National Intelligence System has commenced.</li> </ul>
19	RSA	<p><u>Implementing Agencies Capacity Enhancement Program (IACEP):</u></p> <ol style="list-style-type: none"> <li>1. Initial inventories &amp; assessment completed</li> <li>2. Framework developed</li> <li>3. Training Deployed</li> <li>4. Evaluation carried out &amp; extension plan designed</li> </ol>	<ul style="list-style-type: none"> <li>• Completed initial skills inventory list and training needs assessment of implementing agencies with 44 participants from 11 IAs.</li> <li>• Completed inventory list of training courses in and out of Cambodia on key course topics.</li> <li>• A validation workshop on TNA conducted on June 2012 with 30 participants from TDSP IA.</li> <li>• Completed review of RSA capacity assessment to provide key training to</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
20	ISC / MIME	<p><u>Development of Completed Drafts of National Standards for Rice and Strengthening the Capacity of Conformity Assessment Body - Phase I:</u></p> <ol style="list-style-type: none"> <li>1. Complete 11 Draft Standard for rice, One Standard for packaging, Three guidelines &amp; Three codes of good practices</li> <li>2. Certifying Systems recognised by national, regional and international markets</li> <li>3. Information booklets &amp; leaflets in Khmer &amp; English for rice producers &amp; exporters</li> </ol>	<p>officials</p> <ul style="list-style-type: none"> <li>• 7 Training Institutions short listed to conduct the courses.</li> <li>• Break down the outline of each course which had been recommended in the assessment report and compilation into a package for bidding.</li> <li>• Completed institutional assessment.</li> <li>• Complete draft of 13 standards by consultants.</li> <li>• Completed translation of 10 rice standards and one standard for packaging materials.</li> <li>• Collected data from 11 provinces: Prey Veng, Siem Reap, Kampong Thom, Kampong Cham, SvayRieng, Takeo, Kandal, Kampong Speu, Pursat, Battambang and BanteayMeanchey.</li> <li>• Collected information from CARDI, CEDAC, Signatures Asia and Loran on rice standards.</li> <li>• Ongoing prepare training material on GMP/GHP and HACCP for rice mailers and traders</li> <li>• Studied the existing CS 191:2011 against Codex guideline, SLS 1266:2011 and HACCP Code:2003 and propose to prepare Cambodian HACCP (auditable) standards to SDTC Department.</li> <li>• Single source selection of Accreditation Body need to be confirm (wait for confirmation from DICO).</li> <li>• Capacity enhancement on the Conformity Assessment Body for Rice is a waiting for Accreditation (pending).</li> <li>• Translate documents (Rice certification Scheme Questionnaire – GMP/GHP, GMP/GHP Criteria for Rice Mills, HACCP Guideline for Rice Mills) (wait for editing)</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
21	FIA / MAFF	<p><u>Better Quality and Safety of Fish and Fishery Products for Improving Fish Trade Development in Cambodia:</u></p> <ol style="list-style-type: none"> <li>1. Assess Current Quality and Safety Issue in Post-Harvest Fisheries</li> <li>2. Increase awareness of Fisheries, Fish Products and Traders on Quality, Safety Assurance and Standardization</li> <li>3. Establish Fish Cooperative Societies</li> <li>4. Strengthen Capacity of the Fisheries Competent Authority to support the Fish Processor Cooperatives</li> <li>5. Pilot Intervention for Better Quality and Safety Assurance Conducted</li> </ol>	<ul style="list-style-type: none"> <li>• 1 leaflets and 6 booklets had been drafted.</li> <li>• Procurement of UNIDO under Single Source Selection completed and contract is expected to be signed by January 2013.</li> <li>• Laboratory equipment awaiting technical specifications from IA.</li> <li>• Office equipment and furniture delivered.</li> </ul>
22	GDCE/MEF	<p><u>Strategic Proposal for the Support of ASYCUDA World System:</u></p> <ol style="list-style-type: none"> <li>(1) extension of contract with a local Cambodian sub-contractor engaged currently by Webb Fontaine;</li> <li>(2) extension of contract with Viettel for the supply and provision of the fiber optic communication network;</li> <li>(3) extension of contract with Manich for the maintenance of IT equipment;</li> <li>(4) extension of contract with a local IT consultant to upgrade and enhance the GDCE website, including the creation and configuration of AW Direct Trader Input (DTI) feature;</li> <li>(5) support of the GDCE HQs AW Office;</li> <li>(6) securing support from UNCTAD to ensure effective and efficient operation of AW, including the upgrade of AW software to the latest release;</li> <li>(7) capacity building for the NPT; and</li> <li>(8) engagement of an international consultant to develop the long term sustainability plan and cost recovery mechanism for the operation of AW system.</li> </ol>	<ul style="list-style-type: none"> <li>• Contract for the deployment of WAN was signed. Service delivery is ongoing.</li> <li>• SSS on Consultant Services Support for ASYCUDA has received NoL from MEF and WB. Now it is under negotiation stage.</li> <li>• ASYCUDA Support for Asian Region (ASM) – Single Source Selection with UNCTAD will require justification from GDCE.</li> </ul>
23	SNCIPR	<p>Developing a Stronger National System for IP</p> <ol style="list-style-type: none"> <li>(1) IP Administration System automated and upgraded.</li> <li>(2) Dynamic IP website fully developed and enhanced.</li> </ol>	<ul style="list-style-type: none"> <li>• Term of Reference of Consultant finalized.</li> </ul>



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24	CCC	<p>(3) SME Information Desk established at the National Secretariat of IPR.  (4) Intellectual Property Rights Publications translated from English to Khmer and from Khmer to English.  (5) Enforcement procedures on Intellectual Property Rights compiled.</p> <p>Support to the G-PSF</p> <ul style="list-style-type: none"> <li>• Complete Member Survey.</li> <li>• BMOs' representatives trained to provide efficient support to Public Private Dialogue</li> <li>• Cooperation with research and learning institutions established</li> <li>• Analytical works (2 studies of at least 20 pages each) identifying policy measure to be discussed with Government based on the issues identified in the member surveys</li> <li>• The GPSF provides regular inputs into the Trade SWAp Pillars updating and implementation process</li> <li>• Enhanced capacity of CCC in project management, monitoring &amp; evaluation, and communication</li> </ul>	<ul style="list-style-type: none"> <li>• TOR of consultants being finalized for recruitment.</li> </ul>

#### 4. Procurement Monitoring Reports

##### *Descriptive Summary:*

All procurement relates to Goods and Consultants, and some are subject to prior review by the World Bank, are described in this report. There are five procurement monitoring reports prepared by TDSP and attached with this IFR.

##### *Procurement Staffing:*

Currently, the procurement unit of DICO is headed by a Procurement Chief/Head of Procurement with onestaff. The procurement unit is being assisted by one full time National Procurement Coordinator and an International Procurement Expert providing intermittent inputs.

##### *Notable Procurement Arrangements in the quarter under review:*

During the quarter, nine goods contracts for the value of US\$ 1,342,432.76 and one new individual consultancy contracts for a total amount of US\$ 26,824.00 was signed. The grand total of contracts signed up to this quarter is US\$ 7,188,056.52 equaled to 130.69% as set against the procurement benchmark of US\$ 5,500,000.

##### *Complaint by bidders, consultants and end users:*

During the quarter, there were no complaints by bidders, consultants and end users with regard to the procurement activities

##### *Contract amendments/Variation orders:*

During the quarter the contract with Viettel (Cambodia) Pte., Ltd as service provider to Maintenance Service for Wide Area Network (WAN) System for GDCE was amended by upgrading speed of two lines of internet service for Customs Head Quarters from 2mbps to 4mbps, as GDCE requirement. Furthermore, during this quarter four contracts of individual consultancy contracts were extended for different period i.e. within 4, 5, 7 and 12 months respectively (up to March, April, June 2013 and January 2014). The total value of those extended contracts is US\$ 299,588.50

##### *Unsatisfactory performance by contractors/suppliers/consultants:*

There was no unsatisfactory performance by contractors/supplier/consultants noted during the quarter under review.

##### *Disputes (which may lead to claims, cancellations, arbitration or legal remedies):*

During the quarter or as the end of the quarter no such disputes noted.



**TEKRETH Kamrang**  
**National Project Director of TDSP**

Date: February 13, 2013

