



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 1 – 2013**

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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, till the end of January 31, 2014.

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:

- Removing Technical Barriers to Trade (TBT) and developing a Sanitary and Phyto-Sanitary (SPS) regime:*
- Trade Facilitation*
- 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. In addition, UNOPS/EIF made an advance payment of US\$ 175,000 to UNDP to complete the update of DTIS. DICO disbursed US\$61,104 from EIF funds for the payment of consultancy fees, advertising costs and training and workshops.

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

During the quarter under review, TDSP submitted three replenishment applications for US\$ 788,066 for the disbursements made in the months of November 2012 to January 2013. In addition, TDSP also submitted one direct payment application for US\$ 359,862 to be paid to UNIDO. In return, the World Bank has replenished US\$ 788,066 into the Designated Bank Account and also effected the direct payment.

For Quarter 1 of 2013, TDSP projected to disburse US\$ 586,763 towards its project components under various disbursement categories. At the end of the quarter, TDSP disbursed US\$943,549, which is approximately 61% more than the projected disbursement.

Though the actual disbursement is much higher than the projected disbursement due to the direct payment of US\$ 359,862 to UNIDO which was not included in the projection for disbursement, this has been the consecutive third 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 one, TDSP's projected disbursements amounted to US\$ 586,763 from MDTF funds under four different disbursement categories based on the activities expected to materialize 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\$943,549. 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.

No	Disbursement Category	January – March 2013		
		Disbursement Projection	Actual	Variance
<i>a</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>e = c-d</i>
1	Goods	129,525	181,206	(51,681)
2	Consultant Services	312,991	688,125	(375,134)
3	Training, W/Shops & Study Tours	84,603	35,183	49,420
4	Incremental Operating Costs	59,644	39,035	20,609
5	Priority Operating Cost	0	0	0
	<b>Total</b>	<b>586,763</b>	<b>943,549</b>	<b>(356,786)</b>

### 2.2.1 Goods

For the quarter under review, the management of TDSP budgeted to disburse US\$129,525 towards the payment for procurement of goods and disbursed US\$181,206.

The over disbursement of US\$ 51,681 was mainly due to the payments made for the Department of Trade Statistics and Information (DTSI) Hand Book 2011 and procurement of some office equipment which were projected to be completed and disbursed in 2012 but actually disbursed in the quarter under review.

### 2.2.2 Consultant Services

Towards consultancy services, TDSP budgeted to disburse US\$312,991 during the quarter under review and the actual amount disbursed was US\$688,125.

The over disbursement of US\$ 375,134 was mainly due to the advance payment made to UNIDO amounting to US\$ 359,862 and the previously delayed claim by few individual consultants such as WTO Policy Consultant and International Project Management Advisor, claimed during the quarter under review. As there were many unexpected slowness experienced in finalizing the contract with UNIDO, the payment made to UNIDO as advance was not included in the disbursement projection.

### 2.2.3 Training, Workshops and Study Tours

During the quarter under review, TDSP projected to disburse US\$ 84,603 but the actual disbursement was only US\$35,183.

The major reasons for the under disbursement of US\$ 49,420 were: i) Though UNCTAD has conducted few workshops towards the end of the quarter, the advances paid to these workshops have not been liquidated before the end of the quarter, ii) delay in liquidating Seminar on launching of approved standards in Battambang Province by ISC and iii) the final workshop to be held by Department of personal was delayed to April 2013.

The advances paid for the workshops conducted by UNCTAD will be liquidated in quarter two along with the fact that UNIDO also will mobilize its consultants in quarter two, it is expected that in the coming quarters, the disbursement towards training and workshops will 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, TDSP budgeted to disburse US\$ 59,644 and in actual terms disbursed only US\$39,035. The under disbursement of US\$ 20,609 was mainly due to the delayed claim by the company which provides the fiber optic communication network for the ASYCUDA Project.

#### 2.2.5 Priority Operating Costs

In line with the instruction by the World Bank, since the end of Quarter 2 - 2012, there were no POC paid to the staff working for TDSP.

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

During the quarter, TDSP budgeted to disburse US\$ 586,763 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\$943,549.

As the reasons for the variances amounting to US\$ 356,786 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	d = b - c
1: Trade Policy Formulation and Implementation	396,564	703,627	(307,063)
2: Performance Monitoring	36,823	38,765	(1,942)
3: Strengthening Institutional and Human Capacity	50,941	81,284	(30,343)
4: Implementation Support to TDSP	102,435	119,873	(17,438)
	<b>586,763</b>	<b>943,549</b>	<b>(356,786)</b>

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

The amount of US\$703,627 in the financial report comprises of the following disbursements:

- In addition to the US\$ 359,862 paid to UNIDO a further total of US\$ 167,663 was paid to WTO Policy Advisor, National Consultant to Develop Booklets, Leaflets and Website, International Standards Development Consultant, International ICT Consultant, A firm of foreign consultants working for ICT Master Plan, National IT Project Manager and National Consultant for Customs Valuation Support System.
- A total amount of US\$ 24,935 was disbursed for i) a Technical workshop for relevant government official with responsibility for issuing Certificate of Origin in Svay Rieng, Bavet SEZ and ii) a Technical workshop for relevant government official with responsibility for issuing Certificate of Origin in Phnom Penh.
- Payments were made for goods amounting to US\$144,343 comprising a 10% progress payment of US\$ 126,737 to a company involved in ICT Master Plan and the balance payments were made towards procurement of Diesel Generator and office equipment for DGIT and printing booklet on "Export Procedure Guide Book New Volume" for TPD.
- Balance amount of US\$ 6,824 was disbursed on operating costs of IAs including the internet charges and testing fees for ISC and other operating expenses such as stationary supplies and fuel incurred by the IA's of Component 1.

ii) **Component 2: Performance Monitoring**

During the quarter, TDSP disbursed US\$ 38,765 for the services provided by the International and National M&E Advisors.

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

The amount of US\$81,284 in the financial report comprises of the following disbursements:

- Fees totaling US\$46,711 paid to RSA consultants, such as National Training Needs Assessment Consultant, National M&E Consultant and International Consultant to conduct Rapid Capacity Needs Assessment.
- Payment of US\$ 30,825 was paid to 2011 DTSI Hand Book, and translation of Asian Investment Guidebook from English to Khmer language for CDC.
- The balance US\$ 3,764 was paid for Incremental Operating Costs incurred by IAs.

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

The amount of US\$119,873 in the report reflects the fees of US\$ 81,768 paid to consultants, disbursements of US\$ 5,348 for procurement of some office equipment, US\$ 9,898 for M&E Training and Trade Swap Awareness Workshop workshops 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 31/03/2013.

As at 31 March 2013, TDSP has disbursed US\$6,101,794 from MDTF funds and until 31 December 2012, the disbursements amounted to US\$5,153,429. This increase is accounted by the disbursement of US\$ 943,549 in the current quarter.

In late 2011, 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 is 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 March 31, 2013

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>• Three workshops completed in December 2012 on the European Commission's Everything But Arms Program (EC EBA Rules of Origin) in Phnom Penh, Svay Rieng, and Sihanoukville. These workshops were attended by about 346 participants.</li> <li>• Two workshops organized in Phnom Penh and Koh Kong on Rule of Origin and Free Trade Agreement with China/Japan/Korea organized in March 2013 attended by private sectors.</li> </ul>
2	TPD/MOC	Information dissemination on Top Ten products from Cambodia's 24 Provinces: 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.	<ul style="list-style-type: none"> <li>• <u>Project completed and closed. The Completion Report submitted to DICO.</u></li> <li>• 16,800 booklet titled "Cambodian Potential Products" published in April 2011</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 17 September 2012, there were 559,549 hits.</li> <li>• 2,000 copies of Digital-CD of Cambodian Top Ten Products produced and disseminated in the seminars and exhibitions held in Cambodia and foreign countries.</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	Export Training and SME Training: Export training and coaching services: 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&E.	<ul style="list-style-type: none"> <li>• <u>Project completed and currently being in the process of closed.</u></li> <li>• Training Curriculum on Export Procedures was developed by MoC to promote formal exporting. New procedures related to export included in the manual: export license, certificate of origin, SPS, insurance, border 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 PDoC, 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 was 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 about 300 participants from SMEs, PDoC, university students, chambers of commerce.</li> <li>• Final Workshops have been completed.</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 are being finalized.</li> <li>• Six information booklets fully developed in English and being translated in Khmer</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 (19-20 November 2012).</li> <li>• TC1 one time meeting on hole brick standards.</li> <li>• CAMFEBA has withdrawn their project proposal</li> </ul>
5	CAMFEBA	<p>Study on Minimum Wages and Minimum Wages Negotiation in the Garment Sector</p>	
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> <li>5. Roll-out</li> </ol>	<ul style="list-style-type: none"> <li>• The Customs Valuation system and database are being finalized.</li> <li>• Equipment: Procured by DICO and already delivered to GDCE.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
7	GDCE/ MEF	<p>Awareness Program on Customs in Cambodia:</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): All requested 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 Teaching 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 ToTIs 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 treaty (1,400 pages) underway (600 pages completed)</li> </ul>
9	CIB / CDC	<p><u>Raising awareness on the law on investment and its regulation and investment promotion to the sub-committee on Provincial/Municipal investment and private sector:</u></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> <li>• Investment Booklets printed and delivered in Sept 2012.</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>• Inception report of E-Commerce Law completed in January 2012, which includes review of the E-Commerce Law; best practice report in E-Commerce Law for Cambodia; and the recommendations to re-draft or revise the existing Law.</li> <li>• 1 high panel meeting to discuss on draft E-Commerce Law with 15 participants conducted on 13 February 2012.</li> <li>• Revising of 2008 draft E-Commerce Law completed by consultant in English version. Translation and submission to inter-ministerial 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>Strengthening Institutional Risk Management Capacities in CAMCONTROL General Directorate:</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 and 6 staff attended a ten-hour technical English (English for laboratories) class.</li> <li>• Camcontrol has already revised the structure of Risk Management Unit based on recommendation of consultant but needs further approval by MOC management.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
12	NCD / MOC	<p>Reviewing of Commercial Laws:</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> <li>4. Reviewing the survey</li> <li>5. Drawing up a final inventory of possible actions</li> </ol>	<ul style="list-style-type: none"> <li>• This project has been revised will be submitted to the World Bank for their review.</li> </ul>
13	DOP / MOC	<p><u>Strengthening MoC core DR functions through the DoP Institutional and Individual Capacity:</u></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 developed 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><u>Value Chain Information Unit:</u></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>• <b><i>IC has decided to close the project.</i></b></li> <li>• Training and coaching on Value Chain Research Methodologies for VCIU staff (14 persons) and provincial staff completed.</li> <li>• Two research topics (rubber and pepper) completed by July 2012. Two validation workshop organized in July 2012 with 160 participants.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
15	DTSI / MOC	<p><u>Capacity Building for the Dept of Trade &amp; Statistics:</u></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) and for website, tools or platform (on the job training) and verification</li> <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>• Printing of two sector profiles for pepper and rubber (in English and Khmer) is conducted. .</li> <li>• Project completion Report submitted in draft format by TPD on 13 January 2013 and is in the process of finalization by DICO once financial closure has been completed.</li> <li>• <u>The project has been completed and currently in the process of being closed.</u></li> <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> <li>• Trade Statistical Yearbook for 2011 already published and distributed, as well as put on the MOC Website</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> <li>• Final workshop completed on 23 November 2012 attended by 179 participants from trade attaches of embassies, the private sector, university and PDOC representatives</li> <li>• DTSI submitted draft copy of the Project Completion Report in January 2013 but need to be finalized with assistance from DICO by end of February 2013.</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 turning needs, population analysis, review existing curricula and devise potential partnership</li> <li>2. Produce a curriculum sketch with individual module</li> </ol>	<ul style="list-style-type: none"> <li>• <u>Project Completed and Closed in December 2012.</u></li> <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 catalogue.</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
17	GDIT / MOC	<p>objectives, target population, credits</p> <ol style="list-style-type: none"> <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> <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 Unit (SMSU)</li> <li>4. Sustainability: Training on Automation &amp; Cost recovery mechanisms</li> <li>5. Quality: Policies &amp; Guidelines</li> </ol>	<ul style="list-style-type: none"> <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>• 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> <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> </ul>
18	GDCE / MEF	<p><u>GDCE 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>• Draft report on National Intelligence System had been completed and the process of piloting the system is being considered</li> <li>• Data compilation from ASYCUDA to CSS had been completed and the installation of IT Infrastructure had been completed, while the user manual training preparation is on-going</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> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
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>• Petroleum Products and Excise Enhancement is being studied.</li> <li>• Improvement in the Compilation of Trade Statistics is ongoing.</li> <li>• National Consultant to prepare the computerized National Intelligence System has commenced.</li> <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 officials</li> <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> </ul>
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 recognized by national, regional and international markets</li> <li>3. Information booklets &amp; leaflets in Khmer &amp; English for rice producers &amp; exporters</li> </ol>	<ul style="list-style-type: none"> <li>• Completed the drafting 10 rice standards, one standard for packaging material, and 2 guidelines for rice producers (13 out of 17 standards completed).</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, Svay Rieng, Takeo, Kandal, Kampong Speu, Pursat, Battambang and BanteayMeanchey.</li> <li>• Collected information from CARDI, CEDAC, Signatures Asia and Loran on rice standards.</li> <li>• Capacity assessment on the Conformity Assessment Body for Rice completed</li> <li>• 1 leaflet and 6 booklets had been drafted.</li> </ul>
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> </ol>	<ul style="list-style-type: none"> <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 delivery completed.</li> <li>• Contract with UNIDO signed and the advance has been paid to UNIDO</li> </ul>

MOU No.	Name of IA	Title and Key Activities of the MOU/Project	Implementation Status
22	GDCE/MEF	<p>3. Establish Fish Cooperative Societies</p> <p>4. Strengthen Capacity of the Fisheries Competent Authority to support the Fish Processor Cooperatives</p> <p>5. Pilot Intervention for Better Quality and Safety Assurance Conducted</p> <p><u>Strategic Proposal for the Support of ASYCUDA World System:</u></p> <p>(1) extension of contract with a local Cambodian sub-contractor engaged currently by Webb Fontaine;</p> <p>(2) extension of contract with Viettel for the supply and provision of the fiber optic communication network;</p> <p>(3) extension of contract with Manich for the maintenance of IT equipment;</p> <p>(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;</p> <p>(5) support of the GDCE HQs AW Office;</p> <p>(6) securing support from UNCTAD to ensure effective and efficient operation of AW, including the upgrade of AW software to the latest release;</p> <p>(7) capacity building for the NPT; and</p> <p>(8) engagement of an international consultant to develop the long term sustainability plan and cost recovery mechanism for the operation of AW system.</p>	<ul style="list-style-type: none"> <li>• UNIDO will mobilise consultants in Quarter 2.</li> <li>• Consultant Services Support for ASYCUDA: NOL for Single Source selection obtained from WB and MEF.</li> <li>• Contract for the deployment of WAN was signed. Service delivery is ongoing.</li> <li>• ASYCUDA Support for Asian Region (ASM) – Single Source Selection with UNCTAD will require justification from GDCE.</li> <li>• Contract with Viettel Cambodia PTE Ltd on the Deployment of WAN for 18 months period commenced on 01 August 2012 and to end on 31 January 2014</li> <li>• Contract Amendment for the Maintenance of Wide Area Network (WAN) for Viettel Cambodia PTE Ltd signed on 21 November 2012 and to end on 31 January 2014.</li> </ul>
23	SNICIPR	<p><u>Developing a Stronger National System for IP</u></p> <p>(1) IP Administration System automated and upgraded.</p> <p>(2) Dynamic IP website fully developed and enhanced.</p> <p>(3) SME Information Desk established at the National Secretariat of IPR.</p> <p>(4) Intellectual Property Rights Publications translated from English to Khmer and from Khmer to English.</p> <p>(5) Enforcement procedures on Intellectual Property Rights compiled.</p>	<ul style="list-style-type: none"> <li>• An international consultant for SME has been recruited</li> <li>• The application received for the international Website Design Consultant is currently being evaluated</li> <li>• The ToR for the national and international consultants for endorsement is being drafted.</li> </ul>



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24	CCC	<p>Support to the G-PSE Complete Member Survey. BMOs' representatives trained to provide efficient support to Public Private Dialogue</p> <p>Cooperation with research and learning institutions established</p> <p>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</p> <p>The GPSF provides regular inputs into the Trade SWAp Pillars updating and implementation process</p> <p>Enhanced capacity of CCC in project management, monitoring &amp; evaluation, and communication</p>	<ul style="list-style-type: none"> <li>Contract with consultants have been finalised and the consultants will be mobilised in Quarter 2.</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 one staff. 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, four goods contracts for the value of US\$ 225,054.24 and six individual consultancy contracts including one consultancy firm contract for a total amount of US\$ 475,781.29 was signed. The grand total of contracts signed up to this quarter is US\$ 7,888,968.87 equaled to 131.48% as set against the procurement benchmark of US\$ 6,000,000.

##### *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, there were no contract amendment or variation orders.

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

On 30<sup>th</sup> January 2013, a contract was signed with Viettel (Cambodia) PTE, Ltd. under the contract No.: TDSP/2011/063/6, to establish a Wide Area Network for ICT Master plan project. The contact persons stated in the contract and the service providers are hard to contact with regard to the commencement of the contract and obtaining the schedule for installation.

##### *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  
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