



**KINGDOM OF CAMBODIA**  
**NATIONAL RELIGION KING**  
**Ministry of Interior – Work Bank**



**DEMAND FOR GOOD GOVERNANCE PROJECT**  
**World Bank-IDA-PPF Advance No.Q6070**

**CONSOLIDATED 2<sup>nd</sup> QUARTERLY**  
**PROGRESS REPORT FOR 2009**

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# **Consolidated 2<sup>nd</sup> Quarterly Progress Report 2009**

## **Demand For Good Governance Project World Bank-IDA-PPF Advance No Q6070**

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## ABBREVIATIONS AND ACRONYMS

ABC	Australia Broadcasting Corporation
ABC-RA	Australia Broadcasting Corporation – Radio Australia
AC	Advisory Committee
AC	Arbitration Council
ACE	Australia Centre for English
ACF	Arbitration Council Foundation
ACG	Anti-Corruption Guidelines (of the World Bank Group)
ACWG	Anti-Corruption Working Group (of RGC)
ADB	Asian Development Bank
AM	Amplitude Modulation
AKP	Agent Khmer de Press
APR	Annual Progress Report
AusAID	Australian Agency for International Development
AWP	Annual Work Plan
BB PIS	Battambang Provincial Information Service
BBC WST	British Broadcasting Commission – World Service Trust
BER	Bid Evaluation Report
BoQ	Bill of Quantities
CAR	Council for Administrative Reform
CAS	Country Assistance Strategy
CBO	Community Based Organization
CCI	Cambodia Communication Institute
CDA	Content Development Advisor
CDRI	Cambodia Development Resource Institute
CFA	Counterpart Funds Account
CFSU	Central Financial Service Unit
CFU	Central Financial Unit
CMDGs	Cambodia Millennium Development Goals
CRDAP	Cambodia Radio Development Assistance Project
CQS	Selection Based on Consultant’s Qualifications
CSA	Civil Society Assessment
CSD	Centre for Social Development
CSO	Civil Society Organization
D&D	Decentralization and De-concentration
DANIDA	Danish International Development Agency
DFGG	Demand for Good Governance
DFID	Department for International Development (United Kingdom)
DM	Development Marketplace
DMC	Department of Media and Communication
DO	District Ombudsman
DPM	Deputy Prime Minister
DST	District Support Team
EA	Executing Agency
EEO	Equal Employment Opportunities
EMP	Environmental Management Plan
EMR	Electro-Magnetic Radiation
EOI	Expressions of Interest
FM	Frequency Modulation

FMDM	Financial Management and Disbursement Manual
FMM	Financial Management Manual
FMR	Financial Management Report
FPP	Final Project Proposal
GAC	Governance and Accountability
GGF	Good Governance Framework
GGP	Good Governance Plan
GMC	Grand Making Committee
GoA	Government of Australia
GRO	Grassroots Organization
IA	Implementing Agency
ICB	International Competitive Bidding
IDA	International Development Association
IFR	Interim Financial Report
IPA	International Procurement Agent
IPC	Inter-Ministerial Procurement Committee
IRC	Incentives and Recruitment Committee
ISA	International Standards of Auditing
KAF	Konrad Adenauer Foundation
LCFG	Learning and Communication Focus Group
LIL	Learning and Innovation Loan
MEU	Monitoring & Evaluation Unit
MBPI	Merit Based Pay Initiative
MEF	Ministry of Economy and Finance
MOI	Ministry of Interior
MOInf	Ministry of Information
MOInf PISD	Ministry of Information Provincial Information Services
MOLVT	Ministry of Labour and Vocation Training
MONASRI	Ministry of the National Assembly and Senate Relations and Inspection
MPR	Monthly Progress Report
NCB	National Competitive Bidding
NGO	Non-Government Organization
NOL	No Objection Letter
NSA	Non-State Actors
NSI	Non-State Institution
NZAID	New Zealand Agency for International Development
ODA	Organizational Development Advisor
OWSO	One Window Service Office
PAD	Proposal Appraisal Document
PECSA	Program to Enhance Capacity in Social Accountability
PCO	Project Coordination Office
PIM	Project Implementation Manual
PIP	Project Implementation Plan
PMG	Priority Mission Group
PMT	Project Management Team
PRC	Procurement Review Committee
PRDC	Provincial Rural Development Committee
PST	Program Support Team
QPR	Quarterly Progress Report
RGC	Royal Government of Cambodia

RNK	Radio National Kampuchea
RTO	Research and Training Organization
TAF	The Asia Foundation
TBC	To Be Confirmed
TBD	To Be Determined
TBP	Talk Back Program
TNA	Training Needs Assessment
TOR	Terms of Reference
TWG	Technical Working Group
UNDP	United Nations Development Program
UNOPS	United Nation Office for Project Services
USAID	United States Agency for International Development
USD	United States Dollar
WB	World Bank
WMC	Women's Media Centre

## **SECTION I: PROJECT BRIEF**

### **A. Project Introduction**

The second Quarterly Progress Report (QPR) covers the period from 1<sup>st</sup> April to 30 June 2009. The report summarizes the basic information, key activities and completed milestones, emerging concerns and divergences undertake, significant achievements of procurement, financial, including conclusion and recommendations undertake in the quarter. The QPR has been compiled by the MOI/PCO, based on each IA reported for the three project components. In Section No. 3 are also attached of their individual report for further detailed information and references. These achievements are concrete foundation for the project implementations realize its long term objective of enhancing the demand for good governance in priority reform areas by strengthening institutions, supporting partnerships, and sharing lessons.

#### **A.1. Project Background**

The Royal Government of Cambodia (RGC) has recognized the importance of strengthening governance in its National Strategic Development Plan (NSDP) 2006-10 and in the Rectangular Strategy (RS) 2004-08. The RGC has also publicly recognized that “achieving good governance will require the active participation and commitment of all segments of the society, enhanced information sharing, accountability, transparency, equality, inclusiveness, and the rule of law” (RGC 2004). A number of key government policy documents, such as the RS, the Governance Action Plan, and the Decentralization and De-concentration (D&D) Strategic Framework recognize the helpful role civil society can play in governance processes.

The DFGG Project is a response to the current RGC push for reform, and has been approved as a US\$20 million-equivalent grant from the International Development Association (IDA). It will be implemented over a four-year period (2009-2013), under the general coordination of the Ministry of Interior (MOI) as the Executing Agency. Conceptually, ‘Demand for good governance’ (DFGG) aims to increase the extent and ability of citizens and other non-state actors (NSAs) to hold the state accountable, and to make it responsive to their needs. In turn, DFGG enhances the capacity of the state to become more transparent, accountable and responsive to citizens.

The process of operationalizing this concept will be implemented through four key activities: (i) promoting demand by disclosing, demystifying, and disseminating information on key government programs; (ii) mediating demand by creating and strengthening avenues for citizen feedback and addressing citizen concerns; (iii) responding to demand by creating programs for service delivery; and (iv) promoting regular monitoring and oversight of the public sector by independent actors.

#### **A. 2. Project Development Objective**

The DFGG project is a \$20 million equivalent, IDA financed grant being given to the RGC for a four year period with the aim of enhancing the demand for good governance in priority reform areas by strengthening institutions, supporting partnerships, and sharing lessons.

The state and non-state institutions and partnerships supported will be those that promote, mediate, respond to, or monitor for DFGG. The four priority reform areas, where DFGG

approaches will be supported are those identified in the Governance Pillar of the Bank-RGC Country Assistance Strategy (CAS), namely:

- (a) Private sector development,
- (b) Natural resource management,
- (c) Public financial management, and
- (d) Decentralization and citizens' partnerships for better governance.

### **A. 3. Project Component**

The project has three components: (i) Support to State Institutions, (ii) Support to Non-State Institutions, and (iii) Coordination and Learning.

- **Component 1: Support to State Institutions.** The project will support the strengthening and scaling-up of programs conducted by four SIs which have committed leadership and demonstrated initial success: (i) the Arbitration Council or AC (under the purview of the Ministry of Labour and Vocational Training); (ii) law dissemination and complaints handling (under the Ministry of National Assembly and Senate Relations and Inspections or MONASRI); (iii) the One Window Service Offices (OWSO) and District Ombudsman (under the MOI); and (iv) Radio National Kampuchea or RNK (under the Ministry of Information).
- **Component 2: Support to Non-State Institutions.** The project will strengthen the engagement of civil society and NSAs in DFGG activities by providing grant funding and capacity building assistance to NSAs. The program is administered by the Asia Foundation.
- **Component 3: Coordination and Learning.** The MOI is responsible for overall project coordination of the DFGG Project; awareness rising; and capacity building for a broader range of institutions than merely those directly involved in project implementation. To this end, a Project Coordination Office has been established, which will be responsible overseeing the daily management of the project, tracking progress, ensuring timely reporting, and promoting adherence to best management practices on part of all IAs. The PCO will have three small units that will comprise government and contract staff, supported by technical advisers:
  - (a) **Project Coordination Unit:** Functions will include oversight and coordination in planning and budgeting, financial management, internal audit, procurement and asset management, MBPI, PMG, and management information systems.
  - (b) **Learning and Communication Unit:** Functions will include guiding and overseeing the preparation and delivery of the annual Awareness Raising and Capacity Building, Communication and Studies Programs, by the appointed Research and Training Organization.
  - (c) **Monitoring and Evaluation Unit:** Assisted by the M&E research firm, the functions of this unit will include managing and supporting the M&E function across all components, developing forms/report formats to collect information on progress and performance, assisting in the development and testing tools/methods for evaluation, training M&E staff from the IAs, compiling and aggregating information from Components 1 and 2, and reporting regularly to the RGC and the Bank.

## SECTION II: OVERALL PROJECT PROGRESS REPORT

### A. Summary of Key Activities and Completed Milestones undertaken in Quarter

In the second quarter of year 2009, the work activities under the pre-condition effectiveness were carried out by each IAs. Some activities were completely finished, but some are still under the process and expected to be completed in the next quarter. The following is a summary of the main accomplishments during the reporting period:

#### + ACF

**ACF Governance:** On 12 June 2009 the ACF Board of Directors held its 17<sup>th</sup> meeting. At this meeting ACF reported and discussed amendments to the ACF Statute, financial matters, the election of 2nd term of Board, and other issues; A Regular Staff Meeting was conducted on 8 June 2009 to inform staff about the progress of the DFGG Project, and preparation activities for the effectiveness of the DFGG. On July 02, 2009; Regular Staff Meeting was held to announce the effectiveness of DFGG and to inform staff to start implementing activities.

**Subsidiary Agreement with the Ministry of Economy and Finance:** During this reporting period, the ACF and the Ministry of Economy and Finance signed the Subsidiary Agreement, which links the ACF with the Royal Government of Cambodia under the DFGG framework.

**Resolving Collective Labour Dispute:** Assisting the Arbitration Council in resolving collective labour disputes is the main priority of the ACF. During the reporting period, 34 cases were forwarded to the AC for resolution; 91% of these were from the garment sector and 9% were from other sectors (hospitality and tourism; transport; manufacturing and other sectors). The large majority of the cases forwarded were from the greater Phnom Penh area (including Phnom Penh, Kandal, and Kompong Speu). Of the 34 cases, 11 were successfully settled by agreement; 11 were decided through arbitral awards; and the remaining 12 are pending. The overall success rate from 2003 to 2009 was 68.06%.

**Recruitment of Technical Consultant:** Under DFGG, ACF will engage a technical consultant to deliver Terms of Reference (ToR) for downstream consultants to undertake several sub-projects including an economic value study; sustainability study; fundraising consultant, demand for AC services study. As noted in the 1<sup>st</sup> quarter report, ACF experienced a number of challenges in connection with the technical assistance and as a result the technical consultant originally envisioned to provide technical assistance to ACF was no longer available to take on the tasks under the extended contract. The recruitment process for another Technical Assistant is being carried out by PCO. The advertisement has been placed and applications received, The Procurement Review Committee (PRC) has scheduled to meet on 16 July 2009 to finalise the evaluation of the candidates. The PRC hopes to finalise the recruitment around the end of July 2009. Once the consultant is selected, the consultant is expected to work closely with ACF to deliver the terms of reference.

**Baseline Study:** Under the AWP 2009, ACF plans to engage an NGO experienced in social research to carry out a baseline study before the end of 2009. ACF has prepared the ToR for the baseline study and this was reviewed by PCO and the World Bank. In the pre-implementation

period, the process of selecting an NGO was the responsibility of the PCO/MoI. However, as the project became effective on 24 June 2009, all remaining tasks were passed to ACF. ACF expects to complete the recruitment process by next reporting quarter.

**Capacity Building of ACF Staff:** in the reporting period, ACF staff participated in several workshops and training courses, including: (1) Ms. Teng Ratana, Manager of Finance and Administration, attended Disbursement training at World Bank office on April 30, 2009. The workshop was organized by World Bank; (2) Mr. Sok Lor, Executive Director and Ms. Teng Ratana, Manager of Finance and Administration attended Financial Management Training; Practical Financial Management for NGOs and Strategic Financial Management for NGOs conducted by Mango from May 11 to 20, 2009, funded by ICCO and ILO; (3) Ms. Chhen Vanny, Finance and Administration Officer attended Procurement training, conducted and organized by World Bank on May 18, 2009.

**Partnership and Institutional Building:** ACF also took steps to explore partnership opportunities and formalize the professional relationship with The Asia Foundation (TAF), Radio National d Kampuchea (RNK) and MONASRI.

#### **+ MONASRI**

**National Level Baseline Study:** The Request of Proposal has been drafted by IPA. MONASRI/DFGG met with IPA to discuss the updating of TOR and some inputs to be incorporated into the draft Request for Proposal on 22 June 2009.

**Recruitment of Communication Advisor:** MONASRI/DFGG met with IPA to discuss the updating of TOR and some inputs to be incorporated into the draft Request for Proposal on 22 June 2009. Term of Reference has been updated and re-submitted to IPA. The Request of Proposal has been drafted by IPA.

**Recruitment of Land Law Expert:** This package is being procured by PCO. The pending result will be contract signing.

**Procurement Coordinator:** Contract with Procurement Coordinator was signed on 28 May 2009.

**Website Establishment:** PCO convened PRC to negotiate with MANICH Enterprise on 29 May 2009.

**Financial Management:** Financial Management System has not been in place yet.

**Monitoring and Evaluation System:** M&E system is now in place except of national baseline study which is under process of procuring a research firm by IPA.

**Partnership:** MONASRI/DFGG met with OWSO to revise draft partnership MoU on 1 April 2009. Signing MOUs with AC and RNK are pending.

#### **+ OWSO**

- Establishment of Legal Framework for setting up and extending the competencies of the OWSOs and Prakas on the transfer of competences of the relevant Ministries to the district OWSOs has been drafted;
- Preparation and Renovation of OWSO buildings and Equipping of Offices and bidding documents have been submitted to the WB for NOL;
- Selection of a reputable NGO/firm to design and conduct Baseline Assessment and ToR have got NOL (in process of selection of QIA part of Baseline Study);
- Recruitment of support staff and TAs (1 TA and 1 Website Developer), and the process and selection through PCO coordinated;
- Prepared and updated of OWSO/DO Procurement Plan and submitted to WB has been NOL for the 18 months on Procurement Plan in the first year, and
- The OWSO has coordination and harmonization and assist the NCDDS to survey the District Initiative Program (DIP) in target province areas.

### **+ RNK**

Under DFGG, RNK will expand the current TBP, rejuvenate the news services and introduce feature stories. RNK will also need to strengthen its institution to undertake the proposed program content.

The DFGG was scheduled to become effective in April 2009. There have been some delays and actual effectiveness was announced as of June 24<sup>th</sup>, 2009. However, the project is still being delayed by the non signature of the required MoU between CAR/MEF and MoInf. To prepare for such a large-scale project, a series of pre-implementation activities have been conducted or are now underway. The following report provides a status update on these activities, in advance of the launch of DFGG at the end of June 2009.

**Baseline Study (Funded by AusAID):** CRDAP and RNK jointly issued a request for proposals to conduct a Baseline Study to establish information required by indicators to monitor the quality and impact of RNK's proposed program content and institutional strengthening. These indicators include a Perception Index on the awareness level of social and political issues of listeners; on RNK's talkback program content providing an avenue for dialogue and feedback between citizens and public officials; on the responsiveness of public officials; and on the improvement of news services.

The resulting draft final report from QAsia has been submitted to RNK in April, with the final report expected to be submitted in early July. It was found that the surveying done by QAsia was not adequate as rural populations were not included. As rural populations are an important majority of RNK's audience, further surveying of rural populations is being planned to take place in July/August 2009. This research will combine the data from the original urban survey with the new rural data to provide RNK with more accurate and reliable baseline data for the project. Three research organizations have provided quotations for this work and one will be selected in early July. The field work will be carried out in August/September in Battambang, Takeo and Kampong Cham with 500 respondents and final data reports submitted to RNK in September 2009.

**Pre-Implementation Trainings for RNK staff:** Two expatriate advisors, Content Development Adviser (CDA) and Organizational Development Adviser (ODA) have conducted pre-implementation trainings during the quarter, to build the capacity of RNK staff.

The CDA will provide a professional and effective internal capacity building service to assist RNK to produce balanced, accurate, up-to-date and relevant radio programs which inform and facilitate dialogue between citizens, civil society, government, and businesses. The ODA will provide a professional and effective internal capacity building and support service to assist RNK to identify and achieve its organisational development priorities under the DFGG project and improve its overall performance.

The CDA has conducted introductory trainings on the newly produced editorial policies for RNK staff (approximately 25 participants) and how to implement and incorporate them into RNK's working environment. The CDA has also been working closely with the Talk Back (TB) team (8 staff) to monitor the programs being broadcast and provide feedback and mentoring for the team, whilst continuously improving the content of the program. A brainstorming session has also been conducted with all staff on the four key elements of the DFGG – (i) public finance management, (ii) natural resource management, (iii) private sector development and (iv) decentralization and de-concentration. The TB team are progressively focusing on these four areas – for example, during June 2009, nine of the seventeen programs fit into one of these four key areas. Program guests came from workplaces such as: Ministry of Rural Development, Cambodian Tourism Association, Asian Development Bank, UNDP and the Cambodian Union Federation.

The CDA has also been working on the radio training manuals for upcoming staff trainings when project implementation begins. The CDA has worked toward encouraging more flexible format for RNK TBP, needs assessment for news team (taking into account that not all staff are in place yet), and working on manual for the PIS news team.

The ODA, who is focusing on the six key platforms of human resources and administration, networking and partnerships, marketing and business, financial management, physical asset management, and transmission has begun an institutional capacity assessment, beginning with a training needs assessment workshop with RNK staff (approx 35 participants).

Trainings have also been run by the Financial Officer, a volunteer from Australian Youth Ambassador for Development (AYAD), to introduce staff (30 staff) to key financial forms and payment procedures that will be used throughout the project. Further introductory workshops were conducted for staff on basic computer skills and Unicode typing. Both advisors have sought to build strong relationships with RNK staff and management.

**Support for Training and Talkback Production in Battambang (Funded by AusAID & ABC):** Since 2005, the Battambang Provincial Information Services (PIS) has been a major partner in the CRDAP, the precursor project to RNK-DFGG. Battambang PIS has been provided with new equipment in March, so that it will become a regional broadcast training centre capable of professionalising the media workers at neighbouring PIS's in addition to staff at the Battambang operation. The Battambang PIS, with assistance and training from ABC, will produce feature and news stories on local level governance issues to be aired both regionally in Battambang and nationwide on RNK.

Substantial training has been provided for the Battambang PIS in producing TBPs; the CDA spent 3 days doing initial training with the PIS team during May, which was then followed up with a further three weeks ongoing training and mentoring by the ABC Content Support

Officer. The Battambang PIS broadcast their first TBP in early June and a launch workshop was held in Battambang on June 15<sup>th</sup>, attended by the Minister for Information - who is a supporter of reforms to improve program content at the provincial level - to both mark the launch of the new TBP and to workshop with local authorities and NGOs on how the TBP can be supported, and on potential topics and guests for the program.

A PIS Reporter Training Manual has been developed, which will also be used for future trainings with other PIS radio stations.

**Staff Recruitment:** The Merit Based Pay Initiative (MBPI) and Priority Mission Group (PMG) Manuals have been completed and translated into Khmer language. However, hold ups with the Ministry of Economy and Finance (MEF) and Council for Administrative Reform (CAR) signing the related MoU -which details the number of positions to be covered by the MBPI and their organization structure; the financial costs and arrangements and funding mechanisms; and the monitoring and evaluation processes and reporting requirements - have created further delays for staff to begin receiving these salaries resulting in postponement of key project activities implemented by RNK. It is hoped that the MoU will be signed in July.

The RNK selection panel have met to discuss, identify, interview and select applicants for all of the MBPI and PMG positions – in many cases there has been only one applicant to choose from. The selection panel tables a report including recommendations for selection, based on the recruitment process. The Incentive Review Committee at RNK then discusses the nomination and makes the final decision on selection.

Over the past quarter most DFGG 61 positions have been filled. Recruitment still outstanding at the end of June 2009 is: 1) Human Resource Manager, 2) Networking & Partnership Officer, 3) Procurement Officer.

**MBPI Positions:** Ten positions have been announced, applications received, interviewed and placed as of the end of June, 2009.

**PMG Positions:** Thirty-two positions have been announced, applications received, interviewed and placed as of the end of June, 2009.

### **Cross Cutting Issues**

**Approach:** Institutional Strengthening: As mentioned under B2, capacity building and training of staff is underway.

**Youth:** ABC and RNK seek to attract a more diverse share of Cambodia's population as listeners, as part of the DFGG project. Therefore some changes in programming style will be required in order to attract a younger audience. This will include developing a programming style that is more inclusive of younger listeners and attractive to a youth audience (ages between 15 and 25), who make up a significant proportion of Cambodia's population. This approach may be done via the planned new FM station. Technical discussions on the FM transmission installation including safety issues of Electro-Magnetic Radiation (EMR) are

underway. This new station, which will target people in Phnom Penh and surrounding areas, will take a youth-friendly programming approach.

In addition, programming at RNK is already beginning to incorporate youth issues – those issues that are interesting to youth and/or affect them. During June, the TBP included programs that discussed Child Labor Protection and Young People’s Fashion (10/06) – issues for youth and about youth will continue to be incorporated into programming.

**Gender:** Gender equality will be explicit and visible across all aspects of the project. Gender issues will be incorporated into both the content and focus of RNK’s programming and also into the institutional strengthening activities for RNK. Radio programming will more closely examine gender issues and discourage gender stereotypes, encourage participation of female experts, utilize research from female only focus groups, and train reporters how to consider and ask questions about issues that affect women. Each unit will set realistic related targets, and time slots appropriate for women listeners will be utilized. During June the TBP featured a program on maternal issues and dangers, featuring Dr Tung Rathavy, Deputy Director of the National Maternal and Child Health Centre.

Institutionally, a gender strategy will be developed which will cover an organisational change plan that encourages women’s effective participation in RNK, equal treatment and opportunities for female employees, and incorporation of a gender perspective in relevant policies and plans.

**Minorities:** RNK staff will be trained to research and develop programming that raises awareness of minority issues amongst the general public. This will help to ensure a greater understanding of these issues, and additionally encourage policy makers to give greater attention to these issues. Minority issues will be incorporated into the project from the next quarter onward.

#### **+ TAF**

- Key Activity 1: Develop management tools (operational manual for TAF operation);
- Key Activity 2: Undertake stakeholder consultations on DFGG project focus areas;
- Key Activity 3: Organize consultations with state institutions to define focus area of partnership grants;

These activities were completed prior to effectiveness. The operational manual was finalized on March 31, 2009 and was approved by the Ministry of Interior (MOI) and the Ministry of Economy and Finance (MEF). In addition, stakeholder consultations were held in each of the DFGG focus areas and were attended by civil society practitioners, experts, and donors. Finally, the Foundation has met with each state institution to refine their partnership strategies and to refine the terms of reference of the partnership grants under NSAC.

#### **+ PCO**

The purpose of this report is to summaries the key activities were carried out against work plan during the 2<sup>nd</sup> quarter period (from April to June 2009). The Project Coordination Office (PCO) worked closely with states and non-state institutions, project key stakeholders and

the World Bank Country Office Phnom Penh, Washington DC, Manila and Bangkok offices.

- **Project Coordination Unit (PCU):** As of this quarter end, the Project Coordination Unit was carried out the main activities and plays an important role in coordination its part C of the project and as whole project components. There have been some progress in term of the project coordination unit as indicates the following:
  - Conducted the Retreat Meeting from 8 – 9 April 2009, to reviews the Project Implementation Manual (PIM) and promotes the understanding of roles and responsibilities of each RIE and PIE with regards the Project implementation procedures (Financial Management and Disbursement and, Procurement Procedures, Monitoring and Evaluation and Progress Reports Template, Good Governance Framework and Risk Management Matrix).
  - Conducted the Project Launch Workshop on April 29, 2009 to provide a high profile disseminations event for Implementation of DFGG project to public civil society, government agencies, and project key stakeholders, donor associations, and students, national and international guests to be understanding of DFGG Project Development Objective. Particularly, provide an opportunity to each RIE and PIE present their proposed DFGG programs as well as invites feedback from participating stakeholders on the project concept.
  - Submitted the evidences for effectiveness conditions to the World Bank’s Task Team Leader likewise (PIM adoption letter in both English and Khmer languages; draft TOR for the PCG; draft code of conduct for the PCG; PCG selection process; minutes of the first PCG and GMC meeting; PCG and GMC nomination letters; the Subsidiary Agreement (SA) for ACF and TAF).
  - Supported and coordinated each RIE and PIE for reviews and updated GGF implementation as semi-annually basis and submitted to the World Bank’s Task Team Leader for information and reference.
  - Supported and facilitated each RIE and PIE for updating of their individual Risk Management Matrix as a Semi-annually basis and kept as files for project documents;
  - Submitted the consolidated Annual Work Plan (AWP) for 2009 to the World Bank’s Task Team Leader, and
  - Submitted the 1<sup>st</sup> consolidated Quarter Progress Report (QPR) for 2009 to the World Bank’s Task Team Leader.
- **Learning and Communication Unit (LCU):** During the reporting period, Learning and Communication Unit (LCU) has been achieved as indicates the following points:

**+ Partnership Learning and Communication:**

- Coordinated and assisted SIs in reviewing and updating their Partnership and Learning Plan for incorporated in Annual Work Plan, 2009;
- Drafted a MOU model and format and provided to DFGG State Institutions for consideration and further action taken;

- Participated in a meeting with Star Kampuchea to prepare and review an overall framework and agenda for conducting National Event Workshop scheduled 25-26 June, 2009;
- Participated in the opening session of Social Accountability School 3 (SAS3) funded by PECSA Program and organized by SILAKA (there were 8 government officials participated in this course). Totally, there have 28 officials participated within three courses of Social Accountability School under PECSA initiative;
- Participated in a meeting with TAF and OWSO/DO to explores an opportunity to strengthen collaboration and cooperation between TAF and OWSO/DO under coordination of PCO and attempt to develop concept note of Partnership Grant for OWSO/DO project initiative;
- Participated in a meeting with World Bank's Quality Assurance Group (QAG);
- Participated in National Event which had a theme of " Working Together for Social Accountability " scheduled from 25 to 26 June, 2009;
- Conducted meeting with potential NGOs such as CLEC, Open Forum, seeking to their engagement in PCG members;
- Conducted Trip visit to Kampong Thom province from 2-4 June, 2009. The main objective of the trip is to promote cross-fertilization and synergy from potential key stakeholder at grass-root level, and further promote understanding on DFGG Project as well as its implementation. Additionally, the encouragement of participation from Civil Society Organization with DFGG project is also promoted and disseminated, and
- Conducted LCFG workshop on May 28, 2009. The main objective of the workshop was explored and discovers the potential lessons and experiences which intends to shares and disseminates to state and non-state institutions for enhancing their project implementation effectively and efficiency. As a result of the workshop, there were three lessons learnt had been captured such as 1) the lessons on how to generates the participation from community by using participatory approach, tool and methods, 2) the lessons on how to improves local good governance by building up capacity of commune councils at commune level and 3) the lessons on how to raise awareness and promotes understanding of citizen on the Land Law and Land Registration System in Cambodia. It is useful for MONASRI taking into consideration and reference.

+ **Capacity Building Plan:** There was no training courses have been organized by PCO. However PCO was involved with the following courses:

- Participated in one-day Procurement Training Program conducted by the World Bank Procurement specialist on May 18, 2009, and
- Participated in the three-days Training sessions on Financial Management and Disbursement held from 27 to 30 April by the World Bank Country Office Phnom Penh.

- **Monitoring and Evaluation Unit (MEU):** There has been some progress in term of monitoring and evaluation as indicates the following:
  - Conducted quarterly monitoring to ensures that IAs are progressing towards work planed project goals, and the World Bank guidelines and appropriates correctives actions had been taken for works improvement;
  - Prepared an aggregate quantitative and qualitative indicators and sub-indicators for part C of the project to identify the expects uses of outcome information and monitoring for project implementation in each quarter;
  - Compiled, aggregated and consolidated and further analysing M&E information of quantitative and qualitative indicators and sub-indicators from each of the IAs for the DFGG project;
  - Prepared of the 1<sup>st</sup> Quarter Progress Report (QPR), 2009 for part C of the project and submitted to the Project Coordination Unit for review and finalized;
  - Consolidated of the 1<sup>st</sup> Quarter Progress Report (QPR), 2009 for overall DFGG project and submitted to the Project Coordination Unit for review and finalized;
  - Prepared the minute of PCO internal monthly meeting for April, May and June to review the work progress, work plans and problem solving;
  - Prepared and orientated necessary documents which related to DFGG Planning, Monitoring ad Evaluation Framework development for presenting in Retreat Meeting scheduled from 8-9 April, 2009 organized by PCO, and
  - Prepared the minute on DFGG Project Launch Workshop on 29 April 2009 at Reffles Le Royal Hotel, Phnom Penh.

## B. Emerging Concerns and Divergences from AWP

### B. 1. Plan Activities against Work Plan

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planed	Actual	Planed	Actual	
<b>ACF</b>					
Selection/ recruitment of arbitrators	Apr 09	-	Jun 09	-	No need for additional arbitrators is determined at this time. ACF continued discussions with the ILO-LDRP in relation to the formal arbitrator selection, recruitment and nomination procedures for the

					appointment of new Arbitrators and is expected to discuss this with MOLVT soon.
Organise and conduct mtgs of ACF BoD, RAC, RAM.	Apr 09	Jun 09	Jun 09	Jun 09	It is 17 <sup>th</sup> meeting of ACF Board of Directors
Organise Arbitrator Working Groups on as needed basis.	Apr 09	Apr 09	Jun 09	Jun 09	During this reporting period, the Arbitrator Working Group on Hearing Guidelines has completed its work. The guideline has been finalised and put for implementation.
Prepare ToRs for study on economic value, sustainability, fundraising	Apr 09	-	Jun 09	-	These ToRs will be carried out when PCO completes the recruitment of Technical Consultant.
Procure and coordinate with consultant/ NGO/ firms to conduct economic value study	Jun 09	-	Sep 09	-	ACF to wait for the recruitment of Technical Consultant to draft the ToR of this study.
Resolution of Labour Dispute Cases	Apr 09	Apr 09	Jun 09	Jun 09	It is the main priority of the ACF to resolve the collective labor disputes, as well as to support arbitrators
Develop database and update and draft legal tools and systems for legal research, for example benchbook publication	Apr 09	Apr 09	Jun 09	Aug 09	The development of the database system is expected to be completed by end of July.
Organise capacity building activities, coordinate with foreign trainers, coordinate training and exchange visits, international conferences and ACF retreat: develop lesson plans and materials, coordinate travel logistics,	Apr 09	Apr 09	Jun 09	Apr 09	A training on “Stress Management” is perceived as a knowledge and a better understanding of how to manage stress. As earlier indicated, ACF staff attended training and workshop sessions organized by WB/MEF to equip them with skills to work with

procurements, etc.					WB/MEF systems.  No other capacity building sessions were conducted during the reporting period, due to the delay of DFGG project effectiveness from 14 April to 24 June 2009.
Prepare ToR and procure and coordinate consultant/NGO/firm for study of expansion of services	Apr 09	-	Jun 09	-	ACF to wait for the recruitment of Technical Consultant to draft the ToR of this study.
Respond to demands for labour dispute resolution services in provinces via mobile hearing team as necessary	Jun 09	-	Jun 09	-	Due to the delay of DFGG project effectiveness, ACF will implement this activity after DFGG Project becomes effective.
Organise and conduct meetings of PCC, SAG: prepare venue, develop materials, invite participants, etc. as necessary	Apr 09		Jun 09		Due to delay of DFGG project effectiveness; these meetings have been rescheduled to take place during the next reporting quarter.
Identify partnership opportunities, establish institutional relations	Apr 09	Apr 09	Jun 09	Jun 09	The concept note and MoU is on process to build partnership with The Asia Foundation (TAF), Radio National du Kampuchea (RNK) and MONASRI
Ensure website, library maintained and improved	Apr 09	Apr 09	Jun 09	End of July 09	
Develop, update and/or publish publications, including arbitral decisions, informational materials, etc: prepare and coordinate drafts layout, design and printing	Apr 09	Jun 09	Jun 09	Jun 09	

Prepare ToR and procure and coordinate consultant/firm for media tools and production activities	May 09	-	Jun 09	-	Due to delay in project effectiveness
Coordinate with RNK re media relations and promotion opportunities	Jul 09	Jun 09	Jul 09	Jun 09	ACF was invited by RNK to send an arbitrator to speak on Talkback Show, broadcasted on air. Thus, this activity was done prior to schedule.  ACF is in the process of developing a legal framework so ACF and RNK could work together more smoothly.
Coordinate and conduct stakeholders trainings (student judge)	Apr 09	Jun 09	Jun 09	Jun 09	
AC/F will develop a more robust M&E system,	Apr 09	Apr 09	Jun 09	Jun 09	
<b>MONASRI</b>					
<b>1. Pre-Implementation Phase</b>					
Website Establishment	Feb 09	Jun 09	Apr 09		Ongoing
Organization and Staffing Plan	Jan 09		Apr 09		MBPI & PMG MoU Signing is pending
Financial Management System	Jan 09		Apr 09		Not yet set up
Staff Learning Plan	Mar 09		Jan 09		ITA is not hired yet.
<b>2. Implementation Phase</b>					
Hiring Land Law Specialist					There will be an extended contract with the specialist from SPPF but the contract is not signed yet.
Publishing of communication materials	May 09		Sept 09		

Mobile Video					It will be carried out when educational video is produced
Production of National PSAs					Waiting for the result of national baseline study.
Print Media					It will be implemented during the Land Law Dissemination Campaign in September 2009
RNK-talk Back Radio					It will be implemented during the Land Law Dissemination Campaign in September 2009
TVK-Round Table Discussion					It will be implemented during the Land Law Dissemination Campaign in September 2009
District Public Forum					It will be implemented during the Land Law Dissemination Campaign in September 2009
Complaint Handling Study					It will be implemented during the Land Law Dissemination Campaign in September 2009
<b>OWSO</b>					
Prakas on the transfer of competences of the relevant Ministries to the district OWSOs.	Mar 09	Mar 09	Apr 09	Mar-July 09	Prakas on the transfer of competences of the relevant Ministries to the district OWSOs have been drafted
Manage the bidding process OWSO/DO building	Apr 09	Apr 09	May 09	Aug 09	Project was not effective as plan;
Follow up the construction & renovation building and equipping the OWSO	May 09	-	Aug 09	-	Project was not effective as plan;
Designing the Training Programs	Apr 09	-	May 09	-	Project was not effective as plan

and Manual					
Conduct TOT training.	May 09	-	Jun 09	-	Project was not effective as plan
Organize study tour, internship and on-the-job training.	Jan 09	Mar 09	Dec 09	Dec 09	attended any trainings, WSs on procurement, DFGG dissemination, etc.
DST will work with the TAG and partners	Mar 09	Mar 09	Dec 09	Dec 09	Arrange and meeting among TAG's members on transfer of competences to OWSO
Post all relevant information of OWSO/DO in OWSO Website	Apr 09	Apr 09	Dec 09	Dec 09	- OWSO articles has posted in the NCDD website  - website developer of OWSO is in the final process of selection through PCO
Review and replicate the system and procedure by forming a 'local election committee' to elect the DO	Apr 09	-	May 09	-	Project's effectiveness was not as planned, so delay to July-Aug.
Hire an NGO to design & conduct a Baseline study	Mar 09	Mar 09	Dec 09	-	- Qualitative Impact Assessment of the OWSO has separated from former Baseline Assessment, and it was in the process of selection. - The TOR for the rest part of Baseline study was approved by WB
Four staff DST (Contract Administration Assistant, DST Monitoring and Evaluation Assistant, DST Capacity Building Assistant, DST Information and Communication Assistant) will be recruited to work with	Mar 09	Jul 09	Apr 09	Aug 09	Project was not effective as plan

PST and one additional staff for each ExCom/PRDC					
Three national advisers (2 for Operation & 1 for policy) will be recruited	Mar 09	Jul 09	Apr 09	Aug 09	- 1 TA for Operation is in the process of selection through PCO - Others will be recruited in July 09
Cooperate closely with other project components such as RNK, MONASRI etc. to disseminate and provide access to information	Mar 09	Mar 09	Dec 09	-	MoU with MONASRI has been finalized and wait for formal signing. RNK and others are contacted included non IAs such as 12 NGOs-members of LCFG and Pact Cambodia and its partner in the target provinces.
Update the 18 months Procurement Plan	Feb 09	Feb 09	Mar 09	Jun 09	Completed
Prepare the necessary procurement documents according to its category and needs	Mar 09	Mar 09	Dec 09	Dec 09	TORs have updated will starting in July
Assist NCDDDS to coordinate all projects related studies, evaluations, missions, trainings, workshops and seminars	Apr 09	Apr 09	Dec 09	Dec 09	Plus the legal framework development /drafting. Data collection for DI/NCDD, etc.
<b>RNK</b>					
Baseline study	Nov 08	Dec 08	Mar 09	Jul 09	QAsia has supplied final report but further rural surveying is required
Staff recruitment	Nov 08	Jan 09	Feb 09	Jul 09	Recruitment of new staff will be complete in July 2009
<b>TAF</b>					
Development of Operational Manual	-	-	-	Mar 09	
Stakeholder Consultations	-	-	-	Apr 09	
SI Consultation	-	-	-	Apr 09	

PCO					
Conducted the second Project Coordination Group (PCG) meeting	Jun 09	-	Jun 09	-	Not carried out as plan, due to the first PCG meeting had been held in the first quarter and it will be conducted by December, 2009.
Appoint National Consultant	Apr 09	Apr 09	Jul 09	On the process	It will be completed by August, 2009
Appoint M&E Research Firm	Apr 09	Jun 09	Aug 09	On the process	It will be completed by September, 2009
Appoint Research and Training Organization (RTO)	Apr 09	Jun 09	Aug 09	On the process	It will be completed by November, 2009
Procure Offices, vehicles & Equipment	Jan 09	Jan 09	Aug 09	On the process	It will be completed by December, 2009
Website designed and operated	Apr 09	-	Jun 09	-	Not applicable, it will be completed by September, 2009
Conducted DFGG Retreat Meeting	Apr 09	Apr 09	Apr 09	Apr 09	
Conducted DFGG Project Launch Workshop	Apr 09	Apr 09	Apr 09	Apr 09	
Develop baseline study	Apr 09	-	Jun 09	-	Not applicable, because waiting M&E Firm
Conduct internal audit	Jun 09	-	Jun 09	-	Not applicable, it will be conducted by December, 2009
Conduct quarterly monitoring	Jun 09	Jun 09	Jun 09	Jun 09	
Conducted stocktake of GG/DFGG experience in Cambodia	Jan 09	Jan 09	Jul 09	On the process	It will be completed by July, 2009
Develop detailed awareness raising and capacity building program	Apr 09	-	Jun 09	-	Not applicable, need support from RTO and going to complete by Aug, 09
Develop detailed communication program	Jan 09	Feb 09	Apr 09	On the process	It will be completed by Aug, 2009
Conduct LCFG number 4 <sup>th</sup> meeting	Apr 09	May 09	Apr 09	May 09	
Reviewed and updated of Good Governance Plans	Jun 09	Jun 09	Jun 09	Jun 09	

## **B. 2. Emerging Concerns**

During the course of the implementation the following issues and challenges have been identified:

### **+ ACF**

**Financial Difficulty during the Extension of DFGG Project Effectiveness:** The DFGG Project effectiveness, originally scheduled for April 14, 2009, was postponed until late June 2009. To the extent that ACF has limited working capital, the extension posed serious implications for the operations of ACF. In response to these difficulties, ACF submitted a formal request to the PCO to use PPF2 to cover its day-to-day operations until DFGG Project effectiveness. As a result, ACF was permitted to use funds under PPF2 for the period 19 May to 17 June, 2009.

**Difficulties in Procurement Process:** ACF requires a dedicated Procurement Officer to assist with procurement activities. The recruitment of the Procurement Officer is underway but has taken longer than expected as the first ranked candidate was not available for the position and the PRC has to interview the second ranked candidate. Any delay in recruitment of the Procurement Officer may result in subsequent delays in the process of procuring a Technical Consultant, NGO to undertake the Baseline Study and other tasks.

**Delay in Studies of ACF:** As the process of recruitment of the Technical Consultant has been delayed, some sub-projects (economic value study; sustainability study; fundraising consultant, demand for AC services study) which ACF planned to conduct within the first year of the project may not be completed on schedule. If the recruitment of the Technical Consultant is completed during the third quarter 2009, it is hoped two or three studies would be carried out prior to the end of 2009.

**+ MONASRI:** The main issue is that lateness of recruitment of ITA and NA and other packages.

**+ OWSO/DO:** The project effective is often delayed; leading some activities can not start as plan.

### **+ RNK**

**MBPI/PMG MoU:** The MoU between CAR/MEF and RNK/MOInf has still not been signed due to a hold-up at CAR, although project effectiveness began since June 24<sup>th</sup>. This has created uncertainty about whether MBPI/PMG salary payments should become effective from project effectiveness date or the MoU signing date. As the World Bank has advised that MBPI/PMG salary payments should not be made until the MoU signing, RNK will not initiate staff contract signing until this occurs. Hence, although the majority of positions have been recruited and selected, no staff contracts are in place. This may cause further delays to the project implementation due to uncontracted staff being unable/unwilling to be in post full-time.

**Pre-Implementation Partnerships:** As part of the project pre-implementation requirements, RNK must form partnerships with both state actors and non-state institutions. Whilst partnerships have been discussed and agreed with MONASRI and OWSO, at this point there

is no formal agreement. An MoU needs to be developed and signed by both parties to formalise the partnerships.

Whilst discussions have been held between RNK and PACT Cambodia, an NGO working in the governance sector, it has been difficult to keep this particular partnership process on track. PACT is eager to partner with RNK and produce a radio program focusing on their program principles of governance; however RNK has been slow to make the most of this mutually advantageous partnership. Meetings with PACT regarding potential development of an NGO partnership agreement through production of a TBP have been held and it is hoped that an MoU can be drafted and signed in August 2009.

**PCO Reluctance to Pay Advertising Costs:** Following the changes to the Procurement processes, RNK was required to arrange the procurement of its Individual Consultants for the implementation period. RNK received the World Bank's approval for the advertising expenses to be covered by the Project Preparation Fund II (PPF-2) through the PCO. The PCO have disagreed about the process for paying advertising costs related to print adverts placed for recruitment of specialists by RNK. They have delayed making a decision on payment of these costs and refused to cover the costs. The PCO claims the costs are too high and more than other IAs. Whilst it is true that the costs are high, there is no documentation that indicates how much may be spent or how many times an advertisement may be placed. It is noteworthy that the advertising for previous contracts had only received 4 candidates (HR Specialist), while the advertising conducted by RNK has received 24 candidates (Procurement Specialist). The PCO also gave RNK verbal authority to go ahead with the advertisements without having to see them or authorise them. It is essential this issue is dealt with quickly as one newspaper is threatening to print information on the debt by ABC/RNK. Due to the urgency of the situation, with advice from ABC, RNK had to find funding to pay for the advertising costs, and await reimbursement from the World Bank. As a result of further discussions between HE Ngy Chanphal (DFGG Project Coordinator), HE Tan Yan (RNK Project Director) and Mr Ta Rath (ABC Team Leader), it has been decided that PCO will pay one half of the costs of this advertising and the ABC will pay the other half on behalf of RNK. In the future, better communication between PCO and RNK must be a priority, and RNK must ensure that all authorisations from PCO are in writing (email or letter).

**Procurement:** The procurement progress has experienced a number of delays due to the changes in the contract with the Crown Agents International Procurement Agency (IPA) and the increased workload with the issuance of the MEF letter no 6721. These delays have caused significant variances between the planned and the actual procurement monitoring dates. The MEF's letter #6721 requires RNK to arrange the procurement process for a number of items without the assistance and the experience of the IPA. RNK is still dealing with the IPA for a number of larger items, and is having regular contact with them to ensure that the terms of reference and technical specifications meet the IPA's requirements and delays are minimised.

Compounding the difficulties is that since the Procurement Specialist consultant contract and RNK's Procurement Officer under PMG will not commence until the project's effectiveness, RNK's capacity is still limited in maintaining this procurement process. With the project effectiveness date being announced at of the 24<sup>th</sup> June, it is expected that these two positions can be filled in the near future, which will facilitate the procurement process greatly.

However, the new Procurement Officer will still require support and training, much of which the in-coming Procurement Specialist will be able to provide.

RNK has also experienced difficulties with the procurement conducted by the PCO under the PPF-2 funding. In the case of the Office Furniture procurement item, a contract was awarded to a supplier with goods that failed to match the technical specifications provided by RNK. The goods were marked 'compliant' without an independent check of the supplier's claims. RNK were not invited to review the contract prior to signing or invited to participate in the Procurement Review Committee's evaluation of the bids. RNK was informed by the PCO that it was not possible to make changes to the PRC's decision without resubmitting the bids. To avoid further delays, RNK has accepted the contract prepared by the PCO.

The IPA received their final procurement requests on the 30<sup>th</sup> June – this is due to Crown Agents contract with MEF drawing to an end. As yet, we have not received any details of how future procurement will proceed, i.e. who will take over the IPA contract. This could result in even further delays in procurement if a new IPA is not identified very soon.

**AusAID's Reduced Funding:** In early 2009, AusAID indicated that it can no longer provide the A\$4.3 million previously promised to ABC to deliver technical support to RNK in implementing DFGG from March 2009 to March 2013. AusAID advised it can now only provide A\$3 million, due to changes in aid priorities by the Government of Australia and as a result of the global economic crisis. This cutback represents a shortfall of A\$1.3m for ABC to provide technical support to RNK until the end of DFGG. With this shortfall, ABC will not be able to deliver technical support to RNK until March 2013. Negotiations between AusAID, World Bank, Ministry of Economy and Finance, RNK and ABC are underway to resolve the issues of funding shortfall. The contraction of the CDA and ODA's roles will result in the mentoring process being significantly shortened, hindering the long term effectiveness of the project. This may well lead to RNK's failure to achieve their DFGG's stated outcomes which will ultimately lead to DFGG's goals being compromised.

+ **TAF:** Not Applicable:

+ **PCO:**

**Delay in Appointment of Research and Training Organization (RTO):** PCO needs RTO to assist and carry out the varieties of works activities. The recruitment of the RTO is expected to be completed on August 2009, but until now it is in progress and has taken longer than scheduled. Any delay in recruitment of the RTO may result in subsequent delays in the implementation of the work plan, LCFG activities and other tasks.

**Delay in Appointment of M&E Research Firm:** PCO requires a dedicated M & E research firm to conduct the baseline study for component 3 and finalize of the M & E system across all Implementing Agencies (IAs) and train staff on M & E system and undertake quality control on M & E system, process and provide advices and technical guidance on development of M & E strategies of the different IAs. The recruitment of the M&E is expected to be completed on August 2009, but until now it is underway and has taken longer than plan. Any delay in recruitment of the M&E firm may result in delays of carry out the Baseline Study for the component 3 and other tasks.

**Delay in Procurement Process:** The recruitment of the National and International consultants and other procurement packages was taken behind the procurement plan due to limited of procurement capacity, workloads, took along time for changing of the procurement plan by each IAs and particularly a series of publish holidays was undertaken during this reporting period.

**Project Financial:** Due to delay of Project effectiveness (from 14 of January, 2009 to June 24, 2009) caused ACF faced funds problems for their daily operation and had sought the funds available from the PPF2 for fulfil the gap period.

**Staff Capacity Building:** A series of training programs were identified in the Training Need Assessment's report and the fixed training schedules was cancelled and postponed, due to the resignation of the Training Coordinator.

### C. Provisional Results Indicators

Project Outcome Indicators	Baseline	Target Values	Data Collection and Reporting		
		(Q2)	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection
<b>ACF</b>					
Number of labour dispute cases handled by AC	34	-13%	Quarterly collection and reporting	The calculation from ACF's database for the three month period (April to June), from case 51/09 to 84/09	ACF/SAC/LSD
% of labour dispute cases successfully resolved through AC process*  <i>Note: This figure represents the whole cases register from 2003 and 2009</i>	68.0%	68.0%	Quarterly collection and reporting	ACF case log, database, case follow-up	ACF/LSD
Percentage of cases where AC issues an award within 15-day period mandated by law, or within the extended deadline, if an extension has been authorised by the parties*  <i>Note: This figure is disaggregated by year. [* AC Specific Indicator for</i>	97.0%	+3.0%	Quarterly collection and reporting	The data was collected from ACF's database system; and SAC's record	ACF/SAC/LSD

<i>ACF Management Use; NOT for Overall DFGG Aggregation].</i>					
Percentage of cases from outside the greater Phnom Penh area*  <i>Note: This figure is disaggregated by year. [* AC Specific Indicator for ACF Management Use; NOT for Overall DFGG Aggregation]</i>	3.6%	-49%	Quarterly collection and reporting	ACF/SAC files/database	ACF/SAC/LSD
Percentage of cases from outside the garment sector*  <i>Note: This figure is disaggregated by year. [* AC Specific Indicator for ACF Management Use; NOT for Overall DFGG Aggregation]</i>	8%	-11%	Quarterly collection and reporting	ACF/SAC files/database	ACF/SAC.LSD
<b>MONASRI (N/A)</b>					
<b>OWSO/DO</b>					
Number of citizen service delivery transactions completed in OWSOs across targeted districts (total and by type)	6000 transactions over 2 districts <sup>1</sup>	30% increase (in SRP and BAT)	Quarterly compilation from OWSO reports	OWSO records; aggregated by DST each quarter and then summed up annually	NCDDS (DST) compiles using OWSO officer reports

<sup>1</sup> This represent the rounded off value of total transactions in Siem Reap (4673) and Battambang (1235) OWSOs in 2007..

Average cost recovery ratio (in %) of OWSOs (i.e., service fee revenue as proportion of operating costs)	To be calculated for SRP and BAT	50% (SRP and BAT)	Annual, quarterly; recorded in Annual and quarterly Reports	OWSO financial records; compiled by DST	NCDDS (DST)
No. clients served at OWSOs	To be calculated in baseline	Dependent on district size and characteristics (SRP and BAT)	Quarterly compilation and reporting in Quarterly Reports	OWSO records – should register all clients who visit the office	OWSO officers report and DST M&E staff compile
Number of local disputes or complaints received and mediated by DOs across all target districts	2 over 2 districts	2 districts	Annual; recorded in Annual Progress Report	DO records and independent audit by CSO	NCDDS (DST)
% of local disputes or complaints successfully resolved by DOs across all target districts (where possible/feasible)	N/A	Increase (target 20%)	As above	DO records and independent audit by local CSO	NCDDS (DST) and independent local NGO/CSO. Methodology developed and tested in conjunction with PST M&E Unit staff. Support provided by the DFGG M&E Adviser where necessary.
% of citizen and business representatives reporting high value/relevance of information on local administration, OWSO, and	To be calculated in pre-implement period <sup>2</sup>	5% increase	Annual; recorded in Annual Progress Report	FGDs and KIIs with citizen and business representatives undertaken at the conclusion of annual	NCDDS through the NGO hosting the Annual Citizen Forums

<sup>2</sup> This will only be done for the two districts where OWSO and DO offices exist in the pre-implementation period.

DO shared through people's participation measures in targeted districts				citizen forum in each targeted district	
Number of partnerships between DST/OWSO/DO and other SIs and NSAs established under the project	13 NGOs and 5 States	TBD	Annual; recorded in Annual Report	Recorded by DST at national level and aggregated from OWSO-DO reports	NCDDS/DST
<b>RNK</b>					
There has not been any further update to the Results Framework provided in the Annual Work Plan 2009.					
<b>TAF:</b>					
Pre-implementation activities are not reflected in the results framework.					
<b>PCO</b>					
<b>Provisional Results Indicators Aggregated by the PCO for the DFGG Project</b>					
Number of 'partnerships' between and among SIs and NSAs established or continued under the project	-	47 partnerships <sup>3</sup> (18 States and 29 Non States)	Second quarter report	Compiled from IA progress reports after assessing validity of 'partnership' relation	LCU
<b>Provisional Results Indicators for the PCO as the Implementing Agency for Component 3B (N/A)</b>					
<b>Provisional Results Indicators for the PCO as the Executing Agency for the DFGG Project</b>					
Appoint Project Director	-	6	No of staff reported in	N/A	PCU

<sup>3</sup> (i) Compiled from OWSO were 13 NGOs and 5 States, and (ii) PCO were 13 States and 16 NGOs (included PCG and LCFG members).

and senior staff of PCO (no of staff)			first quarter report		
Appoint individual consultants required to undertake Component 3 (Contracts)	-	1	No of staff reported in second quarter report	N/A	PCU
Experiences shared and cooperative arrangements promoted in areas of common interest of IAs.	-	1	No of LCFG meetings, agenda and minutes	Agendas and minutes of meetings	LCU
Annual Work Plan and budget and quarterly monitoring reports	-	1	Reports produced quarterly	Agreed standard reports	MEU
Procurement Plans submitted to IPA		1	Quarterly Progress Report	PCO and IA procurement process and plan for 2009	PCU
Timely tracking of project inputs, outputs, and impacts, and identification of areas in which the project may need corrective action on the part of IAs, supported by the project's M&E system	-	Quarterly reports of progress and expenditure by all IAs.	PCO and IA Reports	Quarterly M&E reports on progress/issues/actions	IA and PCO M&E Unit

## **D. Procurement Status**

This report spells out the activities carried out and results attained by the Procurement Unit of PCO. Therefore, the results few packages of goods and consulting services were awarded by PCO as well as for each IAs. Below are the summaries of the procurement status:

- **Procurement of Goods**

- **Office Equipment for RNK:** PCO initiated procurement of Office Equipment for RNK (using PPF fund) in accordance with National Shopping with Advertisement. The estimated cost is US\$ 16,600 and subject to the Bank's prior review (the 1<sup>st</sup> package of calendar year). The contract was awarded to Neeka Limited and signed on 03 June 2006 with the total contract price of US\$ 14,379. The delivery will be completed at the beginning of July 2009.
- **Studio Equipment for RNK:** PCO commenced procurement of studio equipment for RNK under National Shopping with advertisement (total estimated cost US\$ 6,900 and subject to the bank's post review) and advertised into local newspaper. There were 6 bidders collected the bidding documents. However up to the deadline for bid submission on 24 April 2009, there was no bidder submitted bid.

PCO issued the notification to the bidders who collected the bidding document informing the extension deadline for bid submission. The notification was advertised in the newspaper. There were 5 bidders picked up the bidding documents. Up to the deadline for bid submission on 22 June 2009, there were only one bidder submitted the bid. The committee decided to keep sealed bid unopened and email to World Bank dated 22 June 2009 seeking the bank comments and clearance. On 25 June 2009, PCO received a reply from World Bank advising to conduct the procurement again. Therefore PCO expected to initiate early of July.

- **Office Furniture for RNK:** Office Furniture for RNK was procured using the National Shopping without Advertisement method (total cost estimated US\$ 3,240 and subject to the Bank's post review). PCO reached contract agreement with Leang Hong Import Export Co, Ltd on 19 June 2009 with the total contract price of US\$ 2,610. The delivery will be 06 July 2009.
- **Vehicles for DFGG:** PCO sent a letter to World Bank along with a drafted contract with UNOPS and proforma invoice on 04 June in order to get concurrence for purchasing to 12 Station Wagon Ford Everest. PCO provided No Objection with few additional justifications on 06 July 2009.

- **Procurement of Consulting Service**

- **Individual National Consultant:** PCO has initiated the recruitment and selection a number of seven National Individual Consultants subject to the bank's post

review. Request for EOI for above position was issued on 17 March 2009 and the deadline was on 06 April 2009. PRC already completed the Minute of Evaluation Report and being sent to the relevant parties for signature. The negotiation with the 1<sup>st</sup> ranked candidate for individual position is expected to conduct earlier of July.

Since the resignation of the current Financial Management Advisor for PCO (on 31 May 2009), PCO has requested Bank to approve for the recruitment of a new consultant for the replacement. Because PCO is recruiting a National Financial Specialist for RNK, so that PCO requested Bank to provide No Objection to PCO for selecting a consultant for the replacement from the same pool of candidates who have applied for the post of National Financial Specialist of RNK. The request also mentioned that 2<sup>nd</sup> ranked will be stationed at PCO. Since the selection is in the same project, Bank has provided its No Objection on 12 May 2009 for the said request.

- **International Technical Advisor for ACF:** After Mr. Micheal Lerner rejected the proposed contract extension, PCO started the new recruitment for the position of International Technical Consultant for ACF posting in the UNDB and Dg Market Website. This was also advertised in the local newspaper. Up to the deadline for EOI submission on 16 June 2009, PCO received 3 EOIs (2 from International Consultant and 1 from the national consultant). These EOI were being evaluated and scored by the Committee.
- **Website Development for MONASRI and RNK:** After receipt of the Evaluation Report from Crown Agents, PCO conducted the contract negotiation with Manich Enterprise, the highest ranked consultant on 29 May 2009. The contract is expected to sign in July 2009 with the total contract price of US\$ 12,764.54 (RNK and US\$ 5,000 for MONASRI). The date of commencement of services is at beginning of August, 2009. In addition, both contract will be separately made and signed by RNK and MONASRI.
- **M&E Research Firm for PCO:** Crown Agent sent draft Request For Proposal (RFP) for M &E Research Firm to PCO on 27 May 2009. PRC has met and approved RFP at beginning of June 2009 and return the original RFP to Crown Agent on 04 June 2009.
- **RTO Firm for PCO:** Crown Agent sent draft Request For Proposal for Research and Training Organization to PCO at the end of June 2009. PRC meeting will arrange at the beginning of July 2009 to approve on the RFP and it is expect to return to Crown Agent in mid of July 2009.

## **E. Financial Status**

The DFGG has received Disbursement from World Bank-IDA-PPF2 in the amount of USD 74,871.74 and counterpart fund from Royal Government of Cambodia (RGC) was USD 4,980.00 for the project preparation.

The fund was expensed based on the six categories (Goods and Service, Consultant's Services, Training and Workshops, Incremental operating costs, ACF operating costs) and counterpart funds categories.

- In the reporting period, the total amount of USD 82,378.97 has been actually spent which IDA budget was USD 77,398.97 and budget RGC was USD 4,980.00
- Regarding the amount disbursement of the World Bank and Withdrawal Application for replenished from Special Account are:
  - Withdrawal No.03, Replenished from 17/03/09 to 30/04/09 has been submitted to The World Bank with budget was USD 26,546.57
  - Withdrawal No.04, Replenished from 01/05/09 to 31/05/09 has been submitted to The World Bank with budget was USD 16,564.30
  - Withdrawal No.05, Replenished from 01/06/09 to 19/06/09 has been submitted to The World Bank with budget was USD 51,806.02
- In the total amount of actually expensed IDA was USD 77,398.97 included:
 

- Goods and Services	USD 11,301.00
- Consultant's Services	USD 22,650.00
- Training and Workshops	USD 20,792.46
- Incremental Operating Costs	USD 15,114.14
- ACF Operating Cost	USD 7,541.37
- Counterpart allowance	USD 4,980.00
- The balance at the National Bank of Cambodia (IDA Designated Account : 0102-35.1211-T263) is USD 23,645.36 and Petty Cash on hand is USD 84.32 , Then those amounts will be transfer to IDA designated Account :0102-35.1211-T315 as the Initial Advance for IDA-Grant No H4410-KH.
- In this period Project have been deducted by World bank is amount USD 76,270.32

The budgets were allocated for the period of this report was used for any major activity. Most of the expenditure was National Consultants. Another, ACF Operating Costs has been approved from World Bank on 19 April 2009 to disburse from IDA-PPF2 Q6070. However, as June 2009 the budgets were used in line with plan.

## **F. Conclusion and Recommendations**

In conclusion, due to the second quarter of 2009 DFGG very congratulations for the declaration of effectiveness on June 24, 2009, thankful to the PCO and all the IAs for efforts to reached this important milestone, but some IAs has not been able to accomplish the primary work against their project framework. However, a part from that a set of key concretes results were achieved during the reporting period such as conducted the Retreat Meeting from 8 – 9 April, 2009 and DFGG Project Launch Workshop on April 29, 2009; organized the third meeting of LCFG workshop on May 28, 2009, submitted the evidences for effectiveness conditions to the World Bank’s Task Team Leader, revised and updated of Good Governance Framework (GGF) and Risk Management Matrix and Mitigation Strategic Plan for overall project; signed of Memorandum of Understanding (MOU) on MBPI and PMG for DFGG, submitted of the 1<sup>st</sup> consolidated Quarter Progress Report for DFGG Project to the World Bank’s Task Team Leader.

Along with the above achievements, however the speedy launch of implementation activities from now on and carries out the works base on the guidelines and procedures as set forth in the various Project Legal Documents are strongly recommended for each RIE and PIE for daily operation. Moreover, recruitment of National and International Technical Assistant for some IAs were delayed. Nevertheless, the above achievements had indicated and confirmed high-level commitment from the concerned senior officials, counterpart staffs and national consultants in EA and each of the IAs. Particularly, strongly support and stately advices from the WB Team, since initiated the project up to date. Within the next quarter it is important that partnership agreements are finalized with both state and non-state actors and that MBPI & PMG MoUs are signed and in place. This will be a priority for the upcoming quarter, particularly as some IAs is behind schedule in achieving this milestone, and the sub-grant will continue to plan consultations with relevant stakeholders to ensure we can coordinate and build synergies with other civil society organization. The sub-grant has also drafted working concept notes on partnership for each of the state agencies; these will be updated periodically to reflect changes in implementation strategies of the SIs. Wishing continues supports from all relevant project key stakeholders for successfully in future work as the long-awaited implementation of the DFGG project implementation.



## **SECTION III: QUARTERLY PROGRESS REPORTS OF IAs**

### **Annex: A. Arbitration Council Foundation (ACF)**

## **SECTION I: PROJECT PROGRESS REPORT**

### **A. Project Introduction**

The AC Sub-Component of the DFGG Project aims at improving the dispute resolution services delivered by the Arbitration Council, and to expand these services throughout the country and into a broader range of industrial sectors. To this end, the AC Sub-Component plans to use DFGG funds for strengthening the AC governance structure; providing critical capacity building to arbitrators and staff; developing strong and wide partnerships with relevant stakeholders and partners; implementing a targeted outreach and communication strategy, including improved media relations; and providing necessary training and capacity building for the AC's stakeholders throughout the country. Importantly, the AC Sub-Component provides for the development and implementation of strategies, which will help the Arbitration Council to become a sustainable institution into the future.

#### **A. 1. Project Background**

Good governance is a critical challenge facing Cambodia in its efforts to sustain economic growth, reduce poverty and attain the Cambodia Millennium Development Goals. Accordingly, the Royal Government of Cambodia (RGC) gives prominence to improving governance in its Rectangular Strategy 2004-2008, the Governance Action Plan, and the Decentralization and De-concentration Strategic Framework. One important initiative of RGC in this regard is the planned Demand for Good Governance (DFGG) Project, which will be supported by grant financing from the International Development Association (IDA) and Australian Agency for International Development (AusAID).

The development objective of the DFGG Project is to promote good governance in Cambodia in order to sustain economic growth and poverty reduction. As elsewhere, efforts to improve governance in Cambodia have focused predominantly on supply-side instruments (e.g., more effective public administration and financial management, delivery of public services, etc.). While these are necessary and useful, better and more lasting results will be achieved if complemented by increased social accountability (i.e., more demand-side engagement).

The DFGG Project aims to improve governance quality in Cambodia by building the capacities of institutions, and supporting programs/projects and coalitions, that promote, mediate or address demand for good governance in the context of a few key areas in RGC's reform agenda. This will result in more effective design, implementation and monitoring of key reforms, and more transparency, accountability and responsiveness of the state to citizens.

#### **A. 2. Project Development Objective**

The overall objective of the project is to contribute to an effective governance environment for private sector development by enhancing the extent to which a well-functioning labour

arbitration system builds workers' and employers' confidence that labour disputes will be resolved effectively and fairly.

### **A. 3. Project Component**

As the sub-components of DFGG project, Arbitration Council comprises of four components and activities to be implemented during the lifetime of the DFGG Project. Those are:

#### **Component 1: Institutional Integrity and Sustainability: Independence, Credibility, and Sustainability**

- Key Activity 1: Selection/ recruitment of arbitrators: assess the need for the appointment of additional arbitrators.
- Key Activity 2: Arbitration Council governance: maintain and strengthen appropriate governance structures including the ACF Board of Directors, Representatives of the Arbitration Council, Regular Arbitrator Meetings, Arbitrators' Retreat and Arbitrator working groups.
- Key Activity 3: Sustainability: develop and implement strategies that will help to ensure the AC's institutional and financial sustainability in the long term.

#### **Component 2: Labour Dispute Resolution**

- Key Activity 1: Resolution of Labour Dispute Cases: continue the AC/Fs core work of conciliating and arbitrating labour disputes.
- Key Activity 2: Capacity Building of AC/F and SAC: undertake training and other activities to develop the legal and administrative capacity of Arbitrators, ACF and SAC staff.
- Key Activity 3: Expansion of Arbitration Council Services: aim to expand AC's dispute resolution services throughout the country and into a broader range of industrial sectors.

#### **Component 3: Partnerships and Stakeholder Outreach and Training**

- Key Activity 1: Establishing and maintaining partnerships: develop and maintain relationships with key partners as well as with other relevant organizations and institutions.
- Key Activity 2: Dissemination of publications and other information: produce, publish and disseminate arbitral awards and other relevant information in order to raise stakeholder awareness and ensure transparency.
- Key Activity 3: Media relations and promotion: use media tools to promote AC/F to a wider audience
- Key Activity 4: Stakeholder training: continue to run trainings for relevant stakeholders to promote awareness of the AC and the labour dispute resolution process.

#### **Component 4: General Operation and Project Management**

**Key Activities:** ACF will continue to provide managerial, technical and financial support to the Council. AC/F will develop a more robust M&E system, purchase additional equipment and furniture and relocate to a larger space to accommodate the expansion in activities and increased staffing levels under DFGG.

## **B. Summary of Key Activities and Completed Milestones undertaken in Quarter**

During the first year of the DFGG Project, ACF's Annual Work Plan for 2009 proposed project activities to be carried out, commencing from the date of the project effectiveness, originally scheduled for April 14, 2009. However, the project effectiveness date was delayed until 24 June 2009. As a result, during the reporting period ACF undertook minimal activities against project log-frame. The ACF used the funds primarily from the ILO and partially from the DFGG Project Preparation Facility 2 (PPF2) to finance the operations during the reporting period. At ACF's request, the World Bank and the Royal Government of Cambodia approved the PPF2 funds for ACF's use in order to ensure that ACF is sustainable financially until DFGG project effectiveness. This executive summary highlights key developments.

**ACF Governance:** On 12 June 2009 the ACF Board of Directors held its 17<sup>th</sup> meeting. At this meeting ACF reported and discussed amendments to the ACF Statute, financial matters, the election of 2nd term of Board, and other issues; A Regular Staff Meeting was conducted on 8 June 2009 to inform staff about the progress of the DFGG Project, and preparation activities for the effectiveness. On July 02, 2009; Regular Staff Meeting was held to announce the effectiveness of DFGG and to inform staff to start implementing activities.

**Subsidiary Agreement with the Ministry of Economy and Finance:** During this reporting period, the ACF and the Ministry of Economy and Finance signed the Subsidiary Agreement, which links the ACF with the Royal Government of Cambodia under the DFGG framework.

**Resolving Collective Labour Dispute:** Assisting the Arbitration Council in resolving collective labour disputes is the main priority of the ACF. During the reporting period (April to June 2009), 34 cases were forwarded to the AC for resolution; 91% of these were from the garment sector and 9% were from other sectors (hospitality and tourism; transport; manufacturing and other sectors). The large majority of the cases forwarded were from the greater Phnom Penh area (including Phnom Penh, Kandal, and Kompong Speu). Of the 34 cases, 11 were successfully settled by agreement; 11 were decided through arbitral awards; and the remaining 12 are pending. The overall success rate from 2003 to 2009 was 68.06%.

**Recruitment of Technical Consultant:** Under DFGG, ACF will engage a technical consultant to deliver terms of reference (ToR) for downstream consultants to undertake several sub-projects including an economic value study; sustainability study; fundraising consultant, demand for AC services study. As noted in the 1<sup>st</sup> quarter report, ACF experienced a number of challenges in connection with the technical assistance and as a result the technical consultant originally envisioned to provide technical assistance to ACF was no longer available to take on the tasks under the extended contract. The recruitment process for another Technical Assistant is being carried out by PCO. The advertisement has been placed and applications received, The Procurement Review Committee has scheduled to meet on 16 July 2009 to finalise the evaluation of the candidates. The Procurement Review Committee

hopes to finalise the recruitment around the end of July 2009. Once the consultant is selected, the consultant is expected to work closely with ACF to deliver the terms of reference.

**Baseline Study:** Under the AWP 2009, ACF plans to engage an NGO experienced in social research to carry out a baseline study before the end of 2009. ACF has prepared the ToR for the baseline study and this was reviewed by PCO and the Wb. In the pre-implementation period, the process of selecting an NGO was the responsibility of the PCO/MoI. However, as the project became effective on 24 June 2009, all remaining tasks were passed to ACF. ACF expects to complete the recruitment process by next reporting quarter.

**Capacity Building of ACF Staff:** in the reporting period, ACF staff participated in several workshops and training courses, including: (1) Ms. Teng Ratana, Manager of Finance and Administration, attended Disbursement training at World Bank office on April 30, 2009. The workshop was organized by World Bank; (2) Mr. Sok Lor, Executive Director and Ms. Teng Ratana, Manager of Finance and Administration attended Financial Management Training; Practical Financial Management for NGOs and Strategic Financial Management for NGOs conducted by Mango from May 11 to 20, 2009, funded by ICCO and ILO; (3) Ms. Chhen Vanny, Finance and Administration Officer attended Procurement training, conducted and organized by World Bank on May 18, 2009.

**Partnership and Institutional Building:** ACF also took steps to explore partnership opportunities and formalize the professional relationship with The Asia Foundation (TAF), Radio National d Kampuchea (RNK) and MONASRI.

### C. Emerging Concerns and Divergences from AWP

#### C. 1. Plan Activities against Work Plan

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planned	Actual	Planned	Actual	
Selection/ recruitment of arbitrators	Apr 09	-	Jun 09	-	No need for additional arbitrators is determined at this time. ACF continued discussions with the ILO-LDRP in relation to the formal arbitrator selection, recruitment and nomination procedures for the appointment of new Arbitrators and is expected to discuss this with MOLVT soon.
Organise and conduct	Apr 09	Jun 09	Jun 09	Jun 09	It is 17 <sup>th</sup> meeting of

mtgs of ACF BoD, RAC, RAM.					ACF Board of Directors
Organise Arbitrator Working Groups on as needed basis.	April 09	Apr 09	Jun 09	Jun 09	During this reporting period, the Arbitrator Working Group on Hearing Guidelines has completed its work. The guideline has been finalised and put for implementation.
Prepare ToRs for study on economic value, sustainability, fundraising	Apr 09	-	Jun 09	-	These ToRs will be carried out when PCO completes the recruitment of Technical Consultant.
Procure and coordinate with consultant/ NGO/ firms to conduct economic value study	Jun 09	-	Sep 09	-	ACF to wait for the recruitment of Technical Consultant to draft the ToR of this study.
<i>Resolution of Labour Dispute Cases</i>	Apr 09	Apr 09	Jun 09	Jun 09	It is the main priority of the ACF to resolve the collective labor disputes, as well as to support arbitrators
Develop database and update and draft legal tools and systems for legal research, for example benchbook publication	Apr 09	Apr 09	Jun 09	Aug 09	The development of the database system is expected to be completed by end of July.
Organise capacity building activities, coordinate with foreign trainers, coordinate training and exchange visits, international conferences and ACF retreat: develop lesson plans and materials, coordinate travel logistics, procurements, etc.	Apr 09	Apr 09	Jun 09	Apr 09	Training on “Stress Management” is perceived as knowledge and a better understanding of how to manage stress. As earlier indicated, ACF staff attended training and workshop sessions organised by WB/MEF to equip them with skills to work with WB/MEF systems.  No other capacity building sessions were conducted during the

					reporting period, due to the delay of DFGG project effectiveness from 14 April to 24 June 2009.
Prepare ToR and procure and coordinate consultant/NGO/firm for study of expansion of services	Apr 09	-	Jun 09	-	ACF to wait for the recruitment of Technical Consultant to draft the ToR of this study.
Respond to demands for labour dispute resolution services in provinces via mobile hearing team as necessary	Jun 09	-	Jun 09	-	Due to the delay of DFGG project effectiveness, ACF will implement this activity after DFGG Project becomes effective.
Organise and conduct meetings of PCC, SAG: prepare venue, develop materials, invite participants, etc. as necessary	Apr 09		Jun 09		Due to delay of DFGG project effectiveness; these meetings have been rescheduled to take place during the next reporting quarter.
Identify partnership opportunities, establish institutional relations	Apr 09	Apr 09	Jun 09	Jun 09	The concept note and MoU is on process to build partnership with The Asia Foundation (TAF), Radio National du Kampuchea (RNK) and MONASRI
Ensure website, library maintained and improved	Apr 09	Apr 09	Jun 09	End of July 09	
Develop, update and/or publish publications, including arbitral decisions, informational materials, etc: prepare and coordinate drafts layout, design and printing	Apr 09	Jun 09	Jun 09	Jun 09	
Prepare ToR and procure and coordinate consultant/firm for media tools and	May 09	-	Jun 09	-	Due to delay in project effectiveness

production activities					
Coordinate with RNK re media relations and promotion opportunities	July 09	Jun 09	Jul 09	Jun 09	ACF was invited by RNK to send an arbitrator to speak on Talkback Show, broadcasted on air. Thus, this activity was done prior to schedule.  ACF is in the process of developing a legal framework so ACF and RNK could work together more smoothly.
Coordinate and conduct stakeholders trainings (student judge)	Apr 09	Jun 09	Jun 09	Jun 09	
AC/F will develop a more robust M&E system,	Apr 09	Apr 09	Jun 09	Jun 09	

## C. 2. Emerging Concerns

**Financial Difficulty during the Extension of DFGG Project Effectiveness:** The DFGG Project effectiveness, originally scheduled for April 14, 2009, was postponed until late June 2009. To the extent that ACF has limited working capital, the extension posed serious implications for the operations of AC/F. In response to these difficulties, ACF submitted a formal request to the PCO to use PPF2 to cover its day-to-day operations until DFGG Project effectiveness. As a result, ACF was permitted to use funds under PPF2 for the period 19 May to 17 June, 2009.

**Difficulties in Procurement Process:** ACF requires a dedicated Procurement Officer to assist with procurement activities. The recruitment of the Procurement Officer is underway but has taken longer than expected as the first ranked candidate was not available for the position and the PRC has to interview the second ranked candidate. Any delay in recruitment of the Procurement Officer may result in subsequent delays in the process of procuring a Technical Consultant, NGO to undertake the Baseline Study and other tasks.

**Delay in Studies of ACF:** As the process of recruitment of the Technical Consultant has been delayed, some sub-projects (economic value study; sustainability study; fundraising consultant, demand for AC services study) which ACF planned to conduct within the first year of the project may not be completed on schedule. If the recruitment of the Technical Consultant is completed during the third quarter 2009, it is hoped two or three studies would be carried out prior to the end of 2009.

#### D. Provisional Results Indicators

Project Outcome Indicators <sup>4</sup>	Baseline	Target Value	Data Collection and Reporting		
		Q2	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection
Number of labour dispute cases handled by AC	34	-13%	Quarterly collection and reporting	The calculation from ACF's database for the three month period (April to June), from case 51/09 to 84/0	ACF/SAC/LSD
% of labor dispute cases successfully resolved through AC process*  Note: This figure represents the whole cases register from 2003 and 2009	68.0%	68.0%	Quarterly collection and reporting	ACF case log, database, case follow-up	ACF/LSD
Percentage of cases where AC issues an award within 15-day period mandated by law, or within the extended deadline, if an extension has been authorised by the parties*	97.0%	+3.0%	Quarterly collection and reporting	The data was collected from ACF's database system; and SAC's record	ACF/SAC/LSD

<sup>4</sup> In the table above 'composite' indicators refer to project-level indicators that are obtained through some weighted average of IA level sub-indicators. 'Aggregate' indicators on the other hand refer to project-level indicators that are obtained/measured directly and are not composed of sub-indicators. Sub-indicators themselves are IA-specific indicators derived from their respective results frameworks.

<p>Note: This figure is disaggregated by year. [<i>* AC Specific Indicator for ACF Management Use; NOT for Overall DFGG Aggregation</i>].</p>					
<p>Percentage of cases from outside the greater Phnom Penh area*</p> <p>Note: This figure is disaggregated by year. [<i>* AC Specific Indicator for ACF Management Use; NOT for Overall DFGG Aggregation</i>]</p>	3.6%	-49%	Quarterly collection and reporting	ACF/SAC files/database	ACF/SAC/LSD
<p>Percentage of cases from outside the garment sector*</p> <p>Note: This figure is disaggregated by year. [<i>* AC Specific Indicator for ACF Management Use; NOT for Overall DFGG Aggregation</i>]</p>	8%	-11%	Quarterly collection and reporting	ACF/SAC files/database	ACF/SAC.LSD

## **E. Procurement Status**

**Goods:** five packages have been planned for procurement this year. Two packages are being processed. One is Vehicle which is being procured by PCO. The other package includes computer and office equipments; the bids for the package were opened by a Procurement Review Committee on June 30, 2009. The Procurement Review Committee expects to award and sign the contract with the successful bidder before the end of July 2009.

**Consulting Firms/NGOs:** Seven packages have been planned. As indicated earlier, with respect to the baseline study, under the AWP 2009, ACF plans to engage an NGO experienced in social research to carry out a baseline study before the end of 2009. ACF has prepared the ToR for the baseline study and this was reviewed by PCO and the World Bank. In the pre-implementation period, the process of selecting an NGO was the responsibility of the PCO/MoI. However, as the project became effective on 24 June 2009, all remaining tasks were passed to ACF. ACF expects to complete the recruitment process by next reporting quarter.

**Recruitment of Technical Consultant for ACF:** As indicated earlier, under DFGG, ACF will engage a technical consultant to deliver terms of reference (ToR) for downstream consultants to undertake several sub-projects including an economic value study; sustainability study; fundraising consultant, demand for AC services study. As noted in the 1<sup>st</sup> quarter report, ACF experienced a number of challenges in connection with the technical assistance and as a result the technical consultant originally envisioned to provide technical assistance to ACF was no longer available to take on the tasks under the extended contract. The recruitment process for another Technical Assistant is being carried out by PCO.

The advertisement has been placed and applications received, The Procurement Review Committee has scheduled to meet on 16 July 2009 to finalise the evaluation of the candidates. The Procurement Review Committee hopes to finalise the recruitment around the end of July 2009. Once the consultant is selected, the consultant is expected to work closely with ACF to deliver the terms of reference.

## **F. Financial Status**

Not applicable during the reporting period.

## SECTION II: INTERIM FINANCIAL REPORT (IFR)

### A. Project Balance Sheet (N/A)

**Cambodia: Demand for Good Governance Project  
PROJECT BALANCE SHEET  
AS OF JUNE 30, 2009**

<b>ASSETS</b>	<u><b>28/2009</b></u>
Cash	
DA – IDA	xx
Counterpart Funds Account	xx
Bank – AusAID	
Bank - Other Donors	
Advance	xx
Petty Cash	xx
	xx
<b>Cumulative Project Expenditures</b>	
Civil Work	xx
Goods	xx
Consultants' Services	xx
Training/Workshops	xx
Incremental Operating Costs	xx
Sub-Grants	xx
MBPI	xx
PMG	xx
	xx
<b>TOTAL ASSETS</b>	<b>xx</b>
<b>FUNDS</b>	
Sources of IDA Financing	xx
Sources of RGC Financing	xx
Sources of AusAID Financing	xx
Sources of Other Donors	xx
<b>TOTAL FUNDS</b>	<b>xx</b>

**B. Sources and Uses of Funds by Category (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

	Component XX	Actual			Budget			Variance			PAD Figures
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
	<b>Opening Balance</b>										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank – Other Donors										
	Advance										
	Petty Cash										
	<b>Total</b>										
Ad d	<b>Sources:</b>										
	<b>Receipt of Funds</b>										
	- From IDA										
	- From Government										
	- From AusAID										
	- From other donors										
	- Other Income (document bidding fees..., etc.)										
	<b>Total Funds Received</b>										

	<b>Total Sources</b>										
Les s	<b>Expenditures by Category</b>										
	- Civil Works										
	- Goods										
	- Consulting Services										
	- Training and Workshops										
	- Operating Costs										
	- Sub-Grants										
	- MBPI										
	- PMG										
	<b>Total Expenditures</b>										
	<b>Closing Balance</b>										
	<b><u>Represented by:</u></b>	-	-		-	-	-				
	Balance at Designated A/C										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank - Other Donors										
	Advance										
	Petty Cash										
	<b>GRAND TOTAL</b>										

**C. Uses of Funds by Category and by Sources of Funds (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No	Payment by category	Current Quarter				Year to date				Cumulative to date			
		IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total
	<i>Works</i>												
	<i>Goods</i>												
	<i>Consulting</i>												
	<i>Training</i>												
	<i>Incremental</i>												
	<i>Sub-Grants</i>												
	<i>MBPI</i>												
	<i>PMG</i>												
	<b>Total Payments</b>												

**D. Uses of Funds by Project Activity (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
<b>TOTAL PROJECT EXPENDITURE</b>											





### C. Procurement Monitoring Report – Goods

**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

No.	Description of Goods	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process						Bid Evaluation/contract award recommendation		Contract		
					IPA sent draft BD to PRC for approval (Date.)	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No object to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the Bank (Date)	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor (Date)	Contractor's Name	Contract Amount

#### I. Goods

1	Planned	Pick Up Double Cab		PR	UNOPS				1-May-09			15-Jun-09			\$38,000.00	1-Oct-09
	Actual	Station Wagon		PR	UNOPS			7-Jul-09	10-Jul-09							
2	Planned	Motorcycle		P	Shopping				20-May-09			20-Jul-09			\$ 1,200.00	30-Aug-09
	Actual															
3	Planned	puter and Office Equip		PR	Shopping				20-May-09			20-Jul-09			\$15,360.00	30-Aug-09
	Actual							12-Jun-09	17-Jun-09	30-Jun-09						
4	Planned	Audio Visual Equipmer		P	Shopping				20-May-09			20-Jul-09			\$ 3,720.00	30-Aug-09
	Actual															
5	Planned	Office Furniture		P	Shopping				1-Jun-09			15-Aug-09			\$10,070.00	15-Sep-09
	Actual															

## D. Procurement Monitoring Report - Consulting Firm/NGOs

### Cambodia: Demand for Good Governance Project For the quarter ended June 30, 2009

No.	Description of Services	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Short list and Draft Requirement for Proposal (RFP)							Technical Evaluation		Final (Technical-Financial)			Contract						
					IPA sent Short list to the Bank (Date)	No objection to the Short List by the Bank (Date)	IPA sent Draft RFP to PRC (Date)	Approve to draft RFP by PRC (date)	IPA sent draft RFP to the Bank (date)	No object to Draft RFP by the Bank (date)	IPA issued RFPs (date)	IPA received proposal from firms (date)	IPA sent Tech, evaluation report to the Bank (date)	No objection to Tech, evaluation report by the Bank (date)	IPA open Financial Proposal publicity (date)	IPA completes final evaluation	PRC and IPA negotiate contract with consultant	IPA sent draft contract and final evaluation report to the Bank (date)	No objection to Draft Contract by the Bank (date)	Project signed contract with consultant	IPA sent signed contract to the Bank (date)	Contractor's name	Contract value (US\$)
1	Planned Actual	Study on Economic Value	P	CQS							1-Jun-09								1-Oct-09			\$40,000	30-Dec-09
2	Planned Actual	Sustainability Study	P	CQS							1-Sep-09								30-Dec-09			\$40,000	30-Jun-10
3	Planned Actual	Baseline Study	PR	CQS							1-Jun-09								1-Oct-09			\$20,000	30-Dec-09
4	Planned Actual	Production Firm for (1) Public Service Announcement/Develop Sport, (2) Soap Opera (3) Training Video and Media	PR	SSS							1-Jun-09								1-Aug-09			\$83,500	31-Jul-09
5	Planned Actual	Study on Demand for AC Services	P	CQS							1-Jul-09								1-Nov-09			\$10,000	1-Mar-10
6	Planned Actual	Media Monitoring	P	CQS							15-May-09								15-Oct-09			\$ 2,500	15-Sep-10
7	Planned Actual	Financial Audit	P	LCS							1-Dec-09								1-Feb-09			\$ 4,000	1-Jun-10

**E. Procurement Monitoring Report - Individual Consultant  
Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/EOI						Evaluation		Contract								
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract by the Bank (date)	Project signed contract with consultant (date)	IPA sent signed contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
1	Planned	Sustainability and fundraising consultant	P	SIC							1-Sep-09						30-Dec-09			\$40,000	30-Nov-09
	Actual																				
2	Planned	TA Project Management Consultant	PR	IC							1-Mar-08						1-Jun-09			\$40,000	1-Nov-09
	Actual																				
3	Planned	Short Term Legal Expert (3)	P	SIC							1-Sep-09						1-Nov-09			\$12,000	30-Oct-09
	Actual																				
4	Planned	Senior Legal Officer	P	SIC							20-May-09						10-Jul-09			\$13,120	30-Sep-09
	Actual																				
5	Planned	Procurement Officer	P	SIC							10-Feb-09						1-Apr-09			\$14,760	30-Sep-09
	Actual										10-Feb-09	10-25 Feb 09				On the process	On the process				

## **SECTION IV: CONCLUSION AND RECOMMENDATION**

As the effectiveness date of DFGG was delayed to 24 June 2009, the ACF undertook minimal activities against the project log-frame. However ACF was able to execute certain key activities to prepare for the effectiveness of DFGG. These included; preparing a ToR for a Technical Consultant to draft ToRs for downstream consultants to undertake a number of sub-projects; preparing a ToR for the Baseline Study and a number of partnership and institutional building activities. The recruitment process for an NGO to undertake the Baseline Study, Technical Consultant and Procurement Officer are all underway. The unavailability of the Technical Consultant and Procurement Officer has caused delay in delivery of certain key outputs (e.g. economic value study, sustainability study etc.) and it is hoped that the PCO will finalise the procurement process for these positions shortly.



## **SECTION I: PROJECT PROGRESS REPORT**

### **A. Project Introduction**

#### **A. 1. Project Background**

Good governance has been considered as one of challenges facing by the Royal Government of Cambodia. To tackle this challenge, MONASRI-DFGG project will contribute to promoting good governance in Cambodia by enhancing stakeholders demand through strengthening capacity and supporting programs which promote, mediate, and respond to citizens demand, as well as monitoring and providing feedback on good governance initiatives of the Royal Government of Cambodia. This project is to promote good governance through disseminating land law to the citizens and handling public complaints relating land disputes.

#### **A. 2. Project Development Objective**

The Demand for Good Governance Project for Ministry of National Assembly Senate Relations and Inspection is one of components of Demand for Good Governance Project, financed by World Bank. The project development objectives are:

- (i) to promote and mediate demand for good governance through MONASRI's own executed programs, and through its partnerships with other state institutions and CSOs, aimed at increasing citizens' awareness of their rights and obligations under the Land Law and helping citizens raise their concerns through an enhanced CH mechanism and
- (ii) to strengthen the capacity of MONASRI at the national and provincial levels to coordinate and manage LD and CH activities using a combination of its own staff and partnerships.

#### **A. 3. Project Component**

The MONASRI-DFGG has two main components:

- (1) Land Law Dissemination and Complaints Handling; and
- (2) Capacity Building.

### **B. Summary of Key Activities and Completed Milestones undertaken in Second Quarter**

The following items are the summary of key activities and completed milestones categorized in accordance with the project components for Land Law Dissemination and Complaint Handling.

**National Level Baseline Study:** The Request of Proposal has been drafted by IPA. MONASRI/DFGG met with IPA to discuss the updating of TOR and some inputs to be incorporated into the draft Request for Proposal on 22 June 2009.

**Recruitment of Communication Advisor:** MONASRI/DFGG met with IPA to discuss the updating of TOR and some inputs to be incorporated into the draft Request for Proposal on 22

June 2009. Term of Reference has been updated and re-submitted to IPA. The Request of Proposal has been drafted by IPA.

**Recruitment of Land Law Expert:** This package is being procured by PCO. The pending result will be contract signing.

**Procurement Coordinator:** Contract with Procurement Coordinator was signed on 28 May 2009.

**Website Establishment:** PCO convened PRC to negotiate with MANICH Enterprise on 29 May 2009.

**Financial Management:** Financial Management System has not been in place yet.

**Monitoring and Evaluation System:** M&E system is now in place except of national baseline study which is under process of procuring a research firm by IPA.

**Partnership:** MONASRI/DFGG met with OWS to revise draft partnership MoU on 1 April 2009. Singing MOUs with AC and RNK are pending.

### C. Emerging Concerns and Divergences from AWP

Project effectiveness had been postponed several times. Some planned activities were not carried as planned. Moreover, Lateness of procurement affected the planned activities since the activities expected to be done by consultants.

#### C. 1. Plan Activities against Work Plan

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planned	Actual	Planned	Actual	
<b>1. Pre-Implementation Phase</b>					
Website Establishment	Feb 09	Jun 09	Apr 09		Ongoing
Organization and Staffing Plan	Jan 09		Apr 09		MBPI & PMG MoU Signing is pending
Financial Management System	Jan 09		Apr 09		Not yet set up
Staff Learning Plan	Mar 09		Jan 09		ITA is not hired yet.
<b>2. Implementation Phase</b>					
Hiring Land Law Specialist					There will be an extended contract with the specialist from SPPF but the contract is not signed yet.

Publishing of communication materials	May 09		Sept 09		
Mobile Video					It will be carried out when educational video is produced
Production of National PSAs					Waiting for the result of national baseline study.
Print Media					It will be implemented during the Land Law Dissemination Campaign in September 2009
RNK-talk Back Radio					It will be implemented during the Land Law Dissemination Campaign in September 2009
TVK-Round Table Discussion					It will be implemented during the Land Law Dissemination Campaign in September 2009
District Public Forum					It will be implemented during the Land Law Dissemination Campaign in September 2009
Complaint Handling Study					It will be implemented during the Land Law Dissemination Campaign in September 2009

## C. 2. Emerging Concerns

The main issue is that lateness of recruitment of ITA and NA and other packages.



**E. Procurement Status**

Some Procurement was done by IPA and some by PCO, so there were no problems.

**F. Financial Status**

Not applicable during the reporting period.

## SECTION II: INTERIM FINANCIAL REPORT (IFR)

### A. Project Balance Sheet (N/A)

**Cambodia: Demand for Good Governance Project  
PROJECT BALANCE SHEET  
AS OF JUNE 30, 2009**

ASSETS		<u>28/2009</u>
	Cash	
	DA – IDA	XX
	Counterpart Funds Account	XX
	Bank – AusAID	
	Bank - Other Donors	
	Advance	XX
	Petty Cash	XX
		XX
	<b>Cumulative Project Expenditures</b>	
	Civil Work	XX
	Goods	XX
	Consultants' Services	XX
	Training/Workshops	XX
	Incremental Operating Costs	XX
	Sub-Grants	XX
	MBPI	XX
	PMG	XX
		XX
	<b>TOTAL ASSETS</b>	<b>XX</b>
	<b>FUNDS</b>	
	Sources of IDA Financing	XX
	Sources of RGC Financing	XX
	Sources of AusAID Financing	XX
	Sources of Other Donors	XX
	<b>TOTAL FUNDS</b>	<b>XX</b>

**B. Sources and Uses of Funds by Category (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

	Component XX	Actual			Budget			Variance			PAD Figures
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
	<b>Opening Balance</b>										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank – Other Donors										
	Advance										
	Petty Cash										
	<b>Total</b>										
Add	<b>Sources:</b>										
	<b>Receipt of Funds</b>										
	- From IDA										
	- From Government										
	- From AusAID										
	- From other donors										
	- Other Income (document bidding fees., etc.)										
	<b>Total Funds Received</b>										

	<b>Total Sources</b>										
Less	<b>Expenditures by Category</b>										
	- Civil Works										
	- Goods										
	- Consulting Services										
	- Training and Workshops										
	- Operating Costs										
	- Sub-Grants										
	- MBPI										
	- PMG										
	<b>Total Expenditures</b>										
	<b>Closing Balance</b>										
	<b>Represented by:</b>	-	-		-	-	-				
	Balance at Designated A/C										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank - Other Donors										
	Advance										
	Petty Cash										
	<b>GRAND TOTAL</b>										

**C. Uses of Funds by Category and by Sources of Funds (N/A)**  
**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

No	Payment by category	Current Quarter				Year to date				Cumulative to date			
		IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total
	Works												
	Goods												
	Consulting												
	Training												
	Incremental												
	Sub-Grants												
	MBPI												
	PMG												
	<b>Total Payments</b>												

**D. Uses of Funds by Project Activity (N/A)**  
**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

No.	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
<b>TOTAL PROJECT EXPENDITURE</b>											





**C. Procurement Monitoring Report – Goods (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Goods	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process						Bid Evaluation/contract award recommendation		Contract				
					IPA sent draft BD to PRC for approval (Date.)	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No object to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the Bank (Date)	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor (Date)	Contractor's Name	Contract Amount	Completion date	
1	Planned																
	Actual																
2	Planned																
	Actual																
3	Planned																
	Actual																
4	Planned																
	Actual																

**D. Procurement Monitoring Report - Consulting Firm (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	Short list and Draft Requirement for Proposal (RFP)									Technical Evaluation	Final (Technical-Financial) Evaluation			Contract						
					IPA sent Short list to the Bank (Date)	No objection to the Short List by the Bank (Date)	IPA sent Draft RFP to PRC (Date)	Approve to draft RFP by PRC (date)	IPA sent draft RFP to the Bank (date)	No object to Draft RFP by the Bank (date)	IPA issued RFPs (date)	IPA received proposal from firms (date)	IPA sent Tech, evaluation report to the Banl(date)		No objection to Tech, evaluation report by the Bank (date)	IPA open Financial Proposal	IPA completes final evaluation	PRC and IPA negotiate contract with consultant	IPA sent draft contract and final	No objection to Draft Contract by	Project signed contract with	IPA sent signed contract to the Bank	Consultant's name	Contract value (US\$)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	Planned																							
	Actual																							
2	Planned																							
	Actual																							
3	Planned																							
	Actual																							

**E. Procurement Monitoring Report - Individual Consultant (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/ EOI						Evaluation		Contract							
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract by the Bank (date)	Project signed contract with consultant (date)	IPA sent signed contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Planned																			
	Actual																			
2	Planned																			
	Actual																			
3	Planned																			
	Actual																			

#### **SECTION IV: CONSLUSTION AND RECOMMEDATION**

MONASRI-DFGG activities were not carried out timely due to lateness of ITA and NA recruitment and lack of staff. To speed up the implementation effectively, recruitment of ITA and NA by IPA and PCO should be done timely. Finally, MONASRI-DFGG strongly hopes to further implement its remaining activities and new activities the days ahead.



## **Annex: C. One Window Service Office/District Ombudsman (OWSO/DO)**

### **SECTION I: PROJECT PROGRESS REPORT**

#### **A. Project Introduction**

##### **A. 1. Project Background**

One Window Service Office and Ombudsman Office Project (OWSO) is a four-year project from 2009-2012 which will be executed under overall management of NCDD. The DST will manage the project on day-today basis on behalf of the NCDD. The project builds on experience of pilot project on OWSO in Battambang and Siem Reap districts and expands to 22 provincial town and urban districts in the whole country.

The most visible and well-known result of the district reform is the OWSO that has made a name for itself well beyond the borders of the two districts. The OWSO, as the name suggests, is a single office for delivery of certain administrative services commonly required by citizens and small business at the local level. It consists of a 'front office' for interacting with citizens, giving out forms and collecting documents, and a 'back office' which consists of 'competent agents' who are delegated here from the 6 line ministries that have transferred functions to the OWSO. The OWSO provides around 30 different services among others the registration of motorbikes, small shops and licenses for constructions for houses up to 500 square meters. The OWSOs in Siem Reap and Battambang have been in operation since early 2005.

The thing that makes the OWSO unique in Cambodia is that the fees for the various services are transparent and are publicly displayed for all to see in the OWSO and the service is provided in a timely and consistent manner. Be noted that, to study and develop the project proposal of OWSO/DO, and to continue to support the project that will be implemented from 2009-2012, National Committee for Sub National Democratic Development (NCDD) has formed the District Support Team according to decision No. 008 ssr/NCDD dated 22nd, January, 2008.

##### **A. 2. Project Development Objective**

The objective of this project is to strengthen demand for good governance in selected districts in all provinces in the country by (a) *responding* to the needs of citizens and small businesses for certain administrative services to be delivered in an efficient, transparent, and accountable manner, (b) providing an avenue for *mediating* complaints and concerns of citizens and small businesses regarding the district administration, and (c) *promoting* awareness and participation of citizens in decisions, policies, and programs of district governments. It will achieve this objective through:

- Establishment of a well functioning OWSO in one urban district of each province (likely the provincial capitals) of Cambodia (except Phnom Penh) and one pilot rural district in the country that will provide citizen friendly administrative services in a professional, efficient, transparent and corruption free manner;
- Setting up of a DO office in each of the above districts to provide opportunities for citizens to voice concerns, complaints and ask for clarifications to a neutral and democratically elected mediator between them and the District Government;

- Delegation of a wide range of appropriate services to the OWSOs, and enhancing the mandate and powers of the DO, and
- Introduction of a range of citizen's participation and information mechanisms such as annual citizen's forums, an OWSO website, monthly office hours with the district governor, and quarterly business and community representative forums in each of the target districts.

### **A. 3. Project Component**

To attain its objectives mentioned and taking into account the lessons learnt, the project activities will be focused on five main components. The first three of these represent the three core reforms that the project will introduce – introduction of the OWSO, DO, and new forms of people's participation – and the results framework for the project are based on these. The fourth and fifth components relate to monitoring & evaluation, and learning, and project management respectively. These are the supporting components that would help to operationalize the reforms. These components are described in more detail below.

#### **Component 1: Expansion and Strengthening of the OWSO**

In response to the high demand for setting up OWSOs similar to that in Siem Reap and Battambang, the first component deals with extending the OWSO to one additional district in all provinces of the country. In addition, there will be two studies to look into the options for the Phnom Penh Municipality and a rural district and based on the findings of the latter a pilot rural OWSO will be attempted in year 3 of the project.

However, the intention is not to just copy the existing OWSO in Battambang and Siem Reap during the expansion, but rather it is to significantly improve and strengthen the OWSO in the new districts through a number of measures. These include a comprehensive training and capacity building program, expansion of competencies, delegation of competencies from at least three new ministries, and including a website and added information available at the OWSO.

The detailed activities involved in this component are as follows:

#### **Activity 1: Establishment of Legal Framework for setting up and extending the competencies of the OWSOs.**

The DST under NCDDS will handle the drafting of the legal framework for the extension and improvement of OWSOs and DOs to other districts. The table in Appendix 11 provides a list of all the legal decisions and Prakas that will be required at different stages of the project. Some of these will be covered during the pre-implementation phase of the project. For instance:

- a) The Establishment of Inter-Ministerial Technical Advisory Group and OWSO District Support Team;
- b) Sub-decree or decision of the RGC on the extension to targeted districts;
- c) Prakas on the set up and structure of OWSO of MOI;
- d) Prakas on the transfer of competences of the relevant Ministries to the district OWSOs.

The sub-decree on the extension and the Prakas on the set up and structure of the OWSO will be approved by the end of 2007 itself. After project implementation commences, the work on the legal and policy side will be undertaken by the DST along with the TAG and will focus on:

- a) **Extension of competences.** Together with the experts of OWSO Siem Reap and Battambang the NCDD will draft a concept of extension of competencies that have already been delegated. The NCDD will handle the drafting of the required parkas and the negotiations with the Ministries to extend these competencies as necessary to the new districts through the TAG and NCDD decisions.
- b) **Provision of new competences.** In year 1 the NCDD will draft a concept on the transfer of new competencies in the area of health, education and agriculture. The concept will be developed in cooperation with representatives of business, NGOs and experts of the line departments. The NCDD will handle the drafting of the parkas and the negotiations with the ministries.
- c) **Expansion number of ministries.** Expand the existing numbers of involved ministries from 7 to 10 (include Agriculture, Health and Education).

Depending on the passing of the Organic Law, modifications or additional legal requirements may be considered by the DST.

#### **Activity 2: Preparation and Renovation of OWSO buildings and Equipping of Offices.**

Prior to the start of the project, as well as before each phase of expansion, the DST will assess all offices needs regarding constructions and renovations in each targeted district.

The OWSO buildings will be centrally located and be within easy reach. Each office will be renovated so that it has at least four rooms, two very large (front office and back office), a room for the head of the OWSO, and one for the DO. These specifications will be discussed with the Provincial and District Governors of all provinces and the target districts so as to ensure that they are able to release an adequate building for the OWSO's purposes. As all OWSO buildings are meant to be on existing government property or renovations of existing buildings, no involuntary resettlement or relocation issues are anticipated.

The internal appearance of the OWSOs will be uniform and a common 'symbol' for all OWSOs will be developed. They will be, wherever possible, uniformly furnished as well. To ensure this, the internal architect and national and provincial infrastructure specialists in the NCDD (which handled construction of the ExCom Offices) will be used along with suggestions from the district governments themselves to help prepare this common look for the OWSOs prior to the effectiveness of the project. Design of new construction and renovation and preparation of bidding documents will be completed before project effectiveness, while actual construction and renovation will begin after implementation starts.

In order to ensure ownership and financial sustainability, the renovations and additional constructions of buildings of the OWSO facilities during year 1 and 2 will be covered by the project cost. In year 3 the costs will be covered by the RGC.

Each OWSO office will be well furnished and modern and it will get enough technical equipment for delivering the services in a professional way. Soon after the building renovations are complete, the furnishings and equipment for the OWSOs will be procured

through the agreed procurement system and delivered to each office. Bidding documents for these will also be prepared prior to project effectiveness.

As was the case with the buildings, the recurrent costs of the OWSOs will gradually be transferred over to the RGC to ensure financial sustainability of these offices. It has been agreed that the project will cover only 50% of recurrent costs in year 3 and 0% in year 4 so that there is a complete transfer of budget to the RGC before the close of the project.

### **Activity 3: Staff training and Capacity Building.**

As mentioned above, the OWSO model is a radical change from the current state of local service delivery in most districts in the country. Therefore, a very critical element of the project and the success of the OWSOs themselves, relates to training, generating awareness and capacity building of the OWSO staff, the district administration, and the Provincial administration as well in all the new districts and provinces to which the OWSO will expand. This training will be done in a phased manner – part of it conducted prior to the opening of the OWSO (during the construction phase), and part of it later as part of on-the-job mentoring as well as peer learning and exchange. Appendix 4 provides a complete list of the various training events that will be conducted as part of this capacity building program.

The training activities are to be handled by the MOI/NCDD's DST, although an international curriculum development specialist and national advisor will be recruited to help design the materials and a series of 'training of trainer' (TOT) events will be taken up to ensure the smooth roll out of the capacity building program.

The specific steps involved in this activity include the following:

- a) **Designing the Training Programs and Manual.** The training programs and manual for prospective officers and staff of the OWSOs as well as for local authorities and officials of the line departments will be prepared. These activities will be completed before the start of the project.
- b) **Identification of Trainers.** The DST will identify the trainers that will carry on the training programs for the subsequent years of establishment of the OWSO/DO.
- c) **Conduct TOT training.** After the designing of the training programs and identification of the trainers, TOT training will be conducted for selected stakeholders of national level and all target provinces and districts. Refer to appendix 1 for subject and budget.
- d) **Conduct training of OWSO staff.** Direct or cascaded training methodology will be applied depending on various subjects.
- e) **Organize study tour, internship and on-the-job training.** During year one the Siem Reap and Battambang OWSOs can function as resource while year two and three the newly established OWSOs can host study tour and internship as well.

In addition to the above there will be some preliminary 'sensitization' that will be undertaken with the Provincial authorities in each of the targeted provinces by year. Learning activities will continue through annual forums and peer exchanges in later years of the project as well.

### **Activity 4: Provision of Additional Information at OWSO and Design of OWSO Website**

As part of the efforts to strengthen the OWSO so that it becomes more useful for citizens, efforts will be made to have available in the OWSO additional information available at the offices which could be of use to them. This would include information, forms, and fees for both services which can be delivered by the OWSO as well as services which will be provided at provincial level. Obtaining this information is not an easy task for citizens, nor it will be for the DST to get it from the relevant Ministries. Therefore efforts through the TAG and NCDD will be undertaken to make the information on other services available at the OWSO so that citizens can at least conduct a 'limited transaction' on these.

This activity will also set up a website for the OWSO with links to individual districts so that there is an opportunity for citizens to have access to all this information on the web. Since the OWSOs will be completely equipped with computers, some selected workplaces will be networked so that procedures can be electronically executed as much as possible paving the way for future digitalization of transactions. A databank will also be constructed in which all registrations are saved and where possible, the communes' registry of residents will also be incorporated in this databank so that OWSO customers can get a back-up access to their registry documents (like marriage and birth certificates) through this office. In this way, the specific elements of this activity are:

- a) **Information on other services:** DST will work with the TAG and partner with other ongoing initiatives (such as the Council of Administrative Reform-GTZ study to produce a 'Yellow Pages' for Government Services) to find relevant information on fees, forms, and procedures for other services that are not offered through the OWSO available for easy access by citizens. Hard copies of forms and fees for all these services that are not delegated functions will be available to the citizens at OWSO.
- b) **The OWSO Website:** During the first year of implementation, a Website for OWSO will be set up. All information on the OWSO, DO and other data related to situation of target districts will be made available in the Website, including the fees that are required and the necessary forms. In addition, the information, forms, and fee tables for the services, which are still under the responsibility of the provinces and departments, will be presented in the website as well.

#### **Activity 5: Study on Potential OWSO Model for Phnom Penh.**

The decision on opening an OWSO in Phnom Penh must be deferred because of a lack of basic information on the adequate model to use in a city that size, since the district/khan unit of operation may not be cost effective there. Therefore, the project will fund a study on the existing service delivery mechanism and structure of the Phnom Penh Municipality to find out the options for the establishment of OWSO. This will include an assessment of costs of operation and study of other city level models being used in neighbouring countries.

Based on these results the possibility of funding the implementation of an OWSO in Phnom Penh will be considered after the mid-term evaluation at the end of year 2 of the project. The funding for this will either require supplemental financing of the project or a re-allocation of budget away from other districts or cost categories.

#### **Activity 6: Study on Potential Pilot OWSO Model for Rural Districts.**

Similar to the above case, for piloting the OWSO in a rural district, the project will finance a study on the existing service delivery mechanism and structure of the rural districts to find out the options for the establishment of OWSO in year 2 of the project. This study will include

the “demand side” analysis of what key services really require a OWSO as well as a “supply side” analysis of what would be the best system, for example a “mobile front office”. Lessons from other developing countries like India that have experimented with rural OWSO models will be drawn in and the support of other development partners such as GTZ, who may be working in this area will be sought.

Based on the findings, a pilot OWSO will be launched in a rural district in year 3 of the project and a budget for this that includes supplemental resources for the possibility of a mobile office has been allocated in the overall project costs.

## **Component 2: Extending and Strengthening the Capacity of the DO**

The second component of the project deals with the replication and enhancement of the DO model to all the targeted districts of the project where OWSOs are being set up. As outlined in section 3.3, there are serious deficiencies in the way that the current DO model has been operating in the two pilot districts of Siem Reap and Battambang, and therefore the project will try and address these through various innovations, and then include a mid-term evaluation of progress and consider further options (including the possibility of disbanding the institution if it continues to not be considered effective based on citizen surveys).

As mentioned in the earlier recommendations, the DO will now become a “Citizen’s Advisor” for citizens of the targeted districts. In addition to the existing functions of the DO in Siem Reap and Battambang, following functions will be included:

- Linked with the MONASRI function of law dissemination in the DFGG project, the DO will assist in dissemination and clarification of laws (starting with the Land Law) to the public;
- Facilitate citizen’s participation activities, quarterly forum, annual forum, citizen’s hour, radio talkback programs, TV spots and information dissemination strategies;
- Receive and consider complaints of people regarding services which are disseminated at the OWSO outside their competences. Facilitate these complaints with the relevant line departments and provide feedback to the citizens;
- Facilitate legal complaints for the citizens within the district administration, and
- Monitor the functioning of the OWSO (already within current mandate).

To facilitate the extension of the DO with the above expanded role to the new target districts, the following key activities would be undertaken:

### **Activity 1: Design of a New Election System for the Ombudsman and Amendments to Existing Prakas**

Given that the existing DOs in Siem Reap and Battambang were elected by the District Council, which is not included in the current project, an alternative method for DO elections needs to be devised. This should not, however, be a difficult task since the District Councils in the two pilot districts constituted of already elected officials and some nominated representatives. Therefore one can replicate the system and procedure by forming a ‘local election committee’ to elect the DO. This committee would include representatives of district, communes, NGOs, local business and other related associations. In effect, the committee would look the same as the ones that were set up in the pilot districts.

To establish this new election procedure as well as to allow for the expanded role of the DO, the Prakas and decisions regarding their set up would have to be amended. This will be done by the DST in cooperation with the TAG during the pre-effectiveness phase of the project.

### **Activity 2: Training and Election of Ombudsman**

Once the new election system has been devised and approved, all participating groups in the target districts will get a basic training on the role of the DO and the election system. The phasing of this training will be done in the same way as for the OWSOs (i.e. 6 districts in the first year, 7 in the second, and 9 in the third). The DST will provide guidance and training to the target districts on the election procedures.

After the trainings, the various groups elect their representatives for the Election Committee; the various groups name their candidates and finally the Election Committee selects the Ombudsman. According to experiences in Siem Reap and Battambang, the whole process takes at least two months. The DST and the Provincial ExCom representatives will oversee the election process to ensure that it is fair and transparent.

### **Activity 3: Setting up the Office of the DO.**

As with the case of the OWSO, the DO will be given an office which is located in a neutral area, but close to the OWSO so that he/she can provide the supervisory role there. The office will also be equipped with the necessary furnishings and stationary. Although, the existing Prakas for the DO includes the provision of an ‘Assistant’ to the DO, this function will only be included after the mid-term evaluation of the DO if it is seen that there is a sufficient work program for an assistant to be justified.

### **Activity 4: Capacity Building and Support to the Ombudsman.**

Once the DOs have been democratically elected in the target districts, they will be given training on their roles and responsibilities. The DST will further support their capacity through regular field missions and backstopping on their additional functions. With the help of the TAG and the DFGG Project Coordination Unit, links of the DO to other state institutions such as MONASRI and RNK will be ensured so that the additional roles and responsibilities of the DO can be performed. The DST will also link the DOs to other systems of accountability at local level such as accountability working group, which are run through the MOI.

For generating awareness and publicity about the DO, a communications campaign will be run for them (see component 3) and they will also be encouraged to do pro-active outreach to NGOs, communes, and the private sector.

### **Component 3: Implementing New Forms of Citizens Participation and Outreach**

In every district where the OWSO and DO will be established, new forms of participation will be introduced. These will aid in improving the relationship between citizens and the administration, and they will offer the citizens’ possibilities to voice their problems, criticisms and concerns. They will thus allow for a more transparent district administration and encourage good governance and public administrative reform. What is more, in order to ensure for greater independence as well as promote state-non-state partnership, the management and running of these people’s participation measures will be given to local NGOs and to the DO rather than done via the NCDD or MOI.

The various forms of people's participation and outreach envisaged are as follows:

**Activity 1: Conduct of Annual Citizen's Forum in Each Target District.**

In all the districts in which the OWSO is opened, an annual citizen's forum will be undertaken. This is a forum which is open to all citizens and covers issues related to the OWSO and DO offices and how these can be further improved, as well as other issues related to governance at the district level. The forum will be chaired by the District Governor. The organization of the forum will be contracted out by District governors to a local NGO as mentioned above.

A pilot test of these citizen's forums is planned during the pre-effectiveness phase of the project in the two districts of Siem Reap and Battambang so that the lessons from there can be used to make these events more meaningful for citizens.

**Activity 2: Conduct of Semi Annual Forum in Each Target District.**

In order to get more sustained and targeted feedback, a quarterly meeting with business and citizen's representatives will be set up at a more informal level. These quarterly meetings with business and citizen's representatives will be organized by the District Governor, OWSO chief and DO to get periodic and frequent feedback on their operation as well as suggestions for improvement. They will become the basis for further work and research needed on issues such as management systems, licensing procedures, service fees, and extension of competencies at the OWSO, which will be fed back to the DST for discussion with the TAG and NCDD.

**Activity 3: Conduct of Annual Good Governance Forum at National Level.**

The stakeholders of OWSO and DO will participate and present the experiences and lesson learned on good governance in implementation of OWSO and DO to the good governance forum at the national level. The DFGG Project Coordination Unit is responsible to organize this Good Governance Forum. This forum will include a broad audience of all stakeholders and reflect on the Governance aspects of all components of the DFGG project.

**Activity 4: Setting up of Monthly Citizen's Hour (or Citizen's Consultation) with the District Governor in Each Target District.**

An additional mechanism to increase participation, awareness, and reduce the hurdles between the administration and the citizens is the citizen's hour of the district governor. In Siem Reap and Battambang, these citizen's hours now take place once a month, and when the district governor is busy, one of his deputies addresses this responsibility. During these sessions citizens have the opportunity to consult, ask questions, get clarification or express concern with the Governor on any issue related to the OWSO, DO, or District Administration at large. This opportunity is made use of by citizens on a regular basis. Over the course of the project, this mechanism will be applied in all target districts.

**Activity 5: Conduct of Periodic Information Campaigns on OWSO and DO.**

Directly after the opening of the OWSO, a weeklong information campaign will be executed to inform the citizens about the new institution. For this task, the districts will be provided with corresponding flyers, posters, and stickers. At the same time, in cooperation with RNK and other broadcasting stations Talk Back programs will run on the radio in which the district

governor and the head of the OWSO make themselves available for questions from citizens. This information campaign will be conducted at least once per year/district, including schools, C/S Councils and other local institutions.

Wherever possible, the information campaigns for the OWSO will also be used to make the DO more widely known. In addition, there are, however, additional necessary efforts, such as Talk Back programs on the radio with the DO, a visit of the DO to all local NGOs, poster advertising with a short description of the responsibilities of the Ombudsman and stickers with a telephone number.

#### **Component 4: Monitoring & Evaluation (M&E), and Learning to Ensure High Performance Standards in OWSO and DO**

As the OWSO and DO model is relatively new in the Cambodian context and given that its success relies on it showing high business and ethical standards, the role of regular M&E and continuous ‘learning by doing’ is a core part of the project and a significant part of the project costs is being allocated to this. The M&E and Learning functions under the project will be handled both ‘internally’ and ‘externally’ through independent monitoring that is undertaken through a respectable NGO or research agency as well as a number of local NGOs (See Section 10 for the suggested tools for this purpose).

The internal M&E will be done by the monitoring and evaluation unit at the central level within NCDD, which will be responsible to document not only the achievements of the OWSO and DOs in terms of operational and performance indicators, but also to evaluate outcomes, efficiency and effectiveness and to learn lessons associated with good governance. In addition to this, at every level, there will be available staff responsible for M&E and supervision. The M & E Unit will develop a framework for regular reporting to the NCDD on the input and output targets, the progress of implementation and achievement of outcomes. Output and selected outcome indicators will be monitored quarterly. The M & E and Learning Adviser based in the project coordination unit of the DFGG will help in the development of reporting formats and tools for M&E, and train staff in their use. These will provide the basis for monitoring the inputs, outputs, and outcomes, and assessing the efficacy of the project management systems. The Adviser will also assist in data analysis, drawing conclusions and learning from the studies that will be conducted.

For the external or independent monitoring of performance of the project, a reputable NGO or research firm along with a set of local NGOs (operating at the provincial or regional levels) will be contracted to undertake a series of M&E tools including a baseline, mid-term, and end evaluation survey, annual ‘*exit surveys*’ and informal audits, participatory focus group discussions, and exit interviews during the different citizen and public forums. (See section 10 for a discussion of the tools envisaged).

The various activities involved in the M&E and learning part of component - 4 include:

##### **Activity 1: Finalizing the Design of the M&E System and Survey Tools and Instruments.**

In cooperation with DFGG M&E advisor and a national TA advisor from the DST, the MOI will finalize the design of the M&E system for the OWSO and DO during the pre-effectiveness phase of the project. This will include the design of the various survey tools and instruments that will be used for monitoring performance. The OWSO and DO M&E system and procedures will be integrated with overall M&E framework of NCDD.

In close cooperation with PCSU, the design of the M & E and Learning Framework will be participative and will involve not only members of the Inter-Ministerial Technical Advisory Group (TAG), but also officers and staff of the existing M & E Unit of the NCDDS.

**Activity 2: Selection of a Reputable NGO/firm to Design and Conduct Baseline Assessment.**

An external agency will be hired by the NCDDS to conduct the baseline assessment for the target selected districts with the assistance of the M & E and Learning Adviser of the DFGG. In this baseline assessment, the external agency will not only gather baseline indicators on the field using quantitative techniques, but also learning from the communities specifically those that have benefited from OWSO and DO in Battambang and Siem Reap. In addition, the assessment will also include those who have not experienced OWSO and DO services. Learning mechanisms will include qualitative methods such as focus group discussions, client exit surveys and client score cards, and case studies in the different communities to be surveyed. The indicators to be captured in the assessment will be drawn from the outcome indicators that were highlighted in the results framework for the project in section 2.

The writing of the TORs, hiring, and the actual conduct of the baseline study are all expected to take place in the pre-effectiveness phase of the project.

**Activity 3: Implementation of Internal Performance Monitoring Activities.**

With the assistance of the TA from the DFGG Project Coordination Unit, routine M & E activities will be carried out by the officers and staff of the OWSOs, the DST and M & E Unit of the NCDDS/PST based on the final M&E and learning system that is designed. See Section 10 for a list of performance indicators to be covered, responsibilities for collecting information, and the reporting system and schedule.

**Activity 4: Implementation of External Regular Evaluation Tools.**

A number of more evaluative and learning-oriented studies will be conducted by local civil society or non-government organisations (CSOs or NGOs) in each of the targeted districts. The methods and tools will be developed and tested in conjunction with PST M&E Unit staff. Support will be provided by the DFGG M&E and Learning Adviser.

These activities will cover all services provided by OWSO and DO, and methodologies will include the following:

- a) a voluntary client scorecard on the performance of the OWSO - these will be collected in a box in each OWSO and can be filled by any OWSO customer. They will be periodically analyzed and reported in the status reports of the office;
- b) an annual exit survey of OWSO customers, independent audit of OWSO efficiency and effectiveness, and review of DO actions – in this the CSO will use independent evaluators/enumerators to conduct randomized exit interviews, and do a quick audit of OWSO and DO records. One of these is expected every year in all target districts;
- c) a qualitative survey consisting of focus group discussions (FGD) and key informant/beneficiary interviews – this will be an annual survey carried out in only a sample of say 5 districts to provide more qualitative and analytical data on the performance of the OWSO, DO, and people’s participation measures and how these can be improved, and

- d) a series of exit interviews and working group discussions – these will be held as part of the citizen’s forums and other people’s participation events to obtain community perceptions on the performance of the district administration in general, and the new reforms (like OWSO and DO) in particular.

These learning and evaluation activities are planned in all years of the project in a process of formative or real time evaluation. The resulting recommendations and lessons will be the basis for improving implementation of OWSO and DO during the four years of the project, and may justify the funding for further expansion. Results on outcome indicators for these studies will be included in the internal annual reporting that will be done by the DST.

The different forms of external monitoring and evaluation will be contracted out to local NGOs or they could be made into a single large contract based on the feedback received in the CSO consultations that will be undertaken prior to the Project appraisal.

#### **Activity 5: Conducting Learning Activities**

To support the cross/peer-learning across the target districts, periodic learning events such as study trips and internships will be undertaken (as also mentioned in activity 3 of component 1). These will become particularly relevant in year 3 and 4 when all the new OWSOs and DO offices become operational. The Provincial ExCom and DST teams will manage this cross-learning and it will also get support from the DFGG Project Coordination Unit.

#### **Activity 6: Mid-Term Evaluation**

The Mid-term evaluation will be undertaken at the end of the second year or beginning of the third year of the project implementation period. It will also be contracted out to a reputed NGO or research firm (the possibility of the same firm undertaking the baseline, mid-term, and end evaluations is also being considered so long as it meets procurement requirements).

The mid-term evaluation will only target the districts launched in the first year of project implementation and the two existing pilots as these would have had sufficient time for operating to pick up meaningful results. The format of the survey will be the same as the one used during the baseline assessment and it will inform the project on the progress in meeting the agreed upon outcome indicators in the results framework. The mid-term assessment will be used to decide upon some critical aspects of project design and implementation – e.g. should one continue with the DO (or what enhancements are required), what further improvements to the OWSO are needed, what will be the model for the rural pilot, will there be a re-allocation of budget to cover a OWSO model in Phnom Penh, etc...

#### **Activity 7: End of Project Evaluation**

This evaluation will be conducted at the end of the project by an independent agency (possibly the one that undertook the baseline and mid-term assessments) to enable the RGC, WB and other development partners to evaluate end of project outcomes and impacts; assess efficiency, effectiveness and sustainability of OWSO and DO services; and consider further expansion and continuation of the project.

#### **Component 5: Project Management**

General Directorate for Local Administration, Ministry of Interior as the Secretariat of NCDD (NCDDS) will act as project implementation and executing agency. The NCDD has

established an Inter-Ministerial Technical Advisory Group (TAG) and a District Support Team (DST) under direct supervision of the NCDDS to coordinate policy components of the project such as, preparation of legal frameworks, training, policy monitoring and evaluation, facilitating structuring and set up on OWSO and DO, preparing annual work plan and budget (AWPB), organizing and conducting workshops with related ministries and other partners.

NCDDS will use the structures and capacities of the existing Program Support Team (PST) of NCDDS to implement and coordinate the operational components of the project such as, implementing of the procurement plan, supervision and monitoring of contract implementation, fund transfer, facilitation of administrative matters, reviewing of ExCom progress and financial reports, preparing financial and operational progress reports to NCDDS.

At the Sub-national level, the existing structures of ExCom/PRDC will be used to facilitate the operational implementation of the project such as, preparing an AWPB, preparing and contracting sub-contracts with district/OWSO (if applicable), provision of technical support to district/OWSO, managing of project funds, reporting to NCDDS through PST and DST.

Using the above structures will reduce cost and also promote harmonization. Resources that will be made available to the project management office will include coverage for external consultancy services, provision of administrative support, including the procurement of equipment, furniture, fixtures, and other requirements of the project component.

For Project Management, the following key activities are envisaged (more details on the roles of the different actors are provided in Section 9):

#### **Activity 1: Establishment of the TAG.**

As explained earlier, the TAG led by MOI will consist of senior officials of the related ministries and institutions. The TAG may invite the representatives of civil society to join any meeting if necessary.

Invitations for establishing the TAG have already been sent out, and it is expected that it will become operational before appraisal of the DFGG project.

#### **Activity 2: Establishment of DST.**

The DST will be established by the General Department of Local Administration (GDLA) and consist of officials from various departments of GDLA. The DST is meant to be the core division in the NCDD/MOI in charge of harmonizing all district level projects and initiatives that are being undertaken by the NCDD, starting with the OWSO-DO initiative under the DFGG project. It will largely be composed of permanent MOI staff, although supplemental contract staff may also be required in the initial years of project implementation to ensure that there is adequate capacity in the institution to implement all the project activities.

#### **Activity 3: Recruitment of support staff and TAs.**

Two staff will be recruited to work with PST and one additional staff for each ExCom/PRDC. These additional staff will support the PST and ExCom Units to assist in the additional workload of OWSO and DO project.

Two national advisers will be recruited to provide support to DST and international TA will be contracted on a need basis only.

#### **Activity 4: Information/ participation strategy.**

It is crucial for the entire project that people have access to information: know where they can get information and are fully aware of the mechanisms to voice their opinions, complaints or concerns. In order to facilitate this, an information/participation strategy and materials will be developed and prepared for implementation at National and Sub-National level. Both strategy and dissemination materials will be developed in a participatory way including OWSO/ DO, Province and national level.

The national level will provide technical support to the provinces and districts OWSO/DO to implement the information campaigns and participation strategies.

Referring to activity 5 in component 3, the information strategy will be implemented in close cooperation with other project components such as RNK, MONASRI etc.

#### **Activity 5: Managing Procurement.**

NCDDS/PST will be responsible for the procurement of goods and services of the central project office as well as for the OWSOs and DOs to be established in the target districts according to the procurement plan. Where possible, the procurement at the sub-national level will be handled by PRDC/ExCom.

#### **Activity 6: Coordination and harmonization.**

The OWSO and DO is one of the 5 DFGG components. In addition there are a number of other Governance related NGO and other projects operational in the various provinces. Coordination and harmonization will be an important aspect both at the national and sub-National level. The TAG and DST will assist NCDDS to coordinate all projects related studies, evaluations, missions, trainings, workshops and seminars. At the Sub-National level, the PRDC/ExCom as well as the district OWSO/DO will coordinate all activities to ensure a harmonized approach at the District and local levels.

The TAG and DST are also responsible to assist the NCDDS to harmonize other district-focused projects and programs supported by development partners such as district initiative, and the inter-commune program.

#### **B. Summary of Key Activities and Completed Milestones undertaken in 2<sup>nd</sup> Quarter 2009**

- Establishment of Legal Framework for setting up and extending the competencies of the OWSOs and Prakas on the transfer of competences of the relevant Ministries to the district OWSOs have been drafted;
- Preparation and Renovation of OWSO buildings and Equipping of Offices and bidding documents have been submitted to the WB for NOL;
- Selection of a reputable NGO/firm to design and conduct Baseline Assessment and ToR have got NOL (in process of selection of QIA part of Baseline Study);
- Recruitment of support staff and TAs (1 TA and 1 Website Developer), and the process and selection through PCO coordinated;

- Prepared and updated of OWSO/DO Procurement Plan and submitted to WB has been NOL for the 18 months on Procurement Plan in the first year, and
- The OWSO has coordination and harmonization and assist the NCDDS to survey the District Initiative Program (DIP) in target province areas.

### C. Emerging Concerns and Divergences from AWP

#### C. 1. Plan Activities against Work Plan

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planned	Actual	Planned	Actual	
Prakas on the transfer of competences of the relevant Ministries to the district OWSOs.	Mar 09	Mar 09	Apr 09	Mar-Jul 09	Prakas on the transfer of competences of the relevant Ministries to the district OWSOs have been drafted
Manage the bidding process OWSO/DO building	Apr 09	Apr 09	May 09	Aug 09	Project was not effective as plan;
Follow up the construction & renovation building and equipping the OWSO	May 09		Aug 09		Project was not effective as plan;
Designing the Training Programs and Manual	Apr 09		May 09		Project was not effective as plan
Conduct TOT training.	May 09		Jun 09		Project was not effective as plan
Organize study tour, internship and on-the-job training.	Jan 09	Jan-Mar 09	Dec 09	Dec 09	attended any trainings, WSs on procurement, DFGG dissemination, etc.
DST will work with the TAG and partners	Mar 09	Mar 09	Dec 09	Dec 09	Arrange and meeting among TAG's members on transfer of competences to OWSO
Post all relevant information of OWSO/DO in OWSO Website	Apr 09	Apr 09	Dec 09	Dec 09	1. OWSO articles has posted in the NCDD website 2. website developer of OWSO is in the final process of selection through PCO
Review and replicate the system and procedure by forming a 'local election committee' to elect the DO	Apr 09		May 09		Project's effectiveness was not as planned, so delay to July-Aug.
Hire an NGO to design & conduct a Baseline study	Mar 09	Mar 09	Dec 09		o Qualitative Impact Assessment of the OWSO has separated from former

					Baseline Assessment, and it was in the process of selection. ○ The TOR for the rest part of Baseline study was approved by WB
Four staff DST (Contract Administration Assistant, DST Monitoring and Evaluation Assistant, DST Capacity Building Assistant, DST Information and Communication Assistant) will be recruited to work with PST and one additional staff for each ExCom/PRDC	Mar 09	Jul 09	Apr 09	Aug 09	Project was not effective as plan:
Three national advisers (2 for Operation & 1 for policy) will be recruited	Mar 09	Jul 09	Apr 09	Aug 09	○ 1 TA for Operation is in the process of selection through PCO ○ Others will be recruited in July 09
Cooperate closely with other project components such as RNK, MONASRI etc. to disseminate and provide access to information	Mar 09	Mar 09	Dec 09		MoU with MONASRI has been finalized and wait for formal signing. RNK and others are contacted included non IAs such as 12 NGOs- members of LCFG and Pact Cambodia and its partner in the target provinces.
Update the 18 months Procurement Plan	Feb 09	Feb 09	Mar 09	Jun 09	
Prepare the necessary procurement documents according to its category and needs	Mar 09	Mar 09	Dec 09	Dec 09	TORs have updated will starting in July
Assist NCDDDS to coordinate all projects related studies, evaluations, missions, trainings, workshops and seminars	Apr 09	Apr 09	Dec 09	Dec 09	Plus the legal framework development /drafting. Data collection for DI/NCDD, etc.

## C. 2. Emerging Concerns

The project effective is often delayed; leading some activities can not start as plan.

#### D. Provisional Results Indicators

Indicators	Baseline	Target Values	Data Collection and Reporting		
		(Q2)	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection
Number of citizen service delivery transactions completed in OWSOs across targeted districts (total and by type)	6000 transactions over 2 districts <sup>5</sup>	30% increase (in SRP and BAT)	Quarterly compilation from OWSO reports	OWSO records; aggregated by DST each quarter and then summed up annually	NCDDS (DST) compiles using OWSO officer reports
Average cost recovery ratio (in %) of OWSOs (i.e., service fee revenue as proportion of operating costs)	To be calculated for SRP and BAT	50% (SRP and BAT)	Annual, quarterly; recorded in Annual and quarterly Reports	OWSO financial records; compiled by DST	NCDDS (DST)
No. clients served at OWSOs	To be calculated in baseline	Dependent on district size & characteristics (SRP &BAT)	Quarterly compilation and reporting in Quarterly Reports	OWSO records – should register all clients who visit the office	OWSO officers report and DST M&E staff compile
Number of local disputes or complaints received and mediated by DOs across all target districts	2 over 2 districts	2 districts	Annual; recorded in Annual Progress Report	DO records and independent audit by CSO	NCDDS (DST)

<sup>5</sup> This represent the rounded off value of total transactions in Siem Reap (4673) and Battambang (1235) OWSOs in 2007..

% of local disputes or complaints successfully resolved by DOs across all target districts (where possible/feasible)	N/A	Increase (target 20%)	As above	DO records and independent audit by local CSO	NCDDS (DST) and independent local NGO/CSO. Methodology developed and tested in conjunction with PST M&E Unit staff. Support provided by the DFGG M&E Adviser where necessary.
% of citizen and business representatives reporting high value/ relevance of information on local administration, OWSO, and DO shared through people's participation measures in targeted districts	To be calculated in pre-impl. period <sup>6</sup>	5% increase	Annual; recorded in Annual Progress Report	FGDs and KIIs with citizen and business representatives undertaken at the conclusion of annual citizen forum in each targeted district	NCDDS through the NGO hosting the Annual Citizen Forums
Number of partnerships between DST/OWSO/ DO& other SIs &NSAs established under the project	13 NGOs and 5 States	TBD	Annual; recorded in Annual Report	Recorded by DST at national level and aggregated from OWSO-DO reports	NCDDS/DST

<sup>6</sup> This will only be done for the two districts where OWSO and DO offices exist in the pre-implementation period.

**E. Procurement Status**

18 months procurement plan of OWSO was updated and got NOL from team leader of DFGG/World Bank. One TA for Operation and Website developer (IC) are in the process of selection through PCO. The procurement for OWSO/DO building is in the process of preparation the procurement committee, bidding documents and in May 5, 2008 a procurement officer have been assigning formally.

**F. Financial Status**

Not applicable during the reporting period.

## SECTION II: INTERIM FINANCIAL REPORT (IFR)

### A. Project Balance Sheet (N/A)

**Cambodia: Demand for Good Governance Project  
PROJECT BALANCE SHEET  
AS OF JUNE 31, 2009**

<b>ASSETS</b>	<b><u>28/2009</u></b>
Cash	
DA – IDA	xx
Counterpart Funds Account	xx
Bank – AusAID	
Bank - Other Donors	
Advance	xx
Petty Cash	xx
	xx
<b>Cumulative Project Expenditures</b>	
Civil Work	xx
Goods	xx
Consultants' Services	xx
Training/Workshops	xx
Incremental Operating Costs	xx
Sub-Grants	xx
MBPI	xx
PMG	xx
	xx
<b>TOTAL ASSETS</b>	<b>xx</b>
<b>FUNDS</b>	
Sources of IDA Financing	xx
Sources of RGC Financing	xx
Sources of AusAID Financing	xx
Sources of Other Donors	xx
<b>TOTAL FUNDS</b>	<b>xx</b>

**B. Sources and Uses of Funds by Category (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

	Component XX	Actual			Budget			Variance			PAD Figures
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
	<b>Opening Balance</b>										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank – Other Donors										
	Advance										
	Petty Cash										
	<b>Total</b>										
Add	<b>Sources:</b>										
	<b>Receipt of Funds</b>										
	- From IDA										
	- From Government										
	- From AusAID										
	- From other donors										
	- Other Income (document bidding fees., etc.)										
	<b>Total Funds Received</b>										
	<b>Total Sources</b>										

Less	<b>Expenditures by Category</b>										
	- Civil Works										
	- Goods										
	- Consulting Services										
	- Training and Workshops										
	- Operating Costs										
	- Sub-Grants										
	- MBPI										
	- PMG										
	<b>Total Expenditures</b>										
	<b>Closing Balance</b>										
	<b>Represented by:</b>	-	-		-	-	-				
	Balance at Designated A/C										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank - Other Donors										
	Advance										
	Petty Cash										
	<b>GRAND TOTAL</b>										



**D. Uses of Funds by Project Activity (N/A)**  
**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

No.	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
<b>TOTAL PROJECT EXPENDITURE</b>											





**C. Procurement Monitoring Report – Goods (N/A)**  
**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

No.	Description of Goods	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process						Bid Evaluation/contract award recommendation		Contract				
					IPA sent draft BD to PRC for approval (Date.)	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No object to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the Bank (Date)	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor (Date)	Contractor's Name	Contract Amount	Completion date	
1	Planned																
	Actual																
2	Planned																
	Actual																
3	Planned																
	Actual																
4	Planned																
	Actual																
	Planned																
	Actual																

**D. Procurement Monitoring Report - Consulting Firm/NGOs (N/A)**

**Cambodia: Demand for Good Governance Project**

**For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Short list and Draft Requirement for Proposal (RFP)								Technical Evaluation	Final (Technical-Financial) Evaluation			Contract							
					IPA sent Short list to the Bank (Date)	No objection to the Short List by the Bank (Date)	IPA sent Draft RFP to PRC (Date)	Approve to draft RFP by PRC (date)	IPA sent draft RFP to the Bank (date)	No object to Draft RFP by the Bank (date)	IPA issued RFPs (date)	IPA received proposal from firms (date)		IPA sent Tech, evaluation report to the Banl(date)	No objection to Tech, evaluation report by the Bank (date)	IPA open Financial Proposal publicity (date)	IPA completes final evaluation	PRC and IPA negotiate contract with consultant	IPA sent draft contract and final evaluation report to the Bank (date)	No objection to Draft Contract by the Bank (date)	Project signed contract with consultant	IPA sent signed contract to the Bank (date)	Contractor's name	Contract value (US\$)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	Planned																							
	Actual																							
2	Planned																							
	Actual																							
3	Planned																							
	Actual																							

**E. Procurement Monitoring Report - Individual Consultant (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/ EOI						Evaluation		Contract							
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract by the Bank (date)	Project signed contract with consultant (date)	IPA sent segned contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Planned																			
	Actual																			
2	Planned																			
	Actual																			
3	Planned																			
	Actual																			
4	Planned																			
	Actual																			

## **SECTION IV: CONCLUSION AND RECOMMENDATION**

Overall, in the second quarter of year 2009, the OWSO has achieved main things such as the legal instrument arrangement is Prakas of transfer of competences of the relevant Ministries are Ministry of Interior, Ministry of Education Youth and Sport, Ministry of Land Management, Urban Planning & Construction, MEF, MAFF, Ministry of Culture and Fine arts, Ministry of Public Work and Transportation, Ministry of Commerce, Ministry of Health, Ministry of Industry mines and energy to the district OWSOs that will be issued soon after the formal review by the decision maker from each ministries; , after the second meeting of TAG on 12 June 2009; and further more, 18 months procurement workplan has been updated and got NOL from World Bank. Regarding the partnership, the MoU to collaborate in DFGG project between OWSO and MONASRI was waiting the signing date. Related to SCOs participation, OWSO and Pact Cambodia/LAAR Program, especially their partners in the OWSO target areas have agreed to assist OWSO/DO in disseminate information of OWSO/DO, and promote the participation of the local citizens and communities. In addition, through the Partnership Learning and Communication unit MODE and its network agreed to promote and enhance their understanding on OWSO/DO project and the new establishment of OWSO/DO office in Stung Sen Municipality, Kampong Thom province to the local citizens and communities as well.



## **Annex: D. Radio National of Kampuchea (RNK)**

### **SECTION I: PROJECT PROGRESS REPORT**

#### **A. Project Introduction**

##### **A1. Project Background**

The DFGG project is a \$20 million equivalent, IDA financed grant being given to the Royal Government of Cambodia (RGC) for a four year period with the aim of enhancing the demand for good governance in priority reform areas by strengthening institutions, supporting partnerships and sharing lessons.

The state and non-state institutions and partnerships supported will be those that promote, mediate, respond to or monitor for DFGG (see definition of DFGG below). The four priority reform areas, where DFGG approaches will be supported are those identified in the Governance Pillar of the World Bank-RGC Country Assistance Strategy (CAS), namely:

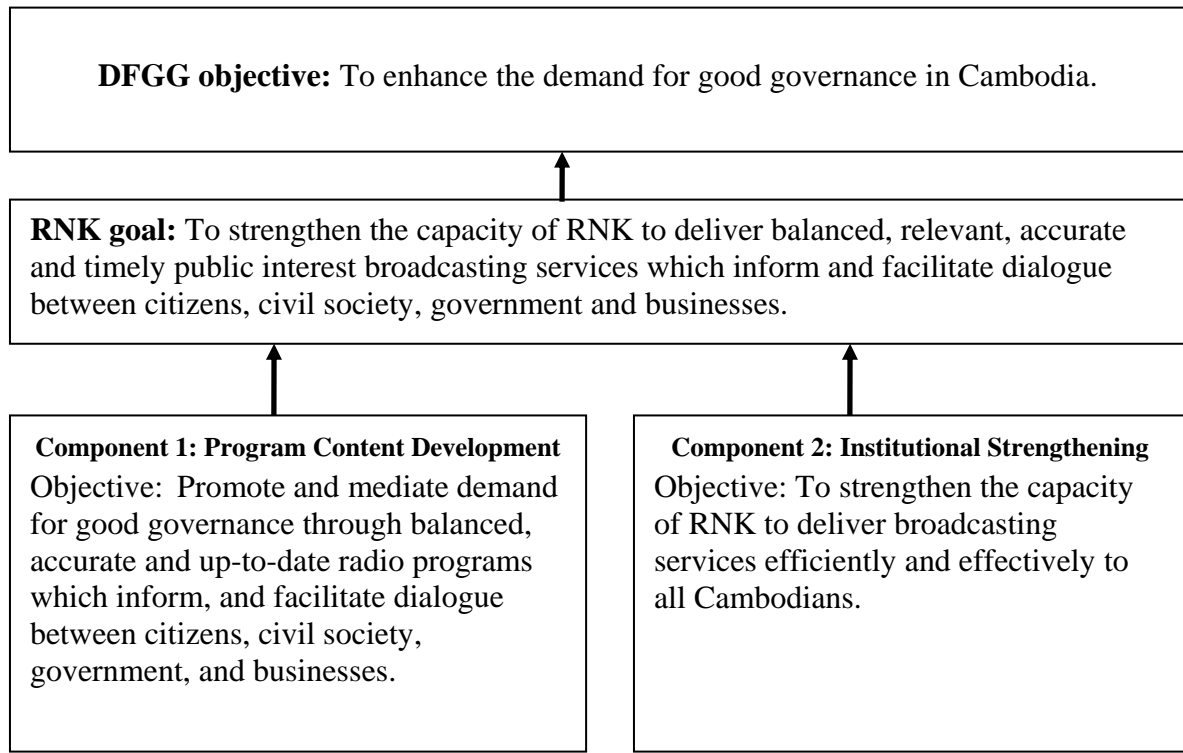
- (a) private sector development,
- (b) natural resource management,
- (c) public financial management, and
- (d) decentralization and citizens' participation.

##### **A2. Project Development Objective**

Support to Radio National of Kampuchea (RNK) is built on the AusAID-funded Cambodia Radio Development Assistance Project (CRDAP) that introduced the popular 'Talk Back Program' (TBP), *Our Life Our Society*. The TBP invites senior government officials to share information about their policies, programs and budgets, and provides opportunities for citizens to call in and directly question public officials. The project will expand TBP's coverage, introduce new feature stories on governance issues, and revamp the newsroom function in RNK, which is the only broadcaster of AM programs in the country with coverage of remote and rural areas.

To provide RNK staff with the required editorial decision, Editorial Policies have been introduced during project preparation. Additionally, through continued AusAID-funded technical assistance, the organizational capacity of RNK will be developed to produce and broadcast quality information services, manage its corporate functions, and develop and initiate a long-term sustainability strategy. These measures will help RNK increase its public interest programming and audience share, and begin its transition into a public service broadcaster engaged in promoting and mediating DFGG. In this way, the subcomponent will contribute to the Rectangular Strategy (RS) and CAS objective of promoting citizen's participation in governance by strengthening the media.

### A3. Overview of Project Components



#### Component 1: Program Content Development

Component 1 aims to:

1. strengthen talkback programming between key players (political parties and citizens, civil society organizations and other non-state actors) to enhance state responsiveness and accountability;
2. renovate news services to ensure accurate, timely and independent information for RNK listeners; and
3. establish in-depth researched, analysed and logically argued feature programs to facilitate informed decision making by Cambodians;
4. institutionalise Editorial Policies compliance across all programs to ensure information is accurate, impartial and of maximum benefit to RNK listeners; and
5. build concrete links and partnerships between civil society, state institutions, businesses and RNK to promote the voice of the Cambodian people.

The proposed program content activities readily fit within the promotion and mediation elements of the proposed Demand For Good Governance (DFGG) project by disseminating information and raising citizen awareness about governments programs, and mediating DFGG by creating an avenue for feedback and dialogue between the public and public officials.

## **Component 2: Institutional Strengthening**

Component 2 specifically aims to:

1. strengthen the organisational capacity of RNK so that it is well functioning and capable of delivering quality information services;
2. enable RNK to effectively manage human resources, and business and strategic planning to enhance RNK performance;
3. ensure RNK's assets are securely managed to support smooth and continuous delivery of information services to listeners; and
4. enable RNK to raise and secure revenue so that it is financially sustainable upon project completion.

In order for the program content development capability to be efficient and especially sustainable, RNK requires parallel improvements and re-design in a number of departments and offices. Institutional strengthening should focus on organisational structures, marketing and business development, securing annual revenue from MOInf, financial management, human resource management, and transmission capability and physical asset management.

### **B. Summary of Key Activities and Completed Milestones undertaken in Quarter**

Under DFGG, RNK will expand the current TBP, rejuvenate the news services and introduce feature stories. RNK will also need to strengthen its institution to undertake the proposed program content.

To prepare for such a large-scale project, a series of pre-implementation activities have been conducted or are now underway. The following report provides a status update on these activities, in advance of the launch of DFGG in April 2009.

#### **B1. Baseline Study (Funded by AusAID)**

CRDAP and RNK jointly issued a request for proposals to conduct a Baseline Study to establish information required by indicators to monitor the quality and impact of RNK's proposed program content and institutional strengthening. These indicators include a Perception Index on the awareness level of social and political issues of listeners; on RNK's talkback program content providing an avenue for dialogue and feedback between citizens and public officials; on the responsiveness of public officials; and on the improvement of news services.

Four organizations responded with proposals: the Center for Advanced Study (CAS), Intermedia (in partnership with Green Goal of Cambodia), Asian Strategies, and QAsia. CRDAP and RNK reviewed the proposals and offered the contract to QAsia which began work on the Study in December 2008. QAsia will provide its results towards the end of April 2009.

#### **B2. Content Development Adviser and Organisational Development Advisor (Funded by AusAID)**

Two key expatriate advisors were hired and commenced their work with the RNK-DFGG project in March 2009 to build the capacity of local staff. Working in partnership with the Director of the News Services Department and RNK's Senior Management Team, the Content Development Adviser (CDA) will provide a professional and effective internal capacity building service to assist RNK to produce balanced, accurate, up-to-date and relevant radio programs which inform and facilitate dialogue between citizens, civil society, government, and businesses.

The CDA will facilitate development of a regular program format covering the range of governance and development topics broadcast by public interest broadcasters. To rehabilitate the news service, the CDA will train and support existing staff and/or recruit broadcasters who have experience in basic journalism: story identification; story writing; bulletin compilation; interviewing; news production; and presentation.

Once the initial training phase is completed, the CDA will provide on-the-job mentoring to ensure timely news production and presentation to meet tight and exhausting news deadlines, exacting editorial standards, and producing radio copy and programs with the Cambodian audience in mind.

Working in partnership with the Director of Finance and Administration and other senior staff of RNK, the Organizational Development Advisor (ODA) will provide a professional and effective internal capacity building and support service to assist RNK to identify and achieve its organisational development priorities under the DFGG project and improve its overall performance.

The ODA will work to strengthen the capacity of RNK to become a public interest broadcaster. She will focus on six key platforms of institutional development:

- Human resources and administration
- Networking and partnerships
- Marketing and business
- Financial management
- Physical asset management, and
- Transmission

The ODA will design an institutional strengthening plan which will formulate capacity development strategies, define institutional strengthening strategies, and define progress indicators for capacity development strategies. The ODA, working with a national Human Resources consultant, will support the Human Resources and Administration Office to oversee the organizational restructure, selection and recruitment process. The ODA will iron out RNK's organizational issues, and promote team-building and workplace harmony.

### **B3. Support for Training and Talkback Production in Battambang (Funded by AusAID & ABC)**

Since 2005, the Battambang PIS has been a major partner in the CRDAP, the precursor project to RNK-DFGG. Battambang PIS has been provided with new equipment in March, so that it will

become a regional broadcast training centre capable of professionalising the media workers at neighbouring PIS's in addition to staff at the Battambang operation. The ABC's Content Support Officer and the Project Coordinator will be seconded to run training programs at the Battambang PIS between May and July 2009.

#### **B4. Staff Recruitments**

RNK completed their draft MBPI and PMG manual designating that the rules and regulations will be applied the same for both categories. The Job Descriptions were finalized and advertised in January 2009. Applications closed on the 6<sup>th</sup> of March 2009. A register was prepared for the Selection Panel.

The Selection Panel and the Incentives Recruitment Committee were established. Both have been briefed on their responsibilities, options and accountability.

#### **MBPI**

Fourteen core staff has been confirmed appointed into their positions. The Selection Panel will begin reviewing the applications for the other ten positions the week of March 30<sup>th</sup>, 2009.

#### **PMG**

Five core staff has been confirmed appointed into their positions. The Selection Panel will begin reviewing the applications for the other thirty-two positions the week of March 30<sup>th</sup>, 2009.

### **C. Emerging Concerns and Divergences from AWP**

#### **C1. Plan Activities against Work Plan**

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planned	Actual	Planned	Actual	
Baseline study	Nov 08	Dec 08	Mar 09	Apr 09	
Staff recruitment	Nov 08	Jan 09	Feb 09	Apr 09	

#### **C2. Emerging Concerns**

**MBPI/PMG MoU:** The MoU between CAR/MEF and RNK/MOInf has still not been signed due to a hold-up at CAR, although project effectiveness began since June 24<sup>th</sup>. This has created uncertainty about whether MBPI/PMG salary payments should become effective from project effectiveness date or the MoU signing date. As the World Bank has advised that MBPI/PMG salary payments should not be made until the MoU signing, RNK will not initiate staff contract signing until this occurs. Hence, although the majority of positions have been recruited and selected, no staff contracts are in place. This may cause further delays to the project implementation due to uncontracted staff being unable/unwilling to be in post full-time.

**Pre-Implementation Partnerships:** As part of the project pre-implementation requirements, RNK must form partnerships with both state actors and non-state institutions. Whilst partnerships have been discussed and agreed with MONASRI and OWSO, at this point there is no formal agreement. An MoU needs to be developed and signed by both parties to formalise the partnerships.

Whilst discussions have been held between RNK and PACT Cambodia, an NGO working in the governance sector, it has been difficult to keep this particular partnership process on track. PACT is eager to partner with RNK and produce a radio program focusing on their program principles of governance, however RNK has been slow to make the most of this mutually advantageous partnership. Meetings with PACT regarding potential development of an NGO partnership agreement through production of a TBP have been held and it is hoped that an MoU can be drafted and signed in August 2009.

**PCO Reluctance to Pay Advertising Costs:** Following the changes to the Procurement processes, RNK was required to arrange the procurement of its Individual Consultants for the implementation period. RNK received the World Bank's approval for the advertising expenses to be covered by the Project Preparation Fund II (PPF-2) through the PCO. The PCO have disagreed about the process for paying advertising costs related to print adverts placed for recruitment of specialists by RNK. They have delayed making a decision on payment of these costs and refused to cover the costs. The PCO claims the costs are too high and more than other IAs. Whilst it is true that the costs are high, there is no documentation that indicates how much may be spent or how many times an advertisement may be placed. It is noteworthy that the advertising for previous contracts had only received 4 candidates (HR Specialist), while the advertising conducted by RNK has received 24 candidates (Procurement Specialist). The PCO also gave RNK verbal authority to go ahead with the advertisements without having to see them or authorise them. It is essential this issue is dealt with quickly as one newspaper is threatening to print information on the debt by ABC/RNK. Due to the urgency of the situation, with advice from ABC, RNK had to find funding to pay for the advertising costs, and await reimbursement from the World Bank. As a result of further discussions between HE Ngy Chanphal (DFGG Project Coordinator), HE Tan Yan (RNK Project Director) and Mr Ta Rath (ABC Team Leader), it has been decided that PCO will pay one half of the costs of this advertising and the ABC will pay the other half on behalf of RNK. In the future, better communication between PCO and RNK must be a priority, and RNK must ensure that all authorisations from PCO are in writing (email or letter).

**Procurement:** The procurement progress has experienced a number of delays due to the changes in the contract with the Crown Agents International Procurement Agency (IPA) and the increased workload with the issuance of the MEF letter no 6721. These delays have caused significant variances between the planned and the actual procurement monitoring dates. The MEF's letter #6721 requires RNK to arrange the procurement process for a number of items without the assistance and the experience of the IPA. RNK is still dealing with the IPA for a number of larger items, and is having regular contact with them to ensure that the terms of reference and technical specifications meet the IPA's requirements and delays are minimised.

Compounding the difficulties is that since the Procurement Specialist consultant contract and RNK's Procurement Officer under PMG will not commence until the project's effectiveness, RNK's capacity is still limited in maintaining this procurement process. With the project effectiveness date being announced at of the 24<sup>th</sup> June, it is expected that these two positions can be filled in the near future, which will facilitate the procurement process greatly. However, the new Procurement Officer will still require support and training, much of which the in-coming Procurement Specialist will be able to provide.

RNK has also experienced difficulties with the procurement conducted by the PCO under the PPF-2 funding. In the case of the Office Furniture procurement item, a contract was awarded to a supplier with goods that failed to match the technical specifications provided by RNK. The goods were marked 'compliant' without an independent check of the supplier's claims. RNK were not invited to review the contract prior to signing or invited to participate in the Procurement Review Committee's evaluation of the bids. RNK was informed by the PCO that it was not possible to make changes to the PRC's decision without resubmitting the bids. To avoid further delays, RNK has accepted the contract prepared by the PCO.

The IPA received their final procurement requests on the 30<sup>th</sup> June – this is due to Crown Agents contract with MEF drawing to an end. As yet, we have not received any details of how future procurement will proceed, i.e. who will take over the IPA contract. This could result in even further delays in procurement if a new IPA is not identified very soon.

**AusAID's Reduced Funding:** In early 2009, AusAID indicated that it can no longer provide the A\$4.3 million previously promised to ABC to deliver technical support to RNK in implementing DFGG from March 2009 to March 2013. AusAID advised it can now only provide A\$3 million, due to changes in aid priorities by the Government of Australia and as a result of the global economic crisis. This cutback represents a shortfall of A\$1.3m for ABC to provide technical support to RNK until the end of DFGG. With this shortfall, ABC will not be able to deliver technical support to RNK until March 2013. Negotiations between AusAID, World Bank, Ministry of Economy and Finance, RNK and ABC are underway to resolve the issues of funding shortfall. The contraction of the CDA and ODA's roles will result in the mentoring process being significantly shortened, hindering the long term effectiveness of the project. This may well lead to RNK's failure to achieve their DFGG's stated outcomes which will ultimately lead to DFGG's goals being compromised.



## **E. Procurement Status**

The Procurement process is still moving quite slowly. As there is still no HR Specialist or Finance Specialist in post, ABC has assisted RNK with the procurement process. However a number of key achievements have been made during the last quarter.

*Services:* A supplier has been identified by the IPA for developing the RNK website and negotiation meetings have been held with them during June. The contract is expected to be signed and work commencing in July 2009. A meeting was held between RNK/ABC and the IPA in June to discuss the way forward for the refurbishment of the RNK transmitter and adjustment of antenna. It was agreed that the contract should be separated into three components. It was identified that the refurbishment of the transmission site should be conducted by an authorised Harris technician and conducted as a single source selection contract. The adjustment to the antenna requires an international specialist to design plans and prepare the adjustment as an individual consultant and subsequently oversee the local firm that would perform the adjustment. RNK is awaiting the World Bank's approval of the above changes to its procurement plan in order for it to proceed. Terms of reference have been sent to the IPA for the Focus Group Discussions contracts and the terms of reference for the Listener Clubs has been approved by the RNK Procurement Review Committee – this will be advertised by RNK in July and selection will take place in August. There are other services still pending, such as the local specialist staff. The terms of reference for the specialist roles (HR, Finance, Procurement, Marketing and Physical Assets) have been finalised. The Marketing Specialist and Procurement Specialist positions have been advertised and interviewed and RNK is currently negotiating the contracts with the shortlisted candidates. The HR and Finance Specialists have been recruited through the PCO, with selection based on CVs only. Contract negotiation is in progress. The Physical Assets Specialist will not be recruited until later in the year.

*Goods:* RNK has also taken delivery of office chairs and desks following procurement by the IPA. The first batch of computers and photocopier will be delivered to RNK in early July. Technical Specifications for further office furniture and computers has been submitted to the IPA. The delay in goods delivery under the procurement plan is leading to postponement of implementation of certain activities such as training and introduction of news bulletins due to the lack of equipment (computers and recorders).

## **F. Financial Status**

As the project effectiveness has been postponed, no funds have yet been disbursed and accordingly no financial activity has taken place for the quarter. RNK is still awaiting the Financial Specialist to be contracted, currently being prepared by the PCO under PPF-2 funding. RNK has commenced training the Finance staff in the Ministry of Economy and Finance's Financial Manual.

## SECTION II: INTERIM FINANCIAL REPORT (IFR)

### A. Project Balance Sheet (N/A)

**Cambodia: Demand for Good Governance Project  
PROJECT BALANCE SHEET  
AS OF June 30, 2009**

<b>ASSETS</b>		<u><b>28/2009</b></u>
	Cash	
	DA – IDA	XX
	Counterpart Funds Account	XX
	Bank – AusAID	
	Bank - Other Donors	
	Advance	XX
	Petty Cash	XX
		XX
	<b>Cumulative Project Expenditures</b>	
	Civil Work	XX
	Goods	XX
	Consultants' Services	XX
	Training/Workshops	XX
	Incremental Operating Costs	XX
	Sub-Grants	XX
	MBPI	XX
	PMG	XX
		XX
	<b>TOTAL ASSETS</b>	<b>XX</b>
	<b>FUNDS</b>	
	Sources of IDA Financing	XX
	Sources of RGC Financing	XX
	Sources of AusAID Financing	XX
	Sources of Other Donors	XX
	<b>TOTAL FUNDS</b>	<b>XX</b>

**B. Sources and Uses of Funds by Category (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

	Component XX	Actual			Budget			Variance			PAD Figures
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
	<b>Opening Balance</b>										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank – Other Donors										
	Advance										
	Petty Cash										
	<b>Total</b>										
Add	<b>Sources:</b>										
	<b>Receipt of Funds</b>										
	- From IDA										
	- From Government										
	- From AusAID										
	- From other donors										
	- Other Income (document bidding fees..., etc.)										
	<b>Total Funds Received</b>										

	<b>Total Sources</b>										
Less	<b>Expenditures by Category</b>										
	- Civil Works										
	- Goods										
	- Consulting Services										
	- Training and Workshops										
	- Operating Costs										
	- Sub-Grants										
	- MBPI										
	- PMG										
	<b>Total Expenditures</b>										
	<b>Closing Balance</b>										
	<b><u>Represented by:</u></b>	-	-		-	-	-				
	Balance at Designated A/C										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank - Other Donors										
	Advance										
	Petty Cash										
	<b>GRAND TOTAL</b>										

**C. Uses of Funds by Category and by Sources of Funds (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No	Payment by category	Current Quarter				Year to date				Cumulative to date			
		IDA Grant	AusAI D	RGC	Total	IDA Grant	AusAI D	RGC	Total	IDA Grant	AusAI D	RGC	Total
	<i>Works</i>												
	<i>Goods</i>												
	<i>Consulting</i>												
	<i>Training</i>												
	<i>Incremental</i>												
	<i>Sub-Grants</i>												
	<i>MBPI</i>												
	<i>PMG</i>												
	<b>Total Payments</b>												

**D. Uses of Funds by Project Activity (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
<b>TOTAL PROJECT EXPENDITURE</b>											





## C. Procurement Monitoring Report – Goods

### Cambodia: Demand for Good Governance Project For the quarter ended June 30, 2009

No.	Description of Goods	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process						Bid Evaluation/contract award recommendation		Contract				
					IPA sent draft BD to PRC for approval (Date.)	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No objection to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the Bank (Date)	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor (Date)	Contractor's Name	Contract Amount	Completion date	
1	Planned	Newsroom studio refurbishment (pre-implementation)	7	P	Shopping					10/1/2008				12/1/2008		\$ 8,000	1/1/2009
	Actual		DFGG/NS01/09	P	Shopping	2/12/2009	2/12/2009	3/2/2009	3/24/2009	6/4/2009	6/22/2009					\$ 8,000	
2	Planned	Computer, microphones and other pre-implementation equipment	3	PR	Shopping					11/1/2008				1/1/2009		\$ 19,840	1/31/2009
	Actual		DFGG/NSO2/09	PR	Shopping	2/12/2009	2/12/2009	3/2/2009	3/24/2009	4/6/2009	4/24/2009	5/17/2009	5/25/2009	6/3/2009	Neeka Limited	\$ 14,379	
2B	Planned	Office Furniture	3	PR	Shopping					11/1/2008				1/1/2009		\$ 3,240	1/31/2009
	Actual		DFGG/NSO3/09	PR	Shopping					5/18/2009	5/29/2009			6/19/2009	Leang Hong Import Export Co Ltd	\$ 2,610	7/6/2009
6	Planned	Computer equipment (desktop, computers, printers, photocopiers)	4	P	NCB					11/1/2008				2/1/2009		\$ 84,800	3/1/2009
	Actual																
3	Planned	IT infrastructure refurbishment and installation	13	PR	Shopping					11/1/2008				1/1/2009		\$ 4,000	1/31/2009
	Actual		CAKH380	PR	Shopping	N/a	N/a	N/a	N/a	3/24/2009	3/27/2009			4/27/2009		\$ 766	5/28/2009

4	Planned	Office furniture	5	PR	NCB					12/1/2008				3/1/2009		\$ 20,030	5/1/2009
	Actual																
5	Planned	Pick-up double cab	1	P	UNOPS					12/1/2008				4/1/2009		\$ 29,000	6/1/2009
	Actual																
7	Planned	Fax Machine, Telephone hybrid and telephone set	5	PR	Shopping					2/1/2009				4/1/2009		\$ 9,870	5/1/2009
	Actual																
8	Planned	Motorcycles	2	PR	Shopping					3/1/2009				5/1/2009		\$ 8,500	5/31/2009
	Actual																
9	Planned	Audio Visual Equipment (delay unit, recorder, microphone, walkie-talkie, outside broadcaster, quality radio sets & connection for relays, mixers)	6	PR	NCB					3/1/2009				7/1/2009		\$ 81,900	9/1/2009
	Actual																
10	Planned	Audio Visual Equipment (studio refurbishment)	8	PR	Shopping					3/1/2009				5/1/2009		\$ 12,000	8/1/2009
	Actual																
11	Planned	Audio Visual Equipment (Antenna, transmitter fitting & upgrading existing transmitters)	9	P	ICB					4/1/2009				10/1/2009		\$ 270,000	1/31/2010
	Actual																
12	Planned	Promotional materials (t-shirts)	11	PR	Shopping					8/1/2009				10/1/2009		\$ 2,000	10/31/2009
	Actual																
13	Planned	Promotional materials (billboards, posters, stickers, annual reports)	12	PR	Shopping					8/1/2009				10/1/2009		\$ 18,000	10/31/2009
	Actual																

## D. Procurement Monitoring Report - Consulting Firm

### Cambodia: Demand for Good Governance Project For the quarter ended June 30, 2009

No.	Description of Services	Contract Ref: No.	Prior (P) or Post-Review (PR)	Procurement Method	Short list and Draft Requirement for Proposal (RFP)								Technical Evaluation		Final (Technical-Financial) Evaluation		Contract							
					IPA sent Short list to the Bank (Date)	No objection to the Short List by the Bank (Date)	IPA sent Draft RFP to PRC (Date)	Approve to draft RFP by PRC (date)	IPA sent draft RFP to the Bank (date)	No object to Draft RFP by the Bank (date)	IPA issued RFPs (date)	IPA received proposal from firms (date)	IPA sent Tech. evaluation report to the Bank (date)	No objection to Tech. evaluation report by the Bank (date)	IPA open Financial Proposal (date)	IPA completes final evaluation	PRC and IPA negotiate contract with consultant	IPA sent draft contract and final evaluation report to the Bank (date)	No objection to Draft Contract by the Bank (date)	Project signed contract with consultant	IPA sent signed contract to the Bank (date)	Consultant's name	Contract value (US\$)	Contract/delivery Completion date
1	2	3.0	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	Planned	Website development and annual revamp	2.7	PR	CQS						1/10/2008									30/01/2009			\$18,700	30/03/2009
	Actual		CAKH518	PR	CQS	N/A	N/A	N/A	N/A	N/A	N/A	3/02/2009	16/02/2009	N/A	N/A	N/A	10/03/2009	10/03/2009						
2	Planned	Establish listener groups	2.9	P	CQS						1/01/2009									1/05/2009			\$24,000	1/11/2009
	Actual							13/07/2009																
3	Planned	Participatory concepts, methods and tools	2.2	PR	CQS						1/02/2009									1/06/2009			\$4,000	1/11/2009
	Actual																							
4	Planned	Qualitative and quantitative research	1.1	PR	CQS						1/04/2009									1/08/2009			\$50,000	1/12/2009
	Actual																							
5	Planned	Comparative analysis of news coverage, balance, FGDs etc	2.8	PR	CQS						1/06/2009									1/10/2009			\$11,000	1/01/2010
	Actual																							

## E. Procurement Monitoring Report - Individual Consultant

### Cambodia: Demand for Good Governance Project For the quarter ended June 30, 2009

No.	Description of Services	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/EOI							Evaluation		Contract						
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract by the Bank (date)	Project signed contract with consultant (date)	IPA sent signed contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20.00	21
1	Planned	HR Consultant	2.1	PR	Sel IC					1/10/2008							1/12/2008		37,500.00	31/01/2010
	Actual			PR	Sel IC	N/A	N/A	N/A	N/A	17/03/2009	6/04/2009								37,500.00	
2	Planned	Marketing consultant	2.3	PR	Sel IC					1/03/2009							1/05/2009		25,000.00	1/05/2010
	Actual			P	Sel IC	6/04/2009	6/04/2009	6/04/2009	21/04/2009	27/04/2009	22/05/2009		13/07/2009						65,000.00	
3	Planned	Financial specialist	2.4	PR	Sel IC					1/10/2008							1/12/2008		25,840.00	31/01/2010
	Actual	Financial specialist		PR	Sel IC	N/A	N/A	N/A	N/A	17/03/2009	6/04/2009									
4	Planned	Procurement specialist	2.5	PR	Sel IC					1/11/2008							1/01/2009		24,000.00	1/01/2010
	Actual			PR	Sel IC	6/04/2009	6/04/2009	N/A	N/A	27/04/2009	22/05/2009		13/07/2009						36,000.00	
5	Planned	Physical asset	2.6	PR	Sel IC					1/03/2009							1/05/2009		8,000.00	1/01/2010
	Actual	management specialist																		

## SECTION IV: CONCLUSION AND RECOMMENDATION

Though delays to project implementation date have been lengthy, the start date has now been announced as of 24<sup>th</sup> June 2009. Whilst this is very good news for RNK, we are still experiencing delays in the signing of the MoU between CAR/MEF and RNK/MOInf, which is critical to the projects ability to pay MBPI and PMG salaries for RNK staff. Whilst other DFGG partners have signed their respective MoUs, RNK's project implementation is being delayed by the absence of this important document. It is important that RNK continues to lobby for the endorsement of the MoU and ensures it is signed off as quickly as possible.

Throughout the mentioned delays, planning and pre-implementation trainings have progressed, in order to be ready for project effectiveness. Considerable pre-implementation trainings have been provided during this quarter with introductory trainings being conducted with RNK staff in both the programming and institutional areas. Job descriptions have been finalized and contracts shortly to be completed.

Procurement and recruitment continue at a slow pace, but progress is being made. The recruitment and commencement of the 4 specialists next quarter will be an important milestone in the capacity building of RNK staff as will the procurement of further computers and technical equipment. It is important that continued support and training of RNK procurement staff is offered – firstly through the Australian Youth Ambassador for Development volunteer finance volunteer, then through the Procurement Specialist when their recruitment is finalized and he/she is in post. It will also be important to ensure that all of the incoming Specialists develop and provide detailed workplans and capacity building strategies quickly so that capacity building activities can get underway.

In regards to the TB program, over the next quarter the CDA will work closely with the TB team to ensure that DfGG priority issues and AusAID cross-cutting issues are more fully incorporated into the program. In particular, the TB team needs to work toward greater inclusion of youth and women, including greater representation as guests/experts on the TB program and more program topics and issues that are relevant and attractive to these groups.

The project must ensure that Advisory Committee meetings are held on schedule and that information (reports, updates etc) is sent regularly to members so that they can offer timely and effective feedback and advice. Continual feedback should be sought from members to ensure they are active participants in the project planning and implementation and that there is external and independent advice to the project.

Within the next quarter it is important that partnership agreements are finalized with both state and non-state actors and that MBPI & PMG MoUs are signed and in place. This will be a priority for the upcoming quarter, particularly as RNK is behind schedule in achieving this milestone.



## **SECTION I: PROJECT PROGRESS REPORT**

### **A. Project Introduction**

#### **A. 1. Project Background**

The Demand for Good Governance (DFGG) Project and its non-state component (NSAC) emerge directly from the reform agenda of the Royal government of Cambodia (RGC) that emphasizes good governance in its reform strategies (such as in the Rectangular Strategy 2004-08, the Governance Action Plan, and the Decentralization and De-concentration policy). Conceptually, ‘DFGG’ aims to increase the extent and ability of citizens, civil society organizations, and other non-state actors to hold the state accountable and to make it responsive to their needs. In turn, DFGG enhances the capacity of the state to become transparent, accountable, and participatory.

The DFGG project comprises the following three core pillars:

- Pillar One: Support to state institutions (SIs),
- Pillar Two: Support to non-state actors (NSAs), and
- Pillar Three: Coordination and learning between SIs and NSAs

#### **A. 2. Project Development Objective**

NSAC aims to strengthen citizen’s capacity to demand good governance by funding and scaling-up ongoing or pilot social accountability initiatives of non-state institutions and coalitions in the priority reform areas of DFGG project.

#### **A. 3. Project Component**

NSAC is designed to support non-state actors in mobilizing demand for good governance, promoting greater access to information on governance issues, and enabling increased citizen participation in the public sphere. The total funds available for this component are \$4.5 million over four years. Through its grant-making windows, NSAC builds on state-sponsored governance programs and strengthens non-state institutions in sectors that mediate, respond to, or monitor demand for good governance and contributes to the higher-level objectives set out in both the government of Cambodia’s Rectangular Strategy and the World Bank’s Country Assistance Strategy (CAS). The overall goals of NSAC are to strengthen citizens’ capacity to demand good governance by funding non-state institutions and coalitions for social accountability and constructive engagement initiatives in the priority reform areas of the DFGG project.

### **B. Summary of Key Activities and Completed Milestones undertaken in the Pre-implementation Phase**

The following three activities were planned during the pre-implementation period:

- Key Activity 1: Develop management tools, e.g. operational manual;
- Key Activity 2: Undertake stakeholder consultations on DFGG project focus areas;
- Key Activity 3: Organize consultations with state institutions to define focus area of partnership grants;

These activities were completed prior to effectiveness. The operational manual was finalized on March 31, 2009 and was approved by the Ministry of Interior (MOI) and the Ministry of Economy and Finance (MEF). In addition, stakeholder consultations were held in each of the DFGG focus areas and were attended by civil society practitioners, experts, and donors. Finally, the Foundation has met with each state institution to refine their partnership strategies and to refine the terms of reference of the partnership grants under NSAC.

### **C. Emerging Concerns and Divergences from AWP**

#### **C. 1. Plan Activities against Work Plan**

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planned	Actual	Planned	Actual	
Development of Operational Manual	-	-	-	03/31/2009	
Stakeholder Consultations	-	-	-	04/2008	
SI Consultation	-	-	-	04/2009	

#### **C. 2. Emerging Concerns**

N/A

#### **D. Provisional Results Indicators**

Pre-implementation activities are not reflected in the results framework.

#### **E. Procurement Status**

N/A

#### **F. Financial Status**

As the project was not effective during this period, the Foundation used its own resources to finance these activities.

**SECTION II: INTERIM FINANCIAL REPORT (IFR)**

**A. Project Balance Sheet (N/A)**

**Cambodia: Demand for Good Governance Project  
PROJECT BALANCE SHEET  
AS OF June 30, 2009**

<b>ASSETS</b>		<u><b>28/2009</b></u>
	Cash	
	DA – IDA	XX
	Counterpart Funds Account	XX
	Bank – AusAID	
	Bank - Other Donors	
	Advance	XX
	Petty Cash	XX
	<b>Cumulative Project Expenditures</b>	
	Civil Work	XX
	Goods	XX
	Consultants' Services	XX
	Training/Workshops	XX
	Incremental Operating Costs	XX
	Sub-Grants	XX
	MBPI	XX
	PMG	XX
		XX
	<b>TOTAL ASSETS</b>	<b>XX</b>
	<b>FUNDS</b>	
	Sources of IDA Financing	XX
	Sources of RGC Financing	XX
	Sources of AusAID Financing	XX
	Sources of Other Donors	XX
	<b>TOTAL FUNDS</b>	<b>XX</b>

**B. Sources and Uses of Funds by Category (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

	Component XX	Actual			Budget			Variance			PAD Figure s
		Current Quarter	Year to Date	Cumulativ e to Date	Current Quarter	Year to Date	Cumulativ e to Date	Current Quarter	Year to Date	Cumulativ e to Date	
	<b>Opening Balance</b>										
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank – Other Donors										
	Advance										
	Petty Cash										
	<b>Total</b>										
Add	<b>Sources:</b>										
	<b>Receipt of Funds</b>										
	- From IDA										
	- From Government										
	- From AusAID										
	- From other donors										
	- Other Income (document bidding fees., etc.)										
	<b>Total Funds Received</b>										
	<b>Total Sources</b>										

Les s	<b>Expenditures by Category</b>										
	- Civil Works										
	- Goods										
	- Consulting Services										
	- Training and Workshops										
	- Operating Costs										
	- Sub-Grants										
	- MBPI										
	- PMG										
	<b>Total Expenditures</b>										
	<b>Closing Balance</b>										
	<b><u>Represented by:</u></b>										
	Balance at Designated A/C	-	-	-	-	-					
	DA – IDA										
	Counterpart Funds Account										
	Bank - Aus AID										
	Bank - Other Donors										
	Advance										
	Petty Cash										
	<b>GRAND TOTAL</b>										

**C. Uses of Funds by Category and by Sources of Funds (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No	Payment by category	Current Quarter				Year to date				Cumulative to date			
		IDA Grant	AusA ID	RGC	Total	IDA Grant	AusA ID	RGC	Total	IDA Grant	AusA ID	RGC	Total
	<i>Works</i>												
	<i>Goods</i>												
	<i>Consulting</i>												
	<i>Training</i>												
	<i>Incremental</i>												
	<i>Sub-Grants</i>												
	<i>MBPI</i>												
	<i>PMG</i>												
	<b>Total Payments</b>												

**D. Uses of Funds by Project Activity (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	Current Quarter	Year to Date	Cumulative to Date	
<b>TOTAL PROJECT EXPENDITURE</b>											



**C. Procurement Monitoring Report – Goods (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Goods	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process							Bid Evaluation/contract award recommendation		Contract				
					IPA sent draft BD to PRC for approval	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No object to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor	Contractor's Name	Contract Amount	Completion date		
1	Planned																	
	Actual																	
2	Planned																	
	Actual																	
3	Planned																	
	Actual																	
4	Planned																	
	Actual																	

**D. Procurement Monitoring Report - Consulting Firm (N/A)**

**Cambodia: Demand for Good Governance Project**

**For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Short list and Draft Requirement for Proposal (RFP)								Technical Evaluation		Final (Technical - Financial) Evaluation			Contract						
					IPA sent Short list to the Procurement Unit (Date)	No objection to the Short List by the Procurement Unit (Date)	IPA sent Draft RFP to PRC (Date)	Approve to draft RFP by PRC (Date)	IPA sent draft RFP to the Procurement Unit (Date)	No object to Draft RFP by the Procurement Unit (Date)	IPA issued RFPs (date)	IPA received proposal from Procurement Unit (Date)	IPA sent Tech, evaluation (Date)	No objection to Tech, evaluation (Date)	IPA open Financial Proposal (Date)	IPA completes final Financial Proposal (Date)	PRC and IPA negotiate (Date)	IPA sent draft contract and No objection to Draft Contract (Date)	Project signed contract with Procurement Unit (Date)	IPA sent signed contract to Procurement Unit (Date)	Contractor's name	Contract value (US\$)	Contract/ delivery Completion date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	Planned																							
	Actual																							
2	Planned																							
	Actual																							
3	Planned																							
	Actual																							
4	Planned																							
	Actual																							

**E. Procurement Monitoring Report - Individual Consultant (N/A)**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Services	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/ EOI						Evaluation		Contract							
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract by the Bank (date)	Project signed contract with consultant (date)	IPA sent signed contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Planned																			
	Actual																			
2	Planned																			
	Actual																			
3	Planned																			
	Actual																			
4	Planned																			
	Actual																			
5	Planned																			
	Actual																			

## **SECTION IV. CONCLUSION AND RECOMMENDATION**

The Asia Foundation has successfully completed the activities scheduled under the pre-implementation phase of DFGG, including the development of the operational manual, consultations with the stakeholders in the DFGG focus areas, and consultations with the state institutions (SIs). Over the implementation of the project, the Foundation will continue to plan consultations with relevant stakeholders to ensure we can coordinate and build synergies with other non-state actors. The Foundation has also drafted working concept notes on partnership for each of the state agencies; these will be updated periodically to reflect changes in implementation strategies of the SIs.



## **Annex: F. Project Coordination Office (PCO)**

### **SECTION I: PROJECT PROGRESS REPORT**

#### **A. Project Introduction**

Component 3 has been designed to ensure the project is effectively implemented and the lessons it generates are captured, recognized and serve as examples for future scaling up and increasing interest in adoption of DFGG approaches across a broader range of institutions in Cambodia. The MOI will serve as the Executing Agency (EA) for the DFGG Project and as the Implementing Agency (IA) for Component 3 specifically. It will be supported through a Project Coordination Office (PCO) and a high-level, multi-stakeholder Project Coordination Group (PCG).

#### **A.1. Project Background**

The MOI is the EA for the proposed World Bank funded DFGG Project, which will support the governance reform policies of the RGC. It is an exciting new project that will assist selected government institutions and civil society organizations to develop and expand programs that promote good governance. The DFGG project will support four state institutions in strengthening and expanding their programs; will promote partnerships with civil society, and generate lessons for wider replication. Civil society organizations will be supported through capacity building and grants. The project hopes to encourage citizen demand or interest in governance issues and to improve government responsiveness to feedback from the community. The MOI established a small PCO to support project preparation, and plans to strengthen the capacity of the PCO through recruitment and training during the pre-implementation period.

A Project Preparation Facility (PPF-1) grant is currently being executed to support the design of the DFGG Project and is expected to conclude in March 2008. A second phase PPF-2 has been requested and is expected to be effective from April 2008 until the end of December 2008. The PPF-2 is designed to ensure a smooth transition on the part of the MOI and the other IAs and better prepare them for the launch of the project.

#### **A.2. Project Development Objective**

**The objectives of the Project Coordination and Learning Component are:**

- To ensure effective implementation of the DFGG Project, consistent with agreed management guidelines and best practices, and timely progress in the direction of achieving the project's overall development objectives; and
- To promote learning about and facilitate adoption of DFGG approaches and practices within and beyond the SIs and NSAs that participate in the DFGG Project.

#### **A.3. Project Component**

**The component 3 of the project was having two subcomponents, focusing on coordination and learning respectively.**

- **Subcomponent 3A: Project Coordination** – The MOI was ensured oversight and facilitates implementation of activities under the responsibility of the five IAs, working closely with them to identify problems and issues of common interest, and

seeking their timely resolution. It will monitor, evaluate and report on implementation progress, oversee adherence to fiduciary requirements, and ensure strategic relevance of the project vis-à-vis the evolving Cambodian context.

- **Subcomponent 3B: Learning** – The MOI was seek to build bridges between SIs and NSAs, and to promote learning and capacity building beyond the set of IAs already participating in the project through Components 1 and 2. While Component 2 focuses broadly on building and strengthening the capacity of civil society to effectively demand good governance, Component 3 will seek to complement Component 1 by raising awareness across a broader public and building capacity of other SIs to respond to these demands.

## **B. Summary of Key Activities and Completed Milestones Undertaken in Quarter**

The purpose of this report is to summaries the key activities were carried out against work plan during the 2<sup>nd</sup> quarter period (from April to June 2009). The Project Coordination Office (PCO) worked closely with states and non-state institutions, project key stakeholders and the World Bank Country Office Phnom Penh, Washington DC, Manila and Bangkok offices.

- **Project Coordination Unit (PCU):** As of this quarter end, the Project Coordination Unit was carried out the main activities and plays an important role in coordination its part C of the project and as whole project components. There have been some progress in term of the project coordination unit as indicates the following:
  - Conducted the Retreat Meeting from 8 – 9 April 2009, to reviews the Project Implementation Manual (PIM) and promotes the understanding of roles and responsibilities of each RIE and PIE with regards the Project implementation procedures (Financial Management and Disbursement and, Procurement Procedures, Monitoring and Evaluation and Progress Reports Template, Good Governance Framework and Risk Management Matrix).
  - Conducted the Project Launch Workshop on April 29, 2009 to provide a high profile disseminations event for Implementation of DFGG project to public civil society, government agencies, and project key stakeholders, donor associations, and students, national and international guests to be understanding of DFGG Project Development Objective. Particularly, provide an opportunity to each RIE and PIE present their proposed DFGG programs as well as invites feedback from participating stakeholders on the project concept.
  - Submitted the evidences for effectiveness conditions to the World Bank's Task Team Leader likewise (PIM adoption letter in both English and Khmer languages; draft TOR for the PCG; draft code of conduct for the PCG; PCG selection process; minutes of the first PCG and GMC meeting; PCG and GMC nomination letters; the Subsidiary Agreement (SA) for ACF and TAF).
  - Supported and coordinated each RIE and PIE for reviews and updated GGF implementation as semi-annually basis and submitted to the World Bank's Task Team Leader for information and reference.
  - Supported and facilitated each RIE and PIE for updating of their individual Risk Management Matrix as a Semi-annually basis and kept as files for project documents.

- Submitted the 1<sup>st</sup> consolidated Quarter Progress Report (QPR) for 2009 to the World Bank's Task Team Leader.
- **Learning and Communication Unit (LCU):** During the reporting period, Learning and Communication Unit (LCU) has been achieved as indicates the following points:

**+ Partnership Learning and Communication:**

- Assisted SIs to review and update their Participation and Partnership Plan by using participatory approach.
- Drafted a MOU model and format and provided to DFGG State Institutions for consideration and further action taken;
- Participated in a meeting with Star Kampuchea to prepare and review an overall framework and agenda for conducting National Event Workshop scheduled 25-26 June, 2009;
- Participated in the opening session of Social Accountability School 3 (SAS3) funded by PECSA Program and organized by SILAKA (there were 8 government officials participated in this course);
- Participated in a meeting with TAF and OWSO/DO to explore an opportunity to strengthen collaboration and cooperation between TAF and OWSO/DO under coordination of PCO and attempt to develop concept note of Partnership Grant for OWSO/DO project initiative;
- Participated in a meeting with World Bank's Quality Assurance Group (QAG);
- Participated in National Event which had a theme of "Working Together for Social Accountability" scheduled from 25 to 26 June, 2009;
- Conducted meeting with potential NGOs such as CLEC, Open Forum, seeking to their engagement in PCG members;
- Conducted Trip visit to Kampong Thom province from 2-4 June, 2009. The main objective of the trip is to promote cross-fertilization and synergy from potential key stakeholder at grass-root level, and further promote understanding on DFGG Project as well as its implementation. Additionally, the encouragement of participation from Civil Society Organization with DFGG project is also promoted and disseminated;
- Conducted LCFG workshop on May 28, 2009. The main objective of the workshop was explored and discovers the potential lessons and experiences which intends to share and disseminate to state and non-state institutions for enhancing their project implementation effectively and efficiency. As a result of the workshop, there were three lessons learnt had been captured such as 1) the lessons on how to generate the participation from community by using participatory approach, tool and methods, 2) the lessons on how to improve local good governance by building up capacity of commune councils at commune level and 3) the lessons on how to raise awareness and promote understanding of citizen on the Land Law and Land Registration System in Cambodia. It is useful for MONASRI taking into consideration and reference.

### + Capacity Building Plan:

There was no training courses have been organized by PCO. However PCO was involved with the following courses:

- Participated in one-day Procurement Training Program conducted by the World Bank Procurement specialist on May 18, 2009, and
  - Participated in the three-days Training sessions on Financial Management and Disbursement held from 27 to 30 April by the World Bank Country Office Phnom Penh.
- **Monitoring and Evaluation Unit (MEU):** There has been some progress in term of monitoring and evaluation as indicates the following:
    - Conducted quarterly monitoring to ensures that IAs are progressing towards work planed project goals, and the World Bank guidelines and appropriates correctives actions had been taken for works improvement.
    - Prepared an aggregate quantitative and qualitative indicators and sub-indicators for part C of the project to identify the expects uses of outcome information and monitoring for project implementation in each quarter;
    - Compiled, aggregated and consolidated and further analysing M&E information of quantitative and qualitative indicators and sub-indicators from each of the IAs for the DFGG project;
    - Draft of the 1<sup>st</sup> Quarter Progress Report (QPR), 2009 for part C of the project and submitted to the Project Coordination Unit for review and finalized;
    - Draft consolidated of the 1<sup>st</sup> Quarter Progress Report (QPR), 2009 for overall DFGG project and submitted to the Project Coordination Unit for review and finalized;
    - Prepared the minute of PCO internal monthly meeting for April, May and June to review the work progress, work plans and problem solving;
    - Prepared and orientated necessary documents which related to DFGG Planning, Monitoring ad Evaluation Framework development for presenting in Retreat Meeting scheduled from 8-9 April, 2009 organized by PCO, and
    - Prepared the minute on DFGG Project Launch Workshop on 29 April 2009 at Reffles Le Royal Hotel, Phnom Penh.

## C. Emerging Concerns and Divergences from AWP

### C.1. Plan Activities against Work Plan

Planned Performance in Quarter	Starting Date		Completed Date		Further Comments
	Planed	Actual	Planed	Actual	
Conducted the second Project Coordination	Jun 09	-	Jun 09	-	Not carried out as plan, due to the first

Group (PCG) meeting					PCG meeting had been held in the first quarter and it will be conducted by December, 2009.
Appoint National Consultant	Apr 09	Apr 09	Jul 09	On the process	It will be completed by August, 2009
Appoint M&E Research Firm	Apr 09	Jun 09	Aug 09	On the process	It will be completed by September, 2009
Appoint Research and Training Organization (RTO)	Apr 09	Jun 09	Aug 09	On the process	It will be completed by November, 2009
Procure Offices, vehicles and Equipment	Jan 09	Jan 09	Aug 09	On the process	It will be completed by December, 2009
Website designed and operated	Apr 09	-	Jun 09	-	Not applicable, it will be completed by September, 2009
Conducted DFGG Retreat Meeting	Apr 09	Apr 09	Apr 09	Apr 09	Completed
Conducted DFGG Project Launch Workshop	Apr 09	Apr 09	Apr 09	Apr 09	Completed
Develop baseline study	Apr 09	-	Jun 09	-	Not applicable, because waiting M&E Firm
Conduct internal audit	Jun 09	-	Jun 09	-	Not applicable, it will be conducted by December, 2009
Conduct quarterly monitoring	Jun 09	Jun 09	Jun 09	Jun 09	Completed
Conducted stocktake of GG/DFGG experience in Cambodia	Jan 09	Jan 09	Jul 09	On the process	It will be completed by July, 2009
Develop detailed awareness raising and capacity building program	Apr 09	-	Jun 09	-	Not applicable, need support from RTO and going to complete by Aug, 09
Develop detailed communication program	Jan 09	Feb 09	Apr 09	On the process	It will be completed by Aug, 2009
Conduct LCFG number 4 <sup>th</sup> meeting	Apr 09	May 09	Apr 09	May 09	
Reviewed and updated of Good Governance Plans	Jun 09	Jun 09	Jun 09	Jun 09	Completed

## **C.2. Emerging Concerns**

**Delay in Appointment of Research and Training Organization (RTO):** PCO needs RTO to assist and carry out the varieties of works activities. The recruitment of the RTO is expected to be completed on August 2009, but until now it is in progress and has taken longer than scheduled. Any delay in recruitment of the RTO may result in subsequent delays in the implementation of the work plan, LCFG activities and other tasks.

**Delay in Appointment of M&E Research Firm:** PCO requires a dedicated M & E research firm to conduct the baseline study for component 3 and finalize of the M & E system across all Implementing Agencies (IAs) and train staff on M & E system and undertake quality control on M & E system, process and provide advices and technical guidance on development of M & E strategies of the different IAs. The recruitment of the M&E is expected to be completed on August 2009, but until now it is underway and has taken longer than plan. Any delay in recruitment of the M&E firm may result in delays of carry out the Baseline Study for the component 3 and other tasks.

**Delay in Procurement Process:** The recruitment of the National and International consultants and other procurement packages was taken behind the procurement plan due to limited of procurement capacity, workloads, took along time for changing of the procurement plan by each IAs and particularly a series of publish holidays was undertaken during this reporting period.

**Project Financial:** Due to delay of Project effectiveness (from 14 of January, 2009 to June 24, 2009) caused ACF faced funds problems for their daily operation and had sought the funds available from the PPF2 for fulfil the gap period.

**Staff Capacity Building:** A series of training programs were identified in the Training Need Assessment's report and the fixed training schedules was cancelled and postponed, due to the resignation of the Training Coordinator.

**D. Provisional Results Indicators**

**D.1. Provisional Results Indicators Aggregated by the PCO for the DFGG Project**

Project Outcome Indicators	Baseline	Target Values	Data Collection and Reporting		
		(Q2)	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection
Number of ‘partnerships’ between and among SIs and NSAs established or continued under the project	-	47 partnerships <sup>7</sup> (18 States and 29 Non States)	Second quarter report	Compiled from IA progress reports after assessing validity of ‘partnership’ relation	LCU

**D.2. Provisional Results Indicators for the PCO as the Implementing Agency for Component 3B (N/A)**

Project Outcome Indicators	Baseline	Target Values	Data Collection and Reporting		
		(Q2)	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection

<sup>7</sup> (i) Compiled from OWSO were 13 NGOs and 5 States, and (ii) PCO were 13 States and 16 NGOs (included PCG and LCFG members).

### D.3. Provisional Results Indicators for the PCO as the Executing Agency for the DFGG Project

Project Outcome Indicators	Baseline	Target Values	Data Collection and Reporting		
		(Q2)	Frequency and Reports	Data Collection Instruments	Responsibility for Data Collection
Appoint Project Director and senior staff of PCO (no of staff)	-	6	No of staff reported in second quarter report	N/A	PCU
Appoint individual consultants required to undertake Component 3 (Contracts)	-	1	No of staff reported in second quarter report	N/A	PCU
Experiences shared and cooperative arrangements promoted in areas of common interest of IAs.	-	1	No of LCFG meetings, agenda and minutes	Agendas and minutes of meetings	LCU
Annual Work Plan and budget and quarterly monitoring reports	-	1	Reports produced quarterly	Agreed standard reports	MEU
Procurement Plans submitted to IPA	-	1	Quarterly Progress Report	PCO and IA procurement process and plan for 2009	PCU
Timely tracking of project inputs, outputs, and impacts, and identification of areas in which the project may need corrective action on the part of IAs, supported by the project's M&E system	-	Quarterly reports of progress and expenditure by all IAs	PCO and IA Reports	Quarterly M&E reports on progress/issues/actions	IA and PCO M&E Unit

## E. Procurement Status

This report spells out the activities carried out and results attained by the Procurement Unit of PCO. Therefore, the results few packages of goods and consulting services were awarded by PCO as well as for each IAs. Below are the summaries of the procurement status:

- **Procurement of Goods**

- **Office Equipment for RNK:** PCO initiated procurement of Office Equipment for RNK (using PPF fund) in accordance with National Shopping with Advertisement. The estimated cost is US\$ 16,600 and subject to the Bank's prior review (the 1<sup>st</sup> package of calendar year). The contract was awarded to Neeka Limited and signed on 03 June 2006 with the total contract price of US\$ 14,379. The delivery will be completed at the beginning of July 2009.
- **Studio Equipment for RNK:** PCO commenced procurement of studio equipment for RNK under National Shopping with advertisement (total estimated cost US\$ 6,900 and subject to the bank's post review) and advertised into local newspaper. There were 6 bidders collected the bidding documents. However up to the deadline for bid submission on 24 April 2009, there was no bidder submitted bid.

PCO issued the notification to the bidders who collected the bidding document informing the extension deadline for bid submission. The notification was advertised in the newspaper. There were 5 bidders picked up the bidding documents. Up to the deadline for bid submission on 22 June 2009, there were only one bidder submitted the bid. The committee decided to keep sealed bid unopened and email to World Bank dated 22 June 2009 seeking the bank comments and clearance. On 25 June 2009, PCO received a reply from World Bank advising to conduct the procurement again. Therefore PCO expected to initiate early of July.

- **Office Furniture for RNK:** Office Furniture for RNK was procured using the National Shopping without Advertisement method (total cost estimated US\$ 3,240 and subject to the Bank's post review). PCO reached contract agreement with Leang Hong Import Export Co, Ltd on 19 June 2009 with the total contract price of US\$ 2,610. The delivery will be 06 July 2009.
- **Vehicles for DFGG:** PCO sent a letter to World Bank along with a drafted contract with UNOPS and proforma invoice on 04 June in order to get concurrence for purchasing to 12 Station Wagon Ford Everest. PCO provided No Objection with few additional justifications on 06 July 2009.

- **Procurement of Consulting Service**

- **Individual National Consultant:** PCO has initiated the recruitment and selection a number of seven National Individual Consultants subject to the bank's post review. Request for EOI for above position was issued on 17 March 2009 and the deadline was on 06 April 2009. PRC already completed the Minute of Evaluation Report and being sent to the relevant parties for signature. The negotiation with the 1<sup>st</sup> ranked candidate for individual position is expected to conduct earlier of July.

Since the resignation of the current Financial Management Advisor for PCO (on 31 May 2009), PCO has requested Bank to approve for the recruitment of a new consultant for the replacement. Because PCO is recruiting a National Financial Specialist for RNK, so that PCO requested Bank to provide No Objection to PCO for selecting a consultant for the replacement from the same pool of candidates who have applied for the post of National Financial Specialist of RNK. The request also mentioned that 2<sup>nd</sup> ranked will be stationed at PCO. Since the selection is in the same project, Bank has provided its No Objection on 12 May 2009 for the said request.

- **International Technical Advisor for ACF:** After Mr. Micheal Lerner rejected the proposed contract extension, PCO started the new recruitment for the position of International Technical Consultant for ACF posting in the UNDB and Dg Market Website. This was also advertised in the local newspaper. Up to the deadline for EOI submission on 16 June 2009, PCO received 3 EOIs (2 from International Consultant and 1 from the national consultant). These EOI were being evaluated and scored by the Committee.
- **Website Development for MONASRI and RNK:** After receipt of the Evaluation Report from Crown Agents, PCO conducted the contract negotiation with Manich Enterprise, the highest ranked consultant on 29 May 2009. The contract is expected to sign in July 2009 with the total contract price of US\$ 12,764.54 (RNK and US\$ 5,000 for MONASRI). The date of commencement of services is at beginning of August, 2009. In addition, both contract will be separately made and signed by RNK and MONASRI.
- **M&E Research Firm for PCO:** Crown Agent sent draft Request For Proposal (RFP) for M &E Research Firm to PCO on 27 May 2009. PRC has met and approved RFP at beginning of June 2009 and return the original RFP to Crown Agent on 04 June 2009.
- **RTO Firm for PCO:** Crown Agent sent draft Request For Proposal for Research and Training Organization to PCO at the end of June 2009. PRC meeting will arrange at the beginning of July 2009 to approve on the RFP and it is expect to return to Crown Agent in mid of July 2009.

## **F. Financial Status**

The DFGG has received Disbursement from World Bank-IDA-PPF2 in the amount of USD 74,871.74 and counterpart fund from Royal Government of Cambodia (RGC) was USD 4,980.00 for the project preparation.

The fund was expensed based on the six categories (Goods and Service, Consultant's Services, Training and Workshops, Incremental operating costs, ACF operating costs) and counterpart funds categories.

- In the reporting period, the total amount of USD 82,378.97 has been actually spent which IDA budget was USD 77,398.97 and budget RGC was USD 4,980.00
- Regarding the amount disbursement of the World Bank and Withdrawal Application for replenished from Special Account are:
  - Withdrawal No.03, Replenished from 17/03/09 to 30/04/09 has been submitted to The World Bank with budget was USD 26,546.57
  - Withdrawal No.04, Replenished from 01/05/09 to 31/05/09 has been submitted to The World Bank with budget was USD 16,564.30
  - Withdrawal No.05, Replenished from 01/06/09 to 19/06/09 has been submitted to The World Bank with budget was USD 51,806.02
- In the total amount of actually expensed IDA was USD 77,398.97 included:
 

- Goods and Services	USD 11,301.00
- Consultant's Services	USD 22,650.00
- Training and Workshops	USD 20,792.46
- Incremental Operating Costs	USD 15,114.14
- ACF Operating Cost	USD 7,541.37
- Counterpart allowance	USD 4,980.00
- The balance at the National Bank of Cambodia (IDA Designated Account : 0102-35.1211-T263) is USD 23,645.36 and Petty Cash on hand is USD 84.32 , Then those amounts will be transfer to IDA designated Account :0102-35.1211-T315 as the Initial Advance for IDA-Grant No H4410-KH.
- In this period Project have been deducted by World bank is amount USD 76,270.32

The budgets were allocated for the period of this report was used for any major activity. Most of the expenditure was National Consultants. Another, ACF Operating Costs has been approved from World Bank on 19 April 2009 to disburse from IDA-PPF2 Q6070. However, as June 2009 the budgets were used in line with plan.

## SECTION II: INTERIM FINANCIAL REPORT (IFR)

### A. Project Balance Sheet

**MINISTRY OF INTERIOR**  
 Cambodia: Demand for Good Governance Project  
**A . PROJECT BALANCE SHEET**  
*AS OF JUNE 30, 2009*

		As of June 30 ,2009	
		IDA	RGC
<b>ASSETS</b>			
Cash			
DA-IDA	23,645.36		
Counterpart Funds Account			-
Petty Cah	84.32		
	<u>23,729.68</u>		<u>-</u>
Cumulative Project Expenditures			
Goods	11,661.00		
Contulants' Services	69,603.00		
Training and Workshops	33,364.76		
Incremental Operating Costs	28,971.93		
ACF Operating Costs	7,541.37		
Countetpart Allowance			6,640.00
	<u>151,142.06</u>		<u>6,640.00</u>
<b>TOTAL ASSETS</b>	<b>174,871.74</b>		<b>6,640.00</b>
<b>FUNDS</b>			
Sources of IDA Financing	174,871.74		
Sources of RGC Financing			6,640.00
Others			
	<u>174,871.74</u>		<u>6,640.00</u>
<b>TOTAL FUNDS</b>	<b>174,871.74</b>		<b>6,640.00</b>

## B. Sources and Uses of Funds by Category

**MINISTRY OF INTERIOR**  
**Cambodia: Demand for Good Governance Project**  
**B . Sources and Used of Funds by Category**  
*For the Quarter Ending June 30<sup>th</sup>, 2009*

Component 3	Actual			Budget			Variance			PAD
	Current Quarter	Year To Date	Cumulative to Date	Current Quarter	Year To Date	Cumulative to Date	Current Quarter	Year To Date	Cumulative to Date	
<b>Opening Balance</b>										
DA - IDA	24,583.16									
Counterpart Funds Account	-									
Advance Deposit	300.00									
Advance Outstanding	850.00									
Petty Cash	523.75									
<b>Total</b>	<b>26,268.81</b>									
<b>Add</b>										
<b>Sources:</b>										
<b>Receipt of Funds</b>										
- From PPF IDA	74,871.74	100,000.00	174,871.74	262,300.00	468,200.00	897,240.00	187,428.26	393,328.26	722,368.26	897,240.00
- From Government (RGC)	4,980.00	1,660.00	6,640.00	4,980.00	6,640.00	6,640.00	-	1,660.00	-	6,640.00
- Other income (document bidding fees..., etc.)	-			-	-	-				
<b>Total Funds Received</b>	<b>79,851.74</b>	<b>101,660.00</b>	<b>181,511.74</b>	<b>267,280.00</b>	<b>474,840.00</b>	<b>903,880.00</b>	<b>187,428.26</b>	<b>394,988.26</b>	<b>722,368.26</b>	<b>903,880.00</b>
<b>Total Sources</b>	<b>106,108.66</b>	<b>101,660.00</b>	<b>181,511.74</b>	<b>267,280.00</b>	<b>474,840.00</b>	<b>903,880.00</b>	<b>187,428.26</b>	<b>394,988.26</b>	<b>722,368.26</b>	<b>903,880.00</b>
<b>Less</b>										
<b>Expenditures by Category</b>										
- Goods	11,301.00	360.00	11,661.00	40,000.00	130,000.00	107,740.00	28,699.00	129,640.00	56,079.00	107,740.00
- Consultants' Services	22,660.00	46,953.00	69,603.00	120,000.00	200,000.00	614,300.00	97,350.00	153,047.00	544,697.00	614,300.00
- Training and Workshops	20,792.46	12,572.30	33,364.76	78,200.00	93,200.00	111,800.00	57,407.54	80,627.70	78,435.24	111,800.00
- Incremental Operating Costs	15,114.14	13,857.79	28,971.93	24,100.00	45,000.00	63,400.00	8,985.86	31,142.21	34,428.07	63,400.00
- Counterpart allowance	4,980.00	1,660.00	6,640.00	4,980.00	6,640.00	6,640.00	-	4,980.00	-	6,640.00
- ACF Operating Costs	7,541.37	-	7,541.37							
<b>Total Expenditures</b>	<b>82,378.97</b>	<b>75,403.09</b>	<b>167,782.08</b>	<b>267,280.00</b>	<b>474,840.00</b>	<b>903,880.00</b>	<b>182,442.40</b>	<b>388,498.81</b>	<b>763,839.31</b>	<b>903,880.00</b>
<b>Closing Balance</b>										
<b>Represented by:</b>										
Balance at Designated A/C										
DA - IDA	23,645.36		23,645.36							
Counterpart Funds Account	-		-							
Advance Deposit	-		-							
Advance Outstanding	-		-							
Petty Cash	84.32		84.32							
<b>Total</b>	<b>23,729.88</b>	<b>-</b>	<b>23,729.88</b>							

### C. Uses of Funds by Category and by Sources of Funds

MINISTRY OF INTERIOR  
Cambodia: Demand for Good Governance Project  
C . Used of Funds by Category and Source of Fund  
For Quarter 2 , April to June 30 ,2009

No	Payment by Category	Current Quarter				Year to Date				Cumulative to Date			
		IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total	IDA Grant	AusAID	RGC	Total
1	Civil Work				-								
2	Good and Service	11,301.00			11,301.00	360.00			360.00	11,661.00			11,661.00
3	Consultant Service	22,650.00			22,650.00	46,953.00			46,953.00	69,603.00			69,603.00
4	Training and Workshop	20,792.46			20,792.46	12,572.30			12,572.30	33,364.76			33,364.76
5	Incremental Operation Cost	15,114.14			15,114.14	13,857.79			13,857.79	28,971.93			28,971.93
6	ACF Operating Costs	7,541.37			7,541.37	-			-	7,541.37			7,541.37
	<b>Sub-Grants</b>	<b>77,398.97</b>			<b>77,398.97</b>				<b>73,743.09</b>	<b>151,142.06</b>			<b>151,142.06</b>
	Counterpart Allowance			4,980.00	4,980.00			1,660.00	1,660.00			6,640.00	6,640.00
	PMG												
	<b>Total Payment</b>	<b>77,398.97</b>		<b>4,980.00</b>	<b>82,378.97</b>			<b>1,660.00</b>	<b>75,403.09</b>	<b>151,142.06</b>		<b>6,640.00</b>	<b>157,782.06</b>

Prepared by :

\_\_\_\_\_  
Ly Sinhav  
Project Accountant

Approved by :

\_\_\_\_\_  
Ngy Chanphal  
Project Coordinator

## D. Uses of Funds by Project Activity

**MINISTRY OF INTERIOR**  
 Cambodia : Demand for Good Governance Project  
 D . Used of Funds by Project Activity  
 For Quarter 2 , April to June 30 , 2009

No	Project Component	Actual			Budget			Variance			PAD
		Current Quarter	Year To Date	Cumulative to Date	Current Quarter	Year To Date	Cumulative to Date	Current Quarter	Year To Date	Cumulative to Date	
3A	Project Coordination Office										
a	- Goods and Service	11,301.00	360.00	11,661.00	40,000.00	130,000.00	107,740.00	28,699.00	129,640.00	96,079.00	107,740.00
b	- Consultant's Services	22,650.00	46,953.00	69,603.00	120,000.00	200,000.00	614,300.00	97,350.00	153,047.00	544,697.00	614,300.00
c	- Training and Workshop	20,792.46	12,572.30	33,364.76	78,200.00	93,200.00	111,800.00	57,407.54	80,627.70	78,435.24	111,800.00
d	- Increment Operating Costs	15,114.14	13,857.79	28,971.93	24,100.00	45,000.00	63,400.00	8,985.86	31,142.21	34,428.07	63,400.00
e	- Counterpart allowance	4,980.00	1,660.00	6,640.00	4,980.00	6,640.00	66,400.00	-	4,980.00	59,760.00	66,400.00
f	- ACF Operating Costs	7,541.37	-	7,541.37	-	-	-	-	-	-	-
<b>Total Project Expenditure</b>		<b>82,378.97</b>	<b>75,403.09</b>	<b>157,782.06</b>	<b>267,280.00</b>	<b>474,840.00</b>	<b>963,640.00</b>	<b>192,442.40</b>	<b>399,436.91</b>	<b>813,399.31</b>	<b>963,640.00</b>

**SECTION III: PHYSICAL PROGRESS, PROCUREMENT & CONTRACT MANAGEMENT**

**A. Physical Progress Report by Civil Works (N/A)**

**Cambodia: Demand for Good Governance Project  
 For the 1<sup>st</sup> quarter ended June 30, 2009  
 (In US Dollar)**

**Contract/Work Progress**

Component/Activity No.	Project Component Output	Original Plan to Completion		Progress to date		Cost to date as a % of Planned Total Cost	Comments
		Cost in US\$	Completion Date	Cost in US\$	Physical Progress		

## B. Contract Monitoring Report

**Cambodia: Demand for Good Governance Project**  
**For the quarter ended June 30, 2009**

### List of Contracts

Contract		Contract Description	Supplier	Contract Value		Advance	Progress of Works	Recovery on advance	Retention Money	Balance to be Paid	Amount Paid			Unpaid
No.	Date			Curr.	Amount						% IDA	% Other	Total	
CAK H518	27 Apr 09	IT Infrastructure-RNK	TC Computer	USD	766.00	N/A	Completed	N/A	N/A	N/A	766.00	N/A	766.00	No
MOI 03/09	02 June 09	Office Stationary (6 months)	Angkor Thom	USD	1,793.40	N/A	On progress	N/A	N/A	N/A	227.20	N/A	227.20	1,566.20
NS 01/09	03 June 09	Office Equipment -RNK	Neeka Limited	USD	14,379.20	N/A	On progress	N/A	N/A	N/A	N/A	N/A	N/A	
MOI 05/09	01 June 09	Extension (vehicle rental)	Cars Rental Company	USD	N/A	N/A	On progress	N/A	N/A	N/A	845.00	N/A	845.00	N/A
NS 03/09	19 June 09	Office Furniture RNK	Leang Hong Import Export	USD	2,610.00	N/A	On progress	N/A	N/A	N/A	N/A	N/A	N/A	

**C. Procurement Monitoring Report – Goods**

**Cambodia: Demand for Good Governance Project  
For the quarter ended June 30, 2009**

No.	Description of Goods	Contract Ref: No.	Prior (P) or Post Review (PR)	Procurement Method	Bidding Documents (BD) and Bidding Process							Bid Evaluation/contract award recommendation		Contract			
					IPA sent draft BD to PRC for approval (Date.)	Approval to Draft BD by PRC (Date)	IPA sent Draft BD to the Bank's NOL (Date)	No object to the Draft BD by the Bank (Date)	Bid invitation issued (Date)	Bid Opened (Date)	IPA sent evaluation report/award recommendation to the Bank (Date)	No objection to evaluation report/award recommendation by the bank (date)	Project signed Contract with the contractor (Date)	Contractor's Name	Contract Amount	Completion date	
1	Planned	Office Equipment (RNK)															14 Jul 09
	Actual	Office Equipment (RNK)	DFGG/NS01/09	Prior	National Shopping			04 Mar 09	24 Mar 09	06 Apr 09	24 Apr 09	17 May 09	25 May 09	03 June 09	Neeka Limited	\$ 14,379.20	
2	Planned	Studio Refurbishment (RNK)															
	Actual	Studio Refurbishment (RNK)	DFGG/NS02/09	Post	National Shopping					04 June 09	22 June 09				Only one bid was submitted		

3	Planned	Office Furniture (RNK)														
	Actual	Office Furniture (RNK)	DFGG/NS03/09	Post	National Shopping					18 May 09	29 May 09			19 June 09	Leang Hong Import Export Co.,Ltd	\$ 2,610
4	Planned	IT Infrastructure refurbishment (RNK)														
	Actual	IT Infrastructure refurbishment (RNK)	CAKH 0518	Post	National Shopping					24 Mar 09	27 Mar 09			27 Apr 09	TC Computer	\$ 766
5	Planned	12 Vehicles							06 Jul 09							
	Actual	12 Vehicles		Prior	UNOPS											





## E. Procurement Monitoring Report - Individual Consultant

### Cambodia: Demand for Good Governance Project

For the quarter ended 30 June 2009

No.	Description of Services	Contract Ref. No.	Prior (P) or Post Review (PR)	Procurement Method	TOR/EOI						Evaluation		Contract							
					IPA sent TOR and EOI advertisement to PRC (date)	Approval to TOR and EOI advertisement by PRC (Date)	IPA sent TOR and EOI advertisement to the Bank (date)	No objection to TOR and EOI advertisement by the Bank	Advertisement by IPA (date)	Submission of EOI date	IPA sent evaluation report to the Bank (date)	No objection to evaluation report (date)	PRC and IPA negotiate contract with consultant	IPA sent draft contract to the Bank (date)	No objection to the Draft Contract (date)	Project signed contract with consultant (date)	IPA sent signed contract to the Bank (date)	Consultant's Name	Contract value (US\$)	Contract/ delivery Completion date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Planned	National HRM Advisor/PCO		Post	IC									17 Jul 09						
	Actual	National HRM Officer/PCO		Post	IC				17 Mar 09	06 Apr 09										
2	Planned	Training Coordinator/PCO		Post	IC									17 Jul 09						
	Actual	Training Coordinator/PCO		Post	IC				17 Mar 09	06 Apr 09										
3	Planned	HR & MBPI Advisor		Post	IC									13 Jul 09						
	Actual	HR & MBPI Officer		Post	IC				17 Mar 09	06 Apr 09										
4	Planned	Financial		Post	IC									13						

		Specialist												Jul 09							
	Actual	Financial Specialist		Post	IC					17 Mar 09	06 Apr 09										
5	Planned	Website Developer/ OWSO		Post	IC									13 Jul 09							
	Actual	Website Developer/ OWSO		Post	IC					17 Mar 09	06 Apr 09										
6	Planned	National DSTA- Operation/ OWSO		Post	IC									13 Jul 09							
	Actual	National DSTA- Operation/ OWSO		Post	IC					17 Mar 09	06 Apr 09										
7	Planned	National Land Law Expert/ MONASRI		Post	IC									17 Jul 09							
	Actual	National Land Law Specialist/ MONASRI		Post	IC					17 Mar 09	06 Apr 09										
8	Planned	Procurement Officer (replace)/ PCO		Post	IC									16 Jul 09							
	Actual	Procurement coordinator (replace)/ PCO		Post	IC					02 Jun 09	29 Jun 09										
9	Planned	Financial		Post	IC									17							

		Management Advisor (Replace)/ PCO											Jul 09							
	Actual	Financial Specialist (Replace)/ PCO		Post	IC				17 Mar 09	06 Apr 09										
10	Planned	Project Technical Advisor/AC F		Post	IC								16 Jul 09							
	Actual	Project Technical Advisor/ ACF		Post	IC				01 Jun 09	16 Jun 09										
11	Planned	-		Post	IC															
	Actual	ITA-Financial Specialist/ PCO		Prior	IC				02 Jun 09	17 Jun 09										
12	Planned	-		Prior	IC				12 Jul 09	31 Jul 09										
	Actual	ITA-Project Management Specialist/ PCO		Prior	IC				30 Jun 09											
13	Planned	Procurement Specialist/ MONASRI	CA KH 385	Post	IC															
	Actual	Procurement Specialist/ MONASRI	CA KH 385										27 Apr 09			28 May 09		Yan Sa mrit h	9, 60 0	31 Jan 20 10

## **SECTION IV: CONCLUSION AND RECOMMENDATION**

In conclusion, the MOI/PCO very congratulations for the Declaration of Effectiveness on June 24, 2009, thankful to the PCO and all the IAs for efforts to reached this important milestone. A part from that a set of key concretes results were achieved during the reporting period such as conducted the Retreat Meeting from 8 – 9 April, 2009 and DFGG Project Launch Workshop on April 29, 2009; organized the third meeting of LCFG workshop on May 28, 2009, submitted the evidences for effectiveness conditions to the World Bank's Task Team Leader, revised and updated of Good Governance Framework (GGF) and Risk Management Matrix and Mitigation Strategic Plan; signed of Memorandum of Understanding (MOU) on MBPI and PMG for MOI/PCO and OWSO, submitted of the 1<sup>st</sup> consolidated Quarter Progress Report for DFGG Project to the World Bank's Task Team Leader. Along with the above achievements, however the speedy launch of implementation activities from now on and carries out the works base on the guidelines and procedures as set forth in the various Project Legal Documents are strongly recommended for each RIE and PIE for daily operation.

