



**Ministry of Ministry of Planning, Investment and Economic
Development**

Consulting for Legal Services

Client **Directorate of National Statistics**

Date of Submission **October 20, 2020**

FINAL REPORT

By

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Preface

According to the scope of services for the project and beforehand agreed with the Client, an Inception Report shall be prepared by the Consultant. The Inception Report is aimed to include a brief overview of the project, a detailed planning of the activities and its methodology, the project implementation period as well as the project time schedule. The Inception Report shall also contain a summary of design criteria, industry standards and codes of international or local practice.

Background and Context

The importance and the roles statistics plays to enhance the overall development of Somalia can not be over-emphasized as data is required at all levels for measuring progress of development. It is consequently essential to fill in gaps in data provision, develop effective data systems and standards in data production, and to create a uniform development across the various statistical systems. It then becomes critical for Somalia to address to strengthen the National Statistical System (NSS) and allow it to operate in an integrated and coordinated manner.

The strategic route to take is in developing and strengthening the strength and infrastructure of The National Bureau of Statistics, which was established under the Somalia Statistical Act. Following the passing of the act, there is a need to develop policies and regulations that are in line with and make operational the mandates set out in the Statistical Act. These regulations would need to be drawn out from the Statistics Law and international standard and practices.

Objectives and Deliverables

The objective of this consultancy is to work with National Statistics Bureau to:

- Develop regulations that supports the DNS transformation to SNBS (Develop regulations and procedures from the Statistics law on how to select the board members and develop the TORs of the Director General and his Deputy of the Bureau.
- Achieve organizational and institutional development, e.g selection criteria of the National Statistics Staff;

The deliverables, per the TOR, include:

- Draft regulations for the implementation of the Statistics Bill in anticipation of enactment of the Bill as legislative drafting instructions for the SNBS.
- Draft regulations for SNBS both Somali and English
- Progress reports on the Act regulations
- Consultant's end of assignment report to guide development of complementary mechanisms

Project Period

During the Inception Period the Consultant has performed several important activities in order to prepare a timely commencement of Services according to the Contract.

1. Mobilisation

The Consultant has mobilized and submitted the confirmation of availability to the Client, following which the consultant signed the Contract. As a result, the Consultant is ready to commence Services as per Contract.

2. Kick-Off Meeting

A conference call was held with the Client in order to discuss the activities during the inception period, report about the progress for preparation, agree about the date for the inception report etc

3. Preparation of Activities after Commencement of Services

The Consultant has prepared the activities that need to be performed right after the inception workshop, e.g. the desk top research activities and studies necessary to prepare the current assessment of regulations and policies to be developed. The Consultant has established a set of checklists and questionnaires for the team framework for collaboration in assessing and developing the necessary regulations and policies.

4 Desk-Top Research

The Consultant has already started during the inception period to collect and research for available data, studies, laws, international standards, papers and reports that are useful and/or necessary to establish the output of the assignment.

5 Inception Report and Presentation

An Inception Report was prepared and presented on September 8, 2020.

6. Project Approach and Methodology

The following activities were performed by the Consultant in order to establish the projects objectives:

Activity	Milestone
Activity 00	Contract Signature
	Objective: Contract Signature Input: TOR, Draft Contract Details: Signed contract on August 27, 2020
Activity 01	Commencement Date
	Objective: Commencement of services Details: Based on the Contract, the Consultant shall begin carrying out the Services not later than the number of days after the Effective Date specified in Contract. The Contract Period will be for 30 days.
Activity 02	Mobilization and Inception

	<p>Objective: Become familiar with the details of the project and clarify and set-up team organizational and communication matters; Review the time schedule and establish the project milestones; meetings with team, including meeting with head statistician; Prepare the Inception Report including Methodology and Approach</p> <p>Details: After the Consultant signed contract and met with Client the Consultant began carrying out the Services, Briefed all team members and distribute related information to the other involved experts on the project, Prepared the projects time schedule and milestones, Prepared the final methodology and approach and establish activity lists, Prepare check list to conduct current analysis of existing laws, performed desktop research; Prepared the Inception Report</p> <p>Output: Inception report</p>
Activity 03	Submission of Inception Report
	<p>Objective: Submission and presentation of inception report</p> <p>Details: Inception report submitted on September 08, 2002</p>
Activity 04	Present Situation and Diagnosis of regulatory framework
	<p>Objective: Establish an overview about the current situation and review of existing regulations, goals and objectives</p> <p>Details: Perform all necessary works to gather the input as mentioned above, desktop research, meetings with team and other experts on project, and review of existing regulations including the National statistics law.</p>
Activity 05	Review of International and Regional Standards
	Objective: Review of best practices, regional and international standards
Activity 06	Design and Drafting of regulations and policies
	Objective: Develop and drafting of regulations and policies
Activity 07	Draft Submission of:
Activity 08	Final Submission
Activity 09	End of assignment report to guide development of complementary mechanisms

Project Outcomes

Following initial desk-top research, consultations, and inception phase, the Consultant developed the following policies, regulations and documents :

Document Name	Description
Board Rules and Regulations	<p>Rules, Structure and Policies of Board, which include:</p> <ul style="list-style-type: none"> • Responsibilities of board • Privileges of Members of Boards • Authority for Appointment • Appointments, Promotion and Discipline; Petitions and Appeals • Relations with Ministers /The Ministry • Code of Conduct for Board Members,
Data Dissemination, Protection and Access Policy	<ul style="list-style-type: none"> • Data Privacy • Dissemination and Distribution of Official Statistics • Principles for the Dissemination of Data • Release of Official Data

	<ul style="list-style-type: none"> • Procedures an Responsibilities
Terms of Reference	<ul style="list-style-type: none"> • Roles, duties and responsibilities for Office of Director General and Office of Deputy Director General
Procurement Policy	<ul style="list-style-type: none"> • Procurement and disposal processes • Tendering process • Standard of ethics during the procurement process and execution of contracts
Transitional Policy	<ul style="list-style-type: none"> • Outline of transition from Directorate to National Bureau of Statistics

Milestone Dates of Project

Activity	Milestone	Date
Activity 00	Contract Signature	August 27, 2020
Activity 01	Commencement Date	August 27, 2020
Activity 02	Mobilization and Inception	August 28, 2002
Activity 03	Submission of Inception Report	September 08, 2020
Activity 04	Present Situation and Diagnosis of regulatory framework	September 10, 2020
Activity 05	Review of International and Regional Standards	September 11, 2020
Activity 06	Design and Drafting of regulations and policies	September 12, 2020
Activity 07	Draft Submission of all deliverables	September 19, 2020
Activity 08	Final Submission of all deliverables	September 24, 2002
Activity 09	End of assignment summary	September 25, 2020