

DETAILED PROJECT OUTLINE
PROJECT “SUPPORT TO IMPLEMENTATION OF VIETNAM STATISTICAL DEVELOPMENT STRATEGY 2011-2020, VISION TO 2030”

Name of the Line Agency - National Partner: Ministry of Planning and Investment
Name of the national agency proposing the project: General Statistics Office

A- GENERAL INFORMATION ABOUT THE PROJECT

1. Project title: Support to implementation of Vietnam Statistical Development Strategy 2011-2020, Vision to 2030

2. Sectoral code:

3. Name of the UN Agency supporting the project: United Nations Development Programme (UNDP).

4. Name of the Line Agency – National Partner: Ministry of Planning and Investment

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6. National Implementing Partner:

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8. Estimated Project duration: 54 months (from 1/7/2012 to 31/12/2016.)

9. Project location: Nationwide (including central, local and sectoral levels)

10. Total project budget: 3.3 million USD, of which

10.1 Total ODA : 3 mil.USD

a. Total ODA amount already committed: 1,3 mil USD

a.1 Regular source of funding: 1,3 mil USD

a.2 Co-financing source(s): USD

b. Total ODA amount to be mobilized (from OPF and other sources): 1,7 mil USD

10.2 Counterpart funding: 6.246 billion VND (=300,000 USD at current exchange rate)

a. In cash: 3.806 billion VND (= 182,805 USD)

b. In kind: 2.440 billion VND (= 117,195 USD)

11. ODA provision modalities:

a) Grant ODA: 3 mil USD

b) Soft loan: USD

c) Mixed grant and loan: USD

B - DETAILED PROJECT OUTLINE

I. PROJECT CONTEXT AND JUSTIFICATION

1. Analysis and assessment of the context

Vietnam became a low middle income country in 2010 with GDP per capita of 22,8 million dong equivalent to \$1,169¹. This is an important milestone opening up many new opportunities for the development of Vietnam economy. However, Vietnam is also facing major challenges. Although economic growth is accompanied by rapid poverty reduction, the rate of poverty reduction is different among regions and population groups. The poverty rate is still high especially in mountainous areas, disadvantaged areas and ethnic minorities. Some forms of poverty emerge, such as multi-dimensional poverty in urban areas, particularly in vulnerable population groups like migrants without residence, laborers in informal sector, women, and children etc. In 2011, along with the global economic recession, Vietnam economy also faced difficulties such as slow growth rate, high inflation and unemployment. Climate change has caused negative impacts to all aspects of socio-economic life of the country when Vietnam is considered one of the most vulnerable countries by climate change in the world. These factors have created challenges to the Vietnam Government in ensuring stable economic growth, facilitating sustainable social development in which all people have equal access to and benefits of basic services and social security.

Socio-economic Development Strategy 2011-2020 of Vietnam specifies the standpoint of sustainable socio-economic development, and emphasizes the transformation of economic structure and growth pattern. To achieve this viewpoint, the strategy also emphasizes "Continue to reform and modernize policy development process more drastically and effectively at central and local levels, strengthen the building and supervising role of the National Assembly."

An important input for effective development, implementation and monitoring of socio-economic plans and policies is statistical information. In recent years, demand for timely and accurate statistical information for policy formulation, monitoring and evaluation is increasing. Especially when Vietnam enters a new stage of socio-economic development with domestic and international fluctuations, the role of statistics becomes more important than ever.

In recent years, the Statistics sector has made significant improvements including increases of quality of data collection, improvements of the processing/analyzing tools, and diversification of data dissemination forms. However, there are existing many constraints within the system and the society which are making it challenging for the Vietnam's Statistical System (VSS) to meet users' increasing needs for data quantity, quality and timeliness. According to the assessments on various fields of the VSS conducted in 2010², Improper and insufficient legal frameworks, institutional and organizational structures have been posing difficulties in statistical activities including coordination and cooperation among actors of the VSS. Limited coordination and inter-

¹ General Statistics Office

² Project "Support to Socio-Economic Development Monitoring" sponsored by UNDP

action between data producers and users have been creating un-met needs of users. The lack of official dissemination policies are making it difficult to access to data sources as well as raising confusions and suspicions among data users. On the data user side, there exist lacks of trust and under-uses of statistics by government leaders and policy makers. It's also noticeable that knowledge of statistics, data sources and methodologies is limited among data users causing misunderstanding, misuse, and misinterpretation of statistics.

The project "Support to Socio-Economic Development Monitoring" funded by UNDP in 2005-2011 coordinated with other donors' projects to provide technical assistance to GSO to develop the Vietnam Statistical Development Strategy (hereafter referred to as VSDS), its action plans and monitoring and evaluating (M&E) framework, and to many other activities to strengthen the VSS's capacity. Following the success of this project, the project "Support to implementation of Vietnam Statistical Development Strategy 2011-2020, Vision to 2030" will continue to support the VSS in implementing and monitoring the implementation of VSDS, focusing on statistical legal framework, coordination mechanism of stakeholders in the VSS, data dissemination, statistical methodology and techniques in some prioritized fields, and M&E of the progress of implementing VSDS.

2. Related Strategies, plans and programs

As discussed above, statistical information plays an increasingly important role, especially in the current period when Vietnam is entering a new era of great social and economic fluctuations.

Being well aware of statistics' importance and existing constrains, the Government of Vietnam, for the first time, had developed the Vietnam Statistical Development Strategy 2011-2020, Vision to 2030 and had the document approved in October 2011. This legal document is a comprehensive, generalized and coherent strategy in order to improve the capacity of the entire Vietnam Statistical System with a long-term vision for the VSS to attain important goals by 2030. The strategy is translated into 9 action plans which set out specific activities for implementation, their responsible parties, timelines, and results for achievement. A framework for monitoring and evaluating the VSDS's implementation has also been developed and carried out in 2012. VSDS shows a strong political commitment by the Government of Viet Nam in strengthening the VSS's capacity. The implementation of VSDS will contribute to the improvement of statistical data which is an indispensable input for monitoring and evaluating the implementation of the 5-year and annual socio-economic development plans at national and local levels.

The Statistics Law 2003, which became effective on January 1st 2004, clearly identifies the VSS's responsibility *"to ensure honest, objective, accurate, sufficient, and timely statistical information to serve government agencies in evaluating and forecasting tasks, planning strategies and policies, developing socio- economic plans, and to meet data needs of other organizations and individuals"*.

Vietnam's Socio-Economic Development Plan 2011-2015 has been developed. Attached to this plan is an M&E framework including indicators and a roadmap for collecting

specific data to measure progress towards the objectives set out in the 5-year plan. Similarly, in different sectors, 5-year sectoral development plans have also been developed with M&E indicators specific for each sector and field.

Vietnam commits to achieve the Millennium Development Goals (MDGs) by 2015. Vietnam also sets out its own development goals (Vietnam Development Goals or VDGs) by 2015. To monitor progress towards the achievement of these goals, monitoring indicators has been developed following international standards, localized for Vietnam, and collected for data in recent years. Vietnam has developed an MDGs/VDGs database updated to 2010 and being updated for subsequent years.

At local level, provinces/cities have developed their 5-year Socio-economic Development Plans and brought these plans into implementation. Local statistical offices play a crucial role in collecting and providing data to help local People's Committees monitor and evaluate these plans.

The 350- indicator National Statistical Indicator System (NSIS) was issued by the Prime Minister in June 2010 to replace the old NSIS issued in 2005. This system covers indicators for monitoring and evaluating 5-year and annual national Socio-Economic Development Plans, the Millennium Development Goals, Vietnam Development Goals as well as the human development goals. Sectoral, provincial, district and commune statistical indicator systems have also been developed along with the NSIS. Improvement of calculation method, data collection and dissemination of these systems' indicators is considered the first priority of the VSDS's implementation.

3. Related programs and projects

The proposed project is one among a number of projects supporting the VSS in general and General Statistics Office in particular. In statistical area, a number of international organizations have been accompanying and supporting related activities.

Directly supporting the VSDS implementation, in addition to the UNDP proposed project, are two other projects whose main donors are the United Nations Population Fund (UNFPA) and the World Bank (WB). The Project "Support to implementation of VSDS 2011-2020 and usage of population data in planning and development plan" funded by UNFPA/UNHABITAT will provide support to the Ministry of Planning and Investment, including GSO as its project component agency. The project is expected to be implemented from 2012-2016 with the main objectives to strengthen capacity in collection, analysis and dissemination of population, reproductive health and gender data to contribute to the implementation of VSDS, and to strengthen capacity for mainstreaming population and development into development and implementation of socio-economic development strategies and plans. This project will focus mainly on improving quality of data production, analysis, forecast and dissemination (particularly for population, reproductive health and gender data) (VSDS's action plan 3 and 4); strengthening capacity of human resources of the VSS (VSDS action plan 5 and 7). The main objective of the project "Support to implementation of VSDS 2011-2020" funded

by the WB to GSO during 2012-2016 is to support the implementation of the VSDS's Action Plan 4.

EU-ASEAN Statistical Capacity Building Programme (EASCAB) will also support the VSS to strengthen capacity for three areas, including International Merchandise Trade Statistics, Statistics of International Trade in Services, and foreign direct investment statistics. In addition, this program is also expected to provide a partial support to MDGs monitoring, and improvement of capacity for international integration, advocacy, and dissemination of statistical information. Supports are mainly in the form of trainings and workshops.

The Partnership in Statistics for Development in the 21st Century (PARIS21), which also provided support to the development of VSDS, commits to support the implementation of VSDS, focusing on Action plan 2 regarding statistical methodologies and procedures.

The project "Strengthening the availability, comparability and dissemination of the national development indicators, including MDGs indicators"³ by United Nations Statistics Division (UNSD) and UK Department for International Development (DFID) is discussing with GSO to support statistical activities in accordance with VSDS. Some expected areas of supports from this project are to standardize statistical indicators, dissemination methods, modes of information sharing among members of the VSS, and to develop a registration system for Statistical Data- Metadata Exchange (SDMX).

Netherlands Statistics Office is also discussing with GSO about its possible supports to the implementation of VSDS, which is expected to focus on data dissemination, national accounts, production and direct foreign investment statistics, and environmental statistics.

A number of other projects, although having no obvious objective to support the VSDS implementation, have some activities contributing directly or indirectly to the implementation of VSDS's action plans, or supporting statistical activities outside the action plans' scope. The Project "Developing, monitoring and evaluating children-friendly socio-economic development plan" by UNICEF supports the Ministry of Planning and Investment (GSO) in developing, monitoring and evaluating child-friendly socio-economic development plan. This project consists of support to child and woman statistics, including Multiple Indicator Cluster Surveys (MICS). Other UNDP projects in the fields of poverty reduction, urban poverty reduction, Millennium Development Goals, human development reports, environment, governance, etc have activities related to development of statistical indicators and their databases, M&E frameworks, as well as capacity building. Implementers of these activities can be GSO or other agencies who are members of the VSS.

As shown above, currently many projects and partners involve in supporting the VSS in the VSDS implementation. This is a good sign showing international partners' interest in statistical work and demonstrating the VSS's ability in mobilizing technical assistance.

³ The project is conducted in 11 Asian and African countries, including Vietnam for the period 2008-2013. Its objective is to introduce new technologies and consolidate the current systems in order to strengthen disseminating data on national development indicators and minimize the discrepancies between national and international data through standardizing the main development indicators by international standards.

Nevertheless, to avoid overlap and to ensure effective support, *it is necessary to have an active coordination mechanism of the VSS* in identifying needs and receiving technical supports as well as in implementing VSIDS in general. Moreover, to ensure a successful implementation of the VSIDS's goals, *the supports will focus on the prioritized activities specified in 9 action plans*. Activities which are outside 9 action plans are not recommended because, on the one hand, they will not directly contribute to the VSIDS implementation and, on the other hand, they will generate additional workload for the statistical agencies or exploit resources which should be spared for activities of 9 action plans.

4. Relevant lessons drawn from the previous Country Programme(s) of the UN Agency supporting the proposed project

The UNDP project "Support to Socio-Economic Development Monitoring" funded to GSO has shown some useful lessons for implementing future projects.

First, a strong commitment from GSO and the VSS's related parties is prerequisite for the project's success. The head of the Steering Committee of the project "Support to socio-economic development monitoring" was a Vice Minister of Planning and Investment and members are representatives from the ministries in the framework of the Project. The Project Director is a leader of GSO. The project activities always align with the needs and are based on development plans of the Statistics sector. With the technical support of the Project, initiatives such as development and standardization of the statistical indicator systems, reporting systems, statistical data warehouses, VSIDS and its action plans, etc. ... were actively implemented with close coordination of all sectors and levels in the VSS. The overall goal in VSIDS "By 2020, Vietnam statistics will be ranked at a good level and by 2025, it will be at an advanced level in the region" has shown strong determination and commitment of the Statistics sector. This should be maintained in the implementation of the proposed project.

Secondly, the government's increasing recognition of the statistics sector's important role, and support by the government. Official statistical data of the statistics sector are widely used and the demand for timely and reliable data for planning and evaluating the implementation of big national plans and policies is increasing. After the Vietnam statistical development direction to 2010 was issued in 2002, a series of important statistical legal documents have been issued, including the Statistics Law 2003, National Statistical Indicators Systems 2005 and 2010, National Statistical Survey Program in 2008, and most recently the Vietnam Statistical Development Strategy 2011-2020, Vision to 2030. These legal documents demonstrate that the Government is paying more attention and supporting the Statistics sector. Budget for the Centralized Statistical System has continuously increased. This is an important condition for the Statistics sector to act proactively and play leading role in coordinating with other sectors to develop Vietnam statistics. To successfully implement VSIDS, the Statistics sector needs to further mobilize support from the Government.

Thirdly, the coordination in implementing VSIDS within the VSS plays a critical role. Experiences in developing VSIDS show that the role of GSO in coordination is very

important. In this process, the Institute of Statistical Science acted as the standing agency for development of VSDS under the direct guidance from GSO's top leader to ensure close coordination among agencies in the VSS. In the coming period, when VSDS is implemented, due to the nature of inter-agency coordination, the Steering Committee for the implementation of VSDS should be established with the participation of leaders from other ministries/agencies and other stakeholders as representatives for data producers, providers and users in the VSS. The Steering Committee, along with its high-level leadership members, will ensure and commit the close coordination and participation of the related parties in the implementation process. Playing the leading role in the VSS, GSO will establish a focal point unit to help the Steering Committee to coordinate, monitor and evaluate the implementation process.

Fourthly, the coordination of technical assistance from donors for the implementation of VSDS should be strengthened to ensure harmony and effectiveness of support and ensure alignment with the priorities and activities outlined in VSDS and 9 action plans, with the following attentions:

- GSO coordinates supporting activities, ensuring all supporting activities to align with priorities outlined in VSDS and its action plans.
- For supports to be coordinated in a harmonious, effective and non-overlapping manner, GSO will have an annual workplan for implementing VSDS, in which clearly clarifies the needs for technical assistance from donors. Donors will discuss with the Statistics sector and among themselves to prepare their own annual work plan to support the VSS.
- The role of the Advisory Group should be maintained and enhanced. The Advisory Group is a mechanism for effective coordination between international organizations and GSO in the development of VSDS: advisors are provided with sufficient information about the development process, provide their technical advice on the steps taken as well as the contents of the steps. GSO has developed a matrix for support from international organizations. This matrix is the basis for the members of the Advisory Group to identify the strengths of their organizations to provide financial resources as well as technical support to minimize the duplication and overlap of support as well as to create a forum for transparent and open sharing of information.

5. Identify the major issues that will be addressed by the proposed project

According to a comprehensive assessment of the VSS⁴ conducted during the process of developing VSDS and its action plans, the VSS is facing many challenges. However, with UNDP strengths, this proposed project will focus on supporting the VSS to address the followings:

- (1) Legal environment for statistics is improved and complied to ensure official statistical principles (as recommended by UNSD), with the focus on ensuring (i) collection of objective, reliable and timely data, (ii) users' transparent access to

⁴ Conducted by a group of national and international consultants, UNDP/DFID project "Support to Socio-economic Development Monitoring"

data to serve monitoring and formulation of socio-economic development policies/plans.

The Statistics Law 2003, which became effective on January 1st 2004, is the highest legal document of the Statistics sector and the basis for development of under-law documents. A system of legal documents on organization and responsibilities of collecting, producing, publishing and regularly reporting for Statistical Offices at all levels and ministries/agencies was developed. However, during the implementation of the Statistics Law 2003, statistical legal system reveals a number of shortcomings:

(i) Legal framework (the Statistics Law 2003 and under-law documents) for statistical activities is not adequate/does not ensure official statistical principles (UNSD) and overlaps, which causes difficulties for implementation;

(ii) Awareness of the Statistics Law, roles and responsibilities in the Law's implementation and awareness of roles of statistics in supporting socio-economic development are still limited in statistical agencies, policy making agencies, other agencies as well as in the wider community;

(iii) Compliance to the Statistics Law is not strict due to the lack of under-law legal documents to guide the implementation of the Statistics Law and lack of penalty mechanisms.

- (2) Capacity of the VSS is improved to ensure statistical data and information are (i) shared in a timely and smooth manner among *data producers* in the VSS to improve the effectiveness in utilization of databases, avoid overlaps in statistical activities, eliminate data un-sharing, save resources, and ensure that data effectively meet users' needs; (ii) disseminated to *data users* in a systematic, transparent, timely, consistent, reliable, effective, need-based manner, by using advanced data dissemination tools to meet diversified data demands, particularly data demands for making socio-economic development programs and plans/policies.

For statistical reporting system and administrative records, coordination among statistical agencies in the vertical systems is relatively good; for example, the coordination between GSO and Provincial Statistical Offices (PSOs) or between ministry's statistical organizations and sectoral provincial departments. However, the implementation of the reporting system between ministries/agencies and GSO/PSOs is not good due to poor compliance of the statistical legislation, lack of sanctions to push the implementation of statistical reporting systems and administrative records. Furthermore, sharing of primary data from administrative records is hardly implemented, causing a significant waste in resource due to increased cost for data collection from alternative sources.

For statistical surveys, micro data of surveys are closely kept within data collection units and have not been shared with outside organizations/users in a transparent manner. Even among GSO departments, sharing of data/information is difficult and limited. As a result, there exist un-clarity of knowing who is collecting which data, inaccessibility to available data for computation and

analysis, both insufficiency and redundancy of data, and massive waste due to overlapped data collection. Notably, data sources are inconsistent, causing confusions and reduction of trust by data users.

Data dissemination in the past years has been renovated, evidently by better availability of published statistics, a wider variety of products and dissemination forms, and a larger group of users. However, there exist many shortcomings and barriers in accessing data caused by: (i) the lack of a consistent and transparent data dissemination policy; (ii) the lack of a *single* focal point for disseminating data and statistical services at the statistical leading agency which is GSO; data are kept unshared in data collection units⁵; (iii) the lack of a centralized, coherent, smooth and effective national information system; (iv) the fact that published data are mainly aggregated indicators with limited disaggregation but not micro data; (v) the fact that most disseminated data are not accompanied by clear methodology of collection and calculation, which confuses data users; (vi) the lack of regular dialogues with data users to find out their needs, consequently leading to both insufficiency and redundancy of data; and (viii) under-utilization of advanced tools/forms of data dissemination to improve data users' access to data. The survey on data users' needs conducted in 2008 by GSO shows a low level of satisfaction with disseminated statistical information by data users, at 31.3%.

- (3) Statistical methods are improved and conformed to international standards in all stages of collecting, processing, aggregating and analyzing data to provide timely and reliable statistical information for socio-economic development activities.

In the past years, the Statistics sector has made significant progress in improving statistical methodology, applying advanced statistical techniques and international standards to improve data quality, particularly in subject-matter areas. However, in terms of techniques, there still exist many limitations which negatively affect data quality, including

- (i) Sample surveys, though are related to each other and have the same statistical units, are conducted independently based on different sample frames. Lack of a master sample is causing waste of resources and hinders the connection of different databases;
- (ii) Survey design (including sample and questionnaire design) still reveals limitations due to impossibility of collecting comprehensive information of different population groups and lack of information needed for the

⁵ Currently, two units in GSO are acting as focal points for data provision, including (i) The Integrated Statistics Department, which is responsible for providing aggregated data, mainly serving the Party's and Government's organizations; (ii) Statistical Documentation and Service Center, which is responsible for disseminating data on the GSO website and through its library, and providing data in the form of services for all data users. However, functions, role, power and capacities of these two units are not complete. They still have to contact with data collection units for data provision and technical consultations, and only play the role of an intermediate unit. Moreover, there has not been clear policy for archiving, managing and disseminating data warehouses which were developed in GSO (including data warehouses on Vietnam Household Living Standard Surveys, Labor Force Surveys, and Population Census, etc). A number of data warehouses are run by data collection units while some are managed by the Center for Statistical Information Services.

aggregation of National accounts indicators. Also, there is no regulation on a standard survey procedure to be used for all surveys to ensure data quality and timely provision of data to data users;

- (iii) National statistical survey program includes so many surveys, and many of these surveys provide overlapping information, which causes waste of resources and creates burdens for data collection units, particularly local statistical offices; and
- (iv) Some statistical areas are new or weak, such as environment, governance, gender, especially national accounts statistics (the most important subject matter area showing the development level of the entire VSS).

(4) The implementation of VSIDS 2011-2020, Vision to 2030 is (i) closely coordinated between the agencies in the VSS and development partners (who support the implementation of VSIDS), and (ii) monitored and evaluated in a systematic and regular manner to measure progress against goals, promptly identify difficulties to address, and draw lessons in the implementation to ensure the effective implementation of VSIDS.

Vietnam Statistical Development Strategy 2011-2020, Vision to 2030 was endorsed by the Prime Minister in late 2011. A Monitoring and Evaluation (M&E) Framework of the implementation of VSIDS was developed and expected to be officially issued for the implementation in Quarter 1 2012 by Ministry of Planning and Investment (GSO). This is the first time the VSS has a complete M&E Framework attached to VSIDS and its action plans. Through M&E Framework, information on the implementation of VSIDS will be updated comprehensively and effectively to ensure the achievement of goals, solutions and action plans. M&E Framework also has tools for evaluating development level of the Statistics sector in different areas by international standards, such as DQAF, SDDS, GDDS, WB/UN and tools for investigating data users' satisfaction, etc to evaluate development level and progress of the VSS.

In the process of developing VSIDS 2011-2020, Vision to 2030, a number of mechanisms were established and operated quite effectively to (i) coordinate agencies within the VSS (inside and outside GSO) such as Steering Committee of development of VSIDS 2011-2020, Vision to 2030 and its action plans; (ii) coordinate between GSO and development partners, such as an Advisory Group (for coordination between GSO and development partners) and One Plan mechanism for projects supporting development of VSIDS 2011-2020, Vision to 2030 and its action plans.

6. Target group(s) that will benefit from the proposed project

- Agencies within the VSS include: GSO, Provincial Statistical Offices, District Statistical Offices, statistical organizations of ministries/agencies, People's Committees at various levels, and statistical unit of businesses, etc.
- Data users include:

- Socio-economic development plan agencies and makers and implementers at the central and local levels
- Academies, universities and other education institutions
- Socio-economic organizations
- Other data users

II. Rationale for the selection of the supporting UN Agency

1. Relevance of the project contents and objectives to the mandate and programme priorities of the supporting UN Agency

The proposed project contents are relevant to one of the 6 highest priorities of UNDP in Vietnam, which is poverty reduction.

The Project is designed to be relevant to “One plan for the period 2012-2016” of the One UN initiative in Vietnam. According to the result framework of One Plan 2012-2016⁶, UN organizations will support Vietnam Government in three focus areas: i) Inclusive, equitable and sustainable growth; ii) Access to quality essential services and social protection; iii) Governance and participation. This One plan is developed in alignment with the Vietnam Socio-economic Development Strategy for the period 2011-2020 and Socio-economic development plan 2011-2016.

The project will directly contribute to Output 1.1.1, Outcome 1.1, UN Focus Area 1. in One Plan. Specifically:

Outcome 1.1: By 2016, key national institutions formulate and monitor people-centred, ‘green’ and evidence-based socio-economic development policies to ensure the quality of growth in Viet Nam as a middle-income country.

Output 1.1.1. Strengthened capacities of data producers, providers and users for green, people-centred, evidence-based socio-economic development planning and decision-making.

Since Statistics is a cross-cutting area related to all aspects of socio-economic life, through the support to strengthen capacity of the VSS, the proposed project will contribute information to monitoring, evaluating and making plan for all other focus areas in One Plan.

2. Reasons for the selection and comparative advantages of the supporting UN Agency, in terms of technology, managerial experience, policy advice, etc... in the sector/field

UNDP is a reliable and long development partner of the government. Presenting in Vietnam since the 1970s, UNDP has been considered “a window to the outside world, bringing important technical and economic support and ideas to the country’s planning for development”⁷.

⁶ One Plan 2012-2016 was signed between the Vietnam Government, UN agencies in Vietnam and unofficial donor group for One UN on 27th March 2007 at the Ministry of Planning and Investment headquarter.

⁷ <http://www.undp.org.vn/What-We-Do/Focus-Areas/Our-Programme?languageId=4>

UNDP's neutrality will help ensure objectiveness in advocacy and policy advice, in data collection and monitoring of data processing to serve formulation and implementation of policies.

UNDP prioritized areas include supports to national initiatives related to inequality and poverty reduction. The core services of UNDP include (i) policy advisory services and technical assistance, (ii) capacity building for agencies and individuals, (iii) advocacy, communication, and community information, (iv) facilitation and convening of dialogues, and (v) knowledge network creation and sharing of good practices. Experience and knowledge of consultants accumulated in these core services enable UNDP to provide effective supports to the VSS in implementing VSDS.

In the statistical area and strengthening capacity for providing data for policy making, UNDP is the VSS's long-time partner with a rich technical experience. UNDP started its support to surveys in Vietnam in the early 1990s, among those UNDP's support to the Vietnam Household Living Standard Survey is noticeable; currently, this survey has been conducted annually and providing valuable information for formulating socio-economic development and poverty reduction policies.

During 2005-2011, UNDP provided important technical assistances to the VSS through the project "Support to socio-economic development monitoring" with the main focus on systematic and overall issues of the VSS which have been UNDP's technical strengths. A number of typical products by this project are technical contributions to the development of statistical indicator systems (national, sectoral and local levels), statistical reporting systems, national statistical survey program, statistical data warehouses, and mid-term and end-term evaluation of the socio-economic development plan 2011-2015. Especially, technical assistance to the VSDS 2011-2020's development, its action plans and M&E framework is important as a basis for the VSS reformation in the next 10 years. Products from UNDP supports have been highly appreciated by the statistics sector, thanks to their fundamental systematic reformation, and used as inputs for many important products of the statistics sector.

UNDP's strengths in terms of coordination and dialogue facilitation are also critical contributions to the Statistics sector. UNDP initiates the establishment of an Advisory Group to support the development and implementation of VSDS. This Advisory Group was established in 2010 with the participation of other donors, such as WB, UNFPA, UNICEF, and SIDA, etc and has actively contributed to consultations for the development of VSDS and related documents.

Finally, UNDP capacity in mobilization of capable consultants in statistical area through its widely established roster will facilitate the recruitment of the best consultants available and multiplication of the best practices to render the best advisory services to the VSS in the implementation of VSDS.

III. Objectives and major indicators of the proposed project

1. Long-term objective(s) and main success indicators

Outcome 1.1, OP2012-2016: *By 2016, key national institutions formulate and monitor people-centred, 'green' and evidence-based socio-economic development policies to ensure the quality of growth in Viet Nam as a middle-income country.*

✓ **Indicator:**

- ✓ Indicator 1: Proportion of people living below the national poverty line (general poverty rate);
- ✓ Indicator 2: Child poverty rate;
- ✓ Indicator 3: Gap between average monthly income per capita of the richest quintile and poorest quintile
- ✓ Indicator 4: Viet Nam's position in the Global Competitiveness Index

2. Immediate objective(s) and main success indicators

Output target 1: Legal environment for statistics improved and complied to ensure official statistical principles (as recommended by UNSD), with the focus on ensuring (i) collection of objective, reliable and timely data, (ii) users' transparent access to data to serve monitoring and formulation of socio-economic development policies/plans .

Indicators:

- 1.1. Compatibility of the revised Statistics Law and under-law documents with official statistical principles (UNSD), with the focus on ensuring (i) collection of objective, reliable and timely data, (ii) users' transparent access to data .
- 1.2. Availability and validity of under-law documents guiding in details the implementation of the Law, statistical inspection system and penalty mechanisms.
- 1.3. Awareness and understanding of the Statistics Law and related legal documents of staff in statistical agencies, policy making and supervising agencies.

Output target 2: Capacity improved to ensure statistical data and information are (i) shared in a timely and smooth manner among *data producers* in the VSS to improve the effectiveness in utilization of databases, avoid overlaps in statistical activities, eliminate data un-sharing, save resources, and ensure that data effectively meet users' needs; (ii) disseminated to *data users* in a systematic, transparent, timely, consistent, reliable, effective, need-based manner, by using advanced data dissemination tools to meet diversified data demands, particularly data demands for making socio-economic development programs and plans/policies.

Indicators:

- 2.1. Availability and actual operation of new organizational structures, regulations, mechanisms, and tools to serve data sharing (i) within GSO; (ii) among main

- data producers/providers in the VSS and between those main data producers/providers with GSO; and (iii) with data users.
- 2.2. Volume of statistical information shared in the VSS (classified by types of data (*statistical reporting system and administrative records; statistical surveys*), *by vertical system and among ministries/agencies*)).
 - 2.3. Satisfaction of data users related to (i) accessibility; (ii) quality; and (iii) timeliness of statistical data released by GSO.

Output target 3: Statistical methods improved and conformed to international standards in all stages of collecting, processing, aggregating and analyzing data to provide timely and reliable statistical information for socio-economic development activities.

Indicators:

- 3.1. Adequacy and standardization of the national statistical indicator system and reporting system for environment and governance indicators.
- 3.2. Consistency of statistical surveys in the National Statistical Survey Program
- 3.3. Availability of a master sample frame for household surveys and large number of household surveys using master sample frame, improvement of sample selection and questionnaire.
- 3.4. Quality of national accounts data and users' satisfaction of national accounts data.

Output target 4: The implementation of VSIDS 2011-2020, Vision to 2030 (i) closely coordinated between the agencies in the VSS and development partners (who support the implementation of VSIDS), and (ii) monitored and evaluated in a systematic and regular manner to measure progress against goals, promptly identify difficulties to address, and draw lessons in the implementation to ensure the effective implementation of VSIDS.

Indicators:

- 4.1. Timeliness and usefulness of information and data to measure progress against objectives, to identify difficulties to be addressed in a timely manner, and to draw lessons in the implementation of VSIDS, and its action plans.
- 4.2. Availability and effectiveness of inter-agency coordination mechanisms (among statistical agencies of Vietnam) (i) in statistical activities in general and (ii) in the implementation of VSIDS and its action plans in particular.
- 4.3. Alignment and harmonisation of supports of development partners for the Statistics sector through the support to the implementation of VSIDS and its action plans.

IV. Main expected results by components or major groups of activities and estimated budget allocations

Please see Annex 3 for more information on activities and their budget.

V. Funding arrangements

1. Total ODA : 3 mil.USD
 - a. Total ODA amount already committed: 1,3 mil USD
 - a.1 Regular source of funding: 1,3 mil USD
 - a.2 Co-financing source(s): USD
 - b. Total ODA amount to be mobilized (from OPF and other sources): 1,7 Mil USD
2. Counterpart funding: 6.246 billion VND (=300,000 USD at current exchange rate)
 - a. In cash: 3.806 billion VNĐ (= 182,805 USD)
 - b. In kind: 2.440 billion VNĐ (= 117,195 USD)

Counterpart funding estimates

No	Content	Total budget		
		Total	In cash	In kind
I	Operation expenses			
1	<p>Salary for NPD and part-time working allowances for Project Steering Committee</p> <ul style="list-style-type: none"> -Project Director (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014) -Project Deputy Director (1 person x 5.4 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014) - Head of Project Steering Committee (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014) - Vice Head of Project Steering Committee (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014) - Members of Project Steering Committee (8 people x 5.4 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014) 	<p>226,524,533</p> <p>122,323,248</p> <p>226,524,533</p> <p>226,524,533</p> <p>978,585,980</p>	<p>226,524,533</p> <p>122,323,248</p> <p>226,524,533</p> <p>226,524,533</p> <p>978,585,980</p>	
2	<p>Regular expenses</p> <ul style="list-style-type: none"> - Insurance for project assets - Periodical maintenance fees for assets - Equipment, stationaries 	<p>144,834,375</p> <p>54,933,750</p> <p>169,807,875</p>	<p>144,834,375</p> <p>54,933,750</p> <p>169,807,875</p>	

	- Communiation expenses (Tel, fax, mail)	106,820,000	106,820,000	
	- Accounting software	100,000,000	100,000,000	
3	Trainings, workshops	1,170,000,000	1,170,000,000	
III	Others			
	- Per diem for drivers	730,000,000	730,000,000	
	- Gasoline, air tickets	440,000,000	440,000,000	
IV	Contingencies	174,337,415	174,337,415	
V	In kind contribution (Working space, electricity, water, equipment)	2,440,000,000		2,440,000,000
	Total	6,246,000,000	3,806,000,000	2,440,000,000

(Exchange rate of 20,820 VND/USD on April 19th 2012 by Vietinbank)

VI. Management and implementation arrangements for the proposed project

1. *Organizational structure: including the National Implementing Partner (NIP), Co-Implementing Agency(s) (CIP) and other participating party(s) if any. Name and main responsibilities of CIP. Rationale for the selection of the CIP(s). Briefly discuss the organizational, management and implementation capacities of the NIP and the CIP(s)*

This proposed project is implemented with GSO acting as NIP. The National Project Director (NPD) will be a Director General or a Deputy Director General of GSO and will be fully responsible for managing the project operation with support from a Project Management Unit (PMU).

GSO will form a PMU to support the project implementation. PMU staff will be recruited following UNDP guidelines. There will be four full-time positions including 01 project manager, 01 interpreter, 01 secretary, 01 accountant and 1 part-time position (1 Senior Technical Advisor).

Being the Line Agency, GSO is responsible for submitting the Detailed Project Outline to the Vietnamese Government's agencies to be registered in the portfolio and endorsed.

The project's organization structure is described in Annex 2 of this document.

Organizational, management and implementation capacities of the NIP and the CIP(s):

GSO, according to the Statistics Law, has an important role in coordinating the national statistical system, providing technical assistance to governmental agencies in the

operation of the reporting system, the design and implementation of surveys, analysis and dissemination of data.

GSO has rich experience in managing and implementing donor-supported projects. Since 1993, GSO has been the National Executing Agency of UNDP-supported projects of providing technical assistance to the Viet Nam Living Standard Surveys. Since 2005, GSO received UNDP support to implement the project “Support to socio-economic development monitoring”. GSO has gained considerable experience and success in applying the NEX modality and manual (and HPPMG later) as well as coordinating different national players for the effective implementation of this project. GSO capacity in coordinating donor-supported project activities between central and local levels, between GSO and ministries and providing management support has been tested through the implementation of the project “Support to socio-economic development monitoring”. During 2005-2011, GSO shown that it had very good organization and management capacities. For the Project activities, GSO always ensured progress of annual workplan with high quality. Results achieved from the Project have been used for statistical work and are highly appreciated by donors. In terms of financial management, spending rate of the project was always high. The results of independent auditing were always good and GSO was always in the top for good auditing results among UNDP supported projects.

2. Management and implementation arrangements: Identify the Boards (if any) and the Project Management Unit (PMU), their respective organizational structures and working arrangements. Mention key personnel posts including long-term consultants/ advisors and administrative support personnel (if any). Briefly discuss the main roles and tasks of the Board(s), PMU and the key personnel posts

The proposed Project will be implemented based on National Executive Modalities (NEX) in alignment with the HPPMG, with the Ministry of Planning and Investment (MPI) playing the role of **Line Agency- National Partner**. MPI will be accountable to the Vietnam Government and UNDP for achieving project outputs. The General Statistics Office (GSO) is selected by the the MPI and UNDP to play the role of the National Implementing Partner, who is responsible for (i) identifying needs and mobilizing all technical assistance inputs in a timely and effective manner, (ii) supporting, organising and coordinating project activities in accordance with the project work-plan, and (iii) reporting on progress and financial status of the project.

The project will be managed and implemented under the overall responsibility of a National Project Director (NPD), who will be a Director General or a Deputy Director General of GSO in order to ensure close collaboration between all concerned GSO departments, participating line ministries and provinces (at both national and local levels).

A Project Management Unit (PMU) will be created and provided working space by GSO. The PMU will be equipped as necessary for managing and implementing the project. The PMU will work closely with GSO and support the NPD to effectively manage and coordinate project operations as well as GSO in multiplying the best practices of selected ministries and localities. The PMU will also be responsible for assisting project partners in selected ministries and localities in planning, implementing and monitoring

appropriate activities, and for coordinating project activities – especially technical advisory/assistance/training services, and networking/sharing experiences between ministries and localities.

The PMU will consist of the following staff members (terms of reference for them and other project positions are included in Annex 4 of this document):

- 01 National Project Director (seconded government staff)
- 01 Technical Advisor (international, part-time)
- 01 Project Manager (full-time, for the entire cycle of the project)
- 01 Project Secretary (full-time, for the entire cycle of the project)
- 01 Interpreter (full-time, for the entire cycle of the project)
- 01 Project Accountant (full-time, for the entire cycle of the project)

The international technical advisor will work part time based on the project's requirements and progress. Short-term technical assistance (national and international) will be provided when needed.

3. Briefly summarize the working relationships between the parties concerned (e.g. the line agency, NIP and CIP(s), PMU, UNCO, sub-contractors and other participating parties in project management and implementation

Being the line agency, GSO will be (i) accountable to the Vietnam Government and UNDP for achieving project outputs; (ii) responsible for identifying needs for and mobilizing all technical assistance inputs in a timely and effective manner, (iii) supporting, organizing and coordinating project activities in accordance with the project work-plan, and (iv) reporting on progress and financial status of the project. GSO is responsible for successful implementation of the project.

During the implementation of the project, GSO will closely coordinate with the Steering Committee for the implementation of VSIDS and the general coordination mechanism of the VSS to ensure inter-agency direction and smooth coordination in implementing activities, ensuring that the project's activities align with priorities and direction for implementing VSIDS, and maximize institutionalization of the Project's results.

GSO will strengthen its capacity to coordinate harmoniously and effectively donors' technical support through a joint annual work plan and a joint result framework (which is also result framework of the VSIDS).

GSO will closely coordinate with agencies/institutions inside and outside the VSS, such as the ministries/agencies, research institutes, universities and localities to implement activities. These agencies/institutions will be beneficiaries of the project. A number of ministries/agencies who are main producers/providers in the VSS will be selected to coordinate in implementation of project activities. It is expected there will be six ministries, including Ministry of Planning and Investment, Ministry of Labour, Invalids and Social Affairs, Ministry of Finance, Ministry of Health, Ministry of Education and Training, Ministry of Industry and Trade. Three provinces will be selected to coordinate in the implementation of activities at the local level, including Phu Tho, Thua Thien Hue and An Giang as representatives of three regions North, Central and South.

The project will actively encourage flexible and demand-driven work planning/implementation. Project counterparts will have maximum opportunity to participate in proposing their needs, preparing quarterly/annual work plans of the project, as well as workshops, dialogues and advocacy. Therefore, PMU plays a very important coordinating role.

Representatives of GSO and UNDP will make overall management decision for the project, including monitoring the implementation and results based on the instructions in HPPMG, giving directions and overall guidance for project implementation and ensuring coordination between the participating agencies, sectors and international organizations. GSO, UNDP and representatives of key partners will meet on an “as needed” basis, but at least once each year, to (i) review and approve annual progress, financial reports and workplans; (ii) review and approve the project evaluation plans and reports, and (iii) make decisions to ensure timely and good quality implementation.

UNDP Hanoi will provide technical assistance, quality control and project management support.

UNDP will provide technical advice and international experience, mobilize international consultants in technical areas, act as the bridge to conduct policy dialogues and cooperation activities between domestic and international agencies, provide technical initiatives and cooperation, and monitor to ensure the project well implements the objectives. Moreover, based on IP requirements, UNDP will provide Implementation Support Services (ISS) to IP in undertaking specific project activities and will charge for ISS.

4. Briefly discuss the main mechanisms to develop and implement project work plans and manage its financial resources (including cash transfer modality(s) selected and the risk rating based on the HACT guidelines)

Mechanisms to develop and implement project work plans (based on NEX) will follow HPPMG and UN-EU cost norms. Specifically:

- Annual work plan and budget:

- (i) Annual work plan (AWP) and budget are prepared by PMU based on the discussion results with coordination agencies and in alignment with the approved DPO result framework, and should be in the joint AWP for all projects sponsored by different donors;
- (ii) The draft AWP will be sent to UNDP for comments for finalization;
- (iii) The draft AWP will be appraised and endorsed by an agency appointed by GSO (based on HPPMG);
- (iv) AWP will be signed by GSO and UNDP and it is the legal basis for implementing the project activities in the year.

- Quarterly work plan and budget: According to HPPMG and UN-EU cost norms, based on the approved AWP, PMU prepares quarterly work plan and sends it to UNDP for comments, finalizes it for approval of NPD and UNDP. The implementation

of the project activities is carried out based on the approved quarterly work plan. Changes will be discussed and agreed with UNDP before implementation.

Financial management: The project's financial management, including cash payment/transfer will follow HPPMG.

5. Briefly discuss monitoring, overseeing, evaluation and reporting requirements

Monitoring and evaluation of the proposed project will be conducted in accordance with HPPMG processes/procedures requested by the Vietnamese government and UN. The proposed project needs to prepare quarterly report and send to UNDP. The project also needs to prepare annual progress project report and lessons learnt to send to GSO, Steering Committee of the implementation of VSDS, Inter-agency Statistical Coordination Office (if established), GACAs, and UNDP. Moreover, the proposed project will hold annual/biannual review meeting to carefully discuss annual/(biannual detailed) work plan and progress as well as to identify issues to be addressed.

Similar to all projects supported by UNDP using NIM, supporting activities of UNDP to GSO- Implementing Partner- will be audited annually by an independent auditing company or by HACT in accordance with UNDP regulations. Depending on the progress of implementation of One UN and application of HACT, auditing can be organized for all UN supporting activities for GSO and/or instead of NIM auditing, there will be and HACT auditing.

The project is in the framework of UN One plan is developed in alignment with the priorities of VSDS and action plans. Therefore, the project contributes to achieving the outcomes and outputs of One Plan and implementation of VSDS will be measured consistently through assessments of the implementation of One plan and M&E framework for implementation of VSDS.

VII. Preliminary analysis of project feasibility

As stated above, the project will focus on supporting the implementation VSDS 2011-2020, Vision 2030, specifically supporting the implementation of the VSDS action plans. The implementation of VSDS is a compulsory requirement of the Statistics sector. In addition, GSO's capacities of managing and implementing projects were tested from the projects implemented in the previous period by GSO. Therefore, the project was assessed to have high feasibility.

However, risks may arise during the implementation of the project. Many of these risks stem from the nature of the project with its heavy emphasis on the reform of the system, policies and institutional arrangements which require coordination and involvement of multiple actors at central and local levels. Table below notes the risks, assesses their likelihood of occurrence and discusses solutions.

Risk Assessment Table

	Risk	Likelihood	Solutions
1	Lack of Commitment of GSO in comprehensive renovation of the VSS	Medium-Low	<p>This project focuses on supporting the improvement of the system, policy and institution arrangements, and not specific statistical areas. Changes brought by the project are expected to be big and comprehensive for the VSS. Therefore, strong commitments from GSO- a VSS focal point- will be critical to success. There are a number of factors which suggest this risk is manageable including:</p> <ul style="list-style-type: none"> • Strong commitment, leadership and bravery of GSO Director General in renovation. • Legislation and strong commitment of VSDS, which clearly identifies specific responsibilities and functions of GSO. • Clear roadmap of implementation and transparent M&E plan reflecting in action plans and M&E plan. • The project activities' alignment with VSDS Action plans. Result framework of the project is included in the result framework of VSDS. • Incentives for GSO's participation including workshops, training, study tours, etc.
2	Lack of strong commitments of ministries and related stakeholders in the VSS	Medium-High	<p>The project supports the implementation of VSDS to strengthen capacity of the VSS, including sectoral statistical organizations, localities and other units within the VSS. VSDS cannot be implemented successfully without the coordination of agencies outside GSO. Participation of ministries and localities can be less active since they do not belong to the statistical vertical system, not fully aware of the roles of the Statistics sector and statistical coordination. Some of the solutions to address this risk include:</p> <ul style="list-style-type: none"> • Legal status of VSDS and the Statistics Law; • Having leaders of ministries and localities in the Steering Committee for implementing VSDS to ensure high-level direction for smooth coordination. • Inter-agency mechanism for statistical activities, headed by a government leader, to ensure inter-agency direction of the central level. • Incentives for participation of units outside the VSS in the project activities. • Improved awareness of leaders of ministries

			and localities of the roles of statistical activities and strong commitment from these agencies.
3	Lack of coordination among donors	Medium	<p>A great number of donors are supporting the VSS in implementing VSIDS. If these supports are not effectively coordinated, there will be overlaps, inconsistent, unsystematic, and ineffective technical consultancies, which then create burdens if supporting un-prioritized statistical activities. Some solutions to address this risk are:</p> <ul style="list-style-type: none"> • A joint annual work plan should be developed by GSO to carry out VSIDS based on its action plans, in which the needs for support should be clearly identified. Donors discuss with GSO to identify their own activities based on this joint AWP. • The project will provide support to strengthen GSO capacity in coordinating supporting activities. • The role of Advisory Group, which includes development partners and GSO, should be maintained and enhanced. • One UN mechanism in coordinating VSS-related supporting activities should be used.
4	Lack of financial resources	Medium	<p>Budget for the project is about 43%, the rest is expected to be mobilized from One UN. Mobilization of the fund depends on many factors, such as availability of fund, effectiveness of the project implementation, necessity of the project, and commitments of government counterparts in maintaining the project results. Some solutions to mitigate the risk are as follows:</p> <ul style="list-style-type: none"> • Ranking activities by priority order and ensuring that the most prioritized activities will be conducted first. • Managing the project effectively to save resources. • Providing useful and target-driven outputs and outcomes to be able to mobilize fund. • Capacity building for GSO in mobilizing and managing supports. • Availability of plans for maintaining and continuing the project activities' results from the government regular budget.

VII. Preliminary analysis of project benefits

1. Direct benefits for the Implementing Partner

Successful implementation of the proposed projects will bring about direct results to GSO:

- Data collection of GSO through reporting system, surveys, census and mechanisms of information sharing with data producers/providers are favorable and timely as a result of improved and complied legal environment;
- Capacity and coordinating role of GSO are improved, which will be a basis for systematic performance, and smooth, effective coordination between related parties in the VSS;
- Organizational capacity and staff professional capacity in all phases of statistical activities, i.e. data collection, processing, analysis, advocacy and dissemination are enhanced and sustained;
- Organization of GSO is improved in an effective and advanced manner, which will create the basis for harmonious coordination between Departments and PSOs and facilitate users' transparent and easy access to data;
- GSO's reputation increases inside and outside of the country, which is a prerequisite for the Statistics sector to further develop and integrate into the world statistics.

These direct impacts will be an important contribution to achieving the overall goal of VSDS *"to provide consistent, smooth and effective statistical data with more adequate and better quality for making of strategy, policy and socio-economic development plans"*.

2. Economic, environmental and social implications for the sector, field, locality

Objective, reliable, consistent and timely statistics, together with users' transparent access to information will contribute significantly to the process of monitoring and evaluating the implementation of 5-year and annual socio- economic development plans, socio- economic development strategy 2011-2020, monitoring the implementation of MDGs/VDGs and serving development of programs, policies, and plans at all levels and sectors.

3. Sustainability of the project following its completion

The project's support will closely align to the Government's priorities set out in VSDS and its action plans. Therefore, the results of the project directly contribute to the results of the implementation of VSDS to build a strong foundation for the Statistics sector.

The project's activities focus on legal environment, improvement of the system and strengthening of capacity to help the VSS institutionalize and multiply effective models

to make them become regular activities of the Statistics sector with the fund from state budgets.

Attached documents:

Annex 1: List of major equipment pieces, particularly those that will be imported (if any)

Annex 2: Project organization structure

Annex 3: Results and Resources Framework

Annex 4: Counterpart Funding Detailed Estimates

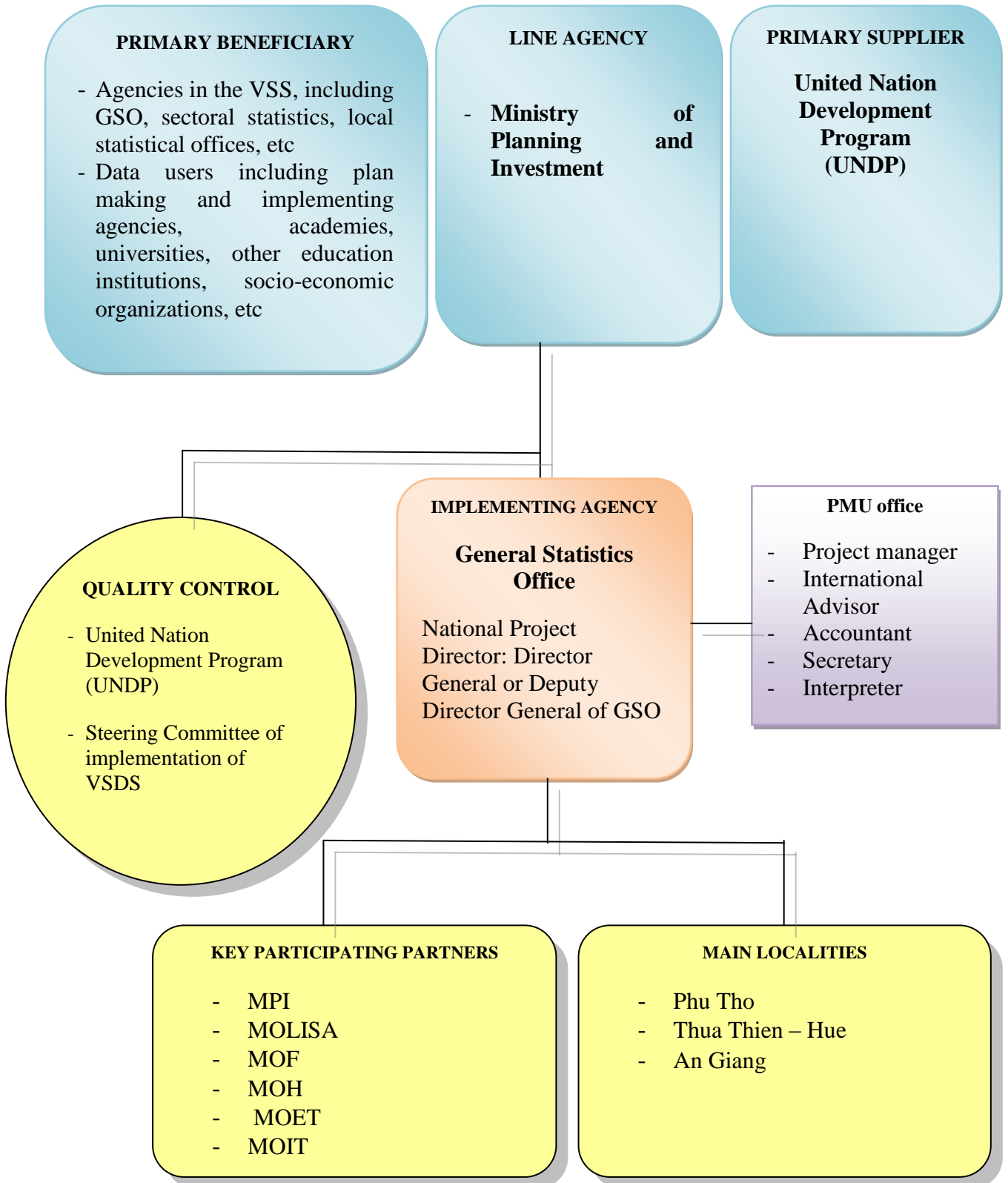
Annex 5: Personnel TORs

Annex 1: List of major equipment pieces

No	Equipment	Quantity	Price	Amount (USD)	Note
	01 laptop <ul style="list-style-type: none">• internet• CD/DVD/RW• Hard disk (minimum capacity of 80 GB)	01	2,500	2,500	
	05 PCs <ul style="list-style-type: none">• internet• CD/DVD/RW• LCD screen• Hard disk (minimum capacity of 100 GB)• UPS	05	1,500	7,500	
	01 laser printer (black and white)	01	1,000	1,000	
	01 photocopier machine	01	2,500	2,500	
	01 overhead projector with screen	01	1,500	1,000	
	01 scanner	01	1,000	1,000	
	01 telephone + fax machine	01	500	500	
	Tables, chairs, cabinets	04	1,000	4,000	

Annex 2: Project Organization Structure

PROJECT ORGANIZATION STRUCTURE



ANNEX 3: Results and Resources Framework

Outcome 1.1. (OP 2012-2016): By 2016, key national institutions formulate and monitor people-centred, ‘green’ and evidence-based socio-economic development policies to ensure the quality of growth in Viet Nam as a middle-income country.

Indicator 1: Proportion of people living below the national poverty line (general poverty rate); Baseline (2011): 14.2%; Target (2016): The SEDP 2011-2015 plans to reduce poverty by 2% per year nationwide for the period 2011-2015, which would result in a target of 6.2% for 2015; reduce poverty by 4% per year in the 62 poorest districts; Means of Verification (MoV): Viet Nam Household Living Standards Survey (VHLSS), GSO

Indicator 2: Child poverty rate; Baseline (2008): 20.7% (monetary child poverty) and 28.9% (multidimensional child poverty); Target (2016): To be determined; MoV: VHLSS and MICS (GSO).

Indicator 3: Gap between average monthly income per capita of the richest quintile and poorest quintile (disaggregated by sex of household head, urban/rural, region); Baseline (2008): 8.9 times; Target (2016): To be determined; MoV: VHLSS

Indicator 4: Viet Nam’s position in the Global Competitiveness Index; Baseline (2010 - 2011): Rank 59 (out of 139 countries, Score 4.3 (range 1-7); Target (2016): To be determined; MoV: Global Competitiveness Report (World Economic Forum)

Focus area 1 (OP 2012-2016): Economic growth is more equitable, inclusive and sustainable

Partnership Strategy: The Project has the Ministry of Planning and Investment playing the role of Line Agency and the General Statistics Office playing the role of implementing agency (NIP). During its implementation, NIP will closely coordinate with other agencies within the Vietnam Statistical System (VSS), ministries/agencies, localities and other data providers and users to ensure achievement of the project’s expected outputs. The Project will also coordinate closely with UN agencies and other donors who provide supports to the Vietnam Statistical Development Strategy (VSDS)’s implementation through an Advisory Group to Development and Implementation of VSDS and through the coordination mechanism within the One UN framework in Vietnam.

Project title and ID (ATLAS Award ID): “Support to implementation of VSDS 2011-2020 and vision to 2030” --- ATLAS Award ID:

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1.1.1 (OP 2012-2016): Strengthened capacities of data producers,</p>	<p>Project Specific Output 1: Statistical legal environment improved and complied to ensure official statistical principles (as recommended by UNSD), with the focus on ensuring (i) collection of objective, reliable and timely data, (ii) users’ transparent access to data for monitoring and formulation of socio-economic development policies/plans. Baseline (2011):</p>			

<p>providers and users for evidence-based socio-economic development planning and decision-making.</p>	<p>The Statistics Law 2003, which became effective on January 1st 2004, is the highest legal document of the statistics sector and the basis for development of under-law documents. A system of legal documents on organization of and responsibilities for regular data collection, production, publishing and reporting for statistical offices at all levels and ministries/agencies has been developed. However, according to the assessment of the statistical legal system conducted during the development of VSDS and its action plans: (i) the legal framework (the Statistics Law and under-law documents) for statistical activities is not adequate/does not ensure official statistical principles (UNSD) and overlap, which causes difficulties for implementation; (ii) Compliance to the Statistics Law is not strict due to the lack of under-law legal documents to guide the implementation of the Statistics Law and the lack of sanctions; (iii) Awareness of the Statistics Law, roles and responsibilities in the Law's implementation, and awareness of roles of statistics in supporting socio-economic development are still limited in statistical agencies, policy making agencies, other agencies as well as in the wider community.</p>			
<p>Indicator 1: Mechanism for monitoring and evaluation of VSDS is operated</p> <p><i>Baseline (2010):</i> Mechanism for monitoring and evaluation of VSDS is developed</p>	<p>Indicators:</p> <p>1.4. Level of compatibility of the revised Statistics Law and under-law documents with official statistical principles (UNSD), especially in ensuring (i) collection of objective, reliable and timely data, (ii) users' transparent access to data.</p> <p>1.5. Level of availability and effectiveness of under-law documents guiding in details the implementation of the Law, of the statistical inspection system, and of sanctions.</p> <p>1.6. Level of awareness and knowledge of the Statistics Law and related legal documents of staff in statistical agencies, policy making and supervising agencies.</p> <p>Means of Verification:</p> <ul style="list-style-type: none"> - Monitoring and evaluation reports on the implementation of the Statistics Law and under-law documents (including reports on the implementation of sanctions). - Evaluation reports on advocacy activities and trainings on the Statistics Law and related legal documents. 			
<p><i>Indicator (2016):</i> Mechanism for monitoring and evaluation of VSDS is officially operated as expected</p> <p><i>MoV:</i> Report on monitoring and evaluation of VSDS</p> <p>Indicator 2: Data users'</p>	<p>Annualized targets:</p> <ul style="list-style-type: none"> - <i>Vietnam's and international legal documents for statistics and the implementation of the Statistics Law in Vietnam reviewed (2012);</i> - <i>The Statistics Law 2003 revised to ensure 10 principles of Official Statistics (UNSD) and conform to international</i> 	<p>Activity result 1.1:</p> <p>The Statistics Law 2003 revised and a Decree and/or under-law documents regulating and guiding in details the implementation of (provisions of) the revised Statistics Law formulated and issued in conformation with international standards/practices, with high feasibility, and via a wide consultation process.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Study the Statistics Laws of some countries with developed statistical system, 10 official statistical principles (UNSD), the Statistics Law 2003 and under-law documents of Vietnam (<i>especially the Government's Decree issued in 2005 on penalty for administrative violations in statistical area and legal documents regulating and guiding the dissemination and sharing/reporting of data</i>), and the implementation of statistical legal documents in Vietnam in order to 	<ul style="list-style-type: none"> - GSO (Statistical Standard, Methodology and IT Dept to play leading role, other related departments in GSO to cooperate) - Department of Economic Issues of Government Office; Department of Finance-Budget of National 	<ul style="list-style-type: none"> - National/international consultants (review, sharing of international experience):\$100,000 - Technical and policy discussion workshops: \$30,000 - Wide consultations: \$30,000 - Printing: \$10,000 - Travel: \$ 2,000 - Evaluating 3- year implementation of the

<p>satisfaction of quality and timeliness of data provided by the Vietnam Statistical System (VSS)</p> <p><i>Baseline</i> (2008): 31.3% satisfied</p> <p><i>Indicator</i> (2016): 50% satisfy</p> <p><i>MoV</i>: Survey on data users' satisfaction (expected to be conducted annually)</p>	<p><i>standards/practices and Vietnam's conditions (2013);</i></p> <ul style="list-style-type: none"> - <i>Statistical legal documents (Decree guiding the implementation of the Statistics Law 2003, Government Decree 2005 on penalty for administrative violations in statistical area, and legal documents regulating and guiding the dissemination and sharing/reporting of data) revised, supplemented and newly developed (2013-2014);</i> - <i>Implementation of the revised Statistics Law evaluated, providing information for updating the statistical legal system for the coming period (2015)</i> - <i>Statistical inspection/supervising capacity reviewed; plan for capacity strengthening</i> 	<p>point out ⁸:</p> <ul style="list-style-type: none"> (i) Gaps between the statistical legal framework of Vietnam and UN standards/international practices; (ii) “Empty” areas not regulated by the Statistics Law 2003 and under-law documents, and/or regulated but with difficulties in implementation; (iii) Compatibility of the Statistics Law 2003 and under-law documents and actual implementation and (iv) Concrete recommendations for the revision of the Statistics Law 2003 and under-law documents. <ul style="list-style-type: none"> - Organize workshops (i) technical and consultation workshops to discuss about studies and reviews mentioned above, and (ii) to share international experience in development and implementation of the Statistics Law 2003 and under-law documents (particularly Decree on penalty and documents promoting Law implementation) in some countries. - Conduct wide consultations (seminars, workshops, online forums, and through mass media, etc) to get feedbacks (from experts on data collection and using, policy makers of various sectors and levels, legal experts, National Assembly representatives, and community, etc) for the revision/supplementation of the Statistics Law 2003 and Decree/under-law documents. - Support evaluation (including applying impact evaluation of legal framework - RIA, and consultation workshops on results/lessons learnt) of 3-year implementation of the revised Statistics Law and related legal documents to provide information (together with inputs from inspection reports) for updating, supplementation and improvement of the legal framework for statistical activities in the following period. <p>Activity result 1.2:</p>	<p>Assembly Office; Ministry of Justice; Ministry of Planning and Investment to cooperate</p>	<p>revised Statistics Law (national/international consultants, travel, workshop, and printing): \$30,000.</p> <p>Total: \$202,000</p>
			<p>- GSO (Inspection unit to play</p>	<p>- National/international consultants (i) review,</p>

⁸ This review (i) is based on the results of a number of capacity assessments carried out during the development of VSIDS and action plans, (ii) goes further by conducting in-depth studies with focus on the “gaps” which have not been regulated and/or are regulated but difficult to implement in the Statistics Law 2003 and under-law documents, as well as propose specific recommendations for revision of the Statistics Law 2003 and related under-law documents.

<p><i>developed (2012-2013);</i></p> <ul style="list-style-type: none"> - <i>Decree guiding the Inspection Law's implementation, including integration of inter-agency inspection in statistical area issued (2013-2014);</i> - <i>Inspection procedures in the statistical area developed and disseminated/trained (2014-2015).</i> - <i>Plans and curriculum/textbooks for disseminating and improving awareness of the Statistics Law developed and issued (2013);</i> - <i>Plans for improving awareness of the Statistics Law carried out (2014-2016);</i> - <i>Actual impact of the plans for improving awareness in changing awareness, knowledge and its application in implementing the Statistics Law by different groups of people (2016).</i> 	<p>Inspection capacity in statistical area improved to ensure the implementation of the revised Statistics Law and its under-law documents.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Review statistical inspection capacity (legal/policy framework, organizational structure, operational mechanism, staff capacity); - Study (including study on international experience/models) to propose models and plans for improving statistical inspection capacity, which are conform to the Inspection Law and Vietnam's situation/organizational structures. - Support formulation of a Circular/Degree guiding the statistical inspection which includes inter-agency inspection activities. - Support development of procedures and mechanisms for statistical inspection, which includes inter-agency inspection activities, and related reporting forms; integrate inter-agency inspection activities into the statistical inspection procedures at central and local levels. - Conduct training courses on statistical inspection procedures and mechanisms, and related legal documents for inspectors of the Statistics sector and inter-agency inspectors. - Study, develop and apply new approaches for statistical inspection, such as hot line, on-line questionnaires, online forums to collect feedbacks and discuss on regulations and violations against the statistical legislation (in all statistical processes, including collection, processing, analysis and dissemination of data). Feedbacks and discussions are directly connected with the statistical inspection agencies, inter-agency inspection, and Steering Committee for VSIDS implementation. - Support to development of inter-agency inspection reports for 2013 and 2014. 	<p>leading role, other related departments in GSO to cooperate)</p> <ul style="list-style-type: none"> - Department of Economic Issues of Government Office; Inspection unit of Ministry of Planning and Investment; State Inspection; Inspection units of related ministries/agencies ; Inspection unit at provincial level to cooperate 	<p>study, formulate Circular, sharing of international experience; develop Procedures for inspecting/supervising: \$30,000 (ii) develop training materials on Procedures for inspecting/supervising in statistical area, propose/develop/pilot new/feasible inspection/supervision approaches and inter-agency inspection reports: \$50,000</p> <ul style="list-style-type: none"> - Technical and policy discussion workshops and wide consultations: \$30,000 - Printing: \$5,000; - Travel: \$ 3,000 - Evaluate 3- year implementation of the revised Statistics Law (National/international consultants, travel, workshop, and printing): \$30,000. <p>Total: \$148,000</p>
	<p>Activity result 1.3:</p> <p>Awareness and knowledge of the Statistics Law and under-law documents of leaders and staff in statistical offices, policy making and inspection/supervision agencies, and community improved and applied to the implementation of the Statistics Law.</p>	<ul style="list-style-type: none"> - GSO (Statistical Standard, Methodology and IT Dept to play leading role, other related 	<ul style="list-style-type: none"> - National/international consultants (i) review, develop plan, curriculum/textbook (including conduct need and knowledge

	<p><i>Note: These indicators contribute to the implementation of the VSDS's Action Plan 5</i></p>	<p>Activities:</p> <ul style="list-style-type: none"> - Review national experience/capacity and international experience in advocating and disseminating statistical legislation; - Develop plan and curriculum/textbook (including conduct need and knowledge assessment, develop and pilot textbook, train source lecturers) for dissemination and improvement of the awareness of the Statistics Law and related under-law documents for leaders and staff (i) who conduct statistical activities of GSO at various levels and ministries/agencies, (ii) who conduct inspection activities in statistical area and inter-agency inspection, and (iii) of government agencies using statistical information and of National Assembly's supervision agencies. - Provide technical assistance in selection, development and pilot of a number of relevant forms for dissemination and improvement of the awareness of the Statistics Law for the above mentioned staff/officials. - Support to develop the textbook for the Statistics Law subject or integrate knowledge of the Statistics Law into teaching curriculum of statistics-training schools, law schools and other schools (such as National Institutions for Administration/Politics Academy) to improve awareness of the Statistics Law, rights and responsibilities related to statistical activities. Schools and teaching content will be selected and designed based on feasible studies. - Support trainings of source lecturers and pilot trainings in some schools (i.e. Economics University, Statistics Colleges, Law University, and National Institutions for Administration/Politics Academy). Schools will be selected for pilot based on feasible studies. - Support GSO to disseminate the Statistics Law and related legal documents (with the focus on reliability and transparency in data production and dissemination) through mass media (E.g. develop and broadcast periodical program on the Statistics Law in the Law and Life program VTV, Hanoi Radio, VOV, and project provinces; interviews and articles on statistical legislation in Law and Life Newspaper, online Vietnam Law Newspaper, Vietnam Net, VnEconomy, Vietnamnet/VEF, etc.). - Support impact assessment of the awareness improvement program on changing actual awareness, knowledge and application in 	<p>departments in GSO to cooperate)</p> <ul style="list-style-type: none"> - Related ministries/agencies (including Department of Law Propaganda, Ministry of Justice); Related universities, academies, colleges; and Related mass media to cooperate 	<p>assessment, develop and pilot textbook, train source lecturers): \$50,000; (ii) develop and pilot textbook, train source lecturers for training of the Statistics Law in universities and colleges: \$50,000</p> <ul style="list-style-type: none"> - Support to training courses for source lecturers, pilot some relevant forms of disseminating and improving awareness of the Statistics Law for targeted groups, including mass media: \$70,000 - Printing: \$5,000 - Evaluate impact of program on improving awareness: \$15,000. <p>Total: \$190,000</p>
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		implementation of the Statistics Law of different targeted groups, in order to further improve this program.		
				Total output target 1: \$540,000
	<p>Output target 2:</p> <p>Capacity improved to ensure statistical data and information are (i) shared in a timely and smooth manner among <i>data producers</i> in the VSS to improve the effectiveness in utilization of databases, to avoid overlaps in statistical activities, to eliminate data un-sharing, to save resources, and to ensure that data effectively meet users' needs; (ii) disseminated to <i>data users</i> in a systematic, transparent, timely, consistent, reliable, effective, need-based manner, by using advanced data dissemination tools to meet diversified data demands, particularly data demands for making socio-economic development programs and plans/policies.</p> <p>Baseline (2011):</p> <p><i>For statistical reporting system and administrative records</i>, coordination among statistical agencies in the vertical systems is relatively good; for example, the coordination between GSO and Provincial Statistical Offices (PSOs) or between ministry's statistical organizations and sectoral provincial departments. However, the implementation of the reporting system between ministries/agencies and GSO/PSOs is not good due to poor compliance of the statistical legislation, lack of sanctions to push the implementation of statistical reporting systems and administrative records. Furthermore, sharing of primary data from administrative records is hardly implemented, causing a significant waste in resource due to increased cost for data collection from alternative sources.</p> <p><i>For statistical surveys</i>, micro data of surveys are closely kept within data collection units and have not been shared with outside organizations/users in a transparent manner. Even among GSO departments, sharing of data/information is difficult and limited. As a result, there exist un-clarity of knowing who is collecting which data, inaccessibility to available data for computation and analysis, both insufficiency and redundancy of data, and massive waste due to overlapped data collection. Notably, data sources are inconsistent, causing confusions and reduction of trust by data users.</p> <p>Data dissemination in the past years has been renovated, evidently by better availability of published statistics, a wider variety of products and dissemination forms, and a larger group of users. However, there exist many shortcomings and barriers in accessing data caused by: (i) the lack of a consistent and transparent data dissemination policy; (ii) the lack of a <i>single</i> focal point for disseminating data and statistical services at the statistical leading agency which is GSO; data are kept unshared in data collection units⁹; (iii) the lack of a centralized, coherent, smooth and effective national information system; (iv) the fact that published data are mainly aggregated indicators with limited disaggregation but not micro data; (v) the fact that most disseminated data are not accompanied by clear methodology of collection and calculation, which confuses data users; (vi) the lack of regular dialogues with data users to find out their needs, consequently leading to both insufficiency and redundancy of data; and (viii) under-utilization of advanced tools/forms of data dissemination to improve data users' access to data. The survey on data users' needs conducted in 2008 by GSO shows a low level of satisfaction with</p>			

⁹ Currently, two units in GSO are acting as focal points for data provision, including (i) The Integrated Statistics Department, which is responsible for providing aggregated data, mainly serving the Party's and Government's organizations; (ii) Statistical Documentation and Service Center, which is responsible for disseminating data on the GSO website and through its library, and providing data in the form of services for all data users. However, functions, role, power and capacities of these two units are not complete. They still have to contact with data collection units for data provision and technical consultations, and only play the role of an intermediate unit. Moreover, there has not been clear policy for archiving, managing and disseminating data warehouses which were developed in GSO (including data warehouses on Vietnam Household Living Standard Surveys, Labor Force Surveys, and Population Census, etc). A number of data warehouses are run by data collection units while some are managed by the Center for Statistical Information Services

	<p>disseminated statistical information by data users, at 31.3%.</p> <p>Indicators:</p> <p>2.1. Availability and actual functioning of new organizational structures, regulations, mechanisms, and tools to serve data sharing (i) within GSO; (ii) among main data producers/providers in the VSS and between those main data producers/providers with GSO; and (iii) with data users.</p> <p>2.2. Volume of statistical information shared in the VSS (classified by types of data (<i>statistical reporting system and administrative records; statistical surveys</i>), <i>by vertical system and among ministries/agencies</i>))</p> <p>2.3. Level of satisfaction of data users related to (i) accessibility; (ii) quality; and (iii) timeliness of statistical data released by GSO.</p> <p>Means of verification:</p> <ul style="list-style-type: none"> - Report on assessment of capacity of sharing statistical information - Annual progress report of the Statistics sector, supervision and evaluation report on the implementation of the Statistics Law - Report on data users' satisfaction. 			
	<p>Annualized targets</p> <ul style="list-style-type: none"> - <i>Capacity status (system, organizational structure, regulations, mechanisms, tools and actual results) of statistical information sharing reviewed; international experience and recommendations for improvement proposed (2012-13)</i> - <i>Organization models, regulations, mechanisms for internal data sharing</i> 	<p>Activity result 2.1: Systems, organizational structures, regulations, and mechanisms strengthened for statistical information sharing (statistical reports, administrative records and surveys) within GSO, within the GSO vertical system, among sectoral statistical organizations, and between sectoral statistical organizations and GSO.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Review the current capacity status (systems, organizational structure, regulations, mechanisms, tools and actual results¹⁰) of statistical information sharing (statistical reports, administrative records and surveys) (i) within GSO, (ii) within GSO vertical system, (iii) among sectoral statistical organizations, and (iv) between sectoral statistical organizations and GSO to find out shortcomings and propose recommendations for improving organizational structure, policies and mechanisms for management and sharing of data. This activity will include surveys/in-depth studies, reports on the proposed models, technical and policy discussions. - Provide international experience (via reports/analysis/presentations of international consultants and workshops) on organizational structure, 	<ul style="list-style-type: none"> - GSO to play leading role; - Ministries/agencies and related localities to cooperate 	<ul style="list-style-type: none"> - National/international consultants (review capacity, provide international experience, provide TA for developing models, regulations/mechanisms): \$ 100,000 - Consultations: \$50,000 - Training and technology transfer: \$70,000 - Investigate, pilot operation: \$60,000 <p>Total: \$280,000</p>

¹⁰ This review (i) is based on the results of some capacity assessments carried out during the development of VSIDS and action plans, (ii) reviewing/in-depth studying of and focusing on proposing recommendations for improving organization structure, policy and mechanism for managing and sharing data, and (iii) collecting quantitative and qualitative information on the reality of data sharing to serve the purpose of getting baseline data of Indicator 2.2 to monitor and evaluate output target 2.

	<p><i>within GSO proposed and discussed (2013), A single focal point at GSO for receiving and managing data established and operated (as basis for the establishment of a National Statistical Information Center in the future) (2013-2014).</i></p> <ul style="list-style-type: none"> - <i>Legal frameworks, models, regulations, mechanisms for data sharing among main data providers of the VSS (Ministries/agencies, Corporations, Economic groups, etc) and between these main data providers and GSO developed (2013) and operated (2014-2016).</i> - <i>Data dissemination policy finalized, issued (2013) and regularly updated (2013-2016).</i> - <i>A National Statistical</i> 	<p>regulations, and mechanisms for management and sharing of data (statistical reports, administrative records and surveys) within agencies inside and outside the VSS of some countries.</p> <ul style="list-style-type: none"> - Support improvement and development (if needed) of an organization model with regulations and mechanisms for management and sharing of data within GSO (including its vertical system from the central GSO down to District Statistical Offices), which clearly separate data collection, storing and dissemination responsibilities, and unify data management and dissemination responsibilities. Most importantly, a single focal point unit¹¹ should be established to receive and manage all micro and macro data produced by the GSO vertical system. This is also the only unit for data users to contact with for data access. This support includes: consultants proposing an organization model and its regulations and mechanisms for data sharing within the GSO system and consultation workshops. - (After the optimal solution for organizational structure and its regulations and mechanisms for data sharing within the GSO vertical system is endorsed,) Support to establishment a focal point unit and develop its concrete responsibilities, functions, and relationship with other units within the GSO system, including receiving and managing all macro and micro data of the GSO system. <i>The focal point unit will evolve to the National Statistical Information Center in the future.</i> - Support the focal point unit to manage and share data through (i) application of advanced technologies to storing, transmitting and managing data (e.g. coding, security, transmission line, etc); (ii) training courses; (iii) experience sharing; and (iv) consultants. - Support improvement and development (if needed) of legal frameworks, models, regulations and mechanisms for data sharing among main data producers/providers in the VSS (Ministries/agencies, Corporations, Economic groups, etc)¹² and between those data producers/providers with GSO; legal frameworks and models/mechanisms can be: (i) Inter-agency circulars signed between 		
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¹¹ Note: This unit is also responsible for managing GSO data warehouse. This unit, after improved, will be upgraded into National Statistical Database Center to store and provide data of the VSS and international data to data users.

¹² The project will discuss with GSO and related counterparts in selecting data producers/providers to coordinate with the Project in this activity. Among prioritized agencies are legislative bodies, procuracy, court and police.

	<p><i>Information Center in GSO developed (2014-15) and operated, evolved from the GSO's focal point unit for managing data (2015-2016).</i></p> <ul style="list-style-type: none"> - <i>Datamarts (2013-2014) and National data warehouse (2013-2015) upgraded/improved and connected.</i> 	<p>GSO and main data providers in the VSS (Ministries/agencies, Corporations, Economic groups, etc)¹³ or/and Government Decree to be used as a legal basis for exchanging and sharing of information, and establishing a National Statistical Information Center; (ii) other specific regulations/mechanisms regulating and guiding two-way information sharing¹⁴. Supports include: consultants proposing different solutions related to legal frameworks, regulations and mechanisms for data sharing, and consultation workshops.</p> <ul style="list-style-type: none"> - Support (consultants and technical workshops) to review and select information/data sources to be shared (two-way) among main data producers/providers in the VSS (Ministries/agencies, Corporations, Economic groups, etc) and between those data producers/providers with GSO: including statistical reporting system, administrative records, and micro data of surveys. 		
	<ul style="list-style-type: none"> - <i>Online Statistical Forum developed (2013) and operated; surveys on data users' needs and satisfaction and dialogues between data producers and users developed (2012-2013) and operated annually (2013-2016).</i> - <i>Note: Belonging to Action Plans 3,4,6 of VSDS</i> 	<p>Activity result 2.2: Data dissemination policy improved and regularly updated to provide guidance for disseminating products of the VSS, strengthen data users' access to statistical information in an adequate and timely manner¹⁵.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support to improvement and promulgation, release and advocacy of the data dissemination policy. - Support to study, review and evaluate every two years the implementation of data dissemination policy to find out limitations and propose recommendations. - Support to revise and update (including consultations) data dissemination policy after the availability of assessment reports on data dissemination policy. 	<ul style="list-style-type: none"> - GSO 	<ul style="list-style-type: none"> - National/international consultants: \$ 50,000 - Consultations/advocacy: \$20,000 <p>Total: \$ 70,000</p>

¹³ Circulars may specify: types of information to be provided/exchanged, list of indicators, frequency of data provision/exchange, forms of sharing (e.g. digitalized), responsibilities of each party, etc

¹⁴ Mechanisms may include: digitalized, automatic, regular and systematic transmission of data, including digitalization of databases, exploiting and updating automatically from sectoral databases, change in data format for upload, download, etc. This part only mentions supports in developing regulations/mechanisms. Supports in developing tools and skills of using tools to operate mechanisms will be discussed in the below part on data warehouse and National Statistical Information Center)

¹⁵ GSO is developing a Data Dissemination Policy. It is expected that this policy will be completed in the middle of 2012. **Result of this activity** aims to support GSO to improve and regularly update the Data Dissemination Policy.

		<p>Activity result 2.3:</p> <p>The National Statistical Information Center¹⁶ at GSO developed and evolved from the focal point unit who managing data at GSO in order to gather, store, share and disseminate socio-economic statistical data collected by GSO and other data producers/providers to satisfy data demands of all data users.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Aggregate and learn international experience of models of National Statistical Information Center and propose recommendations for Vietnam. - Provide technical assistance to develop a project which focuses on areas: functions, responsibilities, organizational structure, coordination in collecting/aggregating data, and data dissemination mechanisms. The project is developed based on the availability of the focal point unit for managing GSO data, thereby a National Statistical Information Center will evolve from this focal point unit. - Support consultations on versions of the project. - (After the endorsement of the project), support advocacy on this National Statistical Information Center. - Support to trainings for improvement of capacity of this Center's staff on: data administration, skills of dissemination and advocacy of data, tools for archiving and security, etc. - Support to establish mechanisms for data dissemination and service provision (level of provision, access for each data user, and service pricing mechanism, etc) based on the available data dissemination policy, inter-agency Circulars and other related agreements. - Provide TA for operating this Center and training for technology transfer in 6-12 first months of performance. 	<ul style="list-style-type: none"> - GSO to play leading role; - Government Office, related ministries/agencies and localities to cooperate 	<ul style="list-style-type: none"> - National/international consultants (international experience, develop a project, establish mechanism, provide TA for operation): \$ 100,000 - Consultations/advocacy: \$30,000 - Training and technology transfer: \$50,000 - Pilot, investigate, operate: \$ 70,000 <p>Total: \$ 250,000</p>
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¹⁶ The focal point unit managing data of GSO, when being improved, will evolve into a National Statistical Information Center. This will be a focal point unit of the VSS, and its establishment is endorsed by the Prime Minister. It has the functions of collecting and providing data/information of GSO and data/information collected by other agencies in the VSS, including data collected from administrative records and surveys of ministries/agencies to all data users. This is also the only contact address of GSO for data users to communicate in order to avoid scattered data dissemination in GSO departments.

		<p>Activity result 2.4:</p> <p>Data warehouses (from statistical reports, administrative records, and censuses/surveys, etc conducted by GSO and ministries/agencies) (i) developed with regular updating and clear management and using mechanisms; and (ii) aggregated into the national data warehouse to serve data users. National data warehouse (including datamarts) run by the National Statistical Information Center to provide data in a consistent and systematic manner to facilitate data access.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Provide TA (consultants) for development of a metadata warehouse for common use to promote and support standardization of information, data production process, and to improve provision and sharing of classifications, statistical indicators and their explanations, definitions, calculation methods, as well as general information of surveys/censuses, etc. - Provide TA (consultants) for development of micro data warehouses and regulations for updating, managing and exploiting data from some large-scale surveys and censuses conducted by GSO and ministries/agencies (i.e. Enterprise Survey, Labor Force Survey, and Agriculture Census, etc). - Provide TA (consultants) for development and improvement of a macro data warehouse and the regulations for updating, managing and exploiting data from National Statistical Indicator System, MDGs, Human Development database, gender database, National Accounts database, etc. - Provide TA (consultants) for development and improvement of data warehouses for regular reporting system between GSO and Provincial Statistical Offices, and between GSO and ministries/agencies. - Provide TA (consultants and advocacy) for development, design and improvement of a national data warehouse which is used as an important tool for gathering data warehouses and advocating statistical data, and regulations/procedures for managing and exploiting data. The design should ensure the connection of different data warehouses, extraction in websites, internal use within GSO and sharing with data producers/providers/users. 	<p>- GSO</p>	<p>- National/international consultants: \$ 130,000</p> <p>- Consultations/advocacy: \$40,000</p> <p>Total: \$ 170,000</p>
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		<p>Activity result 2.5:</p> <p>Mechanisms and tools for strengthening two-way dialogues between data producers and data users developed and improved to enhance capacity of data producers in meeting data users' needs.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support to design and operate an online forum on statistical matters in the GSO's website to connect data producers and data users in discussing technical issues, providing feedbacks on data quality, users' demand and producers' ability of providing data etc. - Support to design, pilot and institutionalize periodical surveys (conducted every 2 years) on data users' satisfaction and recommendations via survey (including online forum). - Support to design, pilot and institutionalize direct dialogues between data producers and data users on an annual basis (the results of survey on data users' satisfaction and recommendations will be inputs for these dialogues). - Provide TA for improving GSO website, connecting this website with datamarts, the national data warehouse, and online forum, including tools (online) for monitoring the implementation of statistical legislation and VSDS, etc so that this website will become an effective information channel of GSO in meeting needs of data producers and data users. Advocacy activities and guidelines for using the website will be integrated into workshops, forum and related activities. 	<p>- GSO</p>	<ul style="list-style-type: none"> - National/international consultants (international experience, design survey on users' satisfaction, support to dialogues, provide TA, etc): \$ 40,000 - Support to pilot, survey, operate: \$100,000 - Workshops, consultations, advocacy: \$70,000 <p>Total: \$ 210,000</p>
				<p>Total output target 2: \$ 980,000</p>
<p>Output target 3:</p> <p>Statistical methods improved and conformed to international standards in all stages of data collection, processing, aggregation and analysis to provide timely and reliable statistical information for socio-economic development activities.</p> <p>Baseline (2011):</p> <p>In the past years, the Statistics sector has made significant progress in improving statistical methodology, applying advanced statistical techniques and international standards to improve data quality, particularly in subject-matter areas. However, in terms of techniques, there still exist many limitations which negatively affect data quality, including (i) Sample surveys, though are related to each other and have the same statistical units, are conducted independently based on different sample frames. Lack of a master sample is causing waste of resources and hinders the connection of different databases; (ii) Survey design</p>				

<p>(including sample and questionnaire design) still reveals limitations due to impossibility of collecting comprehensive information of different population groups and lack of information needed for the aggregation of National accounts indicators. Also, there is no regulation on a standard survey procedure to be used for all surveys to ensure data quality and timely provision of data to data users; (iii) National statistical survey program includes so many surveys, and many of these surveys provide overlapping information, which causes waste of resources and creates burdens for data collection units, particularly local statistical offices; and (iv) Some statistical areas are new or weak, such as environment, governance, gender, especially national accounts statistics (the most important subject matter area showing the development level of the entire VSS).</p> <p>Indicators:</p> <p>3.1 Adequacy and standardization of the national statistical indicator system and reporting system for environment and governance indicators.</p> <p>3.2 Consistency of statistical surveys in the National Statistical Survey Program</p> <p>3.3 Availability of a master sample frame for household surveys and large number of household surveys using master sample frame, improvement of sample selection and questionnaire.</p> <p>3.4 Quality of national accounts data and users' satisfaction of national accounts data.</p> <p>Means of verification:</p> <ul style="list-style-type: none"> - Annual progress report of the Statistics sector - Monitoring and evaluation report on the implementation of VSIDS - Report on data users' satisfaction 					
<p>Annualized targets:</p> <ul style="list-style-type: none"> - <i>Environment statistical indicators</i> (2013) and <i>governance indicators</i> (2014) and their related statistical reporting systems reviewed, updated and standardized in National Statistical Indicator System (NSIS). - Updated NSIS issued (2014). - Reporting system for the National 		<p>Activity result 3.1:</p> <p>National statistical indicator system and statistical reporting system reviewed and updated regularly. Reporting system for the National Statistical Indicator on Gender Development developed and improved.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support to study international experience; review, update and standardize <i>Environment statistical indicators</i> (2013) and <i>governance statistical indicators</i> (2014) in NSIS, focusing on indicators of monitoring climate change and environment indicators (2013), submit the revised version to the government every 5 years (2014). Supports include national and international consultants, consultations and advocacy. - Support to develop, revise/improve the statistical reporting system of some <i>new fields (gender statistics, 2013; Environment statistics, focusing on indicators of monitoring climate change and environment indicators, 2014; Governance statistics, 2015)</i> (by integrating statistical 		<ul style="list-style-type: none"> - GSO to play leading role; - Government Office; related ministries (Ministry of Natural Resources and Environment, Ministry of Home Affairs, Ministry of Justice, Ministry of Planning and Investment, etc) to cooperate 	<ul style="list-style-type: none"> - National/international consultants: \$100,000 - Consultations and advocacy: \$20,000 <p>Total: \$ 120,000</p>

	Statistical Indicator on Gender Development developed and finalized (2013)	reports of such fields into the reporting system of subject matter areas) to ensure adequate and timely collection of data for NSIS indicators. Supports include national and international consultants, and consultations.		
	<ul style="list-style-type: none"> - National Statistical Survey Program reviewed and updated, and a standard survey procedure developed and issued (2014) - Master sample frame (2013) and samples (and their questionnaires) of surveys (Labor Force Survey 2013; HLSS 2014) designed scientifically to improve reliability of data and estimates, to reduce costs, and save resources for surveys. 	<p>Activity result 3.2: National statistical survey program reviewed and updated, and a standard survey procedure¹⁷ developed and issued for consistent application to avoid duplication and ensure the quality and timeliness of surveys.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Review the implementation of the National statistical survey program and propose recommendations for revision/updating of this program. - Assess the procedures of the present surveys with reference to international standard procedures, and propose recommendations on a standard survey procedure for all surveys in Vietnam. This procedure should include all processes, i.e. study data users' needs, design the survey, collect, process analyse and release data (including standard errors and confidence interval of the estimates). - Support to train the standard survey procedure for data collection units in the VSS (GSO, ministries/agencies and provincial level) 	<ul style="list-style-type: none"> - GSO to play leading role; - Related ministries/agencies to cooperate 	<ul style="list-style-type: none"> - National/international consultants: \$31,000 - Consultations and advocacy: \$14,000 - Training: 15,000 <p>Total: \$ 60,000</p>
	<ul style="list-style-type: none"> - Digital map for master sample frame of household surveys developed (2014-2015) - System of National Accounts (SNA) 2008 by international standard applied (2014-15); Capacity of development and analysis of Input- 	<p>Activity result 3.3: Master sample frame for household surveys developed to be used as a basis for improving sample selection of some large household surveys in order to (i) minimize the costs spent on developing survey frames for household sample surveys and facilitate the connection of information among the surveys and (ii) more sufficiently and comprehensively collect data on population groups, especially migrants without residence, temporary (nomadic population), or workers in the informal sector; and (iii) be used as a basis for developing a digital map for sample selection and statistical surveys.</p> <p>Activities:</p> <ul style="list-style-type: none"> ● Study and evaluate sample selection of large household surveys in 	<ul style="list-style-type: none"> - GSO (Socio-environmental Statistics Dept to play leading role; Other Subject-matter departments to cooperate) 	<ul style="list-style-type: none"> - National/international consultants: \$82,000 - Consultations and advocacy: \$22,000 - Study, develop and pilot digital map: \$88,000 <p>Total: \$ 192,000</p>

¹⁷ This process is built in accordance with GSO data dissemination policy and dissemination regulations of each specific database

	<p>Output Table improved (2013-2014)</p> <p>- <i>Note: Belong to Action Plans 2 and 3 of VSDS</i></p>	<p>Vietnam, propose recommendations for developing a master sample frame for household surveys in Vietnam¹⁸.</p> <ul style="list-style-type: none"> • Provide TA for developing a master sample, manuals, technical notes, and updating plan. • Support to consultations and advocacy of the master sample frame to all agencies conducting large household surveys, inside and outside GSO. • Review and improve sample selection of some large household surveys based on the master sample (Labor Force Survey, and Household Living Standards Survey, etc.). Support includes: national and international consultants, consultations and pilot. • Study, develop and pilot a digital map for the master sample frame to be used in sample selection, surveys and data dissemination of household surveys. 		
		<p>Activity result 3.4:</p> <p>Questionnaires of some large surveys reviewed and improved to provide reliable, international-standard information which best meets data users' needs.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support to improve questionnaire of the Labour Force Survey, including the main questionnaire and the alternative modules, to collect seasonal data, informal sector-related data (including migrants without residence), particularly to provide information for calculating National Account indicators at national level (by economic ownership). 	<ul style="list-style-type: none"> - GSO (Statistical Standard, Methodology and IT Dept to play leading role; other subject-matter departments in GSO to cooperate) 	<ul style="list-style-type: none"> - National/international consultants: \$10,000 - Consultations and advocacy: \$5,000 <p>Total: \$ 15,000</p>
		<p>Activity result 3.5:</p> <p>SNA 2008 by international standard applied, and capacity of development and analysis of Input-Output (IO) Table improved.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support (technical consultants and consultations) to prepare a roadmap for implementing SNA 2008 - Support (technical consultants, material preparation and trainings to 	<ul style="list-style-type: none"> - GSO (SNA Dept to play leading role; Other related Departments to cooperate) 	<ul style="list-style-type: none"> - National/international consultants: \$40,000 - Consultations and advocacy: \$10,000 - Training: \$50,000 <p>Total: \$ 100,000</p>

¹⁸ This activity should refer and base on the research result in the report “A new master sample for household surveys in Vietnam” by Hans Petterson

		<p>improve SNA staff capacity) to pilot and implement SNA 2008 officially (including supports for standardizing processes and procedures of information collection and national accounts compilation)</p> <ul style="list-style-type: none"> - Support (technical consultants, trainings to improve SNA staff capacity) to develop IO Table and analyse macroeconomics based on IO Table. 		
				Total output target 3: \$487,000
	<p>Output target 4:</p> <p>The implementation of VSDS 2011-2020, Vision to 2030 (i) closely coordinated between the agencies in the VSS and development partners (who support the implementation of VSDS), and (ii) monitored and evaluated in a systematic and regular manner to measure progress against goals, promptly identify difficulties to address, and draw lessons in the implementation to ensure the effective implementation of VSDS.</p> <p>Baseline (2011):</p> <p>Vietnam Statistical Development Strategy 2011-2020, Vision to 2030 was endorsed by the Prime Minister in late 2011. A Monitoring and Evaluation (M&E) Framework of the implementation of VSDS was developed and expected to be officially issued for the implementation in Quarter 1 2012 by Ministry of Planning and Investment (GSO). This is the first time the VSS has a complete M&E Framework attached to VSDS and its action plans. Through M&E Framework, information on the implementation of VSDS will be updated comprehensively and effectively to ensure the achievement of goals, solutions and action plans. M&E Framework also has tools for evaluating development level of the Statistics sector in different areas by international standards, such as DQAF, SDDS, GDDS, WB/UN and tools for investigating data users' satisfaction, etc to evaluate development level and progress of the VSS. In the process of developing VSDS 2011-2020, Vision to 2030, a number of mechanisms were established and operated quite effectively to (i) coordinate agencies within the VSS (inside and outside GSO) such as Steering Committee of development of VSDS 2011-2020, Vision to 2030 and its action plans; (ii) coordinate between GSO and development partners, such as an Advisory Group (for coordination between GSO and development partners) and One Plan mechanism for projects supporting development of VSDS 2011-2020, Vision to 2030 and its action plans.</p> <p>Indicators:</p> <p>4.1 Timeliness and usefulness of information and data to measure progress against objectives, to identify difficulties to be addressed in a timely manner, and to draw lessons in the implementation of VSDS, and its action plans.</p> <p>4.2 Availability and effectiveness of inter-agency coordination mechanisms (among statistical agencies of Vietnam) (i) in statistical activities in general and (ii) in the implementation of VSDS and its action plans in particular.</p> <p>4.3 Alignment and harmonisation of supports of development partners for the Statistics sector through the support to the implementation of VSDS and its action plans of.</p> <p>Means of verification:</p> <ul style="list-style-type: none"> - Annual progress report of the Statistics sector - Monitoring and evaluation report on the implementation of VSDS and its action plans 			

	<p>Annualized indicators</p> <ul style="list-style-type: none"> - Inter-agency statistical coordination model/mechanism developed (2013/14), piloted (2014); endorsed and operated (2015/16) - Joint mechanism (between GSO and development partners) supporting the implementation of VSIDS and its action plans established (2012) and operated effectively (2012-2016) - Trainings to strengthen VSS capacity of monitoring and evaluating the implementation of VSIDS (2012-2013) - Baseline survey (2012); and mid-term review: 2015 	<p>Activity Result 4.1:</p> <p>Inter-agency statistical coordination model/mechanism developed, approved and operated.</p> <p>Activity:</p> <ul style="list-style-type: none"> - Study international experiences in inter-agency statistical coordination model/mechanism, focusing on the roles and functions of the National Statistical Council in direction, coordination and development of the Statistics sector, propose the application of those experiences in real conditions of Vietnam. - Support (consultants) to develop a project to support the establishment of inter-agency statistical coordination model/mechanism with Terms of Reference on membership, functions, duties and operation mechanism. - Support to forum to discuss and criticize the project on establishing of inter-agency statistical coordination model/mechanism. - Provide TA to pilot some initial activities of inter-agency statistical coordination model/mechanism (this model/mechanism is also used for inter-agency coordination to implement VSIDS and its action plans). - Support to assess (studies and workshops) results, draw lessons from piloting in order to improve inter-agency statistical coordination model/mechanism. 	<ul style="list-style-type: none"> - GSO to play leading role; - Related ministries/agencies to cooperate 	<ul style="list-style-type: none"> - National/international consultants (international experience, design project, pilot implementation, evaluate implementation): \$40,000 - Consultations, technical workshops: \$15,000 - Pilot and evaluate implementation to draw lessons: \$140,000 <p>Total: \$ 195,000</p>
		<p>Activity Result 4.2:</p> <p>A joint mechanism (between GSO and development partners) supporting the implementation of VSIDS and its action plans established and operated effectively.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Review TOR for the Advisory Group for development of VSIDS and adjust them to match with the implementation phase (prepare TOR for the Advisory Group including GSO and the development partners who support the implementation of VSIDS and TOR for the Secretariat). - Consult the draft TORs for the VSIDS implementation-related Advisory Group and the Secretariat. - Support to the operation of VSIDS implementation-related Advisory 	<ul style="list-style-type: none"> - GSO to play leading role; - Development partners supporting the implementation of VSIDS and its action plans to cooperate 	<ul style="list-style-type: none"> - National consultants: \$10,000 - Consultations, technical workshops; operation of the Secretariat/Advisory Group: \$40,000 - Evaluation for lessons learnt: \$10,000 <p>Total: \$ 60,000</p>

		Group and the Secretariat (meetings to discuss about coordination matters, review progress/results; development and operation of a "joint annual work plan" for the projects supporting the implementation of VSDS by different development partners).		
		<p>Activity Result 4.3:</p> <p>The capacity of monitoring and evaluating the implementation of VSDS and its action plans enhanced.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Organize training courses for officials of National Monitoring and Evaluation Committee, M&E groups at program level on M&E Framework and M&E skills for monitoring and evaluating VSDS.. - Support to organize 01 training course (TOT) on the procedures and skills for monitoring and evaluating the implementation of VSDS for TA team. - Support to organize training courses on M&E procedures and skills for M&E staff, including annual evaluation of the implementation of M&E (trained by the TOT TA team). 	- GSO	<ul style="list-style-type: none"> - Training: \$50,000 - National consultants (training materials/M&E manual): \$20,000 <p>Total: \$ 70,000</p>
		<p>Activity Result 4.4: Baseline assessment and mid-term review of the implementation of VSDS carried out to provide information for measuring progress against goals, identifying problems to be addressed in a timely manner, and drawing lessons from the implementation to ensure effective implementation of VSDS.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Support (consultants, workshops) to conduct baseline survey (focusing on assessing data quality according to the IMF's DQAF, SDDS, GDDS)¹⁹ - Support to mid-term review of the implementation of VSDS to provide information for comparing with the baseline survey's data to measure 	- GSO	<ul style="list-style-type: none"> - National/international consultants (evaluation): \$50,000 - Consultations, technical workshops: \$50,000 <p>Total: \$ 100,000</p>

¹⁹ Since there have been evaluation and background information for many areas/fields of the VSS during the development of VSDS (e.g. the survey on data users' satisfaction conducted in 2008, evaluation and ranking by World Bank's standards, assessment of the statistical areas, etc ...), the baseline assessment just focuses on the above activities.

		<p>the progress of VSDS implementation (2015-2016). Support include consultants and consultations for (i) developing the outline of the mid-term review and the roadmap for its implementation; (ii) assessing data quality by using the IMF's DQAF, SDDS, GDDS; (iii) evaluating and ranking the VSS by World Bank's standards; (iv) developing the aggregated report²⁰ and proposing recommendations for the implementation of VSDS in the next period and disseminating mid-term review.</p> <p>- Support to revise and supplement action plans, if needed (2016)</p>		
				Total output target 4: \$425,000
	Project management	<p>Human resources</p> <p>01 National Project Manager =1.400*12*5= 84,000</p> <p>01 Secretary/administrative assistant =1000*12*5 60,000</p> <p>01 Project accountant=1.000*12*5 60,000</p> <p>01 Interpreter =1.000*12*5 60,000</p> <p>01 STA (part-time) 100,000</p> <p>Administrative costs</p> <p>Project meetings/Miscellaneous 12,785</p> <p>Annual audits = 3000*5 15,000</p> <p>Equipment 20,000</p> <p>Project operations = 6000*5 30,000</p> <p>Monitoring visits, travel = 3000*5 15,000</p> <p>GMS (7% * 1,700,000/1.07) 111,215</p> <p>Sub-total: \$548,000</p> <p>GRAND TOTAL: 3,000,000</p>		

²⁰ Using results from the survey on data users' satisfaction (activity result 2.6 above)

Annex 4- Counterpart Funding Detailed Estimates

	Item	Content	2012	2013	2014	2015	2016	Total
<i>In cash</i>			524,394,000	656,258,800	765,137,620	871,672,263	988,537,317	3,806,000,000
		Part-time working allowances for NPD and DNPD	29,106,000	64,033,200	73,638,180	84,683,907	97,386,493	348,847,780
	6100	Project Director (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014)	18,900,000	41,580,000	47,817,000	54,989,550	63,237,983	226,524,533
	6100	Project Deputy Director (1 person x 5.4 x 1,050,000VND/month x 30% x 54 months x 15% annual minimum promotion since 2014)	10,206,000	22,453,200	25,821,180	29,694,357	34,148,511	122,323,248
		Part-time working allowances for Project Steering Committee	119,448,000	262,785,600	302,203,440	347,533,956	399,664,049	1,431,635,045
	6100	Head of Project Steering Committee (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014)	18,900,000	41,580,000	47,817,000	54,989,550	63,237,983	226,524,533
	6100	Vice Head of Project Steering Committee (1 person x 6.0 x 1,050,000VND/month x 50% x 54 months x 15% annual minimum promotion since 2014)	18,900,000	41,580,000	47,817,000	54,989,550	63,237,983	226,524,533
	6100	Members of Project Steering Committee (8 people x 5.4 x 1,050,000VND/month x 30% x 54 months x 15% annual minimum promotion since 2014)	81,648,000	179,625,600	206,569,440	237,554,856	273,188,084	978,585,980
		Regular expenses	164,000,000	84,000,000	95,600,000	108,840,000	123,956,000	576,396,000
	6300	Insurance for project assets	20,000,000	25,000,000	28,750,000	33,062,500	38,021,875	144,834,375
	6900	Periodical maintenance fees for assets	5,000,000	10,000,000	11,500,000	13,225,000	15,208,750	54,933,750

	6550	Equipment, stationaries	25,000,000	29,000,000	33,350,000	38,352,500	44,105,375	169,807,875
	6600	Communiation expenses (Tel, fax, mail)	14,000,000	20,000,000	22,000,000	24,200,000	26,620,000	106,820,000
	9000	Accounting software	100,000,000	-	-	-	-	100,000,000
		Trainings, workshops	160,000,000	200,000,000	240,000,000	270,000,000	300,000,000	1,170,000,000
	6700	Per diem for drivers	100,000,000	120,000,000	150,000,000	170,000,000	190,000,000	730,000,000
	2100	Gasoline, air tickets ...	60,000,000	80,000,000	90,000,000	100,000,000	110,000,000	440,000,000
	7750	Others	19,440,000	17,040,000	20,136,000	22,730,400	25,437,360	104,783,760
	7750	Contingencies	32,400,000	28,400,000	33,560,000	37,884,000	42,093,415	174,337,415
<i>In kind</i>			250,000,000	547,500,000	547,500,000	547,500,000	547,500,000	2,440,000,000
		Working space, electricity, water, equipment	250,000,000	547,500,000	547,500,000	547,500,000	547,500,000	2,440,000,000
		TOTAL	774,394,000	1,203,758,800	1,312,637,620	1,419,172,263	1,536,037,317	6,246,000,000

Annex 5. Job Descriptions

Job Description for Project Manager (PM)

Title:	Project Manager (PM)
Starting Date:	As starting date of the project (full-time)
Duty Station:	Hanoi, Viet Nam
Reporting line:	Report directly to the National Project Director and UNDP

Background

Under the direct supervision of the National Project Director, the PM is responsible for the operational management of the project, i.e. s/he assumes the day-to-day operational management of the project in line with the project document as well as policies/procedures for nationally executed projects. For this reason, s/he must be able to work full-time on the post. The PM may or may not be an officer of the national Implementing Partner or Implementing Agency and his/her qualifications should be suitable to the size and complexity of the project. Given the inter-agency nature of the project management, PM is expected to coordinate the works among different agencies, provinces and stakeholders, in close collaboration with international advisor.

Duties and Responsibilities

The PM:

1. Prepares and updates project work plans, in close consultation with different stakeholders in the project, and submits these to the NPD and UNDP CO for clearance.
2. Drafts TORs for key inputs (i.e. personnel, sub-contracts, training, procurement) under the responsibility of the Implementing Partner, submits these to the NPD and UNDP CO for clearance, and administers the mobilization of such inputs.
3. Assumes direct responsibility for managing the project budget, by ensuring that:
 - (a) project funds are made available when needed, and are disbursed properly,
 - (b) expenditures are in accordance with the project document and/or existing project work plan,
 - (b) accounting records and supporting documents are kept,
 - (c) required financial reports are prepared,
 - (d) financial operations are transparent and financial procedures/regulations for NEX projects are properly applied; and
 - (e) s/he is ready to stand up to audits at any time.
4. Assumes direct responsibility for managing the physical resources (e.g. office equipment, furniture, stationery...) provided to the project by UNDP.
5. Supervises the project staff and local or international experts/consultants working for the project.
6. Drafts project progress reports of various types and the Final Project Report as scheduled, and organizes review meetings and evaluation missions in coordination with UNDP.
7. Reports regularly to and keeps the NPD up-to-date on project progress and problems.
8. Carry out other relevant tasks as assigned by NPD

Qualifications

1. General knowledge of substantive matters that are addressed by the project
2. Knowledge and experience in project management
3. Good inter-personal and team building skills
4. Full time availability for project management duties

5. Working proficiency in English
6. Familiarity with technical assistance projects and the UNDP program in Viet Nam would be an asset.

Job Description for Project Interpreter

Title:	Project Interpreter (PI)
Starting Date:	As starting date of the project (full-time)
Duty Station:	Hanoi, Viet Nam
Reporting line:	Report directly to the Project Manager (PM)

Duties and Responsibilities

Under overall supervision of National Project Director, the PI will work under the direct supervision of and provide support to the PM in the discharge of his/her responsibilities in the overall management of the day-to-day activities of the project. The PI will work closely with the NPD, the PM, staff from the Project team and other international and national consultants. Specific tasks include:

1. Undertake necessary translation/interpretation tasks assigned by the PM
2. Undertake preparation for project events, including workshops, meetings (monthly, quarterly and annual), study tours, trainings, etc. This also includes preparation of background materials for use in discussions and briefing sessions on project matter;
3. Logistical arrangements. This includes visa, transportation, hotel bookings for project staff, consultants and invited guests coming for project activities;
4. Assist in preparation of project work plan and reports;
5. Assist with project communication activities, including publications;
6. Assist with preparation of TORs and contracts for consultants/experts for project activities;
7. Carry out other relevant tasks as assigned by PM and NPD.

Qualifications

1. Good command of both written and spoken English and at least 3 years of working experience as an interpreter;
2. Strongly skilled in communication and diplomacy;
3. Good organizational capacity;
4. Good secretarial skills, knowledge in administrative procedures of the Government and other foreign organizations and at least 3 year experience related to project and administrative support activities;
5. Good practical computer skills in common office software programs (Windows, Microsoft Words, Microsoft Excel, power-point, email and internet);
6. Working knowledge of issues addressed by the project would be an asset;
7. Working experience with UN System agencies or other development agencies would be an asset.

Job Description for Project Secretary

Title:	Project Secretary (PS)
Starting Date:	As starting date of the project (full-time)
Duty Station:	Hanoi, Viet Nam
Reporting line:	Report directly to the Project Manager (PM)

Duties and Responsibilities

Under overall supervision of National Project Director, the PS will work under the direct supervision of and provide support to the PM in the discharge of his/her responsibilities in the overall management of the day-to-day activities of the project. The PS will work closely with the NPD, the PM, staff from the Project team and other international and national consultants. Specific tasks include:

1. Provide necessary assistance in the operational management of the project according to the project document and the NEX procedures.
2. Draft correspondence on administrative and program matters pertaining to the Project Office responsibilities;
3. Undertake all preparation work for procurement of office equipment, stationeries and support facilities as required;
4. Undertake preparation for project events, including workshops, meetings (monthly, quarterly and annual), study tours, trainings, etc. This also includes preparation of background materials for use in discussions and briefing sessions on project matter;
5. Logistical arrangements. This includes visa, transportation, hotel bookings for project staff, consultants and invited guests coming for project activities;
6. Assist in preparation of project work plan and reports;
7. Be responsible for project filing system. This includes setting up the filing, numbering and filing all incoming and outgoing correspondence.
8. Prepare regular list of events for sharing of information within project staff and outside;
9. Take care of project telephone, fax, and email system;
10. Assist with project communication activities, including publications;
11. Assist with preparation of TORs and contracts for consultants/experts for project activities;
12. Carry out other relevant tasks as assigned by PM and NPD.

Qualifications

1. Good command of both written and spoken English and at least 3 years of working experience as a secretary;
2. Strongly skilled in communication and diplomacy;
3. Good organizational capacity;
4. Good secretarial skills, knowledge in administrative procedures of the Government and other foreign organizations and at least 3 year experience related to project and administrative support activities;
5. Good practical computer skills in common office software programs (Windows, Microsoft Words, Microsoft Excel, power-point, email and internet);
6. Working knowledge of issues addressed by the project would be an asset;
7. Working experience with UN System agencies or other development agencies would be an asset.

Job Description for Project Accountant (PA)

Title:	Project Accountant/Administrative Assistant (PA)
Starting Date:	As starting date of the project (full-time)
Duty Station:	Hanoi, Viet Nam
Reporting line:	Report directly to the Project Manager (PM)

DUTIES AND RESPONSIBILITIES

Under overall supervision of National Project Director, the PAA will work under the direct supervision of and provide support to the PM in the discharge of his/her responsibilities in the overall management of the day-to-day activities of the project. The PA will work closely with the NPD, the PM, staff from the Project team and other international and national consultants. The main duties of the Project Accountant/Administrative Assistant are as follows:

Planning

1. Participate in preparation of project work-plans
2. Prepare quarterly advance requests to get advance funds from UNDP in the format applicable.
3. Ensure a sufficient advance for activities in the planned quarter.
4. Assist the PM and NPD in project budget monitoring and project budget revision.

Accounting/ Reporting

1. Set up accounting system, including reporting forms and filling system for the project, in accordance with the project document and the HPPMG procedures.
2. Maintain petty cash transactions. This includes writing of receipts, preparation of payment request form, receipt and disbursement of cash and clearance of advances.
3. Prepare cheques and withdraw money from the bank.
4. Prepare project financial reports and submit to PM and NPD for clearance and furnish to UNDP as required.
5. Enter financial transactions into the computerised accounting system.
6. Reconcile all balance sheet accounts and keep a file of all completed reconciliation.

Control

1. Check and ensure all expenditures of project are in accordance with NEX procedures. This includes ensuring receipts are obtained for all payments;
2. Check budget lines to ensure that all transactions are correctly booked to the correct budget lines;
3. Ensure documentation relating to payments are duly approved by NPD;
4. Conduct aid certification and report to the Ministry of Finance

5. Discuss any potential problems with PM, bringing any actual or potential problems to the attention of the NPD;
6. Follow up bank transfers. This includes preparing the bank transfer requests, submitting them to the bank and keeping track of the transfers;
7. Ensure Petty Cash is reviewed and updated and records are kept up-to-date;
8. To continuously improve system & procedures to enhance internal controls are satisfy audit requirements.

Bank reconciliation

1. Bank statements should be collected from the banks on the 2nd working day of each month;
2. Bank accounts should be reconciled and reported on or before the 3rd of each month;
3. Prepare monthly bank reconciliation statements, including computation of interests gained to be included into reports.

Inventory Register

1. Maintain a proper inventory of project assets register, including numbering, recording, and reporting;
2. Maintain the inventory file to support purchases of all equipment/assets.

Administration

1. Maintain filing of financial documents;
2. Be responsible for planning and procurement of project stationary and office supplies;
3. Calculate and prepare staff time records;
4. Provide assistance to organization of project events, including workshops, seminars, and meetings.

Undertake other relevant matters assigned by the PM and NPD.

QUALIFICATION

1. University degree in accounting, finance or related fields;
2. Solid experience of budgeting, planning and reporting on foreign funded projects;
3. Good secretarial skills and good organizational capacity;
4. Knowledge in administrative and accounting procedures of the Government
5. Good computer skills in common word processing (MS Word), spreadsheet (MS Excel), Vietnamese software ABC; and special accounting software.
6. Good knowledge of a computer-based accounting software is an advantage;
7. Appropriate English language skills, both spoken and written.