



ADB Loan 8271-CAM (SCF) / 3007-CAM (SF)  
ADB Grant 0350-CAM (SCF)



**CLIMATE RESILIENT RICE  
COMMERCIALIZATION SECTOR  
DEVELOPMENT PROGRAM**

**PIC MONTHLY REPORT**

**August 2016**

MEF/PMO  
9/29/2016

## ACRONYMS AND ABBREVIATIONS

ADB	Asian Development bank
CAEA	Commune Agro-ecosystems Analysis
CARDI	Cambodia Agricultural Research and Development Institute
CARM	Cambodia Resident Mission
CLUP	Commune Land Use Planning
DTL	Deputy Team Leader
ECCE	Environment and Climate Change Expert
FS	Feasibility Study
GDA	General Directorate of Agriculture
GIS	Geographic Information System
IIED	International Institute for Environment and Development
ISS	Implementation Support Specialist
JICA	Japan International Cooperation Agency
MAFF	Ministry of Agriculture, Forestry and Fisheries
MLMUPC	Ministry of Land Management, Urban Planning and Construction
MOH	Ministry of Health
MOWRAM	Ministry of Water Resources and Meteorology
NIO	National Implementation Office
PIC	Project Implementation Consultant
PIO	Provincial Implementation Office
PMO	Program Management Office
SNEC	Supreme National Economic Council
TL	Team Leader

## A. INTRODUCTION

1. The main achievements during August were as follows:
  - ✓ The PIC team joined the meeting organised by the IRRI team to discuss the preparation of the rice seed action plan.
  - ✓ Further support was provided to the MLMUPC team for the finalisation of the CLUP service contract ToR through a number of further drafts.
  - ✓ Supporting maps on land use and soils were prepared to be used during the CAEA and technical support was provided during the conduct of the ToT on Commune Agro-ecosystems Analysis (CEAE) in PVG province.
  - ✓ The draft Geographic Information System (GIS) training concept note was prepared for MAFF/NIO and was under review together with information on the GIS dataset.
  - ✓ A full report on the PPP Forum was prepared and the outcome was shared with the PMO.
  - ✓ The main conclusions on the sustainability of different options were finalised and also a Concept Note describing the operation of the option for providing concessional loans was drafted and submitted to the MAFF/NIO.
  - ✓ The findings of the work over the last two months of the Business Finance and Credit Specialist were presented to the MAFF/NIO including their relevance to each of the proposed PPP options that have been identified. The work during this month included consultants with representatives from the bank sector to identify financial instruments that can be used.
  - ✓ Further training was provided to the NIO and PIO staff on the Rice SDP website and how to upload materials to the website.
  - ✓ There was a continuation of the work on the FSMIS database for the entry of the data from the CAEA, and the system now needs to be expanded to incorporate also the CLUP information.
  - ✓ The international Climate Change Specialist worked for a short period with the KCC team on a review of the documentation from the irrigation sub-projects prior to the conduct of field work in PVG province next month.
  - ✓ The Social and Gender Specialists have commenced work and completed initial round of meetings with the Gender Focal Points in the NIOs and PMO, finding that they have very little awareness of their roles and responsibilities and poor understanding of the project activities. Also the Gender Action Plan needs substantial updating and improvement with more clarity on the indicators that are required.
  - ✓ The Post-Harvest Specialists assisted the MAFF/NIO with the evaluation of the bids for the grain testing equipment and also assisted with the preparation of the ToR for the Bulk Handling Study. They also completed an analysis on the reasons for the failure of four rice mill operations which provide important lessons learned for application in the development of the PPP model.
  - ✓ PIC team members joined the meeting of the Grow Asian Rice Working Group that was organised at MAFF/GDA.

- ✓ The Implementation Support Specialists in KPT and PVG continues to provide management support to the PIOs covering all aspects of implementation. They have been closely involved in developing the implementation strategies for the associated initiatives on the sub-projects notably land levelling, FWUC formation and extension support.

2. Further details of the activities of the PIC team members during this month can be found in the attached individual Monthly Reports.

## **B. PIC MONTHLY TEAM MEETING**

3. The meeting was held on 30 August 2016.

Participants:

Leng Sothat	Deputy Team Leader
Pong Limsan	MIS/Database Specialist
Oeurn Sophath	Post-Harvest Specialist
Tony MacDonald	Climate Change Specialist
Chhun Bunlong	Land Use Planning Expert
Seng Thuy	Business Development & Commercialisation Specialist
Sok Chea	ISS - Prey Veng
Khieu Sam Oeurn	ISS - Kampong Thom
Chhin Chharom	Cam Consult Director
Rath Phalkunny	NIRAS Accountant
Tep Serey	Administration Assistant

### **1. Agricultural Policy Work**

In general, the policy work on rice seed has progressed well but in the case of the three conditions relating to land management and plant protection/SPS there remains much work to be done. The need for mobilization of the two new policy experts is urgent and the MAFF/NIO have sent a letter to PMO requesting action to be taken on this issue.

### **2. CLUP/CAEA**

There has been a restructuring of the MLMUPC team following the change of Minister and this has slowed down progress. The Submission 0 of the ToR for CLUP ToR service contract has received no objection from ADB. The conduct of the ToT for CAEA in PVG province went very smoothly and the tools being used the results produced had generated a lot of interest from the farmers and also the Commune Chairpersons.

### **3. Irrigation sub-projects**

There will only be a need for PIC support on climate change issues for the irrigation sub-projects. It was also observed that there is not good coordination between KCC and the MOWRAM/NIO. It is considered to be unfortunate that the PIC team will have so little involvement in the design of the irrigation sub-projects. There was also a need for much more collaboration between the KCC team and the PIOs during the design phase.

### **4. Paddy Drying and Storage**

The MAFF/NIO have signified acceptance of the PPP Concept Note and they should press ahead with the recruitment of the consultants for the feasibility study to avoid further delays. In the case of the seed drying and storage the PIOs have already identified potential sites. There were concerns about the long delays that have been occurring and the need to really speed up these activities so that they can be completed within the project timeframe.

## **5. Rice seed production**

There have been LoAs signed for certified seed production for the agriculture stations that are under GDA in BTB and PVG provinces. There remains a need to assess the status of the stations in all three provinces to determine the need for further support. The ToTs on rice seed production for the seed producer groups has not commenced yet and it will be necessary to change the variety. The survey on the seed producer groups has been completed in PGV and sent to MAFF/NIO for analysis.

## **6. PPMS**

The redesign of the PPMS is still ongoing and it will be necessary to redesign the data entry forms once this has been done.

## **7. Consultant Mobilization**

The Baseline Survey will be included under the PIC contract but there is ongoing discussion regarding the team composition and whether the Team leader should be international or national. Other consultants awaiting news on their mobilization are the Business Development and Commercialization Specialist and the Marketing Specialist. However, it is expected that there may be some changes in the team composition during the forthcoming Review Mission in mid-September. The national Social and Gender Specialist was mobilized to work with the international Social and Gender Expert who has already commenced work.

## **8. AOB**

- a) Reminder to all to submit their Timesheets, Monthly Report and Monthly Work Plans on time to Serey.
- b) New office space has been made available at the MAFF/NIO and there is a need for more office furniture and equipment to be purchased.

Next meeting - 28<sup>th</sup> September 2016

## **C. ISSUES AND RECOMMENDATIONS**

4. A number of constraining factors have emerged which can be documented as follows:
  - There is a need for better coordination between the PMO and the NIOs regarding the mobilisation of consultants to avoid the disagreements that currently occur when requests for mobilisation are submitted to the PMO.
  - The request for additional office furniture and equipment has been submitted to the PMO but it has been subject to long delay and suggestions that equipment in the PIC office in SNEC can be transferred to the MAFF/NIO office are not practical since other consultants are still working at SNEC and the Baseline Survey team will also be based at SNEC.
  - The draft Contract Variation 3 was submitted to PMO on 22<sup>nd</sup> August but was not processed in a timely manner so the deployment of the policy consultants that are urgently needed by MAFF/NIO was delayed.
  - The Inception Report submitted by the consultants recruited by MOWRAM has not been circulated and was submitted to ADB without comment from the PMO or PIC team.
  - MOWRAM and MLMUPC have not commenced the conduct of monthly coordination meetings, and the PMO have organised only one national monthly coordination meeting which took place at the end of this month.

## D. INPUT UTILISATION

5. During the month of August 2016 the PIC Team worked for a total of 9.27 months, comprising 2.77 months of international and 6.50 months of national consultant input. The table below shows a summary of the inputs (in person months) during this month:

No.	Name	Designation	Duty Station	Total Input (CV1)	Total Input (CV2)	Utilized to August 2016	Utilized in August 2016	Balance
<b>International</b>								
1	David Moles	Team Leader/Bus. Dev. & Commercialization Specialist	SNEC	32.00	34.32	11.45	0.23	22.63
2	Michael Turner	Seed Specialist	MAFF	8.00	6.00	3.18	0.00	2.82
3	Iain Craig	Extension Specialist	MAFF	8.00	6.00	2.45	0.00	3.55
4	Paul Gager	Land Use Planning and GIS Specialist	MLMUPC	8.00	6.00	4.05	0.00	1.95
5	Irene Villapando	MS/Database Specialist	SNEC	9.27	12.00	5.82	0.00	6.18
6	Jock Struthers	Business Financing and Credit Specialist	MAFF	5.00	5.00	1.41	0.59	3.00
7	Colleen McGinn	Gender and Social Specialist	SNEC	5.23	4.00	2.32	0.18	1.50
8	Tony MacDonald	Environment and Climate Change Specialist	SNEC	9.82	10.00	0.95	0.32	8.73
9	Ruben Salgado	Procurement Specialist	SNEC	22.00	16.00	7.77	0.00	8.23
10	Gerard Blondet	PPP Specialist	MAFF	12.00	20.00	4.59	0.82	14.59
11	Francesco Goletti	Policy Development Specialist	MAFF	8.00	8.00	7.09	0.00	0.91
12	Yingyod Yingyuenyong	Post-Harvest Specialist	MAFF	12.00	12.00	4.55	0.64	6.82
<b>National</b>								
1	Leng Sothat	Deputy Team Leader/Seed Certification Specialist	MAFF	54.00	54	18.14	0.91	34.95

No.	Name	Designation	Duty Station	Total Input (CV1)	Total Input (CV2)	Utilized to August 2016	Utilized in August 2016	Balance
2	Phai Sokheng	Rural Infrastructure Expert	MOWRAM	14.45	14.45	3.45	0.00	11.00
3	Sok Moniroth	Marketing Specialist	MAFF	8.00	8.00	0.00	0.00	8.00
4	Ly Kaylane	Community Mobilization Specialist	MOWRAM	8.82	8.82	0.82	0.00	8.00
5	Chin Bunlong	Land Use Planning Specialist	MLMUPC	42.00	42.00	14.00	1.00	27.00
6	Pong Limsan	MIS/Database Specialist	SNEC	33.00	33.00	16.41	1.00	15.59
7	Sam Sokhom	Business Finance Advisory Specialist	MAFF	15.00	15.00	1.09	0.75	13.91
8	Up Topseeda	Social and Gender Specialist	SNEC	24.00	24.00	3.55	0.45	20.00
9	Long Sona	Environment and Climate Change Expert	SNEC	27.00	27.00	13.27	0.00	13.73
10	Mel Sophana	Resettlement Specialist	MOWRAM	5.68	5.68	1.68	0.00	4.00
11	Seng Thuy	Business and Commercialisation Specialist	MAFF	57.00	57.00	9.95	0.14	46.91
12	Men Sarom	Policy Development Specialist	MAFF	20.64	20.64	14.00	0.00	6.64
13	Chin Bunrith	Implementation Support Specialist - 1	BTB	33.00	33.00	5.23	1.00	27.77
14	Khieu Sam Oeurn	Implementation Support Specialist - 2	KPT	32.00	32.00	23.00	1.00	22.00
15	Sok Chea	Implementation Support Specialist - 3	PVG	33.00	33.00	16.00	1.00	15.00
16	Oeurn Sophat	Post-Harvest Engineering Specialist	MAFF	12.00	12.00	7.59	1.00	2.41

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY WORK PLAN**

**Month/Year: August 2016**

**Name: A.G. Tony McDonald**

**Position: Climate Change Specialist**

Activity/Location	Location	No. of working days	Dates	Expected Outputs	Counterpart Support	Logistics required
<b>Sub-Project – 1</b>	Phnom Penh & <b>Prey Veng</b>	6	22/8 – 31/9	Documentation for Sub-Project from Climate Change and Environmental Safeguards (IEE).	Collaborating with KCC	



**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: August 2016**

**Name: BLONDET**

**Position: PPP specialist**

Activity/Location	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
Forum report PMO meeting preparation	GDA	2	(4-5)-8-2016	<b>completed</b> Written down brief forum report and prepared 3 main options power point to present to the next 9 <sup>th</sup> 2 pm PMO meeting. Discussed options at MAFF / NIO level.	
PMO meeting preparation and follow up	GDA	5	(08-12)-8- 2016	<b>completed</b> Organised meeting to discussed main rice value chains issues to face with the international finance expert and post-harvest specialists; Finalised main conclusions on sustainability of different options (stand-alone facility, integrated facility) Achieved a new PowerPoint presentation to PMO in order to build a private operator process in phase with the feasibility study	
Options facility and private operator selection process	GDA	5	(15-19) 8- 2016	<b>completed</b> attended financial expert debriefing and stressed the question of financial mechanism to identify achieved discussion at PMO level and MAFF level to propose a selection process Done meetings at ADB level and PMO level Integrated observations / remarks Started a first mission report draft to be submitted before the 26 <sup>th</sup> of August 2016.	
Mission report and debriefing PowerPoint	GDA	5	(22-26) 8- 2016	<b>completed</b> written down mission report on facility options and selection process discussed procurement procedures with experts and tentative schedule with post-harvest specialists. Attended MAFF / NIA monthly meeting achieved report PowerPoint, concept paper and debriefing at MAFF/NIO level. Integrated debriefing remarks within final report and concept paper Proposed October work plan	

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PLAN**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: Aug. 2016**

**Name: Yingyod Yingyuenyong**

**Position: Post-Harvest Specialist**

Activity	Location	No. of working days	Dates	Outputs Achieved	Issues / Recommendations
PPP meeting, presentation and support work.	GDA	5	4-5,9,22,25	<ul style="list-style-type: none"> <li>- Meeting on PPP with PPP and financial specialist.</li> <li>- Review &amp; prepare for PPP conclusion with team leader, PPP, Finance for the report present to PMO.</li> <li>- Supported PPP on the drying storage for the report.</li> <li>- Concept note preparation for option 3 of PPP report.</li> </ul>	
Grain lab tester equipment procurement evaluation	GDA	1	8	<ul style="list-style-type: none"> <li>- Support procurement specialist on evaluating grain lab tester equipment re-bidding.</li> </ul>	
Bulk handling study	GDA	1	10	<ul style="list-style-type: none"> <li>- Meeting with GDA for revising TOR of Bulk Handling Study.</li> </ul>	
The second international workshop on mechanization combine harvesting & grain drying	GDA	1	15	<ul style="list-style-type: none"> <li>- Submitted Expression of Interest &amp; Abstract for “The Second International Workshop on Mechanization Combine Harvesting and Grain Drying” participation.</li> </ul>	
Support & debrief meeting financial specialist for PPP aspect	GDA	1	16	<ul style="list-style-type: none"> <li>- Provided estimation and operating cost for the grain drying and storage facilities.</li> </ul>	
PPP failure rice mill cases study & presentation	GDA	2	19,23	<ul style="list-style-type: none"> <li>- Study 4 failure PPP rice mills (Snakor Agriculture cooperative and BVB rice mill in Kampong Thom, Rice Processing Complex in Banteay Meanchey, and Sok Keo rice mill in Takeo) in Cambodia.</li> <li>- Presented PPT report on the 4 failure cases rice mills for PPP cases study and utilization in prospect.</li> </ul>	<ul style="list-style-type: none"> <li>- 4Failure cases should be discussed and provide proper solutions esp. the Sankor AC. as one of potential to be entitled in PPP.</li> </ul>
Monthly meeting and monthly documents preparation	GDA	2	24,31	<ul style="list-style-type: none"> <li>- Monthly meeting with MAFF-NIO/PIO/PIC &amp; ADB.</li> <li>- Prepare August timesheet and monthly report.</li> <li>- Prepare September work plan &amp; meeting with team.</li> </ul>	<ul style="list-style-type: none"> <li>- Field visit to Thai rice mill was agreed in the GDA monthly meeting.</li> </ul>
Meeting on Grow Asian Rice Work Group	MAFF	1	30	<ul style="list-style-type: none"> <li>- Meeting on Grow Asian Rice Work Group in MAFF</li> <li>- Monthly meeting with PIC/SNEC.</li> </ul>	

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY WORK PLAN**

**Month/Year: August 2016**

**Name: Colleen McGinn**

**Position: GSS Advisor**

Activity/Location	Location	No. of working days	Dates	Expected Outputs	Counterpart Support	Logistics required
Orientation document review, meeting with David and Seda, meeting at MAFF/MLMUPC	Phnom Penh	1	Aug. 2	Orientation, build partnerships with counterparts, draft reflection memo		
Meeting with David and Seda, meeting with Chandy (ADB GSS specialist), recruiting women for PPPs Comment on TOR for GSCD office		1	Aug. 11	Build partnerships with stakeholders, contribute to TORs, begin development of enabling strategy for hiring women in PPPs Note: meeting with ADB highlighted problems with previous Gender Advisor's reporting formats, which means that we can't just update – we have to start all over and re-do. This is going to eat up a lot of time.		
Communications, reporting, scheduling and prep for upcoming meetings, strategizing to recruit women for PPP's, discussions re: draft agricultural land law		1	Aug 18	Continue early stage of developing both enabling strategy re: hiring women and policy input		
Review draft agricultural land law, locate key reference docs On weather index insurance (and women) upcoming meeting, recruiting women for PPP's, tracking down		1	Aug. 23	Memo re: agricultural land law. Contribute to strategies re: hiring women, also piloting insurance		

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PLAN  
CONSULTANTS MONTHLY REPORT**

**Month/Year:** August 2016

**Name:** Leng Sothat

**Position:** Deputy Team Leader/National Seed Certification Specialist

Activity/Location	Location	No of working days	Dates	Outputs achieved	Issues/Recommendations
- Coordinate with MAFF NIO and PICs on Policy component and other related documents.	MAFF NIO/GDA	2	August 2, 10	<ul style="list-style-type: none"> <li>- The Policy component discussed and shared between MAFF NIO chaired by Program Director and Representatives of the three Technical Working Groups. The TWGs agreed to submit the draft documents to MAFF in September for their review and comments.</li> <li>- There was requested to recruit 2 National Policy Specialists to assist TWGs in the preparation of these laws.</li> </ul>	- It is strongly requested by NIO to PIC in mobilizing the two National Policy Development Specialists as soon as possible.
<ul style="list-style-type: none"> <li>- Coordinate with MAFF NIO to follow up implementation plan activities including Training, Rice Seed Improvement Program, Land Levelling, Paddy drying and storage facilities and other related activity.</li> <li>- Consult TL and coordinate with PICs for overall project activities.</li> <li>- Prepare PIC monthly report and time sheet</li> <li>- Prepare PIC Monthly Work Plan</li> </ul>	MAFF NIO/GDA	16	August 1,3,4,5, 8,9,11,12, 15,16,17,18,19, 22,29,31	<ul style="list-style-type: none"> <li>- The overall project activities are daily coordinated and updated.</li> <li>- The project status report shared with TL.</li> <li>- The monthly report and timesheet prepared.</li> <li>- The monthly work plan prepared.</li> </ul>	
- Meeting with IRRI Consultant on National Rice Seed Action Plan	MAFFNIO /GDA	1	August 23	- The Rice Seed Program in general was discussed and shared.	- It is suggested to have meeting again in September to discuss more details.
- Attend PIC Monthly Meeting	SNEC	1	August 30	<ul style="list-style-type: none"> <li>- Project status updated.</li> <li>- Work Plan discussed and shared.</li> </ul>	

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: August, 2016**

**Name: Chhun Bunlong**

**Position: Land Use Planning/Geographic Information System**

Activity/Location	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
<ul style="list-style-type: none"> <li>- Consultation with MAFF-NIO staff on GIS activity plan as support map for CAEA-TOT and GIS install program, GIS dataset</li> <li>- Meeting with MLMUPC-NIO director on PIC mobilization and CLUP concerned.</li> <li>- Consultation with team leader on CLUP-TOR concerned for revision as required by MLMUPC-NIO and revision draft.</li> <li>- Provided information on DLUPF staff recruited and approved from BTB&amp;KPT-PIOs.</li> <li>- Meeting with MLMUPC-NIO director on PIC mobilization and CLUP concerned.</li> <li>- Consultation with team leader on CLUP TOR concerned for revision as required by MLMUPC-NIO.</li> </ul>	<p>MAFF-NIO MLMUPC-NIO SNCE</p>	<p>5</p>	<p>1-5</p>	<ul style="list-style-type: none"> <li>- Support map for CAEA-TOT as land use, admin, soil map, satellite image map and installation GIS program three computers and copied GIS dataset to MAFF-NIO staff.</li> <li>- District Land Use Planning Facilitation already recruited approved from each PIO completed last 02/8/2016.</li> </ul>	<p>CLUP-TOR still ongoing revision</p>
<ul style="list-style-type: none"> <li>- Revised draft GIS training concept note and produced sub-project map of Seed drying and Paddy drying facility for three provinces.</li> <li>- Joined meeting on PPP at MAFF-NIO, Produce map for support to CAEA</li> <li>- Working with Head technical unit push CLUP preparation document for submission to ADB.</li> <li>- Submitted field work to join CAEA-TOT at Lvea commune, PVG province</li> </ul>	<p>MAFF-NIO MLMUPC-NIO</p>	<p>5</p>	<p>8-12</p>	<ul style="list-style-type: none"> <li>- Completed draft GIS training concept note for MAFF-NIO &amp; sent to TL assist to review.</li> <li>- CLUP-TOR completed and submitted 0 to ADB.</li> </ul>	
<p>To join CAEA-TOT at Peani village, Lvea commune, Preah Sdach district, Prey Veng, support CAEA zoning map and GIS data collection as village boundary, land registration in Peani village.</p>	<p>PVG Province</p>	<p>3</p>	<p>15-17</p>	<ul style="list-style-type: none"> <li>-Coordinate produce map 4 types as CAEA zoning map, Soil map, Satellite image, Google map.</li> <li>- Data collection of land registration and village boundary is shapefile data in Lvea commune from PLMUPCC staff one copy.</li> <li>-</li> </ul>	

Back to Phnom Penh and provided CLUP-TOT document done to MLMUPC-NIO staff and translate to Khmer version of MLMUPC-NIO detail role concept note TOR	MLMUPC-NIO	2	18-19	-Detail role concept note MLMUPC-NIO translation 50 percent	
<ul style="list-style-type: none"> <li>- Consultation with key person response on Soil map and soil classification how to process activity.</li> <li>- Develop map template for CAEA.</li> <li>-Support to MLMUPC-NIO review and revision CLUP-TOR commented from ADB and develop Comments Matrix on the draft bidding CLUP.</li> </ul>	MAFF-NIO MLMUPC-NIO	5	22-26	<ul style="list-style-type: none"> <li>-CLUP-TOR submission 0 that No Objection from ADB dated 23/08/2016.</li> <li>-Completed Comments Matrix on the draft bidding CLUP.</li> <li>-Completed official policy submission letter to Senior Minister.</li> </ul>	
<ul style="list-style-type: none"> <li>-Provided GIS dataset and GIS training document to MAFF-NIO focal point (AEA staff)</li> <li>- Orientation GIS data structure and join PIC monthly coordinate meeting</li> <li>- Ongoing translation to khmer version detail role concept note TOR of MLMUPC-NIO.</li> </ul>	MAFF-NIO MLMUPC-NIO	3	29-31	<ul style="list-style-type: none"> <li>-GIS dataset and GIS training document have provided to MAFF-NIO focal point (AEA staff)</li> <li>- Detail role concept note MLMUPC-NIO translation 80 percent</li> </ul>	

**CLIMATE-RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

Month/Year: September 2016

Name: SOK Chea

Position: Implementation Support Specialist, Prey Veng

Activity	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
Coordinate Consultative Meeting between PIO-MoWRAM-NIO	PVG	1	1	<b>Completed</b> <ul style="list-style-type: none"> <li>o Meeting completely organized at provincial meeting hall, chaired by H.E LONG That, PIO Director, MoWRAM-NIO Director.</li> <li>o Resettlement work consulted and confirmed</li> </ul>	o
Joined PMO Coordination Meeting	PNH	1	2	<b>Completed</b> <ul style="list-style-type: none"> <li>o Meeting took place at SNEC, attended by PMO, NIOs, PIOs</li> <li>o PPP and LLL discussed &amp; confirmed on establishment of procurement committee and assignment handover to PIO</li> </ul>	<ul style="list-style-type: none"> <li>o Procurement works should be simplified for provincial level.</li> <li>o Subproject information template should properly advised</li> <li>o Official instruction/training should be conducted for stakeholders, esp. provincial level.</li> </ul>
Support PIO to deliver motorbikes and contract agreement	PVG	1	5	<b>Completed</b> <ul style="list-style-type: none"> <li>o 5 motorbikes completely delivered to PDWRAM Liaison officer and district irrigation staff</li> <li>o Agreement of Use officially countersigned</li> </ul>	o
Prepare mission report Consult with PIO Management on ADB Mission	PVG	1	6	<b>Completed</b> <ul style="list-style-type: none"> <li>o Mission Report prepared and submitted</li> <li>o Tentative schedule consulted/coordinated</li> </ul>	o N/A
Assisted PIO to report and assets register	PVG	1	7	<b>Completed</b> <ul style="list-style-type: none"> <li>o Progress report and assets inventory list drafted</li> </ul>	o <b>Issues:</b> Since the requirement of PIO office furniture have been requested and submitted to PMO, there is still delay in supply of few items such as AirCon, Water cooler.
Assisted PIO to Asset Register and tags	PVG	3	8	<b>Completed</b> <ul style="list-style-type: none"> <li>o PIO Assets List properly prepared and tagged</li> </ul>	o
Assisted PIO to prepared progress report Consult with PIO Management on ADB Mission	PVG	1	9	<b>Completed</b> <ul style="list-style-type: none"> <li>o PIO progress report drafted and submitted to PIO for comment</li> <li>o ADB Mission consulted and Routed</li> </ul>	o
Assisted PIO finalize slide presentation for ADB Mission	PVG	1	12	<b>Completed</b> <ul style="list-style-type: none"> <li>o Slide presentation finalized for printing out.</li> </ul>	o
Coordinate PIO to arrangement ADB Mission	PVG	1	13	<b>Completed</b> <ul style="list-style-type: none"> <li>o Subproject sites visited to Agricultural Station, FFS and Irrigation</li> <li>o Meeting conducted at provincial hall</li> </ul>	o N/A
Assist PIO to prepare Minute of Meeting and Motorbikes Contract	PVG	1	14	<b>Completed</b> <ul style="list-style-type: none"> <li>o Minute of Meeting prepared and delivered for further input.</li> <li>o Motorcycles contract agreement organized</li> </ul>	o N/A
Discussed with PDA Liaison officer on Prey Kandieng station	PVG	1	22	<b>Completed</b> <ul style="list-style-type: none"> <li>o Preparation of Concept Note of Prey Kandieng</li> </ul>	o N/A

Activity	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
				Agricultural Station consulted	
Assist PDA Liaison officer to draft of Prey Kandieng Concept Paper	PVG	1	23	<b>Completed</b> <ul style="list-style-type: none"> <li>o Concept Note of Prey Kandieng Agricultural Station drafted in Khmer version</li> </ul>	o
Assist PIO to translate Concept Paper and Attend CALMIS Training session	PNH	1	26	<b>Completed</b> <ul style="list-style-type: none"> <li>o Prey Kandieng Concept Paper translated and submitted to TL for comment</li> <li>o Session Attended</li> </ul>	o N/A
Took part ADB Wrap-Up meeting & CALMIS	PNH	1	27	<b>Completed</b> <ul style="list-style-type: none"> <li>o The session attended</li> </ul>	o N/A
Attended PICs Monthly Team Meeting	PNH	1	28	<b>Completed</b> <ul style="list-style-type: none"> <li>o Meeting joined, previous plan reviewed and ADB AM consulted</li> </ul>	o Final version of ADB AM will be finalized next week
Attended Internal meeting with PIO Prepare monthly time sheet & mission report	PVG	1	29	<b>Completed</b> <ul style="list-style-type: none"> <li>o PIO meeting attended and issues solved</li> <li>o Time sheet and mission reported</li> </ul>	o N/A
Pchum Ben Day	PVG	1	30	<b>Completed</b> <ul style="list-style-type: none"> <li>o N/A</li> </ul>	o



**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PLAN****CONSULTANTS MONTHLY REPORT**

Month/Year: August/2016

Name: Mrs. Pong Limsan

Position: MIS/Database M &amp;E National Specialist

Activity/Location	Location	No. of working days	Date	Outputs Achieved	Issues/ Recommendations
Coding on data entry for AEA and user right	GDA and SNEC	5	1-5	User right for data entry AEA for level commune	
Ricesdp website training Battambang, MOWRAM and FSMIS for district level	SNEC and GDA	5	8-12	Website training for update website PIO Battambang and NIO MOWRAM, AEA data entry from completed for district level users	
Develop FSMIS for level provinces and head office, TIP data entry, Plan for CLUP database	SNEC and GDA, MLMUPC	5	15-19	TIP and AEA at provinces level completed, Requirement for CLUP and others task	
GDA Monthly coordinating meeting, working with NIO MAFF progress of PPMS called ME FSMIS for TIP within setting level users for data entry	SNEC and GDA	5	22-26	Present progress of PPMS and AEA coding focus on TIP and user levels for TIP have been setting up	
PIC Monthly meeting Deploy testing FSMIS to the server Update coding, burging	SNEC and GDA	3	29-31	Plan for Q3, 2016 for FSMIS training end of Sep, 2016. Archive plan for all output Testing for all level users of AEA, deploy system FSMIS to the server by using ricesdp website as portal.	
Total		23			

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: August 2016**

**Name: KHIEU Sam Oeurn**

**Position: Implementation Support Specialist, Kampong Thom**

Activity	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
Meeting with PIO Manager and Head of Admin & Finance Unit to discuss on progress of finance and related activities.	KPT	1	1	<b>Completed:</b> Financial documents are well prepared.	-
Meeting at Chong Dong commune with village, commune leaders, KCC, DIO and PIO team to discuss re-site selection for K8-Kampeuy irrigation subproject.	KPT	1	2	<b>Completed:</b> Two lines of new canals are identified with clear locations.	-
Meeting with NIO-MOWRAM, KCC, DIO, PIO, Provincial Resettlement Committees, commune councillors and village leaders to discuss the designs of K1-Chhouk Ksach irrigation subproject.	KPT	1	3	<b>Completed:</b> Participants understand well about the designs of K1-Chhouk Ksach irrigation subproject.	-
Discussed PIO-PDWRAM liaison officer to discuss provincial initiative activities and writing concept note / proposal to establish FWUC at K1-Chhouk Ksach irrigation subproject.	KPT	3	4, 10, 11	<b>Completed:</b> Concept note / proposal is developed. Expect to send to PIC Team Leader at the first week of September 2016 after the review of PIO Director.	-
Prepared documents, provided on-the-job training and orientation to new PIO Contracted Staff	KPT	5	5, 15, 16, 17, 18	<b>Completed:</b> The two new PIO contracted staff are well understanding on Rice-SDP program and financial procedures.	-
-Prepared materials and assisted PIO to conduct Monthly Staff Meeting. -Writing monthly report and w'plan submitted to PIC-TL.	KPT	3	8, 26, 29	<b>Completed:</b> -Materials were prepared and there were two PIO Staff Monthly Meetings are conducted on 8 and 29 August. -The report for August and Workplan for September were completed and submitted.	-
Meeting with NIO-WOWRAM, DIO, PIO, villager leaders, commune councillors and population from 5 villages of Chhouk Ksach and Baray commune, at Banok Pagoda to diffuse the designs K1-Chhouk Ksach irrigation subproject.	KPT	1	12	<b>Completed :</b> Participants understand well about the designs of this Chhouk Ksach irrigation subproject.	-
Assisted PIO to prepare report for attending NIO-MAFF Monthly Meeting	KPT	1	19	The report was prepared and presented during the meeting.	-
Discussed with PIO-PDA Liaison Officer and writing proposals to support Agricultural Cooperatives and Agricultural Extension activities.	KPT	4	9, 22, 23, 24	<b>Completed 50% :</b> Proposals are under development.	-
Assisted PIO to prepare documents & distributed 8 motorbikes from PMO.	KPT	1	25	Related documents were prepared and 8 motorbikes were distributed to PIO staff.	-

Activity	Location	No. of working days	Dates	Outputs Achieved	Issues/ Recommendations
Attended PICs Team Monthly Meeting at Phnom Penh	KPT-PNH-KPT	2	30,31	<b>Completed :</b> The mission has been successfully completed.	-

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: 02-12 August 2016**

**Name: UK Toptossed**

**Position: Gender Specialist**

Location/activities	Outputs Achieved	Issues/ Recommendations
	<ul style="list-style-type: none"> <li>- Review project documents</li> <li>- Review the gender related work progress: Gender Action Plan (in PAM), Gender Action Plan progress report (Annually, quarterly).</li> <li>- Review 20016 Annual Work Plan and Project Budget.</li> </ul>	<ul style="list-style-type: none"> <li>- No progress on gender activities</li> <li>- Not clear on the progress of gender related work for the project as there is no implementation guideline.</li> <li>- No implementation plan/guideline to implement the project's GAP implementation</li> </ul>
Meeting with NIO/PIC and Gender Officer at MLMUPC	<ul style="list-style-type: none"> <li>- Introduced International and National Gender Specialist to NIO/PIC team at the ministry</li> <li>- Discussed the draft of CLUB-TOR</li> <li>- Meeting with Gender Officer and other related project's implementation experts was cancelled</li> <li>- Discussed with Gender Officer to understand about her involvement with the project, esp. the progress of gender progress activities for project</li> </ul>	<ul style="list-style-type: none"> <li>- Gender Officer has limited understanding about the project gender action plan implementation as she had little time to get involve with it</li> <li>- No guidance provided to Gender Officer on how to implement the project's GAP</li> <li>- <b>Ms. Chea Socheata, Procurement Assistant has assigned as Gender Focal Point (Tel: 012 719 673 – Email: <a href="mailto:socheata.nx@gmail.com">socheata.nx@gmail.com</a>)</b></li> <li>- No meeting has been arranged as proposed due to the NIO/PIC and gender officer were busy with other commitment.</li> </ul>
<ul style="list-style-type: none"> <li>- Review projects related documents</li> <li>- Review the Gender Action Plan's Progress Report from the previous work and defined the way to revise it</li> </ul>	<ul style="list-style-type: none"> <li>- Review project documents</li> <li>- Review the gender related work progress: Gender Action Plan (in PAM), Gender Action Plan progress report (Annually, quarterly).</li> <li>- Review 20016 Annual Work Plan and Project Budget.</li> </ul>	<ul style="list-style-type: none"> <li>- No progress on gender activities</li> <li>- Not clear on the progress of gender related work for the project as there is no implementation guideline.</li> <li>- No implementation plan/guideline to implement the project's GAP implementation</li> </ul>
<ul style="list-style-type: none"> <li>- Review projects related documents</li> <li>- Review the Gender Action Plan's Progress Report from the previous work and defined the way to revise it</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Reviewed project documents</li> <li>- Reviewed the gender related work progress: Gender Action Plan (in PAM), Gender Action Plan progress report (Annually, quarterly).</li> <li>- Reviewed 20016 Annual Work Plan and Project Budget.</li> </ul>	<ul style="list-style-type: none"> <li>- No progress report to date since the previous Gender Specialist left.</li> </ul>
Meeting with NIO/PIC at MAFF-GDA's Office to introduced International and National Gender Specialist to NIO/PIC and gender officer and to discuss about the progress of gender related activities and progress of the project	<ul style="list-style-type: none"> <li>- Introduced International and National Gender Specialist to NIO/PIC team at the ministry</li> <li>- Meeting with Gender Officer and other related project's implementation experts was cancelled</li> <li>- Discussed with Gender Officer to understand about her involvement with the project, esp. the progress of gender progress activities for project</li> </ul>	<ul style="list-style-type: none"> <li>- Gender Officer has awarded about the project but not get much involved with the activities as yet.</li> <li>- Limited understanding about the project gender action plan implementation</li> <li>- No guidance provided to Gender Officer on how to implement the project's GAP</li> <li>- <b>Mrs. Ros Ra has assigned as Gender Focal Point (Tel: 012 620 684 – Email: <a href="mailto:rosratk@yahoo.com">rosratk@yahoo.com</a>).</b></li> <li>- No meeting has been arranged as proposed due to the NIO/PIC and gender officer were busy with other commitment.</li> </ul>

Location/activities	Outputs Achieved	Issues/ Recommendations
Meeting with Gender Officer - MOWRAM	<ul style="list-style-type: none"> <li>- Got to know the Gender Officer of the ministry</li> <li>- Met and discussed with Gender Officer to understand about her involvement with the project, esp. the progress of gender progress activities for project</li> </ul>	<ul style="list-style-type: none"> <li>- Gender Officer has awarded about the project but not get much involved with the activities as yet.</li> <li>- Limited understanding about the project gender action plan implementation</li> <li>- No guidance provided to Gender Officer on how to implement the project's GAP</li> <li>- <b>Mrs. Ray Sitha has assigned as Gender Focal Point (Tel: 016 850 856).</b></li> </ul>
Discussed with Gender Officer at MAFF-GDA's Office on the draft "National Action Plan for Combat Land Degradation in Kingdom of Cambodia"	Discussed on the Draft "National Action Plan for Combat Land Degradation in Kingdom of Cambodia" with Gender Officer of at GDA and to provide input on gender related issues can be incorporated in it.	
Review and work on the existing Gender Action Plan	- Reviewed the related progress report on gender	- No progress report to date since the previous Gender Specialist left.
Study the draft land law to see where the gender can incorporated and submitted to Team Leader/PIC at GDA/MAFF	<ul style="list-style-type: none"> <li>- Brief discussion on Draft "National Action Plan for Combat Land Degradation in Kingdom of Cambodia"</li> <li>- Incorporated the gender input in to the Draft "National Action Plan for Combat Land Degradation in Kingdom of Cambodia" and submitted to Rice-SDP team leader and Deputy Team Leader/Seed Specialist and Reviewed the related progress report on gender</li> </ul>	
Meeting with Ms. Chea Chandy, Gender Specialist - ADBCAM	Met with ADB CAM's Gender Specialist to discuss about next step and ways forward for GAP Implementation	

**Recommendation:**

- Develop GAP implementation guideline
- Provide orientation on GAP implementation and guideline to all Gender Officers and related project's technical team at the Ministries and provincial level.
- Observation and recommendation used by TA, M&E and Gender Specialist. Make sure the analysis of gender is internalized by the project participants.

**Next Step:**

- Reviewed the draft TORs for Gender Officers/GFPs at NIOs and PIOs
- Conduct discussion meeting with all with Gender Officers at NIOs and PIOs and related technical team (plan from late September).
- Project's GAP implementation guideline will developed with fully participation from all Gender Officers at NIOs and PIOs and other related technical team.
- Provide Technical Assistant on Gender to Gender Officers of each NIOs to develop the 2017's work plan and implementation plan.

**CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM**

**CONSULTANTS MONTHLY REPORT**

**Month/Year: August 2016**

**Name: Oeurn Sophath**

**Position: Post-harvest Engineer Specialist**

Activity/Location	Location	No. of working days	Date	Outputs	Issues/Recommendations
Assisted International Financial Specialist for field visit to BTB to understand the PPP approach and the financial needs of the respective project actors.	Battambang	4	01-04	<b>Completed:</b> Meeting with Battambang PIO, visited and discussed with 7 rice millers and 2 cooperative.	
PPP meeting, presentation and support work for PPP Concept paper.	PNH/GDA	1	05	<b>Completed:</b> - Meeting on PPP with PPP and financial specialist. - Review & prepare for PPP conclusion with DTL , PPP, Finance for the report present to PMO. - Assisted on completion concept note preparation for option 3 of PPP report.	
Assisted procurement specialist on Grain lab tester equipment procurement evaluation	PNH/GDA	1	08	<b>Completed:</b> Support procurement specialist on evaluating grain lab tester equipment re-bidding.	
Meeting and present PPP conclusion to PMO, MAFF NIO and ADBCAM		1	09	<b>Completed:</b> Supported PPP on the drying and storage for the report.	
Meeting on Bulk Handling Study	PNH/GDA	1	10	<b>Completed:</b> Revised TOR of Bulk Handling Study	
Prepare report from field visit to BTB	PNH/GDA	1	11	<b>Completed:</b> Completed mission report to BTB from 1-4 Aug 2016	
Assisted Financial Specialist to finalize report for debriefing	PNH/GDA	1	12	<b>Completed:</b> Review and comments on Financial report	
The second international workshop on mechanization combine harvesting & grain drying in Phnom Penh	PNH/GDA	1	15	<b>Completed:</b> Submitted Expression of Interest & Abstract for “The Second International Workshop on Mechanization Combine Harvesting and Grain Drying” participation.	
Support & debrief meeting financial specialist for PPP aspect	PNH/GDA	1	16	<b>Completed:</b> Provided estimation and operating cost for the grain drying and storage facilities for Financial report and Debriefing	
Prepare document on Wet paddy	PNH/GDA	1	17-18	<b>Completed:</b>	

Activity/Location	Location	No. of working days	Date	Outputs	Issues/Recommendations
management for 2 <sup>nd</sup> international workshop				Draft document is in process	
PPP failure rice mills cases study & presentation	PNH/GDA	1	19	- Study 4 failure PPP rice mills (Sankor Agriculture cooperative and BVB rice mill in Kampong Thom, Rice Processing Complex in Banteay Meanchey and Sok Keo rice mill in Takeo) in Cambodia.	4Failure cases should be discussed and provide proper solutions esp. the Sankor AC. as one of potential to be entitled in PPP for seed drying facility
Assisted PPP for report	PNH/GDA	1	22	<b>Completed:</b> Supported PPP for the report for debriefing	
Meeting with IRRI	PNH/Himawari Hotel	1	23	<b>Completed:</b> Provided comment on how to improve postharvest and rice production at farmer level.	
- MAFF NIO Coordination Meeting. - Timesheet and report	PNH/GDA	1	24	<b>Completed:</b> - Monthly meeting with MAFF-NIO/PIO/PIC & ADB. - Prepare August timesheet and monthly report.	
Support PPP for concept paper	PNH/GDA	1	25	<b>Completed:</b> Supported PPP on selection process of concept paper	
PH Document preparation	PNH/GDA	1	26	<b>Completed:</b> Prepare photos for post-harvest activities	
Preparation for Grow Asia Rice working Group meeting	PNH/GDA	1	29	<b>Completed:</b> Reviewed document related.	
- Meeting on Grow Asian Rice Work Group in MAFF - Monthly meeting with PIC/SNEC.	PNH/MAFF/SNEC	1	30	<b>Completed:</b> - Identified potential clusters for rice sectors(Seed supply chain development, Financial sector, Land preparation and paddy development). - Updated progress of project activities, next plan, consultant mobilization and others.	
-Consultation Meeting on Assessment and modifications of existing rice seed planters in Cambodia. - September Work-plan	PNH/DAEng/GDA	1	31	<b>Completed:</b> - Identified target for demo the seed planters, part for modification for producing prototype. - Prepared September work-plan.	