



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



**CLIMATE RESILIENT RICE
COMMERCIALIZATION SECTOR
DEVELOPMENT PROGRAM**

PIC MONTHLY REPORT

September 2016

**MEF/PMO
10/14/2016**

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 September were as follows:
 - ✓ The work on the preparation of the Q2 Progress report was completed and this was submitted to the PMO for endorsement to ADB.
 - ✓ Further discussions took place on the scope of activities on gender and the approach for providing capacity strengthening support to the GFPs in the NIOs and PIOs with the preparation of a draft training program.
 - ✓ Preliminary work was completed in preparation for the Review Mission including the production of updates on the current progress under each Output.
 - ✓ The ADB Review Mission took place from 12th to 27th commencing with the kick off meeting, followed by field visits to the three target provinces, meetings with the NIOs and MEF and a wrap up meeting on 27th. After the wrap up meeting there were further meetings ADB concerning the revisions to the composition of the PIC team.
 - ✓ The ToR for the Baseline Survey was revised to include an additional international position for a Food Security Specialist following requests from GAFSP for this aspect to be given attention during the survey.
 - ✓ The report documenting case studies of four failed rice mills was completed by the Post-Harvest Specialists. They also commenced work on preparing the training material for the grain sampling and testing equipment, the concept note for the conduct of a short course on post-harvest training and the outline of the proposed study tour to observe paddy drying and storage in Thailand.
 - ✓ A draft paper on Wet Paddy Management was prepared to participate International Workshop on Mechanization in November 2016 in Phnom Penh.
 - ✓ Assistance was provided to the MAFF/NIO for the preparation of the GIS training for selected PDA staff from each province.
 - ✓ The Social and Gender Specialists commenced discussions with the GFPs in each of the NIOs to introduce them to the tasks of reporting to the Gender Action Plan (GAP). The GAP itself is now being updated following consultations with the Gender Specialist in ADB/CARM.
 - ✓ The implementation Support Specialist (ISS) in Prey Veng provided support to the PDA staff for the preparation of the Concept Paper for the rehabilitation of the Prey Kandieng agriculture station.
 - ✓ The ISSs in PVG and KPT assisted the PIOs during the distribution of the motorcycles that had been procured by the PMO and MAFF/NIO. They also assisted the PIOs in facilitating the meetings and field trips during the visits by the Review Mission team.
 - ✓ Work commenced on the preparation of Contract Variation 4 to incorporate the agreed changes in the
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 28th September 2016 at 3rd Floor of SNEC.

Participants:

| | |
|-----------------|---|
| David Moles | Team Leader |
| 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 |
| Colleen McGinn | Social and Gender Specialist |
| Uk Topseeda | Social and Gender Specialist |
| Khieu Sam Oeurn | ISS - Kampong Thom |
| Chhin Chharom | Cam Consult Director |
| Sok Muniroth | Marketing Specialist |
| Iain Craig | Extension Specialist |
| Rath Phalkunny | NIRAS Accountant |
| Tep Serey | Administration Assistant |
| Chharom Chin | CamConsult |

The meeting was discussed with agenda as follows:

1. Review previous minute of PIC team meeting;
2. Discuss the Aide Memoire of ADB Review Mission; and
3. AOB (Any Other Business);

1. Review previous minute of PIC team meeting:

- Baseline survey expect to start in November.
- Office equipment was purchased and installed at PIC Office base at GDA.

2. Aide Memoir of ADB Review Mission:

The Team Leader asked participants to take note of the content of the Aide Memoire (AM) from the recent completed Review Mission which notes the overall progress of program implementation is not satisfactory. Since ADB are awaiting comments on the draft AM the TL asked all team members to review the content and let him have any comments to him for consolidation and submission to ADB.

Output 1 - A Conducive Legal and Regulatory Environment Established to Facilitate

There was no any comment.

Output 2 - Agricultural Land-use Zoning Improved

Para 8: CAEA/ToT CAEA Training has been completed but CAEA implementation has still not started. Mr Iain Craig will follow up with Mr Sun Try, NIO/MAFF responsible officer for further implementation of CAEAs and working with Procurement Specialist for getting the service providers.

Para 9: CLUP - Mr Bunlong reported that the announcement for recruiting service providers is already posted on website. CAEA and CLUP are integrated.

Output 3 - Climate Resilient Rice Value Chain Infrastructure Developed

Para 14: paddy drying and storage facilities: There are three options but the content seems unclear. There was discussed on the Table 2: Tasks for PPP on grain storage and drying facilities. The Tasks divided to be two main section - (i) tasks to be done by the joint PMO/MAFF Selection Committee; and (ii) tasks to be done by MAFF. MAFF roles to recruit

consultants which is PMO is taking the lead with this road maps. PMO and MAFF will have a meeting discussion for further detailed. PICs will assist to develop the contract regarding PPP. The funding available is limited and it may be possible to do only one or two paddy drying and storage facilities per province. In addition, the Gender Specialists will discuss with MAFF and Mr Poralin, PMO Procurement Specialist, to ensure women are involve within the processes. Mr Gerard, PPP Specialist will assist to prepare the Agreement with rice millers during his next input which will now be next year.

Paddy Drying and Storage Facility: Advertisement for Eols has been done and only one Expression of Interest (EOI) has been submitted. MAFF is extended the deadline for invitation for EOIs.

Para 19: Laser Land Levelling (LLL) - PIC members will support the PIOs to implement this activity. The plan is for the local contractors in each target province to provide the services but there remains the question of whether it will be sustainable in the future after the completion of the program? The LLL should start at BTB first before spreading activities to other provinces because there are some private contractors doing LLL.

Para 20: Provincial initiative activities - PIO/KPT and PIO/PVG have each submitted concept notes to PMO but these are not yet approved. The PIC/TL will follow up with PMO for approval and sending to ADB for not objection.

Output 4 - Rice Value Chain Support Services Enhanced to Improve Quality of Cambodian Rice

Para 25: Concept note to support the Prey Kandieng Agricultural Station in Prey Veng province has been prepared and is being reviewed by the PIC team. The Agriculture Stations in each target province will produce registered seed. In BTB province Tuolsomraong Agriculture Station Samrong had received support from many projects in the past. BTB PDA have their own station, Beung Raing, which needs support for rehabilitation. Balang Agriculture Station in KPT province has not signed the Letter of Agreement with Rice-SDP yet but has one hectare of land available for registered seed production. Rice SDP should use the model from Balang to apply to the other station under Rice-SDP.

Para 26: Seed Production - the Review Mission team was unhappy with the progress of seed production activities. The assessment of Farmer Field School (FFS) Seed Production of were submitted to MAF/NIO.

Output 5 - Weather-indexed Crop Insurance Piloted

10 years ago the WICI was studied by the World Bank. Ms Collean offered to try to find the report, which may be interesting for Rice-SDP, but it seems rather long ago. PIC TL will check with the specialist who conducted PTTA study to find some information regarding to WICI. Mr Chharom reported that there are projects implementing WICI at Vietnam, Phillipine, India. The WICI specialist was probably from Australia. The WICI model is applied in Bangladesh. The WICI has introduced and starting in Cambodia by Forte Insurance by applying methods and experience gained from India and has been started with two ha blocks of land in BTB province for rubber plantation farms. The GIZ implemented WICI with different models. There are two methods of WICI including: (i) base on weather conditions; and (ii) bases on rice yield which is Rice-SDP is going to apply for this method. Last week PIC Specialists had a meeting discussion with H.E Kith Seng, Director, MAFF/NIO when it was agreed that there will be a workshop after the training and will invite people from Cambodia to visit the activity of WICI at India and the Philippines prior to starting Phase 2. MAFF/NIO does not have much experience with WICI. Presently the farmers are not protected when the flood and drought comes. The Cambodian Red Cross is also implementing activities of climate changes.

Output 6 - Efficient Program Management and Implementation.

The issue raised up during Wrap up Meeting was the weak coordination and management aspect. MAFF/NIO has a monthly coordination meeting but staff from PMO does not attend. PIC/TL always sends the Quarterly Progress Reports to H.E Ros Seilava, PMO PD, but he said did not get any reports. Further action needs to be done in order to improve the coordination and management. During ADB Review mission there is no staff of PMO attended the field mission. All emails communication should cc to email of the PD to keep him inform with the progress including monthly meeting.

AWPB 2017: PIC-TL suggested that should conduct the provincial workshop first at PIOs, MAFF/NIO has already prepared the draft budget. In November 2016 there should be a National Integration Worksop for getting the draft AWPB ready to be approved in January 2017.

Gender Action Plan: PIC-TL discussed with Ms. Seda to put in Q3 reports with formats as required said in Aide Memoire. PIC-TL will examine the format and discuss with Ms Seda, Gender Specialist.

Para 50: PIC Mobilisation: many changes have been made to the inputs of consultant following lengthy discussion with PMO. PIC TL showed the table the use of constants and explained to all participants.

3. AOB (Any Other Business):

- CLU: Mr Bunlong will work with MLMUPC for the deadline of recruiting firm to provide the service of CLUP implementation.
- ISSs will assist PIOs for submitting comments directly to ADB by cc to PMO and PIC-TL.
- Mr Seng Thuy will be working with capacity building to rice millers such as developing business development plans and other trainings. Mr Muniroth will be responsible for project financing. Mr Chharom will find out the Regional Training of Rice Millers, which will be introduced by Thai Specialists for the two programs.
- Mr Chharom shared experiences of other projects regarding mill rice export including rice seed production and exporting.
- Next PIC Monthly Team Meeting will be on Friday 28 October 2016.

C. ISSUES AND RECOMMENDATIONS

4. A number of constraining factors have emerged which can be documented as follows:
- There is a need for each NIO to clearly define their needs for support from the PIC team which should be developed on a monthly basis so that working schedules can be arranged accordingly.
 - The selection of the GFPs for some NIOs and PIOs appears to be inappropriate in that they are purely administrative staff who are not directly involved with the activity implementation.
 - Following the discussion during the Review Mission the ToRs for several of the PIC members need to be amended to reflect their revised responsibilities.

D. INPUT UTILISATION

5. During the month of September 2016 the PIC Team worked for a total of 8.13 months, comprising 2.27 months of international and 5.86 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 (CV3) | Utilized to August 2016 | Utilized in September 2016 | Balance |
|----------------------|---------------------|--|--------------|-------------------|-------------------|-------------------------|----------------------------|---------|
| International | | | | | | | | |
| 1 | David Moles | Team Leader/Bus. Dev. & Commercialization Specialist | SNEC | 32.00 | 34.32 | 12.55 | 0.86 | 21.87 |
| 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 | 2.86 | 0.41 | 3.14 |
| 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 | 2.00 | 0.00 | 3.00 |
| 7 | Colleen McGinn | Gender and Social Specialist | SNEC | 5.23 | 4.00 | 2.68 | 0.18 | 1.32 |
| 8 | Tony MacDonald | Environment and Climate Change Specialist | SNEC | 9.82 | 10.00 | 1.59 | 0.00 | 8.41 |
| 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 | 5.41 | 0.00 | 14.59 |
| 11 | Francesco Goletti | Policy Development Specialist | MAFF | 8.00 | 8.00 | 7.18 | 0.09 | 0.82 |
| 12 | Yingyod Yinguenyong | Post-Harvest Specialist | MAFF | 12.00 | 12.00 | 5.59 | 0.41 | 6.41 |
| National | | | | | | | | |
| 1 | Leng Sothat | Deputy Team Leader/Seed Certification Specialist | MAFF | 12.00 | 54.00 | 19.82 | 0.77 | 34.18 |

| No. | Name | Designation | Duty Station | Total Input (CV1) | Total Input (CV3) | Utilized to August 2016 | Utilized in September 2016 | Balance |
|-----|-----------------|--|--------------|-------------------|-------------------|-------------------------|----------------------------|---------|
| 2 | Phai Sokheng | Rural Infrastructure Expert | MOWRAM | 14.45 | 14.45 | 3.45 | 0.00 | 11.00 |
| 3 | Sok Moniiroth | 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 | 15.77 | 0.77 | 26.23 |
| 6 | Pong Limsan | MIS/Database Specialist | SNEC | 33.00 | 33.00 | 18.41 | 1.00 | 14.59 |
| 7 | Sam Sokhom | Business Finance Advisory Specialist | MAFF | 15.00 | 15.00 | 1.09 | 0.00 | 13.91 |
| 8 | Up Topseeda | Social and Gender Specialist | SNEC | 24.00 | 24.00 | 4.78 | 0.77 | 19.23 |
| 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 | 10.09 | 0.00 | 46.91 |
| 12 | Men Sarom | Agricultural Policy Development Specialist | MAFF | 20.64 | | 2.41 | 0.00 | 0.00 |
| 13 | Phan Sin | Agricultural Land Management Policy Specialist | MAFF | 0.00 | 3.32 | 14.00 | 0.00 | 3.32 |
| 14 | Pen Vuth | Plant Protection Policy Specialist | MAFF | 0.00 | 3.32 | 0.00 | 0.00 | 3.32 |
| 15 | Chin Bunrith | Implementation Support Specialist - 1 | BTB | 33.00 | 33.00 | 5.23 | 0.00 | 27.77 |
| 16 | Khieu Sam Oeurn | Implementation Support Specialist - 2 | KPT | 32.00 | 32.00 | 10.77 | 0.77 | 14.23 |
| 17 | Sok Chea | Implementation Support Specialist - 3 | PVG | 33.00 | 33.00 | 18.77 | 0.77 | 21.23 |

| No. | Name | Designation | Duty Station | Total Input (CV1) | Total Input (CV3) | Utilized to August 2016 | Utilized in September 2016 | Balance |
|-----|--------------|-------------------------------------|--------------|-------------------|-------------------|-------------------------|----------------------------|---------|
| 18 | Oeurn Sophat | Post-Harvest Engineering Specialist | MAFF | 12.00 | 12.00 | 10.59 | 1.00 | 1.41 |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: September 2016

Name: David Moles

Position: Team Leader/Business Development and Commercialisation Specialist

| Activity | Location | No. of working days ¹ | Dates | Outputs Achieved | Issues/ Recommendations |
|--|---------------------|----------------------------------|-----------------------|--|---|
| Completion of Q2 Progress Report | SNEC | 2 (2) | 5,6,10 & 17 | Completed Considerable work was required to complete the Q2 report with the preparation of Activity Monitoring Frameworks and reporting formats for each Output. | Production of future QPRs will be simpler |
| Discussion of activities on social and gender issues | SNEC | 1 | 7 | Completed Clarification reached on the scope of activities for this year on gender and the approach for providing support to the GFPs in NIOs and PIOs. | Concept paper will be prepared by PIC experts. |
| Provided support to the MAFF/NIO team | MAFF/NIO | 1 | 8 | Completed Further discussions on land levelling and also seed production. | - |
| Preparatory work for the Review Mission | SNEC | 1 | 9 | Completed Short progress report prepared for the AM and to provide background material for ADB | - |
| Participated in ADB Review Mission | SNEC, NIOs and PIOs | 9 | 12 - 16, 19 - 21 & 27 | Completed Field Mission to all target provinces over five-day period. Meetings with PMO, all NIOs, PIOs and PIC and assistance with drafting of the final AM. | Delays in submission of CV3 have prevented the mobilisation of the policy experts that are urgently needed by MAFF/NIO. |
| Preparation of PIC Monthly Reports | SNEC | (2) | 24,25 | Completed PIC Monthly Reports for July and August were completed which had been delayed in preparation. | - |
| Preparation of PIC Work Plans for Q4 to support MAFF/NIO | MAFF/NIO | 1 | 28 | Completed The scheduling of the inputs for the PIC team supporting MAFF/NIO was agreed. | PIC team resources must be conserved in order to ensure that support can be sustained until the end of the program. |
| Preparation of CV4 | SNEC | 2 | 29 - 30 | Partly Completed Finalisation of CV4 following acceptance of the agreed actions in the AM. | To be completed in 1 st week October. |

Note: 1/ (Weekend working not charged)

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PLAN

CONSULTANTS MONTHLY REPORT

Month/Year: September 2016

Name: Yingyod Yingyuenyong

Position: Post-Harvest Specialist

| Activity | Location | No. of working days | Dates | Outputs Achieved | Issues / Recommendations |
|---|----------|---------------------|------------------|--|--------------------------|
| <u>Meeting</u> : Post harvest (PIC & NIO Team) | GDA | 0.5 | 5 | Completed: - 2 tasks were assigned - Concept note for Post- Harvest training short course - Propose for study tour to Thai Rice Mills. | |
| <u>Meeting</u> : ADB Review kick-off | SNEC | 0.5 | 12 | | |
| <u>Meeting</u> : ADB - PIC | ADB | 0.5 | 20 | | |
| Conclude report: Case study for 4 failure Rice Mills | GDA | 1 | 6 | Completed: - Case studies obtained from field mission subject to PPP criteria. | |
| Prepare training on Grain Lab equipment for Rice Standard & Quality | GDA | 2 | 7, 11 | Completed: - PowerPoint paper to be presented for GDA training with procured lab Equipment. | |
| Prepare for workshop paper on Mechanization combine harvesting and Grain drying | GDA | 3 | 12, 13 19, 20 | Partly Completed: - 15 October need to submit full paper topic "Strategy for Wet Paddy Management in Cambodia" | |
| Prepare for concept Note "short course training on Post Harvest" | GDA | 1 | 21 | Partly Completed: - Review the ADB previous paper form. | |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: September 2016

Name: Colleen McGinn

Position: GSS Specialist

| Activity | Location | No. of working days | Dates | Outputs Achieved | Issues/ Recommendations |
|---|------------|---------------------|--------------|---|---|
| <p>Emails, communications, reporting, etc. Meeting with Toby (CC specialist) Review and comment on MOWRAM inception Report</p> | Phnom Penh | 1 | 6 September | Memo commenting on MOWRAM Inception Report | Weak GSS awareness in report |
| <p>Emails, communications, reporting, etc. Team meeting ADB Review kick-off meeting (Try to) follow up with Francesco re: policy work</p> | Phnom Penh | 1 | 12 September | | Need strategic follow-through re: draft agricultural land law |
| <p>Emails, communications, reporting, etc. Meeting at ADB (re: Review Mission) Memo to Chanthou Hem re: GSS Draft GSS Training Concept Note Meeting re: GSS Training Concept Note</p> | Phnom Penh | 1 | 20 September | GSS Memo to ADB in support of Review Mission Draft Training Concept Note | |
| <p>Emails, communications, reporting, etc. ADB Review Mission Wrap-up Meeting Monthly NIRAS Team Meeting Revise Training Concept Note as per meeting feedback</p> | Phnom Penh | 1 | 27 September | Revised Training Concept Note | Much of my time this month spent in general meetings. While a lot of this is specific to some formalities surrounding the ADB Review Mission, it is not efficient or cost-effective and we need to be judicious about that. |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: 07-30 September 2016

Name: UK Toptosseda

Position: Gender Specialist

| Activity | Outputs Achieved | Issues/ Recommendations |
|--|--|--|
| Briefed meeting with Team Leader to get guidance on the key inputs for GAP implementation and preparing work plan/activities plan for September and October. | <ul style="list-style-type: none"> - Sep. and Oct. work plan and activities plan have been prepared - Updated contact list of all G/CDs officers at NIOs and PIOs. | The Gender Officer at MLMUPC, Ms. Socheata, might be no longer be a gender officer for MLMUPC-NIO. To date, still don't know who will replace her. |
| Follow up with Gender Specialist at CARM's to get a correct table of Progress Report of Gender Action Plan and update the progress on this table for 2 nd Quarter Report | The new format of GAP's progress report has been received and will update the progressing work of the GAP since beginning of the project implementation to date. | It's need time to review the old GAP progress report and extract those progress to put into the right place in the new GAP progress report format provided by ADB's Gender Specialist. |
| <p>Joined ADB's Review Mission's Kick-off and wrapped up meeting.</p> <p>Prepared a short paragraph on GAP as input into the review mission's report.</p> | <p>Up to date the progress of the program's implementation as a whole and gender progress to date and recommendation from the review mission team for the next step action.</p> <p>One short paragraph has been jointly prepared (International Gender Specialist and National Specialist) and sent out to ADB's Mission Team leader.</p> | |
| Reviewed and finalized GAP's implementation plan and did translate it into Khmer to make it easy for the NIOs' Gender Officers and PIOs' G/CD to clearly understand of each single activities required from the PAM's GAP. | <ul style="list-style-type: none"> - Individual mentoring on the GAP to MAFF-NIO's Gender Officer. - Provided technical assistant to MAFF-NIO's Gender Officer to develop the last quarter of 2016 of gender action plan for MAFF-NIO - Provided technical assistant to MAFF-NIO's Gender officer to mainstreaming GAP into 2017 Work Plan. | The gender officer is required to work with all technical officers and it's required their fully participation in order to make this action plan moving forward smoothly. |
| Meeting with MOWRAM-NIO's Gender Officer, project manager and the FUWG's Officer | Briefed by the project manager the progress of MOWRAM-NIO's GAP implementation so far and the challenges related to the GAP implementation. | GAP for MOWRAM-NIO has not yet been fully implemented due to there are a waiting for a clear plan in terms of role and responsibilities between MOWRAM-NIO and PIOs in regards to implementation of the FUWGs formation projects at the community level. The project manager suggested the PIC's Gender Specialist and MOWRAM's Gender Officer work together after wrapped up meeting with ADB's Review Mission. |
| Briefed discussion via telephone with all the PIOs' Gender and social/Community Development Officers of all the three provinces. | <ul style="list-style-type: none"> - On-going work on the GAP's translation into Khmer for specifically GAP for PIOs. - Briefing the progress of GAP at PIOs implementation to date | <ul style="list-style-type: none"> - The GS/CDOs in all PIOs requested to have another orientation on how to implement GAP as they are not much aware about GAP. The GS/CDOs could not provide the progressing of GAP implementation to date. - GS/CDO at BTB's PIO will be on maternity leave in October, so the replacer of her work will be selected by the BTB-PIO. |

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

Month/Year: September/2016

Name: Mrs. Pong Limsan

Position: MIS/Database M &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 | 2 | 1-2 | User right, role management | |
| CALMIS dashboard and user role testing | SNEC and GDA | 5 | 5-9 | Database testing on data entry user files and dashboard | |
| CALMIS for level provinces and head office, TIP AEA Data entry, draft concept note | SNEC and GDA | 5 | 12-16 | TIP and CAEA CALMIS data entry level for provincial and district levels | |
| Review CALMIS with international, develop manual guide, concept note, update | SNEC and GDA | 5 | 19-23 | Maintenance and update coding, mapping and reporting format | |
| CALMIS Training PIC Meeting | SNEC and GDA | 5 | 26-30 | CALMIS Training, PIC monthly meeting, Feedback from participants, next plan for CALMIS | |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: September 2016

Name: Oeurn Sophath

Position: Post-harvest Engineer Specialist

| Activity/Location | Location | No. of working days | Date | Outputs | Issues/Recommendations |
|---|----------|---------------------|-------|---|------------------------|
| Meeting with MAFF NIO to discuss on selection option of drying and storage and land levelling responsibility. Prepared PPT of PPP options | PNH/GDA | 1 | 01 | Completed: Agreed to select option 3: Long Term Concession Loan. Public provide long term concession loan through the Bank to private to build and manage. The private will reimburse to Public. Summary of PPP options were prepared. | |
| Prepare and consolidate brief report of Rice Working Group meeting organized by Grow Asia and CRF. | PNH/GDA | 1 | 02 | Completed: Briefing report were consolidated. | |
| Meeting with NIO team for the work plan and assist procurement for seed lab. | PNH/GDA | 1 | 05 | Completed: - Workplan for Post-harvest were drafted - Assisted procurement specialist for reviewing seed lab. | |
| SICK LEAVE | PNH | 2 | 06-07 | Completed: | |
| Prepare a draft paper of Wet Paddy Management to participate International Workshop on Mechanization in November 2016 | PNH/GDA | 2 | 08-09 | Completed: Paper on Strategy of Wet Paddy Management in Cambodia were drafted and circulated for comment. | |
| - ADB Kick-off Meeting. - Accompany MAFF NIO Team to visit PVG, KTH and BTB with ADB Mission Review Team. | PNH/GDA | 5 | 12-16 | Completed: - Participated ADB Kick Off meeting at SNEC. - Meeting with PVG, KTH and BTB's PIO team. - In PVG: Visited Prey Kandieng Agricultural Station, Farmer field school, Irrigation sub-project. - In KTH: Visited irrigation sub-projects in Baray district, - In BTB: visited Farmer field school, irrigation sub-project in Bovel anddistrict. | |
| Revise paper on Strategy of Wet Paddy Management | PNH/GDA | 1 | 19 | Completed: Revised paper for 2 nd comment from team. | |

| | | | | | |
|--|------------------|---|----|---|--|
| ADB-PIC Meeting at ADB CARM | PNH/ADB CARM | 1 | 20 | Completed: - PIC activities need to consolidate into 2017 work-plan | |
| Draft concept note for Post Harvest training | PNH/GDA | 1 | 21 | Completed: Concept note drafted | |
| SICK LEAVE | PNH/GDA | 1 | 22 | Completed: SICK LEAVE | |
| Draft International study tour concept note for Rice SDP management team | PNH/GDA | 1 | 23 | Completed: In drafting. Expect to finish on Tuesday next week. | |
| Preparation for Grow Asia Rice working Group meeting | PNH/GDA | 1 | 26 | Completed: Report completed | |
| ADB Wrap Up Meeting | PNH/ SNEC/GDA | 1 | 27 | Completed: Participated meeting. | |
| -PIC Monthly Meeting - Prepare Timesheet, Report of September and October work-plan | PNH/SNEC/ GDA | 1 | 28 | Completed: - Minute of meeting completed. - Timesheet, report and workplan completed | |
| Comment on Draft Aide Memoire | PNH/GDA | 1 | 29 | Completed: Comment on part related to Post Harvest. | |
| HOLIDAY (Pchum Ben Day) | PNH | 1 | 30 | Completed: HOLIDAY | |

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

Month/Year: September 2016

Name: Leng Sothat

Position: Deputy Team Leader/National Seed Certification Specialist

| Activity/Location | Location | No of working days | Dates | Outputs achieved | Issues/Recommendations |
|---|---------------|--------------------|------------------------------------|--|------------------------|
| <ul style="list-style-type: none"> - 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. - Consult TL and coordinate with PICs for overall project activities. - Prepare PIC monthly report, work plan and time sheet. | GDA/MAFF NIO | 9 | September 1,2,5,6,7 8, 9,26, 29 | <ul style="list-style-type: none"> - The overall project activities are daily coordinated and updated. - The Rice Seed Improvement program discussed and shared. - The project status report shared with PIC/TL. - The monthly report and timesheet prepared. - The monthly work plan prepared. | |
| <ul style="list-style-type: none"> - Attend ADB Review Mission Kick Off Meeting | SNEC | 0.5 | September 12 | <ul style="list-style-type: none"> - The status of the project shared and discussed. - The schedule of field visit has been revised and follow accordingly. | |
| <ul style="list-style-type: none"> - Field visit to 3 target provinces with ADB Mission Team | PVG, KPT, BTB | 4.5 | September 12,13,14,15,16 | <ul style="list-style-type: none"> - The visit to FFS, irrigation sub-projects in the 3 provinces done. - The key implementation issues were identified during the meeting with PIO staff. - The proposed actions were recommended to accelerate the project implementation. | |
| <ul style="list-style-type: none"> - Attend ADB Review Mission Wrap Up Meeting | SNEC | 1 | September 27 | <ul style="list-style-type: none"> - The Mission Finding report shared among the stakeholders. - The draft Aide Memoire has been circulated to EA/IAs for comments. | |
| <ul style="list-style-type: none"> - Attend PIC Monthly Meeting | SNEC | 1 | September 28 | <ul style="list-style-type: none"> - Project status updated. - The draft Aide Memoire of ADB Mission was discussed among PIC Team. - The consultant mobilization has been reviewed. | |
| <ul style="list-style-type: none"> - Pchum Ben Day | | 1 | September 30 | <ul style="list-style-type: none"> - Holiday | |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: September, 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"> - Consultation with Project Manager of MLMUPC-NIO on CLUP update methodology & report CLUP has been done. - Join meeting with MLMUPC-NIO at SNEC & support submission CLUP policy process letter to Senior Minister. | MLMUPC-NIO | 2 | 1-2 | <ul style="list-style-type: none"> -Collected CLUP report has been done in 2010 for 14 communes -Final draft of CLUP policy process letter to Senior Minister | |
| <ul style="list-style-type: none"> - Meeting at MLMUPC-NIO on administration and finance management procedure for Rice-SDP. - Consultation with MAFF-NIO focal point on GIS training PDA schedule at PIO. - Supported brief presentation on progress agreed action plan of ML-NIO. - Collected/Printed documents of ADB mission & Meeting with MLMUPC-NIO for review progress agreed action plan and Supported draft minute meeting to MLMUPC-NIO for review and comments | MAFF-NIO MLMUPC-NIO | 5 | 5-9 | <ul style="list-style-type: none"> - Work plan and budgeted for Rice-SDP of MLMUPC-NIO prepared - The GIS training to PDA staff schedule agreed start on October at BTB-PIO (5days). - Collected and printed all Aid-Memoir of ADB mission and Prepared presentation of progress agree action plan for MLMUPC-NIO and supported draft minute meeting. | |
| <p>Kick off meeting with ADB mission review and review of CLUP/CAEA methodology integration and translation Khmer version and meeting for CLUP/CAEA methodology integration with ML-NIO.</p> | MAFF-NIO MLMUPC-NIO | 5 | 12-16 | <ul style="list-style-type: none"> -Completed final presentation of progress agree action plan MLMUPC-NIO for to join Kick off meeting with ADB third missions -CLUP/CAEA acceptable and still keep all CLUP guideline | |
| <ul style="list-style-type: none"> -Joined on MIS training at MAFF-NIO and Support to MLMUPC for login CMS at ADB office. - Join with ADB mission Wrap up meeting, PIC monthly meeting and Support to MLMUPC-NIO for login the CMS for CLUP Public announce and summarize progress report to MLM-NIO Director for Rice-SDP implementation | MAFF-NIO MLMUPC-NIO | 5 | 26-30 | <ul style="list-style-type: none"> -CLUP service contract have been completed login on CMS and Public announce. -Draft Summarize progress report for Rice-SDP to Director of MLMUPC-NIO under preparation. | |

**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 | Completed Meeting completely organized at provincial meeting hall, chaired by H.E LONG That, PIO Director, MoWRAM-NIO Director. Resettlement work consulted and confirmed | |
| Joined PMO Coordination Meeting | PNH | 1 | 2 | Completed Meeting took place at SNEC, attended by PMO, NIOs, PIOs PPP and LLL discussed & confirmed on establishment of procurement committee and assignment handover to PIO | Procurement works should be simplified for provincial level. Subproject information template should properly advised Official instruction/training should be conducted for stakeholders, esp. provincial level. |
| Support PIO to deliver motorbikes and contract agreement | PVG | 1 | 5 | Completed 5 motorbikes completely delivered to PDWRAM Liaison officer and district irrigation staff Agreement of Use officially countersigned | |
| Prepare mission report Consult with PIO Management on ADB Mission | PVG | 1 | 6 | Completed Mission Report prepared and submitted Tentative schedule consulted/coordinated | N/A |
| Assisted PIO to report and assets register | PVG | 1 | 7 | Completed Progress report and assets inventory list drafted | Issues: 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 | Completed PIO Assets List properly prepared and tagged | |
| Assisted PIO to prepared progress report Consult with PIO Management on ADB Mission | PVG | 1 | 9 | Completed PIO progress report drafted and submitted to PIO for comment ADB Mission consulted and Routed | |
| Assisted PIO finalize slide presentation for ADB Mission | PVG | 1 | 12 | Completed Slide presentation finalized for printing out. | |

| Activity | Location | No. of working days | Dates | Outputs Achieved | Issues/ Recommendations |
|--|----------|---------------------|-------|--|---|
| Coordinate PIO to arrangement ADB Mission | PVG | 1 | 13 | Completed Subproject sites visited to Agricultural Station, FFS and Irrigation Meeting conducted at provincial hall | N/A |
| Assist PIO to prepare Minute of Meeting and Motorbikes Contract | PVG | 1 | 14 | Completed Minute of Meeting prepared and delivered for further input. Motorcycles contract agreement organized | N/A |
| Discussed with PDA Liaison officer on Prey Kandieng station | PVG | 1 | 22 | Completed Preparation of Concept Note of Prey Kandieng Agricultural Station consulted | N/A |
| Assist PDA Liaison officer to draft of Prey Kandieng Concept Paper | PVG | 1 | 23 | Completed Concept Note of Prey Kandieng Agricultural Station drafted in Khmer version | |
| Assist PIO to translate Concept Paper and Attend CALMIS Training session | PNH | 1 | 26 | Completed Prey Kandieng Concept Paper translated and submitted to TL for comment Session Attended | N/A |
| Took part ADB Wrap-Up meeting & CALMIS | PNH | 1 | 27 | Completed The session attended | N/A |
| Attended PICs Monthly Team Meeting | PNH | 1 | 28 | Completed Meeting joined, previous plan reviewed and ADB AM consulted | Final version of ADB AM will be finalized next week |
| Attended Internal meeting with PIO Prepare monthly time sheet & mission report | PVG | 1 | 29 | Completed PIO meeting attended and issues solved Time sheet and mission reported | N/A |
| Pchum Ben Day | PVG | 1 | 30 | Completed N/A | |

CLIMATE RESILIENT RICE COMMERCIALISATION SECTOR DEVELOPMENT PROGRAM

CONSULTANTS MONTHLY REPORT

Month/Year: September 2016

Name: KHIEU Sam Oeurn

Position: Implementation Support Specialist, Kampong Thom

| Activity | Location | No. of working days | Dates | Outputs Achieved | Issues/ Recommendations |
|---|----------|---------------------|------------|---|-------------------------|
| Meeting with PDWRAM to discuss about FWUC | KPT | 1 | 1 | Completed: The proposal has been reviewed | - |
| Meeting with PDA to discuss about supporting ACs & Extension | KPT | 1 | 2 | Completed: The activities are firstly identified | - |
| Assisted PIO to review financial report and other expenditures | KPT | 2 | 12, 13 | Completed 40%: The PIO Financial Report and expenditures are under reviewed by PIO Head of Admin & Finance Unit and Account and Finance Officer | - |
| Assisted PIO to coordinated activities for ADB Review Mission | KPT | 1 | 14 | Completed: Mission activities are well coordinated and completion | - |
| Assisted PIO to coordinated activities for KCC (Climate Change) | KPT | 1 | 15 | Completed: Mission activities are well coordinated and completion | - |
| Finalised and submission proposal of Establishment FWUC | KPT | 1 | 16 | Completed: The proposal has been submitted to PMO for approval. The activity has not implement yet | - |
| Mission to Phnom Penh: assisted PIC Team Leader with translation in meeting with PMO & NIOs, attended PIC Team Monthly Meeting and Writing Mission Report | PNH, KPT | 3 | 19, 20, 21 | Completed: The mission and the report has been completed. | - |
| Assisted PIO to develop Letter of Agreement (LoA) with PDA | KPT | 2 | 22, 23 | Completed 10%: The LoA is under development and discussion | - |
| Attended CALMIS Database Web-Based Training at GDA, PNH. ADB Wrap Up Meeting. PIC Monthly Meeting. | PNH, KPT | 3 | 26, 27, 28 | Completed: The mission and the report has been completed | - |
| Writing monthly report and workplan submit to PIC Team Leader | KPT | 1 | 29 | Completed: The report and workplan is made and submitted | - |
| Public Holiday- Pchum Ben Day | KPT | 1 | 30 | - | - |