



# **Regional Action Plan in Asia and the Pacific**

## **Workplan 2015**

# INTRODUCTION

The purpose of this report is to describe the activities to be implemented by the Participating Partners in Asia and the Pacific in 2015, for approval.

The report follows a narrative approach by presenting the activities in the region by the major areas of work: Coordination; technical assistance and training. The estimated associated costs are presented in **an attached spreadsheet**.

As explained below, some of the activities already initiated in 2014 have not been completed. The unused associated costs will be carried forward to 2015. The exact value of the funds carried forward from 2014 will be provided during 2015, as this information is only available upon yearly financial closure. In order to provide the GSC with some indications on this value, the estimated costs carried forwarded are only presented at output level.

# WORKPLAN 2015

## Regional Office Activities

### 1.1 Establishment of the Regional Office

The establishment of the Regional Office (RO) will be completed early in 2015 when it is expected the Regional Coordinator position will be filled on a long-term basis, following completion of a selection process. In order to help overcome problems with the availability of short-term International Statistical Consultants and to meet the increased workload in 2015 due to activities in a large number of countries (15 + the Pacific group), the Regional Steering Committee (RSC) in its 3<sup>rd</sup> meeting in November 2014 recommended hiring an international consultant on a long term basis. The consultant would provide technical assistance to the assigned countries and will undertake other normative and regular functions of the Regional Office. In order to ensure continuity, short-term consultants will continue to deliver the services over the coming months until a suitable highly qualified candidate can be determined.

### 1.2 Coordination

This activity is mainly devoted to ensuring the coordination of the Global Strategy's implementation among partner agencies at regional level. To achieve this goal the following activities will be undertaken:

- The Regional Office staff will attend all relevant meetings within the scope of the Global Strategy, particularly the meetings organized by ESCAP. Regional office can also participate in important regional meetings to advocate the Global Strategy and to build synergies with the work of other development partners not directly involved in the Global Strategy. Participation in these meetings will enable the RO to report on the progress of the Global Strategy, share the main achievements and explore other areas of collaboration. It will also facilitate resource mobilization.
- The training component of the GS in the region is implemented by the Statistical Institute for Asia Pacific (SIAP), while the Asian Development Bank (ADB) is actively collaborating. It is noted that ADB is not receiving funds from the Global Trust Fund, hence it is collaborating with its own resources. In order to improve communication and enhance open discussion and collaboration between the regional partners and at regional level, a Task Force meeting is held monthly and regional coordination meetings are held periodically.
- Participation in the coordination meetings organized by the Global Office
- Technical officers in the RO coordination role will be prominent during the interventions at country level. Officers will coordinate among partners in order to ensure the best result for each country and avoid duplication.

### 1.3 Governance meetings

The Regional Office, acting as the secretariat of the Regional Steering Committee (RSC) will organize two RSC meetings during 2015. Extensive consultations are held during the RSC meetings, therefore the average length of each RSC meeting is 2 days. In addition, the first RSC meeting established procedures to enable out of session decisions, when necessary.

Under the governance arrangements set in place for the Global Strategy, the RO is required to prepare and present a set of reports each year. These reports are prepared in conjunction with implementing partners. Those reports required during 2015 are:

- 2014 Activity Report for endorsement by the RSC and then approval by the GSC
- 2014 Certified Financial Report for approval by the GSC
- 2015 mid-year financial report for consideration by the GSC
- Draft 2016 Workplan and Budget for consideration by the GSC

- Progress reports to each RSC meeting

#### 1.4 Communication, advocacy

This activity will be mainly devoted to increase the promotion and visibility of the Global Strategy at regional level and support the Resource Mobilization efforts:

- A regional communication plan was developed in late 2014. During 2015, the regional office will implement this plan. Promotional materials, using the newly established visual identity, will be developed.
- Resource mobilization efforts, both at regional and country level, will be continued in 2015. These activities will be mainly oriented to cover the funding gap in the region. The advocacy activities will be focused on the identified technical assistance needs.
- The officers in the Regional Office will establish new contacts and consolidate relations with donors in the countries while on missions to provide technical assistance.

#### 1.5 Monitoring and Evaluation

The M&E framework developed by the Global Office will be used as the basis to assess progress in the implementation of the Global Strategy at regional level. The Regional Office has worked with the consultants on identifying suitable indicators at regional and country level and will report on this basis during 2015. As a result of the revision of the M&E framework, the RO will prepare a quarterly progress report as well as the annual narrative report

## Technical Assistance

By the end of 2014, the in-depth country assessment process had started in eight countries. In six of those countries both an In-depth Country Assessment (IdCA) report and a Country Proposal Paper (CPP) had been produced (Bangladesh, Bhutan, Indonesia, Lao PDR, Samoa and Sri Lanka). The in-depth country assessment process had been completed in Bangladesh, Bhutan and Samoa. In Fiji two missions had been completed and in Myanmar a preliminary mission had been completed.

During 2015 a range of technical assistance will be provided to countries in the region.

#### Finalisation of the in-depth country assessment process in countries started in 2013 and 2014

In the first quarter of 2015, it is expected that the in-depth country assessment process will be completed in Indonesia, Lao PDR and Sri Lanka. The in-depth country assessment process is expected to be completed in Fiji in the second quarter, and in Myanmar and Georgia by the end of the year.

#### Specific technical assistance activities

At the end of the in-depth country assessment process, both an IdCA report and a Country Proposal Paper (CPP) have been produced and endorsed by the national government. The CPP lists a range of short-medium term activities needed to make improvements to the availability and quality of agricultural and rural statistics. In most countries, the list includes preparation of a Strategic Plan for Agricultural and Rural Statistics (SPARS) which is a key objective of the Global Strategy. There is sufficient budget in the Global Strategy to fund a number of these activities. Specific technical assistance and training will be provided to complete those activities in six countries (Bangladesh, Bhutan, Indonesia, Lao PDR, Samoa and Sri Lanka).

These activities cover a range of types of technical assistance such as

- Development of statistical infrastructure such as survey frames
- Application of new technologies to existing collections
- Introduction of cost-effective methodologies
- Assistance with introduction of statistical software
- Assistance with improved databases and dissemination strategies
- Design of integrated survey frameworks
- Assistance to improve administrative data systems

With a view to implement the GS activities more effectively and advocate the adoption of Strategic Planning approach to improve ARS in the selected countries, the Regional Office plans to organize an Orientation Programme/Workshop for the selected countries in March 2015.

#### Start of the in-depth country assessment process in additional countries

During 2015 the in-depth country assessment process will be started in additional countries. The RSC in its 3<sup>rd</sup> meeting in November 2014 identified six additional countries to start the IdCA process. The six additional countries are Afghanistan, Cambodia, Maldives, Pakistan, Papua New Guinea and Viet Nam. In the Pacific, the RSC advised the Regional Office to work with the Secretariat for the Pacific Community (SPC) to consider an appropriate group of small island countries and evolve a suitable approach for assessment and technical assistance to this group of countries.

#### **A broad outline of the technical assistance to be provided to each of the individual countries during the in-depth country assessment process is as follows:**

- Documentation is sent to National Strategy Coordinators (NSC) and consultants
- A meeting of all stakeholders will be held early in the process to
  - Provide an overview of the Global Strategy
  - Discuss the minimum core data set
  - Outline the process to be followed for IdCA and SPARS
- NSC and consultants conduct individual interviews with all stakeholders to
  - Gather information about existing data availability and quality
  - Identify data gaps
  - Identify deficiencies in aspects of the agricultural statistics system
  - Discuss and review the minimum set of core data
- Draft IdCA report is prepared
  - Current data availability, quality and accessibility
  - How data is used by policy makers and other users
  - Data limitations and gaps
  - Minimum set of core indicators
- NSC and consultants prepare a draft roadmap for production of a SPARS
- Stakeholder's workshop reviews draft roadmap and draft IdCA report and discusses priorities
- NSC and consultants revise roadmap and IdCA report
- Further stakeholder consultations
- NSC and consultants produce a draft country proposal for future priority work
- Country Proposal
  - Priority list of work needed to improve agricultural and rural statistics in short-term
  - Intended to act as a guide for any future funding
- For each proposed project, a broad description of:
  - Objectives and outcomes
  - Work needed
  - Approximate cost
- NSC and Consultants prepare a draft SPARS
- National stakeholder's workshop is held to review and endorse the revised assessment report, the SPARS and the country proposal
- NSC and consultants finalise the above documents in line with workshop comments
- Documents are sent to RSC for consideration and discussion on future work
- Regional office drafts proposals for short term activities and identifies funding sources

On average, three missions per country will be conducted by International consultants.

## Training activities

The training activities for 2015 will address the IdCA outcomes relating to capacity development and provide support to country proposals for training that the Regional Steering Committee will prioritize. Thus, on-demand country training will be supported, in coordination with the technical assistance component to:

- Conduct in-depth training needs assessments
- Improve basic skills and knowledge of statistical staff engaged in agricultural and rural statistics data collection and analysis
- Assist the priority countries in assessing applicability of research component results and in initiating their adaptation,
- Improve training on advocacy and communication skills

In addition, training activities will continue to:

- Aim to strengthen basic statistical skills of statistical staff in agriculture in priority countries
- Build training resources (training needs assessment tools, curricula and syllabuses, training materials, expert trainers) towards strengthening capacity of national and regional training institutions to utilize the tools and deliver training
- Strengthen training coordination and collaboration through networking activities, including through regional/subregional assessments and curriculum development, experts meetings and networking forums
- Provide regional courses on selected technical topics and on archiving, documentation and dissemination of statistical data
- Strengthen capacity to use data for policy analysis for food security and sustainable agriculture
- Strengthen training coordination with counterparts in Africa Region and with the Global Office

In order to conduct these activities, SIAP will complete recruitment of one statistician (UN P3-level post) with expertise in training on agricultural statistics. SIAP will also contract short-term consultants to: develop training modules and materials (including e-learning), to serve as resource persons for training courses and to accelerate the work on piloting a graduate degree programme for agricultural statisticians and developing a system for accrediting and certifying expert trainers for agricultural and rural statistics.

The training calendar of main activities is provided in Figure A.

GLOBAL OUTPUTS	REGIONAL OFFICE OUTPUTS AND ACTIVITIES		Estimate of 2014 carry forwarded activities to be executed in 2015	Budget 2015 (USD)	PARTICIPATING PARTNER	2015			
						Q1	Q2	Q3	Q4
<b>1</b> <i>Effective governing bodies set up and functioning at global and regional levels</i>	<b>A</b>	<b>Effective governing bodies set up and functioning at regional level</b>	611,000	1,007,000					
	Activity A1	Regional Steering Committee (RSC) formed and active		60,000	FAORAP		●		●
	Activity A2	Regional Office (RO) staffed and functioning (FAO)		600,000	FAORAP	●	●	●	●
	Activity A3	Regional Office (RO) staffed and functioning (SIAP)		265,000	SIAP	●	●	●	●
	Activity A4	Preparation of Phase 1 training implementation plan		67,000	SIAP	●	●	●	
	Activity A5	Preparation of concept note on establishing regional network of training institutions		0	SIAP				
	Activity A6	Preparation of concept note on system of certification of trainers		15,000	SIAP	●	●		
<b>2</b> <i>Coordinating bodies of the national statistical system, legal frameworks and strategic plans established in the 90 target countries</i>	<b>C</b>	<b>Integration of Agriculture into the National Statistical System using the NSDS</b>	100,000	230,000					
	Activity C1	Adapt Global Guidelines for integration of agriculture into the national statistical system		25,000	FAORAP		●	●	●
	Activity C2	Preparation of detailed SPARS as part of the NSDS process		140,000	FAORAP		●	●	●
	Activity C3	Preparation of Country Proposals based on assessments of needs to support SPARS		50,000	FAORAP		●	●	●
	Activity C4	Development of standardized training curricula/modules relevant to the formulation of country agricultural statistics action plan and training on formulation of action plan		10,000	SIAP	●	●	●	
	Activity C5	Training on gap analysis of core requirements and qualifications of statistical staff		5,000	SIAP		●	●	
	<b>D</b>	<b>Improved political support for agricultural statistics</b>	123,000	144,000					
	Activity D1	Assist key stakeholders to develop business cases for increased political and resource support		30,000	FAORAP		●	●	
	Activity D2	Organise technical meetings between decision makers and data providers to showcase the importance of agricultural and rural statistics		30,000	FAORAP			●	●
	Activity D3	Training on advocacy and communication strategies and development of business cases for increasing political and public support		59,000	SIAP	●	●	●	
	Activity D4	Workshops for increasing statistical literacy and enhancing appreciation of the importance of agricultural and rural statistics		25,000	SIAP	●	●	●	●
	<b>E</b>	<b>Strengthened legal and coordination mechanisms and frameworks</b>	25,000	65,000					
	Activity E1	Support legal frameworks for agricultural statistics by ensuring their alignment with other legal provisions		10,000	FAORAP		●	●	●
	Activity E2	Promote and enhance coordination for agricultural data production and use by establishing mechanisms for continuous dialogue between data producers and users and among data producers		20,000	FAORAP		●	●	●
	Activity E3	Assistance on coordination of statistical activities related to environmental, social and gender issues		10,000	FAORAP		●	●	●
	Activity E4	Workshops and seminars in support of advocacy for and integration into the statistics development strategies and plans		25,000	SIAP		●	●	
	<b>F</b>	<b>Advocacy</b>	27,000	55,000					
	Activity F1	Promote the use by NSS of best advocacy practices for the allocation of sufficient government and private resources to compile the minimum set of core data		20,000	FAORAP		●	●	●
	Activity F2	Prepare resource mobilization plan to put national statistical system on a sustainable basis		10,000	FAORAP		●	●	●
	Activity F3	Develop materials and conduct training on advocacy and communication strategies and development of business cases for increasing resource support		12,500	SIAP	●	●	●	
	Activity F4	Develop materials and conduct training to improve communication skills with policy and decision makers, and private sector data users		12,500	SIAP		●	●	
	<b>K</b>	<b>Increased capacity to use statistics for policy making</b>	22,000	80,000					
	Activity K1	Disseminate guidelines on the application of data analysis for evidence-based decision making		10,000	FAORAP		●	●	●
	Activity K2	Provide support for cross-cutting analysis from the economic, social and agri-environmental dimensions for policy purposes		10,000	FAORAP		●	●	●
Activity K3	Prepare training materials and conduct training on connecting the economic, social and environmental aspects of agriculture		60,000	SIAP				●	
Activity K4	Training on innovative presentation of statistics		0	SIAP					

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Increased capacity of agricultural statistics staff in regional training centres (i.e. trainers) and 90 target countries

<b>B</b>	<b>Country assessments and determining set of Core data</b>	<b>3,000</b>	<b>305,000</b>					
Activity B1	Organize in-depth country assessments with participation of users and producers using adapted country assessment guidelines		30,000	FAORAP	●	●	●	●
Activity B2	Establishment of baseline information through a detailed assessment of specific country needs: questionnaire design, data collection, data processing, data analysis and reporting		180,000	FAORAP	●	●	●	●
Activity B3	Development and establishment of technical assistance programmes		20,000	FAORAP		●	●	●
Activity B4	Training on Country Assessment Questionnaire for in-depth assessments		5,000	SIAP		●	●	
Activity B5	Development of standardized training curricula/modules relevant to the identification of the country-specific minimum core set of statistics and implementation of training		5,000	SIAP		●	●	●
Activity B6	Training on standards and methods of basic agriculture and rural statistics and indicators: production, economic, social and environmental impacts		65,000	SIAP			●	●
<b>G</b>	<b>Increased ability of NSS to access and use ICT</b>	<b>175,000</b>	<b>210,000</b>					
Activity G1	Assist countries to build and sustain statistical capacity, including survey infrastructure, IT infrastructure and application of emerging technologies and tools		60,000	FAORAP		●	●	●
Activity G2	Assist countries with use of statistical software and IT solutions for compilation, reporting/dissemination of the minimum core data set		80,000	FAORAP			●	●
Activity G3	Assist countries to establish and/or strengthen use of CountrySTAT		20,000	FAORAP		●	●	●
Activity G4	Training on use of ICT for production of relevant country-specific minimum set of statistics: including remote sensing		0	SIAP				
Activity G5	Training on use of ICT for dissemination of country-specific minimum set of statistics		0	SIAP				
Activity G6	Training on documentation, preservation and archiving of agriculture and rural statistical data		25,000	SIAP		●		
Activity G7	Development of e-learning tools on uses of different types of software and communications technology		25,000	SIAP		●	●	●
<b>H</b>	<b>Improved competencies of NSS</b>	<b>98,000</b>	<b>175,000</b>					
Activity H1	Assist countries to better plan and manage their agricultural censuses according to the latest guidelines		20,000	FAORAP			●	●
Activity H2	Assist countries to design integrated survey frameworks and integrated databases following the recommendations of the Global Strategy about the establishment of a Master Sampling Frame		50,000	FAORAP			●	●
Activity H3	Assist countries to review and audit methodologies and instruments in use for registers of agricultural administrative data		20,000	FAORAP		●	●	●
Activity H4	Assist countries to improve data consolidation and comparability among sources and over time		20,000	FAORAP		●	●	●
Activity H5	(Multiple programmes) Design, developing of materials and delivery of targeted training programmes on statistical processes that are responsive to NSS staff needs		65,000	SIAP		●	●	
<b>I</b>	<b>Strengthened capacity of national and regional training institutions</b>	<b>97,000</b>	<b>228,000</b>					
Activity I1	Promote the application in-country of acquired technical knowledge and skills		20,000	FAORAP		●	●	●
Activity I2	Support the emergence of regional centers of excellence in technical areas such as emerging technologies, sampling designs and other innovative methods		20,000	FAORAP		●	●	●
Activity I3	Development and training on implementation of training needs assessment tools, including core skills framework for agriculture and rural statistics		35,000	SIAP		●	●	
Activity I4	Develop and pilot standardized training and materials for in-country courses in areas identified in training needs		15,000	SIAP			●	●
Activity I5	Training-of-trainers in basic and specialized areas identified in training needs assessment		20,000	SIAP		●	●	
Activity I6	Develop and pilot a graduate degree programme curriculum for statisticians that is tailored for agricultural and rural statistics through twinning arrangements between a statistical research and training institute and a university		50,000	SIAP		●	●	●
Activity I7	Develop and implement system for accrediting/certifying trainers		20,000	SIAP			●	●
Activity I8	Establish and maintain informal network of training and research institutions through CARS or other relevant modalities		48,000	SIAP		●		
<b>J</b>	<b>Increased capacity of countries to adopt cost effective and reliable methods</b>	<b>464,000</b>	<b>360,000</b>					
Activity J1	Assist countries in the implementation of relevant and sound statistical methodology		300,000	FAORAP		●	●	●
Activity J2	Assist countries to assemble, review, analyze and document good practices and to identify and reconcile inconsistencies and discrepancies in agricultural data from different sources		30,000	FAORAP		●	●	●
Activity J3	Assist countries to verify the accuracy and reliability of the agricultural production data series		30,000	FAORAP		●	●	●
Activity J4	Preparation of handbooks and training materials on cost-effective methods developed by research component		0	SIAP				

Sub-total FAORAP

1,925,000

Sub-total SIAP

934,000

TOTAL

2,859,000

Support costs FAORAP

134,750

Support costs SIAP (5% PSC and 2% FA fee)

65,380

GRAND TOTAL

3,059,130

Figure A. Training Work Plan for 2015

GLOBAL OUTPUTS	REGIONAL OFFICE OUTPUTS AND ACTIVITIES		Explanatory Notes	2015			
				Q1	Q2	Q3	Q4
<b>1-</b> <i>Effective governing bodies set up and functioning at global and regional levels</i>	<b>A</b>	<b>Effective governing bodies set up and functioning at regional level</b>					
	Activity A3	Regional Office (RO) staffed and functioning (SIAP)	P3 Statistician; consultants; general services support; travel	●	●	●	●
	Activity A4	Preparation of Phase 1 training implementation plan	Conduct of country training needs assessments (in coordination with TA component) and regional training needs assessment and analysis; linked to activities B4 and B5	●	●	●	
	Activity A6	Preparation of concept note on system of certification of trainers	Consultancy services; linked to activity I7	●	●		
<b>2-</b> <i>Coordinating bodies of the national statistical system, legal frameworks and strategic plans established in the 90 target countries</i>	<b>C</b>	<b>Integration of Agriculture into the National Statistical System using the NSDS</b>					
	Activity C4	Development of standardized training curricula/modules relevant to the formulation of country agricultural statistics action plan and training on formulation of action plan	On demand, country training course, in coordination with TA component- selected pilot countries	●	●	●	
	Activity C5	Training on gap analysis of core requirements and qualifications of statistical staff	On demand, country training course, in coordination with TA component- selected priority countries		●	●	
	<b>D</b>	<b>Improved political support for agricultural statistics</b>					
	Activity D3	Training on advocacy and communication strategies and development of business cases for increasing political and public support	Regional Training of Trainers Workshop; linked to activities E4, F3 and F4	●	●	●	
	Activity D4	Workshops for increasing statistical literacy and enhancing appreciation of the importance of agricultural and rural statistics	On demand, country workshops, in coordination with TA component-- selected priority countries countries	●	●	●	●
	<b>E</b>	<b>Strengthened legal and coordination mechanisms and frameworks</b>					
	Activity E4	Workshops and seminars in support of advocacy for and integration into the statistics development strategies and plans	On demand, country training, in coordination with TA component; linked to activities D3 and F3		●	●	
	<b>F</b>	<b>Advocacy</b>					
	Activity F3	Develop materials and conduct training on advocacy and communication strategies and development of business cases for increasing resource support	Country training; linked to activities D3, E4 and F4	●	●	●	
	Activity F4	Develop materials and conduct training to improve communication skills with policy and decision makers, and private sector data users	Country/subregional training; linked to activities D3, E4 and F3		●	●	
	<b>K</b>	<b>Increased capacity to use statistics for policy making</b>					
Activity K3	Prepare training materials and conduct training on connecting the economic, social and environmental aspects of agriculture	Regional/sub-regional workshop on use of statistics for policy analysis (with CAPSA; SPC)				●	
<b>4-</b> <i>Increased capacity of agricultural statistics staff in regional training centres (i.e. trainers) and 90 target countries</i>	<b>B</b>	<b>Country assessments and determining set of Core data</b>					
	Activity B4	Training on Country Assessment Questionnaire for in-depth assessments	Regional workshop, in coordination with TA component		●	●	
	Activity B5	Development of standardized training curricula/modules relevant to the identification of the country-specific minimum core set of statistics and implementation of training	On demand, country training, in coordination with TA component		●	●	●
	Activity B6	Training on standards and methods of basic agriculture and rural statistics and indicators: production, economic, social and environmental impacts	Regional training course/workshop			●	●
	<b>G</b>	<b>Increased ability of NSS to access and use ICT</b>					
	Activity G6	Training on documentation, preservation and archiving of agriculture and rural statistical data	Regional Training of Training Course		●		
	Activity G7	Development of e-learning tools on uses of different types of software and communications technology	Consultancy services and experts meeting		●	●	●
	<b>H</b>	<b>Improved competencies of NSS</b>					
	Activity H5	(Multiple programmes) Design, developing of materials and delivery of targeted training programmes on statistical processes that are responsive to NSS staff needs	Sub-regional training courses (Pacific)		●	●	
	<b>I</b>	<b>Strengthened capacity of national and regional training institutions</b>					
	Activity I3	Development and training on implementation of training needs assessment tools, including core skills framework for agriculture and rural statistics	Country/subregional training; Linked to activities in B		●	●	
	Activity I4	Develop and pilot standardized training and materials for in-country courses in areas identified in training needs	Applying outcomes of Activity I3			●	●
Activity I5	Training-of-trainers in basic and specialized areas identified in training needs assessment	On demand, country training in coordination with TA component		●	●		
Activity I6	Develop and pilot a graduate degree programme curriculum for statisticians that is tailored for agricultural and rural statistics through twinning arrangements between a statistical research and training institute and a university	Institutional contracts; agricultural statistics network meeting	●	●	●	●	
Activity I7	Develop and implement system for accrediting/certifying trainers	Experts meeting; linked with activity A6			●	●	
Activity I8	Establish and maintain informal network of training and research institutions through CARS or other relevant modalities	Network of training institutions meeting	●				