

MINUTES OF MEETING
OF
THE JICA PREPARATORY STUDY
FOR
THE STUDY ON THE DEVELOPMENT OF
INDUSTRIAL STATISTICS
IN VIETNAM

AGREED UPON BETWEEN
GENERAL STATISTICS OFFICE
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Hanoi, December 16, 2003



Mr. Le Manh Hung
Director General
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Agency

The Japanese Preparatory Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. ITO, Akira visited the Socialist Republic of Vietnam from December 7, 2003 to December 17, 2003, for the purpose of discussing the framework of the JICA Development Study Project entitled "The study on the development of industrial statistics in Vietnam" (hereinafter referred to as "the Study").

The Study shall be carried out to support the General Statistics Office in Vietnam (hereinafter referred to as "GSO") to develop a current survey of industrial activities and the indices of industrial production (the survey and the indices are called hereinafter as "the Industrial Statistics").

The Team exchanged views and had a series of discussions with the representatives of the GSO and other agencies concerned. The results of the discussions are as follows:

1. UTILIZATION OF THE RESULT OF THE STUDY

1-1 Utilization of the result of the Study

The Japanese side explained that the utilization of the result of the Study would be evaluated by the Japanese follow up mission at an appropriate time after the completion of the Study. Accordingly, both the Japanese side and the Vietnamese side agreed as follows:

The result of the Study shall be utilized by the GSO to institutionalize the Industrial Statistics from the year 2007 as a policy toward further economic growth. The Industrial Statistics can reflect recent business climates and the trends of each industrial sector. This accomplishment should be reflected in the GSO budget allocation of the year 2007.

The expected outcome of the institutionalization of the Industrial Statistics from the year 2007 is that they be utilized by the Vietnamese government officers for economic and industrial policy making, the entrepreneurs for their business planning, both domestic and international investors for their decision making, and by researchers for their studies. It is also expected to increase the quality of other economic statistics by the GSO. These achievements can be evaluated by questionnaires, follow-up surveys, and sample research.

1-2 Necessary budget, personnel, and legal procedures to institutionalize the Industrial Statistics

The necessary budget for the institutionalization shall be prepared from the year 2007 by the GSO. Also, the GSO shall prepare the necessary budget to implement the Industrial



Statistics after the end of the Study in May 2006 till the institutionalization in 2007. The necessary personnel and legal procedures shall be determined by the joint work of the GSO and the Japanese study team (hereinafter referred as "the Team") during the Study period.

1-3 Relation between the Industrial Statistics and the current industrial monthly survey

The Industrial Statistics may take the place of the current industrial monthly survey; however, the decision shall be made by both the Vietnamese and the Japanese side based on the result of the Study.

2. NECESSARY INSTITUTIONS AND PROVISIONS FOR THE STUDY FROM THE VIETNAMESE SIDE

2-1 Steering Committee and Working Group

Both the Japanese side and the Vietnamese side agreed that the Study should be a collaborative project by both sides; therefore active participation by the Vietnamese side is essential for the success of the Study.

In order to implement the Study smoothly and effectively, the GSO will set up the steering committee (hereinafter referred to as "the SC") for decision making and establish the working group (the WG) as the counterpart for the Team through an official decree.

The steering committee is responsible for monitoring the progress of the Study and for finalizing the institutionalization of the Industrial Statistics from the year 2007. A meeting of the SC shall be held at least once in each phase, which is a set of activities, such as basic study phase (1st phase), basic design phase (2nd phase), trial survey 1 phase (3rd phase), development of the indices phase (4th phase), and trial survey 2 and formulation of a development plan phase (5th phase). A meeting of the SC meeting shall be held whenever both sides find it necessary. The members of the SC and the WG shall be as follows, but not limited to:

(1) Steering Committee

Director General, GSO (chair)

Ministry of Planning and Investment

Ministry of Industry

Expected users of the Industrial Statistics (ex. other governmental agencies, the representatives of the public/private companies)

JICA



(2) Working Group

Director, Department of Industry and Construction, GSO (chair)

Director, Department of Trade and Prices, GSO

Director, Department of Statistical Standards and Methodology

Director, Computer Center, GSO

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Others

Deputy Director, Department of Industry and Construction, GSO (secretariat, head of counterpart group)

2-2 Necessary Personnel, Services, Materials, and Accommodations for the Team

The GSO shall provide the followings for the smooth implementation of the Study:

- Counterpart group, consisting of 2 to 3 persons, headed by the Deputy Director, Department of Industry and Construction, GSO
- Necessary personnel including their payments, such as enumerators for trial surveys, programmers for the development of the systems, etc.
- Necessary coordination between other related ministries and agencies, also among central and local governments, etc.
- Office space with necessary equipment for 4 to 5 personnel in the GSO.
- Necessary information.

3. TECHNICAL TRANSFERRING ACTIVITIES FROM THE JAPANESE SIDE

Both the Japanese side and the Vietnamese side agreed that the technical transferring activities are important for the future institutionalization of the Industrial Statistics.

3-1 On the Job Training

Through the Study, the Japanese study team shall make efforts to implement each activity with the Vietnamese counterparts.

3-2 Seminars and Workshops

Through the Study, the Japanese study team shall hold several seminars and workshops with experts from the Japanese statistical agencies for sharing knowledge and technical transference.

3-3 Training in Japan

The Japanese side shall make efforts to invite 2 to 3 trainees for a year to the Japanese statistical agencies for the Study.

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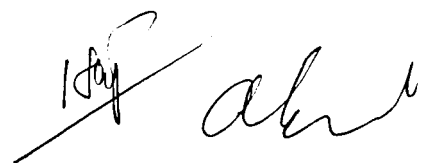
4. OTHERS

4-1 Report

The both sides agreed that the final report should be open to the public.

4-2 Annual Meeting

The both sides agreed that the Annual meeting should be held between the GSO and the JICA with the Japanese statistics governmental organization for the purpose of checking the progress of the Study.

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