MINUTES OF MEETING
BETWEEN
THE PROJECT CONSULTATION TEAM
AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE KINGDOM OF THAILAND
ON JAPANESE TECHNICAL COOPERATION
FOR AGRICULTURAL STATISTICS AND
ECONOMIC ANALYSIS DEVELOPMENT PROJECT

Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Project Consultation Team (hereinafter referred to as "the Team"), headed by Mr. EGUSA Toshifumi, to the Kingdom of Thailand from February 9 to February 18, 2004 for the purpose of consulting the formulation of Project Design Matrix and Plan of Operations of the "Agricultural Statistics and Economic Analysis Development Project" (hereinafter referred to as "the Project") as well as discussing the major issues related to the implementation of the Project.

During its stay in the Kingdom of Thailand, the Team carried out field surveys and had a series of discussions on the Project with the authorities concerned of the Kingdom of Thailand in respect of the various issues related to the smooth implementation of the Project.

As a result, the Team and the authorities concerned in the Kingdom of Thailand agreed to report to their respective governments the matters referred to in the document attached hereto.

Bangkok, February 17, 2004

Egusa Toshifumi
Leader,
Project Consultation Team,
Japan International Cooperation Agency,
Japan

Surasak Tongpian
Deputy Secretary General,
on behalf of Dr. Suthiporn Chirapanda,
Secretary General,
Office of Agricultural Economics,
Ministry of Agriculture and Cooperative,
Kingdom of Thailand

THE ATTACHED DOCUMENT

1. Background and Progress of the Project

Economic environment surrounding the agricultural sector in Thailand is rapidly changing.

Thai economy has recovered from the 1997 economic crisis and it is on the way of sustainable development. It is expected to accelerate changes in demand/supply balance of agricultural products, costs and productivity of farm production, food and agricultural structure, etc. Hence, Office of Agricultural Economics(OAE) is requested even more strongly than before to provide reliable data showing these trends in timely manners.

On the other hand, Thai government promotes international cooperation and trades in every sector of economy, including ASEAN initiatives for agricultural development and food security improvement. OAE is also requested to provide data indicating development potential of agriculture and economic impacts of internationalization to Thai farmers.

Regarding the progress of the Project, it has proceeded as expected in the original plan since its commencement in July 2003. Some Project activities, such as data collection methodologies, proceeded ahead of its original schedule.

The Project activities have been encouraged especially by the positive involvement with the Project, such as the sufficient budgetary injection to the Project as well as the assignment of the highly-motivated counterparts. In this context, Thai government recognizes definitely the importance of the Project.

In response to the Thai side's great efforts, JICA also executed quickly the support of ASEAN Food Security Information System(AFSIS) Training preparation, timely counterparts training in Japan and the provision of the equipment.

2. Project Design Matrix (PDM) and Plan of Operations (PO)

Both Thai and Japanese sides recognized the necessity of clarification of the indicators of the original PDM and modification of PO that were authorized in the Record of Discussions (R/D) on July 1, 2003 by the authorities concerned of respective Governments.

2-1 Review of PDM

With regard to PDM, both sides agreed that the numerical target of the achievement of the Project should be added in the indicators for original PDM for clear understanding of the achievement and the smooth implementation of the Project. (See ANNEX 1)

2-1-1 Narrative Summary

Both sides reached the agreement in the following major changes without changing the basic viewpoints described in above-mentioned R/D.

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① <project purpose> Modify the linkage between the Project and AFSIS Project so that as the result of the Project, OAE can "support human resources development in AFSIS".

② <output 1, activity 1> Add "data collection methodology" as the subject of human resources development of OAE for AFSIS.

③ <output 2> Change the coverage of target crops from "mainly for paddy" to "mainly for major food crops" in accordance that Project plans to include 5 major food commodities (rice, cassava, sugarcane, maize and soybean).

④ <activity 3> Add "introduce data entry and processing systems in 9 ROAEs" so that data entry and processing should be conducted in ROAEs.

⑤ <activity 4> Add "data collection and analysis of costs, consumption, marketing, etc.", in economic analysis in response to Thai side needs.

2-1-2 . Objectively Verifiable Indicators

With regard to indicators of Project Purpose and Outputs, both sides agreed that the numerical indicators should be put for clear understanding of the achievement and the smooth implementation of the Project. The changes of the indicators are as follows:

Narrative Summary	Revised Indicator(s)	Remarks
Project Purpose	1. The statistical information and economic analysis officially issued by OAE are utilized by public and private organizations concerned. 2. Percentage of AFSIS training courses instructed by OAE is not less than 50% of all AFSIS training courses.	Such as number of quotation in official papers by authorities concerned.
Output 1	1. OAE has below-mentioned number of personnel whose capability permits to conduct AFSIS training courses as instructor. Data collection methodology: 4 staff members Data processing & INS: 5 staff members Economic analysis: 4 staff members	The number of capable staff members is set up according to the difficulty of each field.
Output 2	2.1 The production survey is conducted during the harvest time of each major food crops by July 2007. 2.2 Reliable statistical survey results on the production of major food crops are available within 4 months after the survey. 2.3 The precision of sample survey estimates of major food crop	For the moment, it takes about 1 year.

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	yield is no more than 5% (regional level) and 3% (national level), respectively.	
Output 3	3.1 Time period required for data input and processing at ROAE and OAE for production surveys of major food crops is shortened by 50% compared with that of 2003. 3.2 Web sites are newly established in 9 ROAEs, through which regional statistics are available to the public.	To achieve to get the result of production surveys of major food crops within 4 months (indicators 2.2), time period required for data input and processing should be shortened by 50% compared with that of 2003.
Output 4	4.1 The economic analytical report authorized by OAE is issued twice a year. 4.2 Outputs of I/O table (every 5 years), macro-economic model and commodity demand supply model (every year) for agricultural sector are reported at least once a year. 4.3 The seminar or workshop is held for a release of above-mentioned analytical report at least once a year, with more than 100 participants from public and private sectors.	
Output 5	5.1 8 training courses are conducted every year for the staff of OAE and ROAE in statistical data collection, data processing / information network system and economic analysis, through which 300 staff members are trained each year. 5.2 OAE has 15 staff members who can teach agricultural statistics and information to ROAE staff members and each ROAE has 3 staff members who can teach data collection methodologies to enumerators.	The level of staff capability necessary for the domestic training mentioned in the revised indicator of output 5 is different from that for AFSIS training mentioned in the revised indicator of output 1.

2-2. Plan of Operations (PO)

PO is finalized as the detailed activities for 5 years project term according to each activities described in PDM. It is attached as ANNEX 2.

3. Linkage between the Project and AFSIS Project

For the purpose of the strengthening food security in ASEAN region, the Japanese government positively involved in, such as AFSIS project and FAO project, in collaboration with ASEAN member countries as well as FAO.

Concerning ASEAN food security cooperation, the purpose of AFSIS is to facilitate planning, execution, monitoring and evaluating of food security system in

ASEAN region by the organized collection, compilation, storage and analysis of the data / information regarding the food security.

For the achievement of the above, the following 2 activities are conducted with the due consideration of the current development conditions of the agricultural statistics in the ASEAN region ;

1) information network system development
2) human resources development

The AFSIT Center aims to disseminate data collection and utilizing techniques regarding the agricultural statistics for realization of timely provision of appropriate and accurate information by the ASEAN countries, which helps strengthening of ASEAN food security framework.

Therefore, the Project contributes to the AFSIS Project through strengthening OAE capability in the field of "data collection methodologies", "data processing & information network system" and "economic analysis", namely the outputs of the Project which means the enhancement of OAE capability is decisive for the strengthening of the food security in ASEAN region.

In this respect, Thai side and Japanese side have clearly confirmed the above-mentioned role of the Project for the smooth effective execution of the Project.

4. Budgetary Allocation for the Project by the Thai Government

OAE disbursed 4,600,000 baht for Thai fiscal year 2002-2003 and plans to allocate 7,053,000 baht for Thai fiscal year 2003-2004.(See Annex 3) It is highly appreciated that the positive financial input to the Project by OAE for the smooth and efficient project implementation. OAE is requested to continue the budgetary allocation necessary for the Project, taking account of the expansion of coverage of the production survey and economic analysis from now on.

5. Enhancement of the enumerators' capability

It is indispensable that the statistical survey should be conducted by skillful investigators to assure the accuracy and the reliability of the data collection and also to keep the quality of the statistical analysis. At present, statistical surveys are conducted mostly by enumerators who are selected and contracted with ROAEs under the technical guidance of ROAE staff. Being aware of the importance on the improvement of the quality of enumerators, it is stated by both sides that the Project positively tackles the capacity building of enumerators through the training activities conducted by OAE and ROAEs in consideration of the continuation of the survey activity by enumerators.

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6. **Request for a Long-term Expert in the field of "Input-Output Analysis and Macro-Economic Modeling for Agricultural Sector" by Thai Government**

OAE puts the importance on economic analysis according to the rapid changes of surrounding of Thai agricultural sector. Therefore, OAE requests officially one (1) Long-term Expert in the field of "Input-Output Analysis and Macro-Economic Modeling for Agricultural Sector" who is assigned as Short-term Expert at the moment.

In this connection, JICA will examine the necessity of a Long-term Expert in the above-mentioned field in JICA Head Office.

LIST OF ANNEXES

ABBREVIATIONS

AFSIS:	ASEAN Food Security Information System
AFSIT Center:	ASEAN Food Security Information Training Center
ASEAD Project	Agricultural Statistics and Economic Analysis Development Project
ASEAN	Association of Southeast Asian Nations
FAO:	Food and Agriculture Organization of the United Nations
JICA:	Japan International Cooperation Agency
OAE:	Office of Agricultural Economics
PDM:	Project Design Matrix
PO:	Plan of Operations
R/D:	Record of Discussions
ROAE:	Regional Office of Agricultural Economics

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ANNEX 1

Project Design Matrix (PDM)
Agricultural Statistics and Economic Analysis Development Project

(Prepared 17/2/2004)
Project Duration: July 2003 to July 2008
Target Group: Office of Agricultural Economics (OAE)

NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
Super GOAL Food Security in ASEAN+3 region is strengthened.			
Overall GOAL 1. Statistical information and methodology of economic analysis developed by AFSIT Center are utilized in ASEAN Member countries. 2. Policies and programs for the agricultural sector are formulated and implemented by MOAC in more effective and efficient manners through accurate statistical information and economic analysis provided by OAE.	1.1 AFSIS database is regularly updated and used by member countries. 1.2 OAE continues to provide assistance to ASEAN member countries in agricultural statistics/ information and economic analysis. 2.1 Improved survey system and economic analysis methods continue to be used by OAE. 2.2 Statistical data and analysis results are published periodically and referred to or used in documents prepared by MOAC	1.1 Record of AFSIS database updating and utilization 1.2 Survey of OAE activities concerning regional activities on agriculture in ASEAN countries 2. Review of MOAC papers and reports on agricultural development policies	
PROJECT PURPOSE OAE is strengthened as a central institution for statistical information and economic analysis in terms of agricultural policy in Thailand and for supporting human resources development in AFSIS.	1. The statistical information and economic analysis officially issued by OAE are utilized by public and private organizations concerned. 2. Percentage of AFSIS training courses instructed by OAE is not less than 50% of all AFSIS training courses.	1. Review of official papers and reports. Result of bench mark survey. 2. Review of AFSIS training courses. Result of bench mark survey.	Thai government and ASEAN countries continue their activities on agricultural information systems for the ASEAN region.
OUTPUTS <AFSIT Center> 1. Human Resources of OAE are developed for data collection methodology, information network system and agricultural economic analysis, including demand-supply forecasting, for ASEAN member countries.	1. OAE has below-mentioned number of personnel whose capability permits to conduct AFSIS training courses as instructor. Data collection methodology: 4 staff members Data processing & INS: 5 staff members Economic analysis: 4 staff members	1. Review of AFSIS training courses.	AFSIT Center is operated smoothly. OAE has good coordination with the relating organizations.

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<OAE> 2 Data collection methodology (mainly for major food crops*) in OAE and 9 ROAEs is improved. *major food crops: rice, cassava, sugarcane, maize, soybean	2.1 The production survey is conducted during the harvest time of each major food crops by July 2007. 2.2 Reliable statistical survey results on the production of major food crops are available within 4 months after the survey. 2.3 The precision of sample survey estimates of major food crop yield is no more than 5% (regional level) and 3% (national level), respectively.	2.1 Review of OAE report for each crop. 2.2 Ditto 2.3 Ditto	
3. Information Network System between OAE and 9 ROAEs is established and developed further.	3.1 Time period required for data input and processing at ROAE and OAE for production surveys of major food crops is shortened by 50% compared with that of 2003. 3.2 Web sites are newly established in 9 ROAEs, through which regional statistics are available to the public.	3.1 Review of OAE activities 3.2 Review of web sites	
4. Methodology of agricultural economic analysis is developed.	4.1 The economic analytical report authorized by OAE is issued twice a year. 4.2 Outputs of I/O table (every 5 years), macro-economic model and commodity demand supply model (every year) for agricultural sector are reported once a year. 4.3 The seminar or workshop is held for a release of above-mentioned analytical report at least once a year, with more than 100 participants from public and private sectors.	4.1 Review of project and OAE reports 4.2 Ditto 4.3 Ditto	
5. Training capacity of OAE staff is developed.	5.1 8 training courses are conducted every year for the staff of OAE and ROAE in statistical data collection, data processing/information network system and economic analysis, through which 300 staff members are trained each year. 5.2 OAE has 15 staff members who can teach agricultural statistics and information to ROAE staff members and each ROAE has 3 staff members who can teach data collection methodologies to enumerators.	5.1 Review of project and OAE reports 5.2 Ditto	

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Activities	Inputs	
1-1 Build capability of OAE staff in order to develop improved data collection methods for ASEAN countries 1-2 Build capability of OAE staff in order to establish, operate and maintain information network system (INS) for AFSIS 1-3 Build capability of OAE staff in order to develop Economic Analysis (EA) models for ASEAN countries 1-4 Develop OAE personnel's training capability in data collection, EA & INS 2.1 Introduce new data survey methodologies and improve current data collection methodologies 2-2 Conduct training for staffs of OAE and 9 ROAEs staff in new and improved methodologies at OAE 2-3 Conduct field technical guidance to ROAE staff on the data survey 3-1 Design and establish Information Network System (INS) connection between OAE and ROAE 3-2 Introduce data entry and processing system in 9 ROAEs 3-3 Develop/ improve database systems for agricultural statistics and economic analysis 3-4 Conduct training for management/utilization of information network, data processing and databases 4-1 Identify appropriate methodologies for OAE and develop necessary models 4-2 Identify additional economic data necessary for analysis and conduct surveys/studies for the required data (costs, consumption, marketing, etc.) 4-3 Conduct users' training for analyses using these models 5-1 Plan and implement training courses 5-2 Evaluate training courses and develop manuals *<General Activities>* 6-1 Establish required management and execution system 6-2 Set quantitative targets for indicators	(By Japan) 1. Long-Term experts 1) Chief Advisor 2) Project Coordinator/ Training 3) Agricultural Statistical Survey 4) Data Collection/ Information Network System 2. Short-Term Experts As necessary 3. Provision of following machinery, equipment, and other materials 1) Computer systems. 2) Vehicles 3) Crop cutting tools. 4) Other necessary machinery, equipment, and materials that may be mutually agreed upon. 4. Counterpart training in Japan 5. A part of local cost (By Thailand) 1. Provision of land, buildings and facilities for the Project and project offices, experts' rooms and so on 2. Operational cost 3. Maintenance and repair cost for computers and equipment 4. Cost for conducting training 5. Assignment of counterparts to each Japanese expert and supporting staff	<u>*<<Preconditions>>*</u> OAE accommodates ASEAN Food Security Information Training (AFSIT) Center under ASEAN Food Security Information System (AFSIS).

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ANNEX 3

ASEAD Project Budgetary Allocation by OAE

Prepared: 17/2/2004

Fiscal yea	Activities	Date,	Item	Amount
2002-2003	1. Renovation of Project rooms and Training Room	Jul/Sept-2003	Renovation of Training Room, CAI	2,097,200
	2. Consumption Survey for I/O Table data	Jun-03	Enumerator costs, ROAE travel & accomodation	375,200
	3. Wage for temporary staff		To support project activities in OAE and ROAE	2,099,000
	Total			**4,571,400**
2003-2004	1.Trip to ROAE	Oct/Nov-03	Travel and accomodation for OAE staff	236,000
	2. Consumption Survey for I/O Table data	Dec-03 and Jun-04	Enumerator costs, ROAE travel & accomodation	800,400
	3. Pre-testing cassava cutting (Kanchanaburi & Uthai Thani)	Dec-03	Accomodoation for OAE counterparts	80,000
	4. Training for cassava cutting in Kanchanaburi	Dec-03		200,000
	5. Seminar	Dec-03		250,000
	6. ROAE training for cassava cutting	Jan-04	Accomodoation for OAE and ROAE counterparts	178,000
	7. Cassava crop cutting field work	Jan/Feb-2004	Enumerator costs, ROAE travel & accomodation	250,000
	8. ROAE training for sugar cane	Mar-04	Accomodoation for OAE and ROAE counterparts	58,000
	9. Sugar crop cutting field work		Field survey	450,000
	10. Data processing training for cassava crop cutting	Jan-04	Accomodation and travel	36,000
	11. Training courses for OAE and ROAE staff	Feb/Jun-2004		400,000
	12. Monitoring and guidance to ROAE for network	Feb/Mar-2004	Accomodation and travel	36,000
	13. Surveys on production costs and marketing			216,000
	14. Monitoring activities in ROAE	Feb/Sept-04	Accomodation and travel	90,000
	15.Seminar	May		250,000
	16. Miscellaneous			100,000
	17. Wage for temporary staff		To support project activities in OAE and ROAE	3,434,400
	Total			**7,064,800**

OAE Budget for ASEAD
Fiscal year 2002-2003: 4,600.000 baht
Fiscal year 2003-2004: 7,053,000 baht

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ANNEX 4

ASEAD Project
Counterpart Training & Short-Term Experts
Requested by OAE

17/2/2004

1. Counterpart Training in Japan

Japanese fiscal year	Subject	No. of persons		Duration (months)	Remarks
		OAE	ROAE		
2003	Agriculture Statistics Management	1		0.4	Semi High Level
	Crop Production Survey	3		1	
	Sub-total	4	0		
2004	Agriculture Information Network System Management	1		1	
	Input-Output Analysis for the Agricultural Sector	1		1	Two more persons join the training with Thai budget.
	Agricultural Statistics Leader	1		1.5	JICA Group Training Course (under project quota)
	Monitoring of Crowing Condition and Forecasting of Production on Rice	1		1	
	Sub-total	4	0		
2005	Information Network System and Database Management	1	2	0.7	
	Contribution of Agriculture Statistics to Agricultural Policy and Plan	1		0.4	Project Director (Deputy Secretary General of OAE, Semi High Level)
	Development of Macroeconomic Models for Agricultural Sector	1		1	
	Area Survey Methods for Agricultural Crops	1	1	1	
	Sub-total	4	3		
2006	Monitoring of Crowing Condition and Forecasting of Production on Rice (Advanced Level)	1	1	0.7	
	Development of Demand Supply Model for Agricultural Commodities	1		1	

	Development and Management of Statistical Survey Data Processing System	1	1	1	
	Sub-total	3	2		
2007	Area Survey Methods using Remote Sensing Technology	1		1	
	Development of Macroeconomic-I/O Link Model	1		1	
	Development and Management of Agricultural Statistics Database System	1	1	1	
	Cooperation with Local People for Statistical Data Surveys by Regional/Local Offices	1	1	1	
	Sub-total	4	2		
2008	Contribution of Thailand for Development of Agricultural Statistics and Information for ASEAN Region	1		0.5	Project Director or Project Manager (Semi High Level)
Total		20	7		

(Note) Japanese fiscal year starts in April and ends in March of the following year.

2. Short-Term Experts

Japanese fiscal year	Subject	No. of persons	Duration (months)
2003	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	2 months × 2 times
	Sub-total	**1**	
2004	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	3 months × 3 times
	Allocation of Agricultural Statistics Population	1	2
	Agricultural Data Processing System	1	2
	Sub-total	**3**	
2005	Comprehensive Crop Forecasting System Combining Crop Index, Round Survey and Growth Monitoring)	1	2
	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	3 months × 3 times
	Development and Management of Agricultural Information Network System	1	1
	Sub-total	**3**	1
2006	Development of Area Frame for Sample Survey of Crop Areas	1	1
	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	3 months × 3 times
	Development and Management of Agricultural Information Website	1	1
	Sub-total	**3**	
2007	Statistical Theory for Sampling and Estimation	1	2
	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	3 months × 3 times
	Development and Management of Agricultural Statistics Database System	1	1
	Sub-total	**3**	
2008	Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector	1	3 months
	Sub-total	**1**	
Total		14	

(Notes)
1. Short-term Expert for Input-Output Analysis and Macroeconomic Modeling for Agricultural Sector is presently under consideration.
2. Japanese fiscal year starts in April and ends in March of the following year.

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ANNEX 5

ASEAD Project: List of Counterparts

Prepared 17/2/2004

Counterpart to	Name	Post
1) Chief Advisor	Dr. Suthiporn Chirapanda	Secretary General of OAE (Project Advisor)
	Mr. Surasak Tongpian	Deputy Secretary General of OAE (Project Director)
	Mr. Montol Jeamchareon	Director of Center for Agricultural Information (Project Manager)
	Ms. Suraporn Issaradetkul	Senior Statistics Technical Officer 8 (Project Planning)
	Ms. Pornpun Hensawang	Senior Policy and Plan Analyst 8 (AFSIS)
	Mr. Premchai Gatesumpao	Statistician 8
2) Project Coordinator/Training	Mr. Prakobkit Phusirimongkol	Senior Statistician 8
	Ms. Suraporn Issaradetkul	Senior Statistics Technical Officer 8 (Training Plan)
	Ms. Busaya Pinsuwan	Statistician 5
3) Agricultural Statistical Survey		
3.1) Survey Design	Ms. Suraporn Issaradetkul	Senior Statistics Technical Officer 8
3.2)Data Collection	Mr. Chanchai Toviwat	Senior Statistics Technical Officer 8
	Mr. Watcharachai Pasomsaps	Senior Statistics Technical Officer 8 Director of Field Crop Information Division
	Mr Suntorn Hemtanont	Senior Statistician 7
	Mr. Surachai Chanakat	Statistical Technical Officer 7
	Mr. Amorn sangprohm	Statistician 6
	Ms. Unchana Tracho	Statistician 7
	Mr.Staphon Poripord	1st ROAE
	Mr.Cosit Virojpet	2nd ROAE
	Mr.Wisanu Supakul	3rd ROAE
	Ms.Wilawan Ritthisit	4th ROAE
	Mr.Yunyonk Saensingha	5th ROAE
	Mr. Thawatchai Prayoonsin	6th ROAE
	Mr. Samart Yingyod	7th ROAE
	Ms. Nuankhae Burapahsikarin	8th ROAE
	Mr. Sompong Noonium	9th ROAE
4) Data Processing/ Information Network	Mr. Porntep Sangsuwan	Senior Statistician 8 Director of Information Technology and Agricultural Database Division
	Mr. Chusak Aswamongkonsiri	Statistician 7
	Ms. Gulya Chatbusayamas	Programmer 7
	Mr. Suchart Phupang	Programmer 6
	Mr. Chumni Hyoothong	Programmer 6
	Mr.Silavat Attayothin	1st ROAE
	Mr.Chakat Chantajirawat	2nd ROAE
	Mr.Sawat Jumpeesri	3rd ROAE
	Mr.Supachat Srisurak	4th ROAE
	Mr. Bundit Wattanaphutikul	5th ROAE
	Mr. Sunti Wisutisup	6th ROAE
	Ms. Sombat Putta	7th ROAE
	Mr. Banjob Soonsuwan	8th ROAE
	Mr. Nikorn Sangket	9th ROAE
5) Input-Output Analysis and Macro-Economic Modeling for Agricultural Sector	Ms. Pornpun Hensawang	Senior Policy and Plan Analyst 8
	Ms. Patchararat Limsirikul	Statistician 6
	Ms. Busaya Pinsuwan	Statistician 5
	Ms. Pariyaporn Sengad	Statistician 5
	Ms. Anyada Penporn	Statistician 5

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ANNEX 2

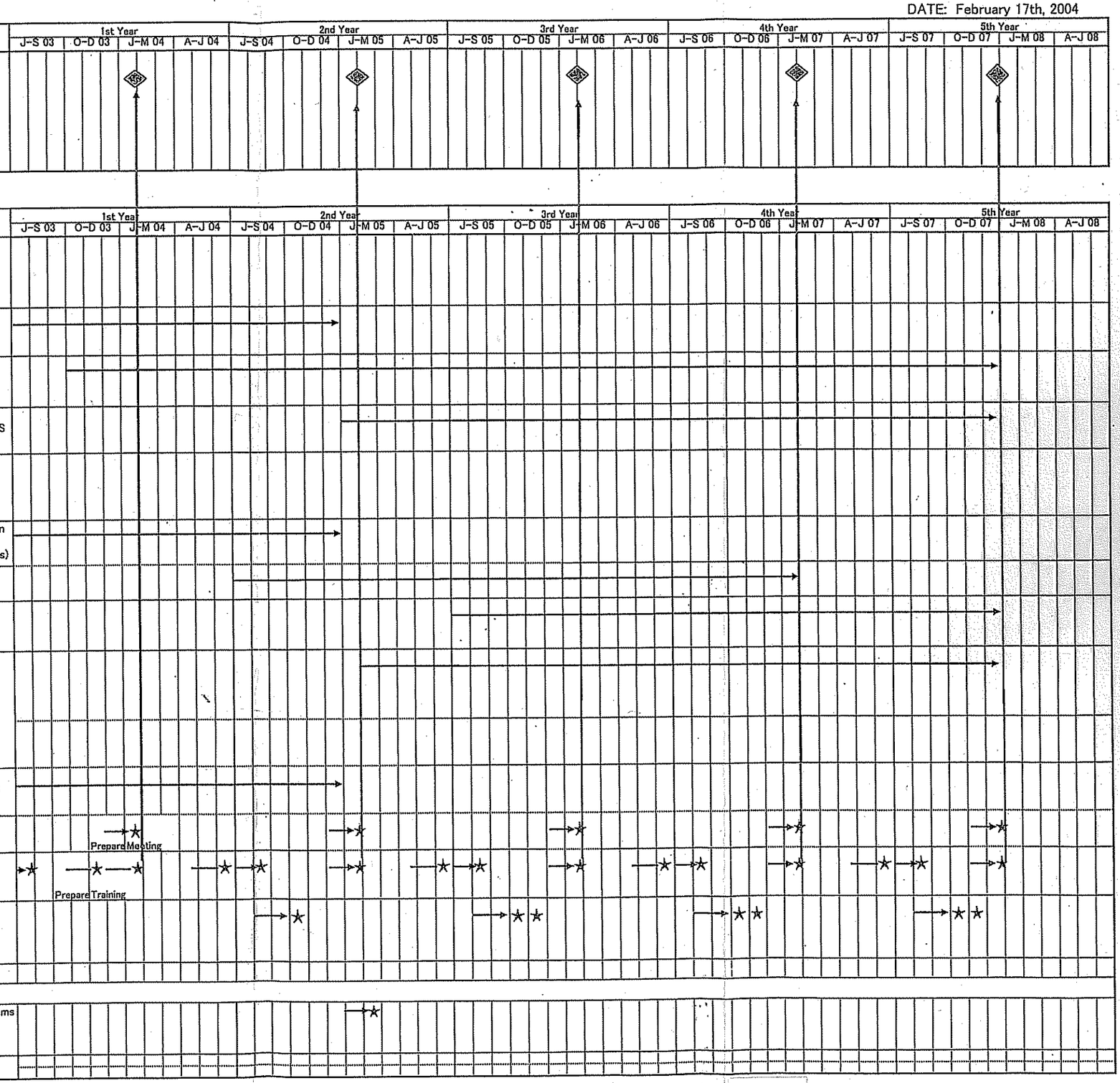
Plan of Operation (Output & Activities)

Output 1: Human Resources of OAE are developed for AFSIS

DATE: February 17th, 2004

Output	Indicator
1. Human Resources of OAE are developed for data collection methodology, information network system and agricultural economic analysis, including demand-supply forecasting, for ASEAN member countries.	1. OAE has below-mentioned number of personnel whose capability permits to conduct AFSIS training courses as instructor. Data collection methodology: 4 staff members Data processing & INS: 5 staff members Economic analysis: 4 staff members

Activities	In Charge: Mian	In Charge: Sub	Results
1-1. Build capability of OAE staff in order to develop improved data collection methods for ASEAN countries	AFSIS coordinator & staff (AF)	Data Collection Group (DC)	
1-1-1. Study ASEAN country situation in data collection methods	AF	DC	OAE staffs get information concerning data collection activities in ASEAN countries (Reports of AFSIS focal point meetings, workshops & trainings)
1-1-2. Production data collection technology	AF	DC	OAE staff acquire capacity to guide ASEAN countries on sampling, crop cutting and area measurement (AFSIS Reports)
1-1-3. Crop monitoring and forecasting	AF	DC	OAE staff acquire capacity to guide ASEAN countries on crop monitoring & forecasting (AFSIS Reports)
1-2. Build capability of OAE staff in order to establish, operate and maintain information network system (INS) for AFSIS	AF	IT	
1-2-1. Study ASEAN country situation in information network system	AF	IT	OAE staffs get information concerning information network system in ASEAN countries (Reports of AFSIS focal point meetings, workshops & trainings)
1-2-2. Survey data processing	AF	IT & DC	OAE staff acquire capacity to guide ASEAN countries on survey data processing (AFSIS Reports)
1-2-3. Information network system with regional offices	AF	IT & DC	OAE staff acquire capacity to guide ASEAN countries on network builsing between headquarters & regional offices (AFSIS Reports)
1-3 Build capability of OAE staff in order to develop Economic Analysis (EA) models for ASEAN countries	AF	Agricultural Economica Analysis Group (EA)	OAE staff acquire capacity to guide ASEAN countries on I/O and Macroeconomic model (AFSIS Reports)
1-4 Develop OAE personnel's training capability in data collection, EA & INS	AF	Training group (TG)	
1-4-1. Study ASEAN country situation in human resource development	AF	TG	OAE staffs get information concerning HRD activities in ASEAN countries (Reports of AFSIS focal point meetings, workshops & trainings)
1-4-1 Planning and implementing Focal point meetings (FPM)	AF	TG	OAE staff acquire capacity to organize FPM (AFSIS Reports)
1-4-2. Planning and implementing regional training and workshops (3 times a year)	AF	TG	OAE staff acquire capacity to organize regional training and workshops (AFSIS Reports)
1-4-3. Planning and implementing national workshops and training (1 workshop in 2004 and 2 workshops in 2005-2007)	AF	TG	OAE staff acquire capacity to help ASEAN countries organize country seminars (AFSIS Reports)
<Inputs>			
Technical exchange visit to Jakarta (ASEAN Secretariat and Indonesian Ministry of Agriculture)	All groups		OAE staff understand ASEAN cooperation systems and national activities of Indonesia for AFSIS



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Plan of Operation (Output & Activities)

Output2: Data collection methodology (mainly for major food commodities) in OAE and 9 ROAE is improved.

Output	Indicator
2 Data collection methodology (mainly for major food crop) in OAE and 9 ROAE is improved.	2.1 The production survey is conducted during the harvest time of each major food crops by July 2007.
	2.2 Reliable statistical survey results on the production of major food crops are available within 4 month after the survey.
	2.3 The precision of sample survey estimates of major food crop yield is no more than 5% (regional level) and 3% (national level), respectively.

Activities	In Charge Main	In Charge Sub	Results
2.1 Introduce new data survey methodologies and improve current data collection methodologies			
2-1-1 Study the present methodologies and statistical theory			
	Data Collection		Reports
2-1-1-2 Study by OJT, Group study	D.C Group		Reports
2-1-1-3 Join AFSIS training	D.C Group		Number of trainees and trainers
2-1-1-4 Agricultural Statistics library	D.C Group		List of books
2-1-2 Yield survey (Introduce crop cutting method)			
2-1-2-1 Experimental survey (Cassava, Sugar cane)	D.C Group		Text, Manual, Results
2-1-2-2 Trial survey (1) (Cassava, Sugar cane, Major	D.C Group		Text, Manual, Results
2-1-2-3 Trial survey (2) (Cassava, Major rice, Sugar cane)	D.C Group		Text, Manual, Results
2-1-2-4 Full fledged survey (Main crops)	D.C Group		Text, Manual, Results
2-1-2-5 Full fledged survey (Main crops)	D.C Group		Text, Manual, Results
(Note : main crops means Rice, cassava, sugar, maize, etc)	D.C Group		
2-1-3 Area survey			
2-1-3-1 Experimental survey (Main crops)	D.C Group		Text, Manual, Results
2-1-3-2 Trial survey (1) (Main crops)	D.C Group		Text, Manual, Results
2-1-3-3 Full fledged survey (Main crops)	D.C Group		Text, Manual, Results
2-1-4 Forecasting survey			
2-1-4-1 Experimental survey (Cassava)	D.C Group		Text, Manual, Results
2-1-4-2 Trial survey (1) (Cassava, Major rice)	D.C Group		Text, Manual, Results
2-1-4-3 Full fledged survey (Main crops)	D.C Group		Text, Manual, Results
2-1-4-4 Full fledged survey (Main crops)	D.C Group		Text, Manual, Results
2-2 Conduct training for staffs of OAE and 9 ROAE staff in new and improved methodologies at OAE			
2-2-1 Yield survey	D.C Group		Text, Manual, Results
2-2-2 Area survey	D.C Group		Text, Manual, Results
2-2-3 Forecasting survey	D.C Group		Text, Manual, Results
2-3 Conduct field technical guidance to ROAE staff on the data survey			
2-4-1 Yield survey	D.C Group		Report, Q&A Notes
2-4-2 Area survey	D.C Group		Report, Q&A Notes
2-4-3 Forecasting survey	D.C Group		Report, Q&A Notes

<Inputs>		
(By Japan)		
1 Long- term experts		
2 Short- Term Expert		
3 Machinery, equipment, materials		
1) Crop Cutting tools		
2) Area survey tools		
3) forecasting tools		
4) Other necessary machinery, equipment, materials		
4 Counterpart training in Japan		
5 Trip of Exchange Technology		

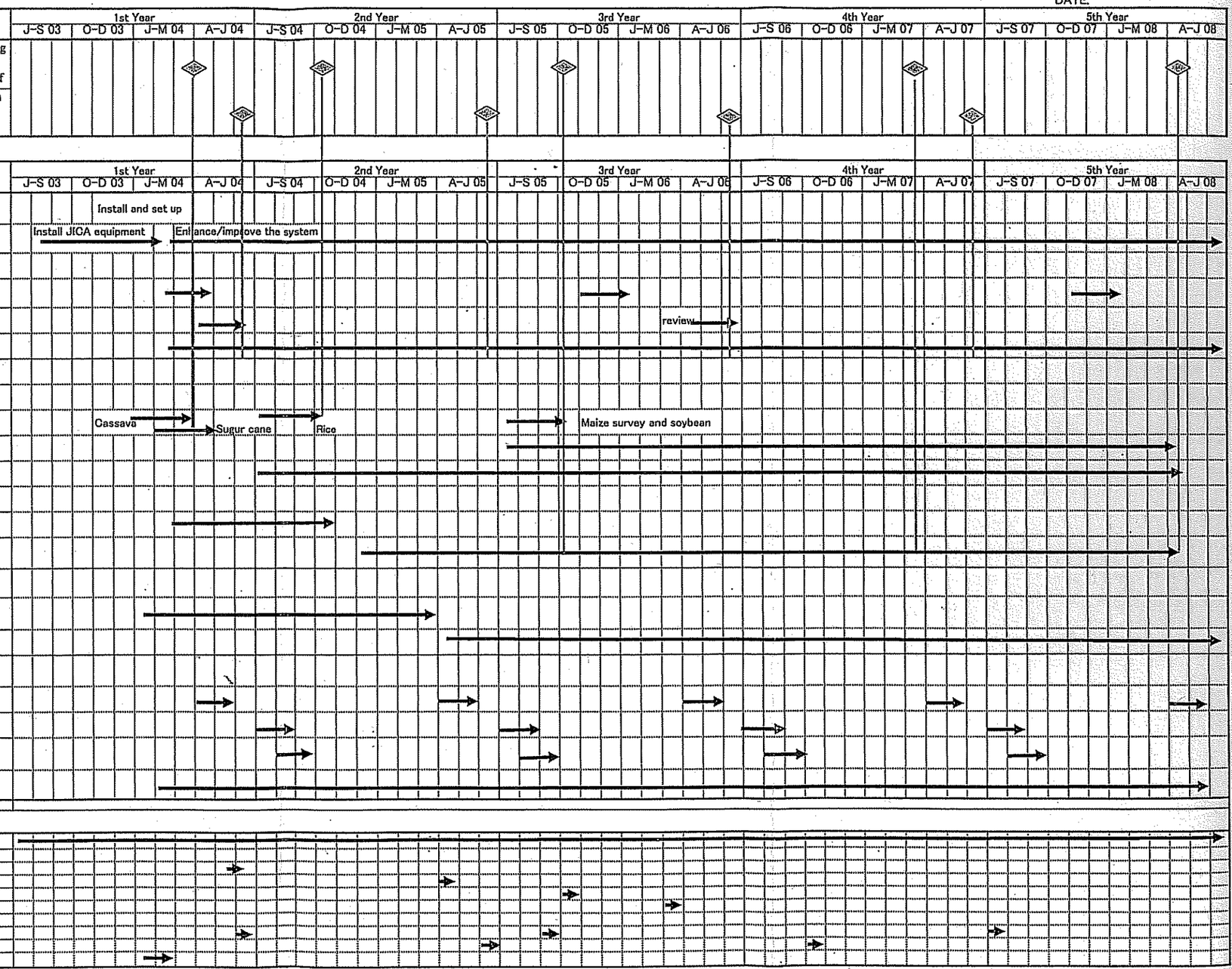
Plan of Operation (Outp[illegible] ctivities)

Output 3: Information Network System betwe[illegible]AE and 9 ROAE is established and developed further

Version:
DATE:

Output	Indicator
3. Information Network System between OAE and 9 ROAE is established and developed further.	3.1 Time period required for data input and processing at ROAEs and OAE for production surveys of major food crops is shortened by 50% compared with that of
	3.2 Web sites are newly established 9 ROAE, through which regional statistics are available to the public.

Activities	In Charge		Results
3-1 Design and establish Information Network System (INS) connection between OAE and ROAE			
3-1-1 Install PC for INS	IT Group		PC are installed in OAE and ROAE.
3-1-2 Connect PC to ROAE LAN	IT Group		
3-1-2-a Study problems and solution for ROAE LAN	IT Group		Report of the problems and the requests
3-1-2-b Prepare rules of the LAN management in ROAE	IT Group		Rules
3-1-3 Develop ROAE Web pages	IT Group		ROAE Web sute
3-2 Introduce data entry and processing system in 9 ROAE			
3-2-1 Data processing system for improved surveys			
3-2-1-a Crop cutting surveys	DC Group	IT Group	program
3-2-1-b Area surveys	DC Group	IT Group	program
3-2-1-c Forecasting surveys	DC Group	IT Group	program
3-2-2 Support improvement of data processing of on-going production surveys			
3-2-2-a Cassava	DC Group	IT Group	program
3-2-3-b Other major food crops	DC Group	IT Group	program
3-3 Develop/ improve database systems for agricultural statistics and economic analysis	IT Group		
3-3-a Production database	IT Group		Report of the problems and the requests
3-3-b Time-series database for economical analysis and forecast	IT Group		new database system
3-4 Conduct training for management/utilization of information network, data processing and databases			
3-4-1 ROAE LAN administration and Web management training	IT Group		Training
3-4-2 Agricultural statistics database user training for OAE and ROAE	IT Group		Training
3-4-3 Agricultural statistics data analysis training using software, such as Excel for OAE and ROAE	DC Group	IT Group	Training
3-4-4 Agricultural statistics survey dataprocessing system user training for ROAE	DC Group	IT Group	Training
<Inputs>			
Long-term expert			
Short-term expert			
Dataprocessing system			
Network system			
Web operation and management			
Database system			
C/P training			
Management Network system and Dataprocessing system			
Oparation of Network system ,Web ,Database system			
Computer equipment			



Plan of Operation (Output & Activities)

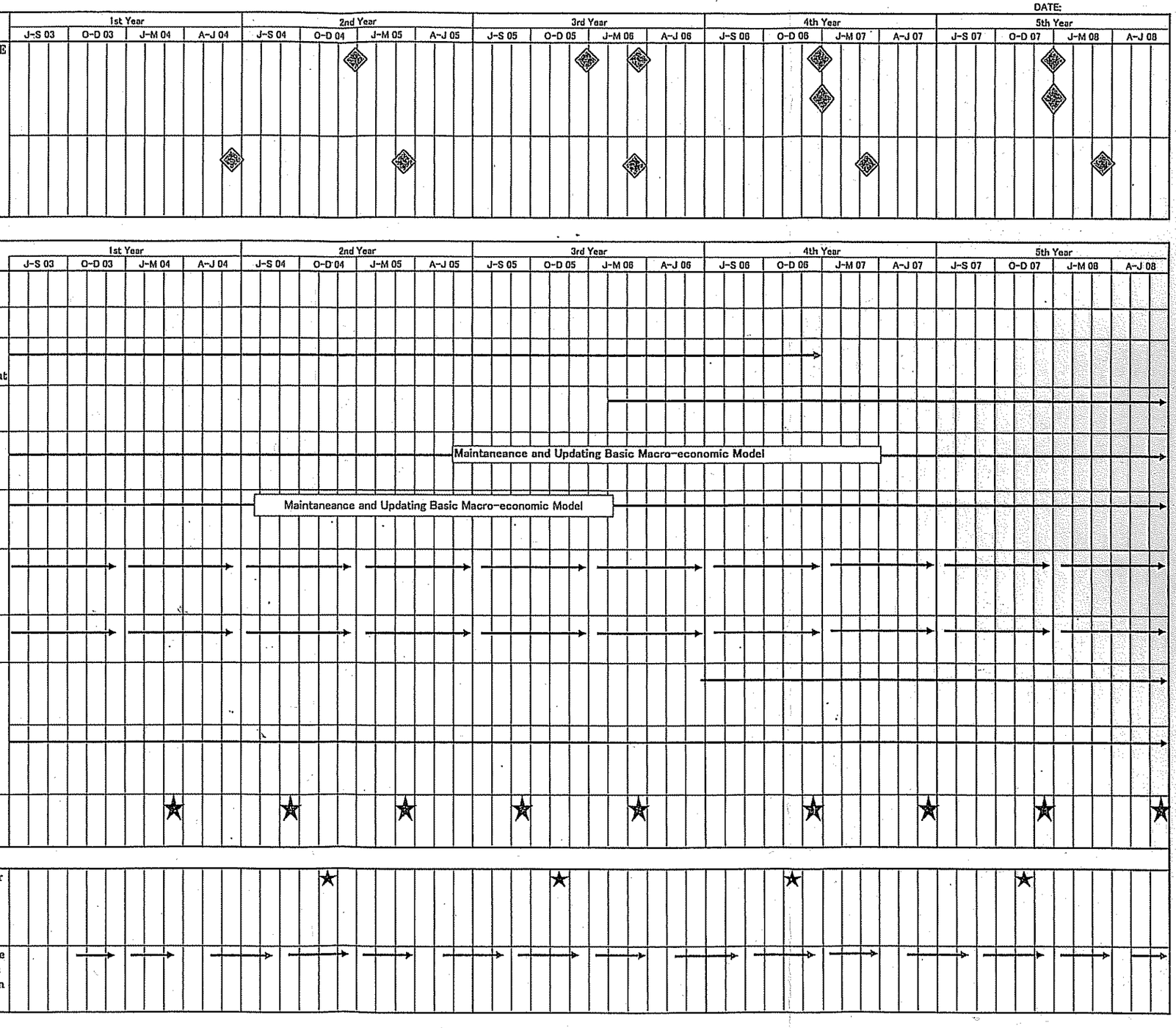
Output 4: Methodology of agricultural economic analysis is developed.

Version:

DATE:

Output	Indicator
4. Methodology of agricultural economic analysis is developed.	4.1The economic analytical report authorized by OAE is issued twice a year. 4.2 Outputs of I/O table (every 5 years), macro-economic model and commodity demand supply model (every year) for agricultural sector are reported once a year. 4.3 The seminar or workshop is held for a release of above-mentioned analytical report at least once a year, with more than 100 participants from public and private sectors.

Activities	In Charge Main	In Charge Sub	Results
4.1. Identify appropriate methodologies for OAE and develop necessary models	Agricultural Economic Analysis Group		
4-1-1.Agricultural Input-Output Project (AIO)	Agricultural Economic Analysis Group		
4-1-1-2. Agricultural Input-Output Project for 2000 (AIO2000)	Agricultural Economic Analysis Group		Data Report and Analytical Report of Agricultural Input-Output
4-1-1-3. Agricultural Input-Output Project for 2005 (AIO2005)	Agricultural Economic Analysis Group		Manual and Progress Report of Agricultural Input-Output Table for
4-1-2. Agricultural Macro-economic Modeling Project (AMM)	Agricultural Economic Analysis Group		Reports on Annual Agricultural Macro-Economic Forecasts and Several Policy
4-1-2-1. General Economic Modeling	Agricultural Economic Analysis Group		Reports on Annual Agricultural Macro-Economic Forecasts and Several Policy
4-1-2-2. Expansion of Economic Model linked with Commodity Models	Agricultural Economic Analysis Group		Reports on Annual Agricultural Multi-sectoral Economic Forecasts and Policy
4-1-3. Agricultural Commodity Modeling Project (ACM)	Agricultural Economic Analysis Group		Reports on Annual Commodity Demand-Supply Forecasting
4-1-4. Likage of Agricultural Input-Output Table, Economic Model and Agricultural Commodity Models (IoMmAg)	Agricultural Economic Analysis Group		Reports onf Annual Forecasts based on IO-Macro-Commodity Link Model
4-2. Identify additional economic data necessary for analysis and conduct surveys/studies for the required data (costs, consumption, marketing, etc.)	Agricultural Economic Analysis Group		
4-3 Conduct users' training for analyses using these models	Agricultural Economic Analysis Group		Agricultural Economic Analysis Models and its Application
<Inputs>			
4.4 Counterpart Training in Japan	Agricultural Economic Analysis Group		Capacity development for couterparts to be a analysist and a presentator to the seminars or workshop.
4.5 Short-term expert from Japan	Shunichi Furukawa		Training and advising the methodolies for economic analyses and construction of models.



Plan of Operation (Output & Activities -5years-)

Output 5. Training capacity of OAE staff is developed.

Version:
DATE:

Output	Indicator
5. Training capacity of OAE staff is developed.	5.1 8 training coueses are conducted every year for the staff of OAE and ROAE in statistical data collection, data processing / information network system and economic analysis, through which 300 staff members are trained each year.
	5.2 OAE has 15 staff members who can teach agricultural statistics and information to ROAE staff members and each ROAE has 3 staff members who can teach data collectiont methodologies to enumerators.

Activities	In Charge		Results
5-1 Plan and impelment training courses.			
5-1-1Study the training system and indentify problems	Training group		Report of the present sistuation.
5-1-2 Implement training courses			
5-1-2-1 Prepare annual plan of training courses	Training group		OAE staff acquires capacity to organize workshop and training.
5-1-2-2 Implement training courses following the plan.		ROAE	ROAE staff acquires capacity to organize regional training and workshops
5-2 Evaluate training courses and develop manuals.			
5-2-1 Evaluate training courses and improve training skills in subsequent programs	Training group		Improve teaching skill
5-2-2 Develop manuals			Make intelligible manuals
5-2-3 Develop and maintain library of manuals			Refer to knowledge and share experience.
<Inputs>			
Technical exchange in Indonesia			Exchange each idea on training
C/P Training in Japan			Obtain new knowledge and skill