

2 DESCRIPTION OF THE ASSIGNMENT

2.1 Overall approach

The harmonisation of statistics is one of the key issues being addressed by the EASCAB Programme. The application of a consistent methodology and systematic working procedures is essential for the process of harmonising statistics. Hence, guidelines for the harmonisation process - "Harmonisation Guidelines" - have been developed by the TA Team in consultation with ASEANstats during the inception phase. The "Harmonisation Guidelines" constitute the reference framework for the FDIS work Programme.

In each statistics field covered by the programme, a great number of activities and tasks will be carried out at national or regional levels. One of the tasks of the Programme Team Leader (TL) is to coordinate these activities. However all activities inside each of the three main statistics fields (IMTS, SITS, FDIS) should also remain technically consistent as regards the implementation of the ASEAN agreed framework and programme approach.

In order to ensure that all activities inside each of the three main statistics fields remain consistent regarding the technical objective of harmonisation, one senior short term expert has been nominated as Short Term Lead Expert (STLE) for each main statistics field at the beginning of the implementation phase. The STLE supports the coordination role of the Programme TL and ensure that all tasks carried out in the field are consistent with the field programme and carried out in accordance with the "Harmonisation Guidelines". The STLE coordinate the technical work of all the STE in the field.

The ASEAN Secretariat has nominated a counterpart for each STLE. The STLE together with his/her counterpart acts as a "tandem technical leader" for the domain.

The STE whose assignment is described in these terms of reference will work under the supervision of the FDIS STLE.

2.2 Programme approach for FDIS

The "Harmonisation Guidelines" constitutes the reference framework for the FDIS work Programme. These guidelines are first customised to the FDIS current situation: the harmonisation process is under way, an ASEAN framework for FDIS data has been agreed, and data are already available in the ASEAN Secretariat. However the harmonisation process has mainly focused on the methodological aspects; there is a need to carry out an assessment of the implementation of the framework.

The first year (June to December 2009) is dedicated to the complete assessment of the quality of the FDIS data available at the ASEAN Secretariat and the AMSs, and especially the compliance of the data delivered to the ASEAN Secretariat with the agreed ASEAN Framework. This assessment enables to identify the main weaknesses at national and regional level. Based on the first elements of this assessment, national and regional work plans have been drafted by the participants to the last FDIS workshop.

The programme is supporting the implementation of these work plans. Technical assistance and training missions will be carried out in the eligible countries¹ to improve the compilation of the FDIS and the coordination of the work inside the countries according to the priorities defined in the work plans.

The second year (January to December 2010) will concentrate on the transmission of better quality data by the AMS to the ASEAN Secretariat while addressing the national statistical and

¹ According to the EC regulation which applies to the programme, all ASEAN countries are invited to take part to the programme activities. However, the programme is not allowed to fund the participation of Singapore and Brunei, neither to provide them specific technical assistance.

organisational issues, and the development of the regional FDIS data compilation and dissemination. It will also focus on the quality monitoring of the FDIS data: quality assessment of the FDIS by ASEANstats with reference to the agreed framework, development of a methodology to increase the FDIS coverage, studies on specific FDIS issues (mirror inward and outward FDI within ASEAN and from / to ASEAN states to / from EU Member States).

The third year (January to December 2011) will focus on the implementation of the proposals to improve the data quality. During this last year will also start the phasing out of the Programme with an increase of the inputs from ASEANstats and the AMS.

2.3 Senior FDIS STE Work programme for Year 1

The expert activities will consist of training on FDIS basic concepts and definitions, and providing technical assistance to some countries. All these tasks will be carried out in close cooperation with the AMS country experts, the FDIS STLE and its ASEANstats counterpart.

The STE will provide the following services:

- (i) Tailor-made training for some AMSs on FDIS basic concepts, definitions and analysis, or any other topics identified with the AMSs.
- (ii) Technical support to some AMSs according to the workplans defined during the FDIS workshop meeting: technical assistance and/or training during missions.
- (iii) Training of trainers on basic concepts and definition of FDIS.

These activities and operations are described in details in the annexe according to the description format of the AWP structure.

The FDIS STE will deliver the following outputs:

- Mission report for each country visited describing the inputs provided (technical assistance, training) and recommendations for further support to strengthen the compilation of FDIS and improve their comparability with the other ASEAN countries.
- Report on the training of trainers including training materials delivered to the participants, training assessment and description of the specific support needed by each country for the implementation of the 3-day national training course.

3 PROFILE OF THE EXPERT

The expert will be a senior expert.

3.1 Qualification

- Advanced university degree, or equivalent, in statistics or economics.
- Excellent written and spoken English.

3.2 Professional experience

- A minimum of ten years of professional experience in official statistics for a national and/or an international statistics organisation.
- A minimum of 5 years of practical experience in FDI statistics.
- Experience as short term expert or technical assistant in statistics cooperation project in transition or developing countries.
- Experience as short term consultant in cooperation projects with provision of technical assistance and training.

Annexe 1 - Description of the activities and operations covered by the STE assignment

Component 3 - Strengthen the capacity of ASEAN Member Countries, specially CLV's NSO and other relevant agencies/authorities to collect, produce, disseminate/communicate and analyse more comparable data, particularly in the field of IMT and relevant components of ITS and FDI

Activity 3.1.2 - Tailor-made training for each AMC in priority statistical areas

3.1.2-TR-FDII Training in FDI statistics for each AMC (on-the-job training and training sessions)

Based on the priorities defined in the national work plan and the training needs, the STE will provide support to the country through training sessions and on-the-job training during the missions carried out in the countries. The purpose of these missions will be adapted to the country specific needs; the training may cover different topics:

- Basic concepts and definitions of FDIS based on the IMF Balance of Payment Manual 5th Edition and 4th version of the OECD Benchmark Definition.
- Sampling and survey design.
- Statistical data checking.
- Indicators development and analysis.
- Publication and dissemination.

The countries, which will benefit from the training, will be selected in coordination with ASEANstats, based on the provisional national work programmes prepared during the Workshop and the availability of the partners in the country. The specific content of the terms of reference for these missions will be decided in close coordination with ASEANstats and the beneficiary country.

Outputs:

- 90 persons*days training.
- Report on the training including training materials and training assessment.

Workload: 11 days

AWP1	25 days	
Approved	0 day	
Requested	11 days	
Remainder	14 days	Not feasible to implement all the activities planned before the end of the AWP1

Location: in 2 AMSs

Activity 3.2.1 - Technical assistance to each country in specific statistical areas

3.2.1-TA-FDII Technical assistance missions in each country for FDI data

During these missions, the STE may provide support on the following topics according to the country needs:

- enhancement of the compliance of the national methodology with the ASEAN framework and especially the FDIS methodology;
- assistance in the drafting of a methodology handbook;
- survey design and organisation of a pilot survey;
- indicators analysis;

- statistical data checking;
- dissemination of FDIS: preparation of the publication (content, layout,);
- improvement of the coordination and organisation of the work between the national partners; user-producer dialogue; advocacy;
- the transmission of the data to the ASEAN Secretariat.

The STE will also collect the information need to complete the assessment of FDIS in the country (information collected through the FDIS questionnaire and during the last workshop).

The specific content of the terms of reference for these missions will be decided in close coordination with ASEANstats and the beneficiary country.

Outputs:

- Country mission report.

Workload: 10 days (5 to 10 days per country).

AWP1	20 days	
Approved	10 days	STLE
Requested	10 days	
Remainder	0 day	

Location: in 1 or 2 of the AMSs.

Remark: the two previous activities may be combined during the same mission in a country.

Activity 3.2.4 - Training in data collection and estimation for FDIS

3.2.4-TR-FDII Regional training courses in FDI statistics (ToT)

The STE will organise a 5-day training of trainers on basic concepts and definitions of FDIS based on the IMF Balance of Payment Manual 5th Edition and 4th version of the OECD Benchmark Definition.

10 to 15 participants are expected to take part to the training. At least one participant will be nominated by each country and one by the ASEAN Secretariat. The participants will have already some experience in compiling FDIS statistics, a good knowledge of English and if possible a first experience in delivering training courses. They will have to adapt the course to the national needs and deliver the training. Each participant and its institution will commit to offer at least one 3 day training course per year to the National Statistical System staff during the next two years. The programme will support the implementation of these training courses and their translation into national language if needed.

The STE will deliver the complementary information on the basic concepts and definition of FDIS and ensure that all participants are able to deliver the 3-day national training. He/she will provide to the participants training materials (trainee's manual and trainer's manual) including examples. He/she will give them guidance to adapt the training course organisation and training materials to the country specific needs. He/she will support the preparation by each participant of the specific support needed to implement the national training course.

Outputs:

- 50 persons*days training.
- Report on the training including training materials delivered to the participants, training assessment and description of the specific support needed by each country for the implementation of the 3-day national training course.

Workload: 12 days (including 5 days training).

AWP1	12 days	
Approved	0 day	
Requested	12 days	
Remainder	0 day	

Location: Indonesia and home-based.