

DRAFT TERMS OF REFERENCE

I. International Consultants

1. Energy Specialist (30 person-days)

1. The specialist will undertake a rapid assessment of ADB's program, strategy and performance in Viet Nam's energy sector. This position requires in-depth country knowledge, experience and familiarity with the energy sector in developing economies, preferably in Southeast Asia; experience in Viet Nam is preferred. The specialist should have substantial knowledge of the issues, policies, programs, and sector reforms. A working knowledge of evaluation approaches and methods is needed, together with an excellent grasp of crosscutting themes including gender, disadvantaged groups, environment and climate change, regional cooperation and private sector participation. The specialist will review the details of the evaluation issues, framework and questions given in the evaluation approach paper. Inputs will be provided from the desk review of the sector. The specific tasks are given below:

- a. Review the evolution and key development milestones of Viet Nam's energy sector from 1993 to present, with focus on 1999–2008, and other relevant years as required, particularly in relation to the changing economic and political environment.
- b. Analyze the key issues, challenges, opportunities, constraints and needed reforms faced by Viet Nam's energy sector.
- c. Assess the strategies, priorities, and programs of the Government in the energy sector.
- d. Analyze the positioning of ADB's energy sector strategies and assistance, including policy dialogue, with respect to the country context and other criteria, including their linkage and results in poverty reduction.
- e. Assess the performance of ADB's sector strategies and programs, and contributions to Viet Nam's energy sector and development goals.
 - Conduct rapid assessments of ADB loans, technical assistance, grants and policy dialogue in the energy sector as indicated in the evaluation approach paper. This includes loans extended through ADB's private sector operations.
 - Assess (i) regional cooperation, (ii) private sector participation and the various modes of public-private partnerships, (iii) foreign investment, and (iv) climate change and environment initiatives in Viet Nam's energy sector, with a view of developing a future strategy in facilitating their roles.
 - Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
 - Analyze ADB's project implementation performance and identify constraints to improved implementation, and prepare recommendations to facilitate implementation in the sector.
 - As appropriate, prepare questionnaires for the related topics based on the questions prepared by the team leader, and conduct interviews and focus group discussions in the assessment of the performance of ADB's sector strategies and assistance.
 - Identify key lessons and provide recommendations for consideration by ADB in its future country strategy for the energy sector in Viet Nam.
 - Prepare an assessment report of the performance of ADB's sector strategies and assistance in the energy sector in a format to be agreed upon with the CAPE team leader.
- f. Prepare forward-looking recommendations for ADB's strategy and program in Viet

Nam's energy sector.

- g. Perform other tasks that may be assigned by the country assistance program evaluation (CAPE) team leader in the context of the energy sector for the Viet Nam CAPE.

2. Rural Development, Agriculture and Natural Resources Specialist (30 person-days)

2. The specialist will undertake a rapid assessment of ADB's program, strategy and performance in Viet Nam's rural development, agriculture and natural resources (RDANR) sector. This position requires in-depth country experience and familiarity in Viet Nam's RDANR sector. The specialist should have substantial knowledge of the issues, policies, programs, and sector reforms. A working knowledge of evaluation approaches and methods is needed, together with an excellent grasp of crosscutting themes including gender, disadvantaged groups, environment and climate change, regional cooperation and private sector participation. The specialist will review the details of the evaluation issues, framework and questions given in the evaluation approach paper. Inputs will be provided from the desk review of the sector. The specific tasks are given below:

- a. Review the evolution and key development milestones of Viet Nam's RDANR sector from 1993 to present, with focus on 1999–2008, and other relevant years as required, particularly in relation to the changing economic and political environment.
- b. Analyze the key issues, challenges, opportunities, constraints and needed reforms faced by Viet Nam's RDANR sector.
- c. Assess the strategies, priorities, and programs of the Government in the RDANR sector.
- d. Analyze the positioning of ADB's RDANR sector strategies and assistance, including policy dialogue, with respect to the country context and other criteria, including their linkage and results in poverty reduction.
- e. Assess the performance of ADB's sector strategies and programs, and contributions to Viet Nam's RDANR sector and development goals
 - Conduct rapid assessments of ADB loans, technical assistance, grants and policy dialogue in the RDANR sector as indicated in the evaluation approach paper. This includes loans extended through ADB's private sector operations.
 - Assess (i) regional cooperation, (ii) private sector participation and the various modes of public-private partnerships, (iii) foreign investment, and (iv) climate change and environment initiatives in Viet Nam's RDANR sector, with a view of developing a future strategy in facilitating their roles.
 - Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
 - Analyze ADB's project implementation performance and identify constraints to improved implementation, and prepare recommendations to facilitate implementation in the sector.
 - As appropriate, prepare questionnaires for the related topics based on the questions prepared by the team leader, and conduct interviews and focus group discussions in the assessment of the performance of ADB's sector strategies and assistance.
 - Identify key lessons and provide recommendations for consideration by ADB in its future country strategy for the RDANR sector in Viet Nam.
 - Prepare an assessment report of the performance of ADB's sector strategies and assistance in the RDANR sector in a format to be agreed upon with the CAPE

team leader.

- f. Prepare forward-looking recommendations for ADB's strategy and program in Viet Nam's RDANR sector.
- g. Perform other tasks that may be assigned by the CAPE team leader in the context of the RDANR sector for the Viet Nam CAPE.

3. Health Specialist (30 person-days)

3. The specialist will undertake a rapid assessment of ADB's program, strategy and performance in Viet Nam's health sector. This position requires in-depth country experience and familiarity with Viet Nam's health sector. The specialist should have substantial knowledge of the issues, policies, programs, and sector reforms. A working knowledge of evaluation approaches and methods is needed, together with an excellent grasp of crosscutting themes including gender, disadvantaged groups, environment, regional cooperation and private sector participation. The specialist will review the details of the evaluation issues, framework and questions given in the evaluation approach paper. Inputs will be provided from the desk review of the sector. The specific tasks are given below:

- a. Review the evolution and key development milestones of Viet Nam's health sector from 1993 to present, with focus on 1999–2008, and other relevant years as required, particularly in relation to the changing economic and political environment.
- b. Analyze the key issues, challenges, opportunities, constraints and needed reforms faced by Viet Nam's health sector.
- c. Assess the strategies, priorities, and programs of the Government in the health sector.
- d. Analyze the positioning of ADB's health sector strategies and assistance, including policy dialogue, with respect to the country context and other criteria, including their linkage and results in poverty reduction.
- e. Assess the performance of ADB's sector strategies and programs, and contributions to Viet Nam's health sector and development goals.
 - Conduct rapid assessments of ADB loans, technical assistance, grants and policy dialogue in the health sector as indicated in the evaluation approach paper. This includes loans extended through ADB's private sector operations.
 - Assess (i) regional cooperation, (ii) private sector participation and the various modes of public-private partnerships, and (iii) foreign investment Viet Nam's health sector, with a view of developing a future strategy in facilitating their roles.
 - Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
 - Analyze ADB's project implementation performance and identify constraints to improved implementation, and prepare recommendations to facilitate implementation in the sector.
 - As appropriate, prepare questionnaires for the related topics based on the questions prepared by the team leader, and conduct interviews and focus group discussions in the assessment of the performance of ADB's sector strategies and assistance.
 - Identify key lessons and provide recommendations for consideration by ADB in its future country strategy for the health sector in Viet Nam.
 - Prepare an assessment report of the performance of ADB's sector strategies and assistance in the health sector in a format to be agreed upon with the CAPE team leader.
- f. Prepare forward-looking recommendations for ADB's strategy and program in Viet

Nam's health sector.

- g. Perform other tasks that may be assigned by the CAPE team leader in the context of the health sector for the Viet Nam CAPE.

4. Economic Management, Public Policy, Governance and Private Sector Development Specialist (30 person-days)

4. The specialist will undertake a rapid assessment of ADB's program, strategy and performance in Viet Nam's economic management, public policy, governance and private sector development sectors. This position requires in-depth country experience and familiarity of these sectors in Viet Nam. The specialist should have substantial knowledge of the issues, policies, programs, and sector reforms. A working knowledge of evaluation approaches and methods is needed, together with an excellent grasp of crosscutting themes including gender, disadvantaged groups, environment and climate change, regional cooperation and private sector participation. The specialist will review the details of the evaluation issues, framework and questions given in the evaluation approach paper. Inputs will be provided from the desk review of the sector. The specific tasks are given below:

- a. Review the evolution and key development milestones of Viet Nam's economic management, public policy and governance sectors from 1993 to present, with focus on 1999–2008, and other relevant years as required, particularly in relation to the changing economic and political environment.
- b. Analyze the key issues, challenges, opportunities, constraints and needed reforms faced by Viet Nam's economic management, public policy and governance sector.
- c. Assess the strategies, priorities, and programs of the Government in the economic management, public policy and governance sectors.
- d. Analyze the positioning of ADB's economic management, public policy and governance sector strategies and assistance, including policy dialogue, with respect to the country context and other criteria, including their linkage and results in poverty reduction.
- e. Assess the performance of ADB's sector strategies and programs, and contributions to Viet Nam's economic management, public policy and governance sectors and development goals.
 - Conduct rapid assessments of ADB loans, technical assistance, grants and policy dialogue in the economic management, public policy and governance sector as indicated in the evaluation approach paper. This includes loans extended through ADB's private sector operations.
 - Assess (i) regional cooperation, (ii) private sector participation and the various modes of public-private partnerships, (iii) foreign investment, and (iv) climate change and environment initiatives in Viet Nam's economic management, public policy and governance sectors, with a view of developing a future strategy in facilitating their roles.
 - Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
 - Analyze ADB's project implementation performance and identify constraints to improved implementation, and prepare recommendations to facilitate implementation in the sector.
 - As appropriate, prepare questionnaires for the related topics based on the questions prepared by the team leader, and conduct interviews and focus group discussions in the assessment of the performance of ADB's sector strategies and assistance.

- Identify key lessons and provide recommendations for consideration by ADB in its future country strategy for the economic management, public policy and governance sectors in Viet Nam.
 - Prepare an assessment report of the performance of ADB's sector strategies and assistance in the economic management, public policy and governance sectors in a format to be agreed upon with the CAPE team leader.
- f. Prepare forward-looking recommendations for ADB's strategy and program in Viet Nam's economic management, public policy and governance sectors.
 - g. Perform other tasks that may be assigned by the CAPE team leader in the context of the economic management, public policy and governance sectors for the Viet Nam CAPE.

5. Advisor on Strategies, Programs, Economic Management and Governance)
(60 person-days)

5. The consultant will provide advice to the ADB CAPE team in analyzing the country assistance program context, evaluating and discussing ADB's performance with stakeholders in Viet Nam. Specifically, the consultant will assist in the preparation and review of the CAPE for Viet Nam, as directed by the OED task manager. The consultant will review the details of the evaluation issues, framework and questions given in the evaluation approach paper. Inputs will be provided from the desk review of the related documents and reports. The consultant will help prepare recommendations based on findings of CAPE studies from OED and other MDBs. The specific tasks are given below:

- a. Review the evaluation approach and methods based on latest international best practice.
- b. Advise the OEM on specific technical evaluation issues as they arise.
- c. Undertake an independent review of work-in-progress papers and reports for the CAPE and provide feedback on technical content and consistency for the developing and final reports, and provide comments to CAPE team leader.
- d. Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
- e. Conduct interviews on ADB's policy dialogue with the Government and development partners and prepare a summary of key messages.
- f. Assist the CAPE team leader in undertaking the top-down assessment.
- g. Provide an assessment of the CAPE team's approach to evaluation ratings and help develop and interpret ratings.
- h. Advise the CAPE team on the formulation of lessons learned, conclusions and recommendations.
- i. Follow OED's *Guidelines for the Preparation of Country Assistance Program Evaluation* reports and assist the OEM in preparing and presenting reports in prescribed format on findings for points (ii) to (v), and as directed by the OED Task Manager.
- j. Assist the OED Task Manager in preparing a consultative stakeholder workshop on the CAPE findings, as required.
- h. Perform other tasks that may be assigned by the CAPE team leader in the context of the economic management, public policy and governance sectors for the Viet Nam CAPE.

II. National Consultants

6. Macroeconomics Specialist (30 person-days)

6. The specialist will have at least 10 years' experience in relevant areas and should be knowledgeable and updated on the trends, issues and challenges of Viet Nam's economy. The specialist will prepare a report for the CAPE that includes:

- a. A review and analysis of macroeconomic trends, performance, issues and key development constraints from 1999 to the present (comprising the fiscal, monetary and external sectors). Review and analyze related current and pending policy decisions. Identify and rank the most crucial issues and policies. Recommend a sequencing, if possible, and recommend a way forward.
- b. A review of trends, performance and issues in poverty, social trends and the Millennium Development Goals. Review and analyze related current and pending policy decisions. Identify and rank the most crucial issues and policies. Recommend a sequencing, if possible, and recommend a way forward.
- c. A review of the binding constraints to Viet Nam's economic development.
- d. In the process of preparing the report, the specialist will hold discussions with relevant officials of the Government, academics, and representatives of development partners, business groups, economic and social policy groups.
- e. The specialist will also collect the latest relevant data and ensure their accuracy at the time of collection.
- f. Perform other tasks that may be assigned by the team leader in the context of the Viet Nam's economy for the CAPE.

7. Education Sector Specialist (21 person-days)

7. The specialist will undertake a rapid assessment of ADB's program, strategy and performance in Viet Nam's education sector. This position requires in-depth country experience and familiarity with the education sector in Viet Nam. The specialist should have substantial knowledge of the issues, policies, programs and sector reforms, and have a working knowledge of evaluation approaches and methods, together with an excellent grasp of crosscutting themes, including gender, poverty reduction, governance, capacity development and regional cooperation. The detailed tasks are given below:

- a. Review the evolution and key development milestones of Viet Nam's education sector from 1993 to present, with focus on 1999–2008, and other relevant years as required, particularly in relation to the changing economic and political environment.
- b. Analyze the key issues, challenges, opportunities, constraints and needed reforms faced by Viet Nam's education sector.
- c. Assess the strategies, priorities, and programs of the Government in the education sector.
- d. Analyze the positioning of ADB's education sector strategies and assistance, including policy dialogue, with respect to the country context and other criteria, including their linkage and results in poverty reduction.
- e. Assess the performance of ADB's sector strategies and programs, and contributions to Viet Nam's education sector and development goals.
 - Conduct rapid assessments of ADB loans, technical assistance, grants and policy dialogue in the education sector as indicated in the evaluation approach paper. This includes loans extended through ADB's private sector operations.
 - Assess (i) regional cooperation, (ii) private sector participation and the various modes of public-private partnerships, (iii) foreign investment, and (iv) climate

change and environment initiatives in Viet Nam's education sector, with a view of developing a future strategy in facilitating their roles.

- Conduct field visits of project sites and meet with implementors and beneficiaries as appropriate.
 - Analyze ADB's project implementation performance and identify constraints to improved implementation, and prepare recommendations to facilitate implementation in the sector.
 - As appropriate, prepare questionnaires for the related topics based on the questions prepared by the team leader, and conduct interviews and focus group discussions in the assessment of the performance of ADB's sector strategies and assistance.
 - Identify key lessons and provide recommendations for consideration by ADB in its future country strategy for the education sector in Viet Nam.
 - Prepare an assessment report of the performance of ADB's sector strategies and assistance in the education sector in a format to be agreed upon with the CAPE team leader.
- f. Prepare forward-looking recommendations for ADB's strategy and program in Viet Nam's education sector.
- g. Perform other tasks that may be assigned by the CAPE team leader in the context of the education sector for the Viet Nam CAPE.

8. Specialists in Various Sectors – Energy; Rural Development, Agriculture and Natural Resources; Health; Economic Management, Public Policy, Governance and Private Sector Development (95 person-days)

8. The specialist will work with the equivalent international sector specialist to undertake a rapid assessment of the sector(s) of assignment. This position requires in-depth country experience and familiarity with the sector(s) of assignment in Viet Nam. The specialist should have substantial knowledge of the issues, policies, programs, and sector reforms. Working knowledge of evaluation approaches and methods is needed, together with an understanding of crosscutting themes, including environment, gender, disadvantaged groups, poverty reduction, capacity building, private sector development, environment and regional cooperation. The detailed tasks are given below:

- a. Support the international consultant by collecting and undertaking preliminary analysis of relevant data, information and documents for the rapid sector assessment.
- b. Organize and facilitate focus group discussions, workshops and meetings.
- c. Fill in assessment questionnaires for lending and nonlending assistance.
- d. Provide an analysis of the issues and constraints, policies, programs and ongoing and needed sector reforms.
- e. Provide a historical background of the issues, policies, programs and reforms in the sector.
- f. Perform other tasks that may be assigned by the equivalent international consultant or the CAPE team leader in the context of the assessment of the sector of assignment for the CAPE.

9. Evaluation Research Associates (14 person-months)

9. The research associate will provide analytical support to the CAPE team, primarily in the ADB headquarters. The research associate should have experience in applied research, an

understanding of aid agency operations, good analytical and writing skills, and excellent computer skills with sound knowledge of electronic databases and statistical analysis. S/he should also have good interpersonal skills and the ability to work independently and accurately. The responsibilities are as follows:

- a. Provide analytical support and assist the team leader and international consultants in preparing the CAPE, including desk reviews to prepare assessment sheets for all bottom-up assessments in each sector.
- b. Collect and assist in the review of relevant ADB documents produced by OED and other departments and offices in ADB, including current procedures, strategies, policies, guidelines, and economic and sector work related to Viet Nam.
- c. Assist the team leader and international consultants in identifying, gathering, and reviewing alternative sources of information relevant to the CAPE.
- d. Gather and process data relevant to the CAPE; prepare statistical tables, charts and other forms of illustration as may be needed; and fill in assessment questionnaires.
- e. Provide a preliminary analysis of the findings and a synthesis of qualitative information relevant to the CAPE.
- f. Assist in the preparation of the sector assessments.
- g. Perform other tasks that may be assigned by the team leader in the context of the assessment of the health sector for the CAPE.