

ASIAN DEVELOPMENT BANK

TAR: AFG 37047

PROPOSED

TECHNICAL ASSISTANCE

TO THE ISLAMIC STATE OF AFGHANISTAN

FOR

POVERTY ASSESSMENT AND SOCIOECONOMIC

AND MACROECONOMIC STATISTICAL CAPACITY BUILDING

December 2003

CURRENCY EQUIVALENTS

(as of 24 November 2003)

Currency Unit	–	afghani (AF)
AF1.00	=	\$0.02326
\$1.00	=	AF43.0

ABBREVIATIONS

ADB	–	Asian Development Bank
CPI	–	consumer price index
CSO	–	Central Statistics Office
CSP	–	country strategy and program
DFID	–	Department for International Development
ERDI	–	Development Indicators and Policy Research Division
GDP	–	gross domestic product
IBES	–	integrated business enterprise survey
ILSS	–	integrated living standards survey
IMF	–	International Monetary Fund
PRR	–	priority reform and restructuring
SMP	–	statistical master plan
SPSS	–	statistical packages for the social sciences
TA	–	technical assistance
UNFPA	–	United Nations Population Fund

NOTE

In this report, "\$" refers to US dollars.

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I. INTRODUCTION

1. In May 2003, the Board of Directors of the Asian Development Bank (ADB) endorsed the 2003–2005 country strategy and program (CSP) update for Afghanistan.¹ The implementation of the CSP is hampered by the scarcity of statistical information. No poverty assessment has been produced, and no poverty partnership agreement has been signed. The preparation of a poverty partnership agreement will be synchronized with the preparation of a full CSP, scheduled for 2005. Thus, the collection of background socioeconomic and sector data needs to be initiated as soon as possible. The collection must be done with a wider objective to develop a sustainable statistical system for policy planning and monitoring, to benefit all stakeholders.

2. The Islamic Transitional Government of Afghanistan (the Government) and ADB have expressed their commitment to strengthen the country's capacity to produce and disseminate socioeconomic and macroeconomic data, and to conduct a comprehensive poverty assessment. The CSP update 2003–2005 included an advisory technical assistance (TA) budget of \$1.75 million for poverty assessment and socioeconomic and macroeconomic statistical capacity building.²

3. The Fact-Finding Mission visited Kabul from 7 to 20 September 2003 to determine the objectives, scope, cost estimates, and implementation arrangements for the proposed TA. The Mission worked closely with the concerned officials of the Central Statistics Office (CSO), line ministries, and representatives of international agencies. On 19 September 2003 ADB and the Government signed a memorandum of understanding, that serves as the basis for the proposed TA.

4. During the same period, the Mission participated in a multi-agency joint mission with representatives of the International Monetary Fund (IMF), the United Kingdom Department for International Development (DFID), and the World Bank. The objective of the joint mission was to initiate the development of a statistical master plan (SMP), aiming to establish a framework for a better-coordinated and integrated national statistical system.³ The SMP, once finalized and endorsed by the Government, will serve as a medium-term plan for statistical development and as a tool for coordinating external assistance in statistics. The draft SMP will be made available by December 2003, and will be finalized by the Government and other stakeholders during the first quarter of 2004. The main thrust and components of the SMP are known, and the proposed TA was designed accordingly. Its scope and objective were discussed with, and unanimously endorsed by, the members of the joint mission.

II. ISSUES

5. Twenty-three years of war have left the Afghan statistical system in disarray. CSO and line agencies in charge of collecting and disseminating official statistics are confronted by material and physical constraints, the lack of human and financial resources, and persistent insecurity in the country. The supply of official statistics is therefore limited and of poor quality.

6. On the other hand, the demand for such data is high and growing. This has led to a somewhat chaotic situation. Various national and international agencies are generating their own sector data, in some cases with limited concern for scientific soundness, and in most cases

¹ ADB. 2003. *Country Strategy and Program Update 2003–2005*. Manila.

² The TA first appeared in *ADB Business Opportunities* (Internet edition) on 2 October 2003.

³ The decision to develop an SMP originated in a workshop on "National Data Strategy," convened by CSO and the Afghan Assistance Coordination Authority, and held in Kabul on 11 May 2003.

with marginal concern for proper coordination. The lack of data sharing and cooperation among agencies is striking. The SMP—as well as technical and financial assistance to support its implementation—is therefore urgently needed.

7. Economic and financial statistics that are critical to monitoring and influencing the size, components, and growth of the economy have received limited external support. National accounts, price statistics, and money and banking data are particularly weak. IMF is providing the assistance of a resident adviser and some training to CSO and the Central Bank of Afghanistan (Da Afghanistan Bank). This support allowed CSO to produce gross domestic product (GDP) estimates, and monthly consumer price index (CPI) series for Kabul. A significant work program must, however, be put in place to consolidate, improve, and sustain these commendable outputs. The program should include the implementation of large-scale surveys, procurement of equipment, and further training.

8. Social statistics have received comparatively more external assistance. With the support of several external agencies, the Ministry of Rural Rehabilitation and Development leads a program focusing on livelihoods and social protection (including the national risk and vulnerability assessment done with the World Food Programme, and annual crop assessments done with the Food and Agriculture Organization). The United Nations Children Fund (UNICEF) conducted a multiple indicators clusters survey in 2003 with CSO, focusing on children and maternal health. The population census supported by the United Nations Population Fund (UNFPA) will provide crucial information on population size and geographic distribution. Other quantitative and qualitative surveys of more limited scope and coverage have also been undertaken, with mixed success. These data, although useful for a better understanding of the standards of living in Afghanistan, do not contain the data needed to compute poverty lines and establish a comprehensive poverty profile.

III. THE PROPOSED TECHNICAL ASSISTANCE

A. Purpose and Output

9. The purposes of the proposed TA are (i) to strengthen the capacity of CSO and, to a minor extent, of selected line ministries, to collect, analyze, and disseminate the statistical information needed by a wide variety of users for policy planning, monitoring, and research activities; and (ii) to compile improved and updated key socioeconomic indicators. To achieve the ultimate goal of developing an efficient and sustainable statistical system will necessitate long-term assistance beyond the TA. The SMP being developed will identify and estimate the cost of the additional TA activities required in the longer term.

10. The identification of the TA components was guided by the need to (i) support activities that could be sustained, taking into account the absorption capacity of national agencies; (ii) rapidly produce key socioeconomic data, to satisfy the most pressing policy needs; (iii) ensure proper coordination with other agencies providing or committed to providing assistance in statistical capacity building;⁴ and (iv) address some fundamental issues, such as the revision of the statistical legal framework, and the adoption of modern management practices.

⁴ In particular, the timing and sequencing of TA activities will have to take into account the population census activities supported by UNFPA. Phase 1 of the census is on-going, consisting of an exhaustive listing of villages and households (required for both the organization of the elections and the preparation of phase 2 of the census; this will also provide the necessary sample frame for future household surveys). Phase 2, consisting of the full census, is expected to start after the elections (planned for July 2004).

11. The output of the proposed TA will consist of (i) an updated CPI series, with coverage expanded to six major urban centers; (ii) the first comprehensive poverty assessment for Afghanistan; (iii) improved national accounts estimates; (iv) improved trade, balance-of-payment, fiscal, and monetary data; (v) a reviewed legal and institutional framework, and recommendations for adjusting the current statistical system to the needs of a market economy and to international standards, to be used by CSO to apply to the "Priority Reform and Restructuring" status;⁵ (vi) higher capacity at CSO and in line ministries; (vii) upgraded physical infrastructure at CSO and in selected line ministries; and (viii) improved dissemination of statistical data by CSO. The TA framework is in Appendix 1.

B. Methodology and Key Activities

12. **Poverty Assessment.** The TA will finance the implementation of an integrated living standards survey (ILSS), with a sample of about 4,000 households. The ongoing population census activities will provide the necessary sample frame. Nationwide coverage is envisaged for this multitopic survey. Security issues will, however, be taken into consideration at the sampling stage. The collection of data will span 12 months, to account for seasonal effects in household income and consumption. Based on the survey data, a national poverty line will be computed, and a comprehensive poverty assessment will be produced.

13. **Consumer Price Index.** The ILSS will provide detailed data on household consumption. This information will allow the updating of the set of weighting coefficients used for compiling the CPI.⁶ The proposed TA will also finance the monthly collection of price data. Currently, such data is collected only in the capital city. The coverage will be expanded to five other major cities where CSO has local offices.⁷ The IMF resident adviser will provide the necessary advisory support. The TA will finance the cost of local staff training, data collection, computer equipment and bicycles, and dissemination of the monthly CPI bulletin.

14. **National Accounts.** Improving GDP estimates is a priority for the Ministry of Finance. Until 1995, CSO compiled national accounts based on the material product system, by estimating the net material product. In 1995, the compilation of the net material product was discontinued, as the statistics production was virtually abandoned. CSO is now committed to initiate the compilation of national accounts according to the internationally recommended System of National Accounts 1993. For this purpose, CSO staff need to be trained, and a new system of data collection must be developed to fill major gaps in basic statistics. Economic data collection will be organized according to the System of National Accounts categorization of institutional sectors: (i) the Government's budget will provide data for estimating the Government sector's contribution to GDP; (ii) for obtaining data on the non financial corporate sector, the proposed TA will finance the implementation of an integrated business enterprise survey (IBES), which will also allow CSO to develop a reliable registry of enterprises; (iii) the data for the corporate financial sector will be obtained from the central bank, to which ad-hoc support will be provided; (iv) the ILSS will provide the data necessary for estimating the contribution of households—as consumers and producers—to GDP; and (v) the accounts for the rest of the world will be based on balance-of-payments estimates. An international

⁵ The status is attributed by the Independent Administrative Reform and Civil Service Commission. Agencies that obtain this status receive additional allowances, and benefit from an improved pay and grading structure. These incentives are associated with an obligation to successfully undertake significant reforms.

⁶ No recent data on household consumption is available. For compiling the CPI, and as a temporary solution, CSO conducted a small-scale survey among its own staff to derive the necessary weighting coefficients. Once representative data on household consumption is made available, the CPI series will be revised backwards.

⁷ Hirat, Jalalabad, Kandahar, Khost, and Mazar-e-Sharif.

consultant and the IMF resident adviser will provide training and assistance to CSO for integrating the new data compiled under the TA into the national accounts.

15. **Administrative Data.** Consultancy services and computer equipment will be provided on a limited basis to assist selected line agencies in reviewing and improving the collection of administrative data, and to improve the reporting of such data to CSO. The agencies that will benefit from this support will be identified after finalization of the SMP. To ensure maximum efficiency of this limited assistance, and to avoid any duplication with other assistance programs, some flexibility must be maintained in this component of the TA, until the SMP is finalized and the scope of statistical support by other agencies is clarified.

16. **Legal and Managerial Issues.** The services of an international consultant will be provided to review the statistics law and the organization of the statistical system. The consultant will assist CSO in finalizing its application for the Priority Reform and Restructuring status, based on the procedure established by the Independent Administrative Reform and Civil Service Commission. Study tours and specific training will be organized for senior officials, to expose them to international practices and provide them with a better understanding of the statistical requirements of market economies.

17. **Training.** In-country training will be offered in multiple areas, such as basic statistics, sampling and survey methods, national accounts, survey data processing, poverty analysis, and use of statistics in policy planning. The timing and content of the training program will be decided in due time, in close coordination with other agencies' training activities. The training will be delivered by the international consultants, IMF advisers, and possibly by specialized institutions such as the Statistical Institute for Asia and the Pacific. The ADB Institute will be consulted and associated with the training activities. On a limited basis, the participation of CSO's or line ministries' staff in statistics-related or poverty-related international conferences and workshops will also be funded.

18. **Physical Infrastructure.** The proposed TA will support the development of the currently weak physical infrastructure at CSO and in line agencies, by providing computer, furniture, communication, and other equipment. The provision of computer equipment will be limited, as several personal computers have been provided by UNFPA, and DFID is committed to provide 50 computers. The exact specifications of the computer equipment to be purchased will be determined in due time. Other equipment will include two vehicles, 53 bicycles for CSO headquarters and regional offices, one photocopier, and furniture.

19. **Data Dissemination.** The proposed TA will finance the publication of the expected survey reports, the monthly CPI bulletin, and the annual statistical yearbook produced by CSO.

C. Cost and Financing

20. The total cost of the TA is estimated at \$2,060,000 equivalent, of which \$1,241,800 is the foreign exchange cost and \$818,200 equivalent is the local currency cost. The Government has requested ADB to finance \$1,750,000 equivalent, covering the entire foreign exchange cost and \$508,200 equivalent of the local currency cost (Appendix 2). The TA will be financed on a grant basis from ADB's TA funding program. ADB's financing will be used for (i) acquiring the services of international and domestic consultants and covering the travel cost of ADB staff involved as resource persons in workshops and training programs, (ii) organizing workshops and providing training to CSO and other national agencies' staff, (iii) collecting statistical data,

(iv) procuring equipment, and (v) disseminating statistical information. The proposed budget is presented in Appendix 2.

21. The Government will contribute to the funding of the TA by providing in-kind resources equivalent to 15% of the total budget. This contribution will provide for salaries of counterpart staff, office accommodation, use of CSO's vehicles during data collection activities, and other administrative cost related to activities with line ministries.

D. Implementation Arrangements

22. ADB's Development Indicators and Policy Research Division (ERDI) of the Economics and Research Department will administer the proposed TA, in close cooperation with the South Asia Department and the ADB Resident Mission in Kabul. CSO will be the Executing Agency for the Government. The TA will be implemented over a period of 36 months, from January 2004 to January 2007.

23. CSO will appoint a senior staff member as TA director, who will be the main counterpart for ERDI. A national steering committee comprising the TA director and representatives of line ministries will be established to provide guidance to CSO during TA implementation. The steering committee will meet at least twice a year, to coincide with review missions. The TA will require close supervision by ERDI. Review missions will ideally take place every 6 months, during which progress assessment meetings will be held with Government officials, other external agencies, and stakeholders.

24. An estimated total of 25.5 person-months of international and 36 person-months of domestic consultancy will be required. The consultants will be recruited by ADB according to ADB's *Guidelines on the Use of Consultants* and other arrangements satisfactory to ADB for the engagement of domestic consultants. The domestic consultant and the international consultant for statistical law and organization will be recruited on an individual basis. The other international consultants will be recruited through a consulting firm, selected using the quality and cost-based method with the simplified technical proposals option. Appendix 3 provides outline terms of reference for the consultants.

25. The international consultants will be recruited to assist CSO and line ministries in the following areas: (i) revision of the statistical system organization and legislation (2.5 person months); (ii) sampling and survey methods, and poverty analysis (ILSS: 7 person months, IBES: 3 person months); (iii) data processing (ILSS: 4 person months, IBES: 1 person month); national accounts (2 person months, to complement the support provided by the IMF resident adviser); and (iv) assessment and improvement of administrative data collection by line ministries (6 person-months). All consultants will have to provide in-country training during their missions, and a report specific to their area of work. The findings and recommendations of the consultants will be discussed by the national steering committee.

26. The domestic consultant will be recruited by ADB for the duration of the project (36 months), to assist in the project administration, procurement, translation of documents, coordination, etc. CSO will provide office accommodation for the domestic consultant within its headquarters building.⁸

⁸ Not including the furniture, computer, and communication equipment, to be provided by the proposed TA.

27. The fees and per diems of the staff involved in survey work will be paid according to ADB rules, and in strict compliance with the Government's regulation (Decree 57 on Regulating Externally Funded Reimbursements and Allowances for Civil Servants). An advance payment facility agreement will be established between ADB and CSO for the financing of the survey fieldwork (mostly for the payment of drivers, interviewers, and supervisors). The TA director will be responsible for the liquidation of expenses under the advance payment facility agreement.

28. The purchase of equipment from TA proceeds will be undertaken in accordance with ADB's *Guidelines for Procurement*. Computer and office equipment, furniture, and transportation means will be procured. The most economic and effective means of procuring the items will be discussed on a case-to-case basis with ADB's Procurement Section. The equipment will remain the property of ADB until completion of the TA, and then will be handed over to the agencies to which the equipment will have been allocated.

29. The TA output will be disseminated mainly through the publication of statistics and analytical reports, including a monthly CPI bulletin and a poverty assessment, which will be made available on-line. The ILSS survey data set will be made publicly available after publication of the survey report by CSO.

IV. THE PRESIDENT'S RECOMMENDATION

30. The President recommends that the Board approve the provision of technical assistance not exceeding the equivalent of \$1,750,000 on a grant basis to the Islamic Transitional Government of Afghanistan for Poverty Assessment and Socioeconomic and Macroeconomic Statistical Capacity Building.

TECHNICAL ASSISTANCE FRAMEWORK

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p>Goal To strengthen informed policy making and monitoring by providing decision makers with reliable and timely socioeconomic data, with a particular focus on poverty.</p>	<p>Government, international, and non-government agencies, increasingly use statistical data for planning and monitoring purposes.</p>	<p>Review of policies. Monitoring of trends in poverty levels, as well as Gross Domestic Product (GDP) and investment growth rates.</p>	<p>Policy makers are open to assess and revise their policies based on new data. An advocacy program and training of data users will contribute to this.</p>
<p>Purpose To strengthen the capacity of the Central Statistics Office (CSO) and selected line ministries to compile improved and updated key socioeconomic indicators.</p>	<p>CSO staff able to design and implement sample surveys with minimum assistance at completion of technical assistance (TA). Economic statistics produced regularly with limited external support.</p>	<p>Mostly review missions and consultant's reports. Feedback from users of statistics will also be sought during workshops and meetings with users and producers.</p>	<p>The provision of this TA contains some risks, associated to security issues, low absorption capacity, and the willingness and ability of CSO to move rapidly with institutional reforms.</p>
<p>Outputs (i) Updated consumer price index (CPI) series, covering six urban centers. (ii) National poverty line, and poverty assessment. (iii) Improved national accounts estimates. (iv) Improved sector data. (v) Reviewed statistical legal framework, and recommendations for adjusting the current statistical system to the needs of a market economy and international standards. Application to Priority Reform and Restructuring (PRR) status submitted by CSO. (vi) Greater capacity at CSO and in line ministries. (vii) Upgraded physical infrastructure at CSO and in selected line ministries. (viii) Improved dissemination of statistical data by CSO.</p>	<p>(i) CPI monthly report published by CSO, based on a new consumption basket (from mid-2005). (ii) Poverty assessment report, including a national poverty line and related poverty and inequality indicators (mid-2005). (iii) GDP estimates reported annually by CSO. (iv) To be determined. (v) Revised statistics law; report on the organization of the statistics system; management trained in international standards (by Sept. 2004); and PRR status granted to CSO. (vi) At least 100 staff members trained in in-country training programs (March 2004). (vii) Computer network available; all regional offices equipped with bicycles (mid-2004). (viii) Annual yearbook; monthly CPI bulletin; and survey reports published.</p>	<p>Review missions by the Development Indicators and Policy Research Division (ERDI), ideally every 6 months. Review of consultant's reports by ERDI and the steering committee. Review of survey reports by ERDI.</p>	<p>Government commitment to provide counterpart staff and resources. Availability of highly qualified consultants.</p>

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p>Activities</p> <p>(i) Poverty assessment (including integrated living standards survey). (ii) CPI (computation of new set of weighting coefficients, price data collection, and dissemination). (iii) Compilation of national accounts (including integrated business enterprise survey). (iv) Review and improvement of administrative data. (v) Review of the statistics law and of the organization of the statistical system, and preparation of an application to the PRR status by CSO. (vi) Training. (vii) Development of the physical infrastructure. (viii) Data dissemination.</p>	<p>(i) Poverty assessment published by CSO in 2005. (ii) Monthly bulletin of CPI for six urban centers. CPI series computed based on a new set of weights (2005). (iii) New GDP estimates available in 2004. (iv) New forms developed, and improved data flow between CSO and line agencies, by the end of 2004. (v) Report on the reorganization of the statistical system. New statistics law endorsed by the Government in 2004. PRR status obtained by CSO in 2004. (vi) At least 10 training programs conducted (total of over 150 participants). (vii) Computer and furniture available in all departments of CSO. Bicycles available in all 32 regional offices. (viii) Annual publication of statistics yearbook, monthly publication of CPI, and dissemination of survey reports and datasets.</p>	<p>Review missions by ERDI (ideally every 6 months).</p> <p>Consultant's report.</p> <p>Review of survey reports by ERDI.</p> <p>Timeliness and frequency of publication of the CPI bulletin.</p> <p>For training programs, assessment by the participants (to be conducted at completion of each training program, and to be reported to ERDI).</p> <p>For development of the physical infrastructure, list of items procured.</p>	<p>Availability of highly qualified international consultants.</p> <p>Absorption capacity of CSO staff is sufficient.</p> <p>Security situation allows implementation of surveys in a large portion of the territory.</p> <p>Most appropriate staff are nominated to attend training.</p> <p>Turnover of newly trained staff might be a serious concern.</p>
<p>Inputs</p> <p>(i) Consultants (international: 25.5 person-months; domestic: 36 person-months). (ii) National contractual staff (interviewers, supervisors, drivers, data entry operators). (iii) Computer equipment, software. (iv) Other equipment (bicycles, vehicles, etc). (v) Training program. (vi) Study tours. (vii) Asian Development Bank and counterpart funding (respectively \$1.75 million and \$310,000)</p>	<p>Domestic consultant recruited no later than January 2004.</p> <p>International consultants identified and recruited on a timely basis.</p>	<p>Consultant's report.</p> <p>List of procured items.</p> <p>Review of training material prepared by trainers.</p> <p>Back-to-office reports by participants in study tours.</p>	<p>(Same as above)</p>

COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Foreign Exchange	Local Currency	Total Cost
A. Asian Development Bank Financing ^a			
1. Consultants			
a. Remuneration and Per Diem			
i. International Consultants ^b	485.0	0.0	485.0
ii. Domestic Consultants ^c	28.8	0.0	28.8
b. International and Local Travel ^d	127.5	0.0	127.5
c. Staff Travel as Resource Person	25.0	0.0	25.0
d. Reports and Communications	3.0	0.0	3.0
2. Equipment ^e	190.0	14.0	204.0
3. Training, Seminars, and Conferences			
a. Training and Workshops	117.0	16.0	133.0
b. Study Tours ^f	55.5	0.0	55.5
4. Surveys			
a. Integrated Living Standards Survey	0.0	260.0	260.0
b. Integrated Business Enterprises Survey	0.0	111.0	111.0
c. Price Data Collection	0.0	60.0	60.0
5. Data Dissemination	60.0	20.0	80.0
6. Contingencies	150.0	27.2	177.2
Subtotal (A)	1,241.8	508.2	1,750.0
B. Government Financing			
1. Office Accommodation and Transport	0.0	150.0	150.0
2. Remuneration of Counterpart Staff	0.0	130.0	130.0
3. Others	0.0	30.0	30.0
Subtotal (B)	0.0	310.0	310.0
Total	1,241.8	818.2	2,060.0

^a Financed by ADB's TA funding program.

^b For 25.5 person-months. Fees and travel cost budgeted according to ADB Consulting Services Division instructions.

^c For 36 person-months, budgeted at \$750 per month.

^d Estimated assuming an average of one international trip per month per international consultant.

^e Consisting of about 16 computers (including networking) and 20 printers, software, 1 photocopier, 1 liquid crystal display projector, 53 bicycles, 2 vehicles (including cost of operation), furniture, and communication equipment.

^f For 15 study tours, budgeted at \$3,700 each.

Source: Asian Development Bank estimates.

OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

A. International Consultant for Sampling and Living Standards Survey Methodology (7 person-months)

1. The consultant, with experience in sampling and multitopic household survey methodology, and in poverty measurement (in particular computation of poverty lines), will be recruited by the Asian Development Bank (ADB) to do the following:

- (i) Assist the Central Statistics Office (CSO) of Afghanistan in developing the sampling methodology and draw the sample for the integrated living standards survey (ILSS). A nationally representative sample will have to be selected, taking into consideration security issues that may prevail at the time of the survey.
- (ii) Produce a reference manual with detailed instructions for the computation of weighting (extrapolation) coefficients and sampling errors.
- (iii) Train CSO staff (and staff from other interested national agencies) in sampling techniques.
- (iv) Design the ILSS questionnaires (household- and community-level questionnaires, including a price module at the community level) and other methodological material (e.g., interviewers' and supervisors' manuals). The questionnaire will be designed in compliance with international standards. Input from major national and international stakeholders will be considered.
- (v) Participate in the field-testing of the questionnaire.
- (vi) Participate in the selection, training, and supervision of the interviewers and supervisors.
- (vii) Prepare the data collection work program (logistics plan), and participate in the supervision of the fieldwork.
- (viii) Develop a tabulation plan, with particular focus on the needs of the poverty assessment and of consumer price index and national accounts.
- (ix) Specify data entry and data editing procedures (consistency and validation checks, correction, and imputation rules), and discuss them with the expert in household survey data processing.
- (x) Produce a report providing a detailed methodological description of the survey.
- (xi) Participate in the survey data analysis, and assist CSO in producing an analytical report on poverty. The analysis must be done with national counterpart staff.
- (xii) Participate in the dissemination of the poverty report. Facilitate a national workshop on poverty measurement.
- (xiii) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (xii).

B. International Consultant for Household Survey Data Processing (4 person-months)

2. The consultant, with strong experience in survey data processing and excellent knowledge of CsPro and statistical packages for the social sciences (SPSS) software, will be recruited by ADB to assist CSO in processing the ILSS data. The consultant will do the following:

- (i) Train CSO staff on the use of CsPro.
- (ii) Assist CSO in writing the data entry program using CsPro. The program will include validation and consistency checks. The editing specifications will be provided by the international consultant for sampling and living standards survey methodology.

- (iii) Help select and train data entry operators.
- (iv) Write computer programs for the computation and imputation of variables (aggregations, imputation of weighting coefficients, etc.)
- (v) Assist CSO and the international consultant for sampling and living standards methodology in analyzing the survey data, in particular in processing the data for computing the poverty line.
- (vi) Produce control tables (for consistency checking).
- (vii) Write computer programs for converting data from the original CsPro format to SPSS format. The programs will include the labeling of variables and values.
- (viii) Write, with CSO staff, a technical report on data processing with a description of all programs and data files (i.e., a detailed data dictionary).
- (ix) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (viii).

C. International Consultant for Business Enterprise Survey Methodology
(3 person-months)

3. The consultant will have had extensive expertise in business enterprise survey methodology, and will be recruited by ADB to do the following:

- (i) Assist CSO in developing the sampling methodology and draw the survey sample for an integrated business enterprise survey (IBES). A nationwide sample will have to be selected. The business enterprise registry, which will be used as sample frame, will be assessed, updated, and computerized.
- (ii) Produce a sample reference manual with detailed instructions for computing weighting (extrapolation) coefficients and sampling errors.
- (iii) Design the survey questionnaire, in compliance with international standards, and in close cooperation with concerned line ministries.
- (iv) Train CSO staff (and staff from other interested national agencies) in business enterprise survey methodology.
- (v) Participate in the field-testing of the questionnaire.
- (vi) Prepare the data collection work program (logistics plan).
- (vii) Help select, train, and supervise interviewers and supervisors.
- (viii) Develop a tabulation plan.
- (ix) Specify data entry and data editing procedures (consistency and validation checks, correction, and imputation rules).
- (x) Produce a report providing detailed methodological description of the survey.
- (xi) Participate in the survey data analysis and produce an analytical report with national counterpart staff.
- (xii) Participate in the in-country dissemination of the report, in particular by facilitating a national workshop on business enterprise surveys.
- (xiii) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (xii).

D. International Consultant for Business Enterprise Survey Data Processing
(1 person-month)

4. The data processing consultant, with excellent knowledge of MS-Excel and MS-Access software, will be recruited by ADB to assist CSO in processing the business enterprise survey data, i.e. to do the following:

- (i) Design a simple database application in MS-Excel or MS-Access for storing the national business register data, with basic functions of filtering, sorting, and

reporting. The objective is to have an electronic version of the available registry, to assure its preservation and to help selecting samples of establishments and enterprises.

- (ii) Train the staff of CSO and the Ministry of Commerce in the use of the MS-Excel or MS-Access application, in particular data entry and editing.
- (iii) Write the survey data entry program using MS-Excel or MS-Access, with validation and consistency checks. The specifications for editing will be provided by the international consultant in business enterprise survey methodology.
- (iv) Participate in the selection and training of survey data entry operators.
- (v) Write computer programs for the computation and imputation of variables (aggregations, imputation of weighting coefficients, etc.)
- (vi) Write a technical report on data processing with description of all programs and data files (detailed data dictionary).
- (vii) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (vi).

E. International Consultant for Statistical Law and Organization (2.5 person-months)

5. The consultant, with experience in statistical legislation and organization and administration of national statistics offices, will be recruited by ADB to do the following:

- (i) Review the statistics law, and propose amendments to the law to support the strengthening and modernization process.
- (ii) Assess the organization of CSO and make recommendations for a possible restructuring.
- (iii) Assist CSO in preparing its application for "Priority Reform and Restructuring" status, based on the procedure established by the Independent Administrative Reform and Civil Service Commission. This will in particular consist of preparing a report stating the purpose, objectives, organization structure, staffing levels, and lines of accountability of the restructured function of CSO.
- (iv) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (iii).

F. International Consultants for Sector Statistics (6 person-months)

6. The consultants for sector statistics (one consultant per sector selected) will be recruited by ADB to assist CSO and line agencies in reviewing and improving the collection, compilation, and dissemination of administrative data. The line agencies to be assisted will be identified after finalization of the national statistical master plan. Technical assistance will only be provided to agencies or ministries that will not benefit from similar support by other funding agencies. For each agency that will be assisted, the consultant will do the following:

- (i) Assess the administrative data collection procedures.
- (ii) Assess the dissemination and sharing of administrative data, in particular the reporting of these data to CSO.
- (iii) Recommend how to improve the collection, compilation, sharing, dissemination, and use of the administrative sector data.
- (iv) Develop data processing procedures to improve the flow of data within and among agencies.
- (v) Train the staff of the line agencies in improved data management procedures.
- (vi) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (v).

G. International Consultant for National Accounts (2 person-months)

7. The consultant will have had a strong background and extensive working experience in national accounts, and will be engaged to help CSO in compiling the national accounts. The consultant, who will work in close cooperation with the IMF resident adviser, will be recruited by ADB to do the following:

- (i) Improve the procedures for compiling the national accounts statistics, in particular to implement the international standard recommendations of the System of National Accounts 1993.
- (ii) Incorporate the ILSS and the IBES data into the national accounts estimates.
- (iii) Assess each main component of the national accounts, i.e. (a) the household sector; (b) the enterprise sector; (c) the financial sector (central bank and commercial banks); (d) the government sector (national budget); and (e) the rest-of-the-world sector (balance of payments). Based on this assessment, formulate recommendations for possible further technical assistance in national accounts.
- (iv) Provide basic training for the staff of CSO and other interested national agencies in the system of national accounts 1993.
- (v) Submit a completion report to CSO and ADB within 2 weeks after completion of the activities listed in (i) to (iv).

H. Domestic Consultant for TA Administration (36 person-months)

8. A domestic consultant with experience in project administration, basic knowledge of statistics, and excellent knowledge of English will be recruited by ADB for the duration of the technical assistance, to do the following:

- (i) Assist ADB in the procurement of computer and other equipment for CSO and other agencies.
- (ii) Assist CSO to liquidate the cash advance (the legal responsibility will remain with CSO).
- (iii) Assist the international consultants in administrative and logistic arrangements for the preparation and during their work.
- (iv) Provide interpretation service to international consultants during their work.
- (v) Translate technical and administrative documents (survey questionnaires, manuals, and reports), and correspondence between ADB and CSO.
- (vi) Participate in the organization of training programs and workshops.
- (vii) Contribute to the production of a directory of statistical outputs (comprehensive and consolidated documentation describing the statistical series and indicators compiled in Afghanistan).
- (viii) Liaise with the ADB resident mission.
- (ix) Report to ADB regularly on the status and progress of the activities.

The domestic consultant will be provided with an office at CSO headquarters.