

**ASIAN DEVELOPMENT BANK**

**TAR: CON 36039**

**TECHNICAL ASSISTANCE**

**FOR**

**SUPPORT TO THE GREATER MEKONG SUBREGION  
SUMMIT OF LEADERS  
AND RELATED ACTIVITIES**

**May 2002**

## **ABBREVIATIONS**

ADB	–	Asian Development Bank
ASEAN	–	Association of Southeast Asian Nations
CDC	–	Council for the Development of Cambodia
GMS	–	Greater Mekong Subregion
TA	–	technical assistance

## **NOTE**

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

## I. INTRODUCTION

1. Six Greater Mekong Subregion (GMS) countries—Cambodia, People's Republic of China, Lao People's Democratic Republic, Myanmar, Thailand, and Viet Nam—have been working together since 1992 under the GMS Program of Economic Cooperation (the GMS program) to pursue their common commitment to attain long-term sustainable growth for the subregion. With the assistance of the Asian Development Bank (ADB), the GMS program has accomplished much during the past 10 years, in building economic linkages through subregional infrastructure projects as well as initiatives in tourism, human resources development, environment, and trade and investment. To give further impetus to subregional cooperation, GMS countries have agreed to hold the first summit of GMS leaders on 3 November 2002 in Phnom Penh, Cambodia with the theme: "Making It Happen: Growth, Equity and Prosperity through Economic Integration in the GMS."

2. The idea of a GMS summit of leaders was first discussed during the visit of Prime Minister Thaksin of Thailand to Cambodia in June 2001. Subsequently, in October 2001, at the Association of Southeast Asian Nations (ASEAN) meeting in Brunei Darrusalam, Prime Minister Hun Sen of Cambodia consulted the heads of GMS governments about the GMS summit, and they agreed to participate in it. Participants in the 10<sup>th</sup> GMS Ministerial Meeting held in Yangon, Myanmar on 29 November 2001 welcomed the decision to hold the GMS summit. The ministers also requested ADB to convene a meeting of funding agencies to help mobilize resources for the GMS program prior to the summit. At the GMS Senior Officials Meeting held at ADB headquarters in January 2002, ADB was requested to assist in the preparations for and the organization of the GMS summit. The key preparatory activities include the preparation of a development matrix, the drafting of the joint summit declaration, consultation meetings among funding agencies to mobilize resources for GMS projects and activities, and the preparation of a list of topics for discussion by the GMS leaders. The Government of Cambodia, as host of the GMS summit also requested ADB to provide advisory and technical secretariat support for the summit preparations, and partial financing of the meeting. In response to the request from the GMS governments, ADB prepared technical assistance (TA) to finance activities in preparation for and at the GMS summit. The objectives, outputs, indicators, and monitoring mechanisms for the TA are reflected in the TA framework in Appendix 1. The TA was circulated to the GMS countries for concurrence on 2 April 2002 and no objections have been received.<sup>1</sup>

## II. ISSUES

3. The GMS summit is the first meeting of the heads of governments under the GMS program framework. The GMS summit will signify the commitment of the participating countries to promoting economic cooperation in the GMS. It will commemorate 10 years of significant achievements in eight priority sectors of cooperation and reaffirm the benefits and contribution of the GMS program to the development goals of participating countries. The GMS summit, being an initiative of the GMS governments, also signifies these countries' ownership at the highest political level. As lead agency for the GMS Program, ADB is expected to take an active role in moving the program forward. ADB has had a catalytic role in the GMS program since its inception in 1992.

4. Recognizing the desire of the GMS leaders to advance the goals of subregional cooperation, the 10<sup>th</sup> GMS Ministerial Meeting (para. 2) adopted a 10-year GMS strategic

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<sup>1</sup> The TA was first listed in the *ADB Business Opportunities* (Internet version) on 11 April 2002.

framework that presented a shared vision for the GMS, 5 strategic thrusts for subregional cooperation, and 10 flagship programs/projects. To translate the strategic framework into concrete activities, the GMS countries considered it necessary to prepare a development matrix to organize information on initiatives with subregional implications. The matrix will be used to (i) determine key priorities; (ii) identify gaps in planned interventions in key areas (i.e., areas that have no ongoing or planned activities but are critical to the achievement of goals); and (iii) identify financing gaps. The development matrix will provide a common information base for governments, the private sector, and funding agencies to plan subregional development interventions and to mobilize resources, thus ensuring a consistent and well-directed approach to achieving subregional goals. The GMS countries, with ADB as coordinator, will be involved in preparing the development matrix. The TA will support (i) consultancy services for analyzing the development matrix; and (ii) meetings of the task force (para.5) and of GMS senior officials and ministers who will identify priority projects and physical and financial gaps.

5. To better focus on the preparations for the GMS summit, the GMS senior officials established a GMS task force as the focal group for all activities pertaining to the GMS summit. At least three task force meetings have been planned, with their discussions to include the GMS summit agenda and meeting arrangements, the development matrix, the indicative list of topics to be discussed by the GMS leaders, and the draft joint summit declaration. The TA will support meetings of the task force, as well as special meetings of GMS senior officials and ministers to review the recommendations of the task force on the summit preparations.

6. The Cambodian ministries involved with the GMS summit preparations are the Ministry of Foreign Affairs and the Office of the GMS National Coordinator based in the Council for the Development of Cambodia (CDC). As the GMS summit will take place directly before the ASEAN summit, the ASEAN Department within the Ministry of Foreign Affairs is taking the lead for the protocol, program and conference arrangements, while the Office of the GMS National Coordinator based in the CDC is responsible for the substantive aspects of the GMS summit. However, CDC has very limited resources to handle day-to-day coordination of summit preparatory activities. The Government of Cambodia has therefore requested ADB to fund a team of international and national consultants to provide advisory and technical secretariat services prior to and during the summit.

7. The core output of the GMS summit will be a joint summit declaration of GMS leaders. While the declaration will reflect achievements, it will primarily focus on future directions and challenges, and the commitments to the next steps to attain the GMS leaders' shared vision and goals. The indicative list of topics to be discussed by the leaders should include emerging trends and factors in the global and regional environment that could fundamentally change the context of the GMS program in the next decade. An open discussion of these trends could benefit from inputs by development practitioners who have exceptional professional experience and with knowledge of key issues related to developments in Asia. The TA will support a forum for an exchange of views on regional and global trends with implications for the GMS.

8. The GMS summit provides an excellent opportunity to promote among stakeholders broad-base awareness of the GMS program including the benefits and opportunities of regional cooperation. Publications on the GMS have catered mostly to a limited readership among development practitioners and academics. GMS information that caters to the general public, and is translated into local languages, should therefore be developed to help convey important messages on the GMS program. Targeted information exchanges with journalists, potential investors, and development agencies, should be prepared prior to the GMS summit to help enhance visibility of the GMS. The TA will support consultancy services for preparing

publications and reports related to the GMS program and the GMS summit, and will finance publishing and disseminating these materials.

### III. THE TECHNICAL ASSISTANCE

#### A. Purpose and Output

9. The TA's three key objectives are to (i) further the process of subregional cooperation in the GMS by providing support to key inputs and activities that will ensure the success of the GMS summit, (ii) promote the visibility of the GMS program as a model for regional cooperation, and (iii) reinforce the partnerships and commitment among the GMS countries at the highest political level. More specifically, the TA will help implement the 10-year GMS strategic framework and flagship programs/projects by preparing the development matrix as a basis for setting priorities and mobilizing resources, identifying new themes and emerging issues that may be discussed by the GMS leaders, and providing an advisory and technical secretariat to the Government of Cambodia as host of the GMS summit.

#### B. Methodology and key Activities

10. The TA components will consist of:
- (i) preparatory meetings for the GMS summit, and the GMS summit meeting;
  - (ii) advisory and technical secretariat support services to the Government of Cambodia;
  - (iii) consultancy services for the development matrix;
  - (iv) a seminar to identify emerging regional and global challenges affecting the GMS; and
  - (v) consultancy services for publications and media relations.
11. **Preparatory Meetings and the GMS Meeting (Component 1).** At least three meetings of the GMS task force are required. Meetings of GMS senior officials and ministers will also be held to review the preparations for the GMS summit. These meetings will discuss the draft joint summit declaration so that consensus is largely reached by the 11<sup>th</sup> GMS Ministerial Meeting. Other items to be discussed at these meetings include (i) topics to be addressed by the GMS leaders in closed session; (ii) the development matrix and the strategic program and project interventions for the next decade; and (iii) detailed arrangements for the GMS summit program, protocol, and related conference arrangements. The TA will finance these preparatory activities and part of the meeting and participants' costs during the GMS summit.
12. **Advisory and Technical Secretariat Support Services (Component 2).** As host of the GMS summit, the Government of Cambodia is expected to lead the substantive and logistical preparations for the meeting. The task force is chaired by the GMS national coordinator for Cambodia. The office of the GMS national coordinator for Cambodia, however, does not have adequate staff and financial resources to prepare for and coordinate inputs for the task force and other related meetings. In addition, the cost of hosting the GMS summit meeting imposes a heavy burden on Cambodia. Thus, and in response to the Cambodian Government's request, the TA will provide advisory and technical secretariat support services, and will finance part of the cost of the GMS summit.

13. **The Development Matrix (Component 3).** The core purpose of the GMS summit is to seek the endorsement and political commitment of the GMS leaders to a strategic set of projects that will make a major, visible impact on the GMS's development goals in the next 10 years. Consultancy services will be required to analyze the critical set of projects included in the development matrix and ensure their mutual consistency, economic benefit, and financial viability. This critical set of projects will be highlighted in the discussion of the GMS summit leaders, on the joint summit declaration and other topics, and will be the focus of resource mobilization efforts.

14. **Emerging Regional and Global Challenges (Component 4).** To prepare a robust list of topics for the GMS leaders to discuss during the summit, ADB will organize a seminar with senior-level development practitioners in the Asian region as resource persons. Topics relevant to the GMS that may be discussed during the seminar includes the Peoples Republic of China's accession to the World Trade Organization (WTO); liberalization of India's economy; information technology and the development divide; and global financial integration. The TA will finance the cost of participation of resource persons to the seminar, their honoraria, and the cost of participation by senior officials from selected developing member countries. The TA will also finance a consultant to coordinate the participation of resource persons, prepare for the seminar, and be moderator during the seminar. The outcome of the seminar deliberations will be considered at the GMS ministerial meeting and discussed during the GMS summit for the design of GMS programs and projects in the coming decade.

15. **Publications and Media Relations (Component 5).** The GMS summit will provide a major opportunity for media coverage and publicity that will promote the GMS program and attract more foreign investment to the subregion. Publications on the GMS program will be developed and disseminated to the international press and the general public, including at the local level in the GMS countries. The publications will be translated into the GMS national languages to reach a broader audience and thus enhance public awareness of the GMS program.

### **C. Cost and Financing**

16. The TA is estimated to cost \$500,000, to be financed by ADB on a grant basis from the ADB-funded Special Fund. The detailed cost estimates and financing plan are in Appendix 2.

### **D. Implementation Arrangements**

17. ADB will be the Executing Agency for the TA and will implement components one, three four, and five. CDC will be the Implementing Agency for component 2 (Advisory and Technical Secretariat Support Services). The counterpart agencies in the other GMS countries will be the offices of their GMS national coordinators.

18. For the second component, the services of individual international consultants (regional cooperation experts, totaling 4 person-months) and individual domestic consultants (technical assistants, totaling 10 person-months) will be engaged. The team of consultants to be assigned to the Government of Cambodia will be supervised by CDC.

19. For the other components, the following individual consultants will be required: (i) one international consultant to coordinate the seminar on regional and global challenges affecting the GMS (a regional cooperation expert for 1 person-month); (ii) one international consultant for the development matrix (a development economist for 1 person-month); and (iii) one

international consultant for publicity and media relations (a media relations expert for 1 person-month). The international and domestic consultants under the TA will be selected in accordance with the *ADB Guidelines on the Use of Consultants* and other arrangements satisfactory to ADB for the recruitment of domestic consultants. The consultants will provide advisory and technical services as specified in the outline terms of reference (Appendix 3).

20. The outputs of the TA will be utilized and/or disseminated as follows:
  - (i) development matrix—GMS summit and funding agencies;
  - (ii) consultation meetings for funding agencies—GMS governments and GMS summit;
  - (iii) outputs of the seminar on emerging regional and global challenges affecting the GMS—GMS summit and the general public;
  - (iv) joint summit declaration—GMS summit and the general public;
  - (v) advisory and technical services to the Government of Cambodia—the GMS governments;
  - (vi) GMS summit and related meetings—GMS governments; and
  - (vii) GMS publications—the GMS general public.
  
21. The TA will be implemented over seven months, from May through November 2002.

#### **IV. THE PRESIDENT'S DECISION**

22. The President, acting under the authority delegated by the Board, has approved the provision of technical assistance in an amount not exceeding the equivalent of \$500,000 on a grant basis for Support to the Greater Mekong Subregion Summit of Leaders and Related Activities, and hereby reports this action to the Board.

## TECHNICAL ASSISTANCE FRAMEWORK

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p><b>Goal</b></p> <p>To promote and strengthen regional cooperation in the Greater Mekong Subregion (GMS) for the next decade</p>	<p>Enhanced ownership of the GMS Program through reaffirmation of support and commitment at the highest political level</p> <p>Commitment to key priority subregional projects, initiatives, and milestones for the next decade</p>	<p>Indications of commitment to specific milestones as reflected in the joint summit declaration of GMS leaders</p>	
<p><b>Purposes</b></p> <ol style="list-style-type: none"> <li>1. To provide support to key inputs to ensure the success of the GMS summit;</li> <li>2. To promote the visibility of the GMS Program as a model for regional cooperation; and</li> <li>3. To reinforce the partnerships and commitment among the GMS countries at the highest political level</li> </ol>	<p>Successful GMS summit meeting that clearly provides the direction for regional cooperation in the next decade and indicates specific commitment of leaders to concrete milestones</p> <p>Greater awareness of the GMS program through the publicity generated by the summit</p>	<p>Indications of commitment to specific milestones as reflected in the joint summit declaration of GMS leaders</p> <p>Wide publicity for the GMS summit and the GMS program</p>	<p>Consensus on concrete milestones is important to advance the GMS program in the next 10 years</p>
<p><b>Outputs</b></p> <ol style="list-style-type: none"> <li>1. Development matrix to serve as basis for identifying critical priority subregional projects for implementation in the next decade</li> </ol>	<p>Completed development matrix focusing on the 10 flagship programs/ projects as well as national projects with subregional implications</p> <p>Critical set of priority subregional projects identified with clear financing plan; mention of these critical projects in the joint summit declaration</p>	<p>GMS task force, senior officials' and ministerial meetings to consider the development matrix</p> <p>Consultant's report</p> <p>Final joint summit declaration that includes reference to the development matrix and/or the critical priority subregional projects.</p>	<p>Ability of the GMS countries to provide comprehensive project information</p> <p>Different interpretations of what comprises a subregional project</p>

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p>2. Consultation missions/meetings with funding agencies</p> <p>3. Seminar to discuss emerging global and regional trends with implications on the GMS program</p> <p>4. Efficient organization of the summit and related meetings held in Cambodia</p>	<p>Analysis of the development matrix including physical and financial gaps</p> <p>Endorsement of the development matrix by the 11<sup>th</sup> GMS Ministerial Meeting</p> <p>Use of/reference to the development matrix during the consultation meetings of funding agencies</p> <p>Consultation missions/meetings to discuss the 10-year GMS strategic framework and priority subregional projects</p> <p>Cofinancing and/or additional resource commitments for GMS projects</p> <p>Emerging issues and trends identified and included in the list of topics to be discussed by the GMS leaders during the closed session</p> <p>Inclusion of emerging issues and trends in the joint summit declaration</p> <p>Well-prepared and timely inputs from the Government of Cambodia on various aspects of the GMS summit preparations</p> <p>Operational secretariat staff support to the GMS national coordinator</p>	<p>Progress reports submitted to the task force, senior officials' and ministerial meetings</p> <p>Proceedings of the 11<sup>th</sup> GMS Ministerial Meeting</p> <p>Reports on meetings with funding agencies</p> <p>Reports to the GMS task force, senior officials', and ministerial meetings on the outcome of the consultation missions/meetings</p> <p>Communication from funding agencies of their interest to cofinance GMS projects</p> <p>Seminar to be attended by high-level development practitioners, including representatives from selected developing member countries</p> <p>Feedback from the GMS countries, ADB staff, and the other participants involved in the preparations for the GMS summit</p> <p>Feedback and assessment from the Cambodia Resident Mission</p>	<p>Difficulty in arriving at a consensus on key priority projects and the analysis of physical and financial gaps</p> <p>GMS ministers will unanimously endorse key priority projects resulting from the analysis of the matrix</p> <p>Funding agencies are fully informed of the GMS program and its strategic thrusts that provide the context for the development matrix</p> <p>Support to GMS priority subregional projects will depend on the thrusts of the funding agencies' programs of assistance to the GMS</p> <p>Cofinancing decisions by funding agencies takes time</p> <p>Selection of quality resource persons is crucial in determining the quality of seminar results</p> <p>Consultants to be engaged must have the confidence of the Government of Cambodia in view of the sensitive nature of the advisory services to be provided</p> <p>Domestic consultants to be recruited should have the required experience in handling high-level meetings</p>

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
5. GMS summit and related preparatory meetings	Well-organized and successful meetings	Feedback from the GMS countries, ADB staff, and the other participants involved in the GMS summit and related meetings	Successful outcomes of the meetings will depend on the full cooperation of the GMS countries, working closely with the ADB and the host country
6. Publications on the GMS program translated into the local language	GMS brochures updated, printed, and translated into the GMS national languages; 10-year GMS strategic framework printed and circulated	Feedback from recipients	Publications on the GMS program can be widely disseminated to reach the general public
7. Extensive coverage of GMS program/projects in various media	Media plan prepared and implemented  Frequent write-ups and news on the GMS in the lead-up to the summit	Periodic reports on the media plan and the status of its implementation  Clippings/compilation of news and articles on the GMS	Meaningful reporting on the GMS program and the GMS summit will be influenced by the quality and timeliness of information shared with media
8. Comprehensive media coverage of the GMS summit	Presence of several media representatives during the summit  Well-organized and successful press conference after the summit meeting  Extensive reporting on the results of the summit in major dailies in the region	Feedback from ADB staff, especially from the Cambodia Resident Mission  Clippings/compilation of news and articles on the GMS summit	Meaningful reporting on the GMS program and the GMS summit will be influenced by the quality and timeliness of information shared with media
<b>Activities</b>  1. Preparation of the development matrix involving inputs from the GMS countries and ADB. analysis of the matrix, and identification of physical and financial gaps	Completion of these inputs by the time of the 11 <sup>th</sup> GMS Ministerial Meeting so that consensus can be established among the GMS countries	Progress of work on the various inputs as discussed in the meetings leading to the summit	Ability of the GMS countries to provide good and timely inputs

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
2. Funding consultation missions and meetings	Missions completed by May 2002; decision on the timing and agenda of the funding consultation meeting decided at the Mid-Term Senior Officials Meeting in June 2002	Back-to-office reports on the consultation missions	Success of the consultation missions will depend on how well funders are convinced that they could make an impact on the GMS program
3. Organization and conduct of a seminar to discuss global and regional issues with implications on the GMS program, including identification of resource persons	Resource persons and themes identified by May 2002; seminar conducted by August 2002  Use of the seminar outputs in drawing up the indicative list of topics for discussion by the GMS leaders	Consultant's report on the progress of organizing the seminar  Feedback on the outcome of the seminar from the GMS countries	The success of the seminar will depend on the quality of resource persons identified
4. Meetings of the GMS task force, senior officials, and ministers to prepare for the GMS summit	Task force meetings scheduled for June and October 2002; senior officials' meetings scheduled for June and September 2002; 11 <sup>th</sup> GMS Ministerial Meeting scheduled in September 2002	Reports of meetings indicating progress made for the summit	Progress of these meetings toward preparations for the summit will depend on the quality of the inputs (i.e., the development matrix and the joint summit declaration)
5. Preparatory activities in Cambodia for the GMS summit including (i) program and conference arrangements; (ii) coordination of inputs to the meetings; and (iii) arrangements with media, including press conference	Well-prepared plans for the organization and agenda of the summit as presented by Cambodia in various GMS meetings leading to the summit	GMS countries' positive response to Cambodia's plans for the summit	Adequate staff and financial resources are critical to Cambodia's ability to prepare well for the GMS summit
6. Preparation of a media plan to promote the GMS Program and enhance the visibility of the GMS summit	Well-prepared media plan with well-defined messages on the GMS  Key media contacts who will specifically cover the GMS summit  Well-attended press conference	Consultant's reports  Clippings on the GMS program and the GMS summit	Quality of information shared with the media will influence their coverage of the GMS program and the summit

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p><b>Inputs</b></p> <p>1. Financial resources to support the participation of GMS countries in the GMS summit -related meetings, as well as part of the summit meeting costs</p> <p>2. Financial resources to finance publications on the GMS</p> <p>3. Consultancy services for the development matrix, the seminar on global and regional trends, and publicity</p> <p>4. Resource persons for the Seminar on regional and global trends affecting the GMS</p> <p>5. Advisory and technical secretariat support services to support Government of Cambodia</p> <p>6. Administrative expenses and contingencies</p>	<p>\$200,000</p> <p>\$10,000</p> <p>\$70,000</p> <p>\$50,000</p> <p>\$110,000</p> <p>\$60,000</p>		

**COST ESTIMATES AND FINANCING PLAN**  
(\$'000)

Item	Total Cost
1. Consultants	
a. International Consultants (7 person-months)	
i. Remuneration and Per Diem	120.0
ii. International Travel	30.0
b. Domestic Consultants' Remuneration (24 person-months)	30.0
2. Meetings, Seminars, and Conferences	
a. Per Diem/Hotel Accommodation	130.0
b. International Travel	70.0
3. Resource Persons	
a. Remuneration/Honorarium	35.0
b. International Travel	15.0
4. Publications	10.0
5. Administrative Expense	10.0
6. Contingencies	50.0
<b>Total</b>	<b>500.0</b>

Source: Asian Development Bank estimates.

## OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

### A. Advisory and Technical Services to the Government of Cambodia (Component 2)

1. A team of international and domestic consultants will be engaged to provide advisory and technical support services to the Government of Cambodia. The team of international consultants (4 person-months) and domestic consultants (12 person-months) will be supervised by the Council for the Development of Cambodia.

#### 1. International Consultants: Regional Cooperation Experts (4 person-months)

2. Two regional cooperation experts (2 person-months each) will be primarily responsible for providing advisory services to the Government of Cambodia during the preparations for the Greater Mekong Subregion (GMS) summit. Their responsibilities will be as follows:

- (i) Advise on the overall GMS summit preparations, including the program, agenda, and indicative set of topics for discussion by the GMS leaders.
- (ii) Provide inputs to the joint summit declaration, in close coordination with the GMS summit task force and the Asian Development Bank (ADB).
- (iii) Help prepare inputs to the development matrix, the consultation meetings for funding agencies, the GMS senior officials' meeting, and the 11<sup>th</sup> GMS ministerial meeting.
- (iv) Assist the Government of Cambodia in preparing for official statements and discussion points to be used in the GMS summit.
- (v) Assist in the overall participation of the Government of Cambodia in meetings of the GMS summit task force, GMS senior officials' meetings and ministerial meetings leading to the GMS summit.
- (vi) Participate in meetings related to the GMS summit as may be required.

#### 2. Domestic Consultants: Technical Assistants (10 person-months)

3. Two technical assistants (5 person-months each) will be supervised by the GMS national coordinator for Cambodia. Their responsibilities will be as follows:

- (i) Help organize meetings and activities related to the GMS summit, including preparing draft correspondence, budget, and meeting venues, and providing overall logistical support.
- (ii) Assist the GMS national coordinator in coordinating with the relevant ministries in Cambodia regarding the substantive and logistical requirements for GMS summit-related meetings and the summit meeting.
- (iii) Ensure the smooth flow of communications and documents between the office of the GMS national coordinator and other ministries in the Government of Cambodia, offices of the GMS national coordinators in the other GMS countries, and ADB.

- (iv) Monitor and compile news (in print and the Internet) relevant to the GMS program in general and the GMS summit in particular.
- (v) Assist in information dissemination by coordinating the distribution of publications and other relevant materials to the GMS summit participants and to the media.
- (vi) Provide overall logistical support to the GMS summit and related meetings.

**B. Consultancy Services for the Development Matrix (Component 3): Development Economist (1 person-month)**

4. An international consultant with expertise in development economics will be required. The consultant will be supervised by the head of the GMS Unit, Operations Coordination Division, Mekong Department. The consultant's responsibilities will be as follows:

- (i) Analyze the development matrix in terms of the critical set of mutually consistent and viable projects within the 10 GMS flagship programs that need to be implemented in the next 10 years to make an impact on subregional development goals.
- (ii) Identify gaps in development interventions within the critical set of projects.
- (iii) Analyze the financial implications of projects in the development matrix, including financing gaps, and identify projects that may be suitable for private sector financing.
- (iv) Prepare a report on the above for presentation to the GMS summit task force meetings, and other meetings related to the GMS summit.
- (v) Participate in meetings related to the GMS summit as may be required.

**C. Consultancy Services for the Seminar on Regional and Global Trends Affecting the GMS (Component 4): Regional Cooperation Expert (1 person-month)**

4. An international consultant with expertise in regional cooperation and an extensive network with high-level development practitioners in Asia will be engaged to organize and conduct a seminar on global and regional trends and its implications on the GMS program. The responsibilities will be as follows:

- (i) Identify a group of high-level development practitioners in Asia and coordinate their participation in the seminar.
- (ii) Prepare the format, agenda, and organization of the seminar.
- (iii) Act as moderator for the seminar.

**D. Consultancy Services for Publications and Media Relations (1 person-month)**

6. The media relations expert (international consultant) will be under the joint supervision of the Mekong Department and ADB's Office of External Relations. The expert's responsibilities will be as follows:

- i) Help prepare and implement a media plan for the GMS summit.
- ii) Help arrange for media coverage of GMS projects and activities, as well as the GMS summit and related meetings.
- iii) Assist in correspondence with media.
- iv) Prepare publications and reports related to the GMS summit meeting.
- v) Help organize the press conference during the GMS summit.