Regional Technical Assistance Report

Project Number: 41378
April 2008

Comprehensive Midterm Review of the Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area Road Map to Development

Asian Development Bank
ABBREVIATIONS

ADB – Asian Development Bank
ASEAN – Association of Southeast Asian Nations
BEBC – BIMP-EAGA Business Council
BIMP-EAGA – Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area
BIMP-FC – BIMP-EAGA Facilitation Center
RETA – regional technical assistance

TECHNICAL ASSISTANCE CLASSIFICATION

Targeting Classification – General intervention
Sector – Law, economic management, and public policy
Subsector – Economic management
Themes – Sustainable economic growth, regional cooperation, capacity development
Subthemes – Promoting economic efficiency and enabling markets, trade and investments, institutional development

NOTE

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

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Director General A. Thapan, Southeast Asia Department (SERD)
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Team leader J. M. Ferreira, Principal Regional Cooperation Specialist, SERD
I. INTRODUCTION

1. The Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area (BIMP-EAGA) cooperation initiative was formally launched in 1994 as a joint strategy of the participating governments to address the social and economic development of their less-developed and more remote territories. Following early gains, cooperation development in BIMP-EAGA was disrupted by the 1997 Asian financial crisis. As the economies recovered, regional leaders at the seventh Association of Southeast Asian Nations (ASEAN) summit in November 2001 supported the revitalization of the BIMP-EAGA cooperation initiative. Between 2002 and 2003, BIMP-EAGA reassessed its strategies and implemented structural and institutional reforms to strengthen its consultations and dialogue mechanisms. In 2004, with the help of the Asian Development Bank (ADB) and other development partners, BIMP-EAGA began the process of developing a new road map to chart the subregion’s economic and cooperation development for the following 5 years. At their second summit in Kuala Lumpur in December 2005, the leaders approved for implementation the BIMP-EAGA Road Map to Development (2006–2010).

2. The road map has guided the prioritization of the subregion’s cooperation initiatives in the last 2 years. At the fourth summit in November 2007, the leaders supported the decision of the ministers and senior officials to conduct a comprehensive midterm review of the road map to ensure that the measures being implemented remain relevant and fully support the goals of BIMP-EAGA and that targets will be achieved in a timely manner. The leaders also reiterated the ministers’ and senior officials’ request for ADB to support the review process.

3. BIMP-EAGA is one of two subregional cooperation initiatives in archipelagic Southeast Asia that ADB supports. As BIMP-EAGA’s regional development advisor, ADB has been providing assistance to key BIMP-EAGA initiatives. The proposed regional technical assistance (RETA) will give ADB the means to enhance its role by ensuring the accelerated implementation of the BIMP-EAGA road map within a results-focused framework. The design and monitoring framework is in Appendix 1.

II. ISSUES

4. The subnational area comprising BIMP-EAGA share the similar challenge of considerable geographic distance from their country’s core economic regions. They are resource-rich island economies that are less developed than the capital regions. BIMP-EAGA was created at a time of prosperity for the participating countries, encouraging the governments to undertake activities to narrow in-country development gaps and ensure that the benefits of economic growth accrue to the more remote territories. Taking advantage of the physical proximity, cultural affinity, and long history of trade between the EAGA component areas, a cooperative strategy was adopted to increase cross-border trade, tourism, and investments, and promote the integration of the economies of the subregion. Cooperation in this area was envisioned to be private sector-led and market driven.

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1 Including the ASEAN Secretariat and Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ, the German Agency for Technical Cooperation), that provided the BIMP Facilitation Center with technical assistance.
2 The other subregional cooperation initiative is the Indonesia–Malaysia–Thailand Growth Triangle.
3 The RETA first appeared in ADB Business Opportunities on 27 March 2008.
4 The focal subnational areas of BIMP-EAGA are (i) the provinces of Kalimantan, Maluku, Papua, and Sulawesi, in Indonesia; (ii) the states of Sabah and Sarawak and the federal territory of Labuan in Malaysia; and (iii) Mindanao and Palawan in the Philippines. Brunei Darussalam is a full state member of EAGA. The member countries use the term BIMP-EAGA (or simply EAGA) to refer to the subregional cooperation initiative and the geographic subregion.
5. The strong commitment and support of the government leaders to immediately identify and address the structural impediments to growth in the EAGA made early gains possible. Between 1994 and 1997, national policies were modified and cooperative agreements were facilitated to ensure the success of the cooperation initiative. Among other things, transport policies and travel regulations were relaxed, resulting in improved subregional connectivity and increased cross-border movement of people and goods. Business, cultural, and social networks within the subregion expanded and joint-venture investments in agribusiness, tourism, and trading increased. The 1997 financial crisis, however, disrupted early plans and progress slowed. In the immediate aftermath of the crisis, the private sector businesses which were initially expected to play the leading role had to retrench staff. Governments were forced to focus on the most urgent nationwide macroeconomic and structural challenges and had little financial capacity to support regional programs. Public sector investments in regional infrastructure declined severely, resulting in the further slowdown in the implementation of key EAGA development initiatives.

6. Growth in the region resumed in late 2001 and regional leaders supported the revitalization and repositioning of the EAGA. ADB technical assistance played a helpful role in these efforts. This renewed interest in the EAGA cooperation initiative was an acknowledgement of the vital role subregional cooperation could play in sustaining the economic recovery of the EAGA; however, it was also aimed at supporting the broader integration goal of ASEAN. This, along with new challenges arising from a significantly changed regional and global economic environment, led the EAGA to reassess its approach to cooperation development. As part of the economic integration efforts, the leaders declared BIMP-EAGA a test-bed for the implementation of regional agreements and, more recently, as an important economic corridor in ASEAN. To initialize the revitalization efforts, the EAGA implemented important structural reforms, starting with the reprioritization of the sectors for cooperation. The creation of a subregional central secretariat—the BIMP Facilitation Center (BIMP-FC) — was another major step taken to ensure continuity of the regional cooperation effort through the effective monitoring and coordination of cooperation activities among EAGA institutions and stakeholders as well as with development partners. Another measure included the restructuring of the private sector umbrella organization, the BIMP-EAGA Business Council (BEBC). In 2004, the ninth ministerial meeting approved the preparation of a broad-based development road map to chart BIMP-EAGA’s cooperation activities over the next 5 years. In 2005, the EAGA leaders approved for implementation the new development road map that is focused on enhancing the subregion’s competitive advantage through cross-border consolidation, complementation, industry clustering, and value-chain management.

7. As embodied in its development road map, the ultimate goal of BIMP-EAGA is to narrow the development gap across and within the EAGA member countries. Road map targets were established alongside its four pillars of (i) promoting intra- and extra-EAGA trade, investments, 

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6 The road map targets are to increase (i) internal and external trade among EAGA focus areas by 10% by 2010, (ii) investments in the EAGA subregion by 10% by 2010, and (iii) tourism movement in EAGA by 20% by 2010.
and tourism in selected priority sectors (namely agro-industry and natural resources, transport, infrastructure, and information and communication technology) with particular emphasis on small and medium-sized enterprise development in these sectors; (ii) coordinating the management of natural resources for sustainable development of the subregion; (iii) coordinating the planning and implementation of infrastructure support to economic integration, with active participation of the private sector; and (iv) strengthening the BIMP-EAGA institutional structures and mechanisms for effective implementation of the EAGA road map and action plan.

8. The road map has guided the direction of cooperation activities in BIMP-EAGA in the last 2 years. The EAGA leaders at their fourth summit expressed encouragement over the steady progress in the implementation of the road map. They noted in particular the signing of three landmark subregional transport agreements aimed at facilitating cross-border air, sea, and land connectivity. In conjunction with the transport agreements, measures to harmonize border formalities were set in motion in 2007. These efforts are a major step forward in accelerating economic integration and realizing EAGA’s long-term goal of establishing the subregion as a single production base and tourism destination. BIMP-EAGA countries have also intensified cooperation in environmental management and biodiversity conservation. The countries have signed cooperation agreements, such as the Heart of Borneo Initiative and the Sulu Sulawesi Marine Ecoregion, that aim to establish networks of protected forests and marine resources through international cooperation led by the governments and supported by a global effort. Other major accomplishments of BIMP-EAGA include (i) actively re-engaging local governments in cooperation development, (ii) implementing a communications strategy involving the subregion’s private sector media, (iii) adopting a structured project development process and results-based project monitoring and evaluation framework, and (iv) introducing subregional value chains for priority commodities.

9. While accomplishments have been significant, performance of the different sectors has been uneven. Prioritization and implementation of projects under the natural resource development sector has met with difficulties. Participating countries tend to continue protecting their competitive advantage in key industries—such as oil palm, seaweeds, fisheries, and agro-industry—thereby threatening the efficient establishment of subregional value chains. Implementation of some flagship projects has been delayed by the lack of funding for needed sectoral assessments, especially in areas affecting private sector investments. Thus the private sector response to public sector actions has been weak in almost all sectors except tourism. Moreover, enterprise development in EAGA continues to be constrained by the lack of effective access by small and medium-sized enterprises to equity and credit financing.

10. EAGA officials anticipated that these issues would affect the timely implementation of the road map and the realization of the goals and targets. Hence, the senior officials agreed to conduct a review of the road map programs and projects to ensure that they are contributing to the realization of the goals of the subregion. There was a strongly articulated need to determine if the programs and projects embodied in the development road map remain relevant and effective in meeting the current and emerging challenges and opportunities facing BIMP-EAGA.

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7 These transport agreements essentially provide the protocol for testing the implementation of related agreements of ASEAN and include (i) the “open skies” agreement granting fifth freedom air traffic rights to selected international airports (signed in January 2007), (ii) facilitating the cross-border movement of buses and coaches and exchange of traffic rights (signed in November 2007), and (iii) strengthening sea route cooperation on designated priority and pioneer routes (signed in November 2007).

8 ADB is supporting the BIMP-EAGA initiative to harmonize Customs, Immigration Quarantine and Security rules, regulations, and procedures through a regional technical assistance cofinanced by the Cooperation Fund for Regional Trade and Financial Security Initiative.
within the remaining period of the road map and beyond. The senior officials also emphasized the need to confirm that cooperation structures and mechanisms adequately facilitate and accelerate the implementation of the development road map.

III. THE TECHNICAL ASSISTANCE

A. Impact and Outcome

11. The impact of the RETA is to help accelerate the implementation of the road map. This will involve determining the progress of implementation to date in relation to the road map targets. Implementation issues and potential constraints will be identified and solutions formulated to address them. The outcome will be more focused and results-oriented action plans that will directly contribute to achieving the road map goals and targets.

B. Methodology and Key Activities

12. The RETA will focus on helping BIMP-EAGA achieve the two-fold objectives of the midterm review. The main objective will be to (i) comprehensively take stock of the progress achieved and the results realized in the implementation of the road map; (ii) identify the various issues and challenges facing the implementation of the BIMP-EAGA road map; (iii) identify the priorities that BIMP-EAGA should pursue in the remaining period of the road map (2008–2010) to achieve the road map goals, including the accelerated increase of trade, tourism, and investments; (iv) determine if the current institutional structures and mechanisms are appropriate and are facilitating or constraining the accelerated implementation of the road map; and (v) recommend changes or adjustments to the road map as warranted. A secondary objective of the midterm review is to identify future priorities that BIMP-EAGA might pursue in the next 5 years (2009–2013) based on emerging opportunities in the various sectors. To the extent possible, the RETA will endeavor to provide a quantitative assessment of the road map accomplishments, even as it acknowledges the difficulties in obtaining updated disaggregated statistics on trade, tourism, and investments for the component areas of the subregion.

13. As agreed with the BIMP-EAGA senior officials, the midterm review process will be undertaken by the stakeholders themselves with ADB providing technical guidance and expert advice. The senior officials emphasized the need for the active participation of the clusters, working groups, and the private sector in the review process. This is to ensure their ownership of, and responsibility and accountability for, the results of the performance assessment and the subsequent midterm review report to be presented to the BIMP-EAGA leaders at the fifth summit in Thailand in December 2008. The BIMP FC will lead the review process in coordination and collaboration with the different national secretariats, clusters, and working groups.

14. A lead facilitator will work closely with the head of the BIMP FC in reviewing relevant documents and reports including agreed action plans, and in designing the midterm review workshops and other consultation activities. The lead facilitator will formulate a scorecard and identify the quantitative and qualitative parameters for objective assessment of the performance

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9 Clustering the working groups was part of the structural reform of 2001–2003, when the 11 working groups were grouped into four clusters that now represent the priority areas for development in EAGA as follows: (i) transport, infrastructure, and information and communication technology; (ii) natural resources; (iii) tourism; and (iv) small and medium-sized enterprise development.
and contribution of the individual clusters and working groups in realizing the goals of the BIMP-
EAGA road map.

15. Sector experts will be engaged to prepare an assessment of the growth prospects of priority industries (e.g., transport and trade logistics, agro-industry, fisheries, and tourism) and the potential competitive advantage of BIMP-EAGA in these industries. Based on their findings, the experts will recommend actions to be adopted by the clusters and working groups to enhance EAGA’s competitiveness in these industries. The sector experts will present their findings and recommendations during the workshops, which will serve as additional guides for reprioritizing and refining the activities and target deliverables of the clusters and working groups.

16. Focused group discussions and other consultation activities with such stakeholders as the Local Government Unit Forum, the BEBC, and the BIMP-EAGA Tourism Council will be conducted to supplement the review made by the clusters and working groups. This is to obtain a broader view of the aspirations and expectations of how the BIMP-EAGA cooperation initiative can be best utilized to promote economic development and poverty reduction in the subregion.

17. A midterm review task force will be created to function as the core group to review and discuss the preliminary reports, paying particular attention to the cross-cutting goals of the road map not falling under any specific cluster or working group. The task force will be composed of (i) the country chairs of the four clusters, (ii) the national secretariats, (iii) the head of the BIMP-EAGA FC, and (iv) the executive vice chairman of the BEBC. A consolidation workshop will review the final draft of the midterm review report.

C. Cost and Financing

18. The total cost of the RETA is estimated at $300,000 to be financed on a grant basis by ADB’s TA (technical assistance) funding program. The RETA cost estimates and budget are in Appendix 2.

D. Implementation Arrangements

19. ADB will be the Executing Agency for the RETA, responsible for implementation and monitoring in consultation with the BIMP-EAGA member countries. A no-objection letter will be obtained before starting the RETA activities in the territory of the participating member countries. Implementation and monitoring of the RETA will be done in close consultation with the BIMP Facilitation Center and the midterm review task force.

20. The RETA will finance about 37 person-months of consultant services (18 international and 19 national), including sector experts who will conduct the sector assessment studies. The consultants will be hired as individuals and will be engaged by ADB in accordance with its Guidelines on the Use of Consultants (2007, as amended from time to time). The consultants' outline terms of reference are in Appendix 3. ADB will be actively involved in implementing the technical assistance, including the conduct of workshops facilitated by the RETA, and ADB staff will be used as resource persons when appropriate.

21. The RETA implementation period is from April to December 2008.
IV. THE PRESIDENT'S DECISION

22. The President, acting under the authority delegated by the Board, has approved the provision of technical assistance not exceeding the equivalent of $300,000 to be financed on a grant basis for the Comprehensive Midterm Review of the Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area Road Map to Development, and hereby reports this action to the Board.
<table>
<thead>
<tr>
<th>Design Summary</th>
<th>Performance Targets and/or Indicators</th>
<th>Data Sources and/or Reporting Mechanisms</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impact</td>
<td>Impact: Accelerated implementation of the road map.</td>
<td>Performance Targets: BIMP-EAGA development road map targets achieved:</td>
<td>Assumptions: • Continued BIMP-EAGA governments’ political commitment to regional cooperation • Sustained regional economic stability and growth</td>
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<tr>
<td></td>
<td>• 10% increase in EAGA trade by 2010</td>
<td>• Secondary data regularly gathered by the BIMP Facilitation Center for its database • Monitoring reports by the clusters and working groups</td>
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<td>• 10% increase in EAGA investments by 2010</td>
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<td></td>
<td>• 20% increase in tourism arrivals in EAGA by 2010</td>
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<tr>
<td>Outcome</td>
<td>Outcome: More focused and results-oriented action plans of clusters and working groups adopted.</td>
<td>Actions to be given focus within the remaining period (2009-2010) of the roadmap as identified and adopted by October 2008</td>
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<tr>
<td></td>
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<td>Quantitative targets and progress indicators adopted for all proposed actions by October 2008</td>
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<td></td>
<td></td>
<td>• Midterm review final report • Clusters and working groups revised/updated action plans • Progress reports of the BIMP Facilitation Center, Midterm Review Task Force, and BIMP-EAGA Business Council</td>
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<tr>
<td>Outputs</td>
<td>Outputs: 1. Comprehensive midterm review conducted and results approved.</td>
<td>Action plans of 4 clusters reviewed by August 2008</td>
<td>Risk: • Delays in the conduct of EAGA meetings may delay the review process</td>
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<td>At least 8 consultation workshops completed by August 2008</td>
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<td>Midterm review completed with the active participation of clusters, working groups, and the private sector by October 2008</td>
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<td></td>
<td></td>
<td>Implementation issues and constraints identified and solutions/ actions adopted by</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• Final midterm review report and action plans of clusters and working groups • Progress reports of BIMP Facilitation Center, MRTF, and consultants • Minutes of meetings of SOM, ministerial meeting, and summit</td>
<td></td>
</tr>
</tbody>
</table>
### Design Summary

<table>
<thead>
<tr>
<th>Performance Targets and/or Indicators</th>
<th>Data Sources and/or Reporting Mechanisms</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2008</td>
<td>Sector experts’ reports</td>
<td>Risk</td>
</tr>
<tr>
<td>Report submitted and endorsed by SOM and MM by November 2008 and accepted by the BIMP-EAGA 5th Summit in December 2008</td>
<td>Secondary data from various sources</td>
<td>Lack of comprehensive EAGA-specific data may limit the sectoral analysis</td>
</tr>
<tr>
<td></td>
<td>Progress reports of BIMP Facilitation Center, MTRTF, and consultants</td>
<td></td>
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<tr>
<td></td>
<td>Minutes of meetings of SOM, ministerial meeting, and summit</td>
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</tbody>
</table>

#### Activities with Milestones

**2. Potential and future priorities for BIMP-EAGA cooperation for 2009–2013 identified and adopted.**

<table>
<thead>
<tr>
<th>Activities</th>
<th>Milestones</th>
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<tbody>
<tr>
<td>2.1</td>
<td>Conduct sectoral analysis of regional cooperation opportunities (May-August 2008).</td>
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<td>2.2</td>
<td>Incorporate the results of the sectoral analysis, including recommendations on EAGA future priorities, in the draft report (June-October 2008).</td>
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<td>2.3</td>
<td>Adoption of the recommendations by SOM/MM (November 2008)</td>
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**Inputs**

- ADB - $300,000
  - Consulting services - 37 person-months - $235,000
  - Consultations, workshops and meetings - $40,000
  - Miscellaneous Administrative, including reports - $5,000
  - Contingencies - $20,000

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ASEAN = Association of Southeast Asian Nations, BEBC = BIMP-EAGA Business Council, BIMP-EAGA = Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area, MM = ministerial meeting, MTRTF = Mid-Term Review Task Force, SOM = senior officials meeting.
COST ESTIMATES AND FINANCING PLAN
($'000)

<table>
<thead>
<tr>
<th>Item</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td><strong>Asian Development Bank Financinga</strong></td>
<td></td>
</tr>
<tr>
<td>1. Consultants</td>
<td></td>
</tr>
<tr>
<td>a. Remuneration and Per Diem</td>
<td></td>
</tr>
<tr>
<td>i. International Consultants</td>
<td>180.0</td>
</tr>
<tr>
<td>ii. National Consultants</td>
<td>25.0</td>
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<tr>
<td>b. International and Local Travel</td>
<td>30.0</td>
</tr>
<tr>
<td>2. Participatory Workshops, Consultations, and Meetings</td>
<td>40.0</td>
</tr>
<tr>
<td>3. Miscellaneous Administration and Support Costs including Reports and Information Materials</td>
<td>5.0</td>
</tr>
<tr>
<td>4. Contingencies</td>
<td>20.0</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>300.0</strong></td>
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</table>

*a* Financed by the Asian Development Bank’s technical assistance funding program. 

Source: Asian Development Bank estimates.
OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

1. Individual consultants will be engaged to provide advice and technical assistance for a total of 16 person-months of international consulting services and 19 person-months of national consulting services as outlined below.

A. Lead Facilitator (international, 8 person-months)

2. The lead facilitator should be familiar with the Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area (BIMP-EAGA) and its mechanisms and will work closely with the head of the BIMP Facilitation Center in carrying out the following duties.

(i) Organize the midterm review task force and agree on a work program and schedules.

(ii) Review relevant documents and reports and undertake (a) initial stock taking of the progress achieved and results realized in the implementation of the BIMP-EAGA Road Map to Development and its related action plan as well as the action plans of the clusters and working groups, and (b) identification of the various issues and challenges facing the implementation of the road map.

(iii) Develop appropriate quantitative and qualitative parameters and scorecards to ensure that the review of performance and assessment of progress achieved is comprehensive, objective, and pragmatic.

(iv) Design, implement, and facilitate the midterm review workshops of the clusters and working groups to ensure optimum participation of the stakeholders in the review and assessment of the subregion performance vis-à-vis the goals and targets of the road map and generate ownership of, and responsibility and accountability for, the midterm review results by the stakeholders.

(v) Design, implement, and facilitate consultations and focused group discussions with other selected stakeholders—such as industry and trade groups, local governments, and national secretariats—with the objective of (a) supplementing/validating the review made by the clusters and working groups, and (b) obtaining a broader view of the aspirations and expectations of how BIMP-EAGA cooperation can be best utilized to promote economic development and poverty reduction in the subregion.

(vi) Identify and facilitate the engagement of sector experts, including (a) preparing specific terms of reference for each expert, (b) supervising the effective participation of sector experts in the midterm review process, and (c) ensuring the timely delivery of sector studies and assessments, and facilitate the consideration by BIMP-EAGA of the recommendations made by the experts.

(vii) Facilitate the work of the researcher/statistician in gathering and collecting disaggregated statistics on BIMP-EAGA trade, tourism, and
investments as well as other relevant statistical information as required in the road map; supervise the analysis of the collected data.

(viii) (a) Fully document all meetings, consultations, and workshops; (b) prepare all necessary drafts and consolidation of comments by the stakeholders; and (c) prepare a final consolidated midterm review report for circulation to stakeholders, submission to the senior officials and ministers, and presentation to the fifth summit in December 2008.

(ix) Design, organize, implement, and facilitate the conduct of a final workshop in coordination with the midterm review task force.

(x) Prepare resource papers for subregional meetings, conferences, workshops, and seminars and participate in consultations and monitoring missions to the subregions.

(xi) Backstop the conduct of problem-specific and issues-focused studies for the subregion.

B. **Sector Experts** (five international, 10 person-months combined)

3. Overall, the responsibilities will be as described below. More specific terms of reference will be prepared as the sector experts are engaged.

(i) (a) Conduct an assessment of the potential for development of the BIMP-EAGA priority sectors, (b) determine the competitiveness and competitive advantage of BIMP-EAGA in these sectors, and (c) identify the most pressing challenges and/or constraints to the development of these sectors.

(ii) Recommend actions to address the issues and/or constraints and to take advantage of the opportunities.

(iii) Facilitate the discussion, endorsement, and adoption of the studies’ results and recommendations by the countries.

C. **Researcher/Statistician** (national, 3 person-months)

4. The responsibilities will include the following.

(i) Gather and compile disaggregated statistics for the subnational territories of BIMP-EAGA and for Brunei Darussalam on trade, tourism, and investments and other parameters as may be required by the road map review including overall regional economic performance and cross-border activities.

(ii) Analyze and evaluate the performance of the subregion as shown by the statistics.
D. **Project Secretariat** (two national, 16 person-months combined)

5. The consultants, located at the BIMP Facilitation Center office at Kota Kinabalu, Sabah, Malaysia, will have the following responsibilities.

   (i) Provide analytical support in preparing briefing papers and other documents including the status reports on the implementation of the development road map and flagship and priority subregional projects.

   (ii) Help in consolidating the reports of the review workshops and other consultation meetings and in preparing all draft reports and final reports as may be required.

   (iii) Help organize secretariat support including (a) prepare draft correspondence, (b) identify and negotiate conference venues for consultations and meetings, and (c) provide overall logistical support for technical assistance project activities including field requirements of consultants.

   (iv) Assist in coordinating with national secretariats, cluster heads, and the BIMP-EAGA Business Council the implementation of midterm review activities.

   (v) Participate in Asian Development Bank missions as required.