

ASIAN DEVELOPMENT BANK

TAR:CAM 37250

TECHNICAL ASSISTANCE

(Financed by the Poverty Reduction Cooperation Fund)

TO THE

KINGDOM OF CAMBODIA

FOR THE

PARTICIPATORY POVERTY ASSESSMENT OF THE TONLE SAP

December 2003

CURRENCY EQUIVALENTS

(as of 15 October 2003)

Currency Unit	–	riel (KR)
KR1.00	=	\$0.00026
\$1.00	=	KR3,835

ABBREVIATIONS

ADB	–	Asian Development Bank
CSPU	–	country strategy and program update
IA	–	implementing agency
MOP	–	Ministry of Planning
NGO	–	nongovernment organization
NIS	–	National Institute of Statistics
PAC	–	project advisory committee
PMATU	–	poverty monitoring analysis technical unit
PPA	–	participatory poverty assessment
PRF	–	Poverty Reduction Cooperation Fund

NOTES

- (i) The fiscal year (FY) of Government ends on 31 December.
- (ii) In this report, "\$" refers to US dollars.

This report was prepared by M. Mitra.

I. INTRODUCTION

1. The technical assistance (TA) was identified and discussed during the Loan Fact-Finding Mission for the Tonle Sap Environment Management Project in May 2001. The Government confirmed its interest in obtaining TA to prepare a comprehensive database on poverty of the six provinces around Tonle Sap Lake (the project area). The TA was subsequently proposed to the Poverty Reduction Cooperation Fund (PRF) at the donors' meeting in December 2002, during which funding was endorsed.¹ The Fact-Finding Mission² visited Cambodia from 12 September to 1 October 2003. Understandings were reached with Government on the TA goals, purpose, scope, implementation arrangements, cost, financing arrangements, and terms of reference for consultant services (Appendix 1).

II. ISSUES

2. Tonle Sap is the largest freshwater lake in Southeast Asia, covering 250,000 to 300,000 hectares (ha) during the dry season. Owing to a unique hydrological phenomenon, the Tonle Sap River, which drains the lake, reverses its flow during the wet season, when the Mekong River flows into the lake, inundating 1.0 million–1.6 million ha for several months of the year. The extensive wetlands born of this cycle are home to an enormous biodiversity of fish, reptile, bird, mammal, and plant species. The lake supports one of the richest capture fisheries in the world. Tonle Sap directly and indirectly meets the livelihood needs of at least 15% of the total population, and nutrition-related needs of about 80%, particularly the poor. The richness of its resources makes the Tonle Sap a site of growing conflict, often violent. Growing population pressure, inequality of access to resources and confusion of rights, severe poverty, and ethnic discrimination place the lake, and the people it supports, at risk.

3. In 1993 a royal decree designated Tonle Sap as a multiple-use protected area. International attention paid to the lake has been growing. In 2001 United Nations Educational, Scientific, and Cultural Organization (UNESCO) declared it a biosphere reserve in recognition of its international and national significance.³ The Government recognized the need to manage the lake's environment in a sustainable way. The poverty reduction partnership agreement between the Government and the Asian Development Bank (ADB) identifies the lake as the focus of ADB's poverty reduction efforts on account of its environmental significance as well as critical role in environmental conservation and management, and poverty reduction.⁴ Despite their rich resource base, the six provinces around the lake have fairly high poverty levels⁵ and are home to most of those who depend on the lake for survival. The project area is bounded by Highways 5 and 6. The Country Strategy and Program Update (CSPU) (2004-2006) lays down a basic approach to poverty reduction around the lake. ADB has launched the Tonle Sap strategy,

¹ The TA was first listed in *ADB Business Opportunities* on 15 October 2003.

² The Mission was composed of M. Mitra, mission leader; and V. Pen, local consultant. P. van Im, senior program officer, Cambodia Resident Mission (CARM), assisted the Mission. It held participatory national and local workshops, with wide stakeholder participation. Discussions were held with communities living on and around Tonle Sap.

³ Under UNESCO's Man and the Biosphere Program.

⁴ The provinces around Tonle Sap are among the poorest, with 40-60% (in some areas, around 80%) of the population living on less than a dollar a day. Female-headed households, which make up 11-30% of all households in these provinces, are particularly vulnerable to poverty. Children's enrollment rates are well below the national average. Adult literacy rates are low.

⁵ Population figures as follows: Siem Reap, 694,485; Battambang, 795,958; Pursat, 360,291; Kompong Chhnang, 416,999; Kompong Thom, 568,454; and Banteay Meanchay, 577,300. The most vulnerable people are those living on Tonle Sap in floating communities and in its lowland areas, making up 25% of the 1.2 million people living in the area bounded by Highways 5 and 6. Fishers and farmers cannot be distinguished, and most people are both.

which sets out a plan for ADB's partnering with the Government, nongovernment organization (NGOs), and communities, to support pro-poor economic growth, access to assets, and management of natural resources and the environment. The strategy's first step is to develop a reliable knowledge base on sustainable use and preservation of natural resources, the nature of poverty, and ways to reduce poverty in a sustainable manner.

4. Gender inequality and social exclusion based on ethnicity are major challenges for poverty reduction and social development,⁶ and around Tonle Sap in particular. Women head up to 25% of all households and tend to be vulnerable on account of lack of adult labor, high rates of dependency, lack of education, lack of livelihood options, dual workloads, and limited decision-making opportunities. Ethnic minorities, including Vietnamese born and living in Cambodia and, to a lesser extent, the Khmer Islam or Cham, lack equal access to resources, structures, and processes, as well as opportunities to improve their livelihoods. Ethnicity is important to understanding poverty and its multiple causes and dimensions.

5. The strategy should remedy the serious dearth of knowledge on specific aspects of poverty and vulnerability around Tonle Sap. Participatory poverty research allows people to be heard on urgent issues and, thus, influence policymakers.

6. While quantitative estimations of poverty are being carried out through economic and social surveys (and work by the poverty monitoring analysis technical unit [PMATU]),⁷ the quality and comparability of data collected have been questioned. The National Institute of Statistics (NIS) is implementing the household socioeconomic survey (2003-2004), which will provide much-needed statistical information about living standards and the extent of poverty. A range of demographic and socioeconomic information will be collected, including household characteristics and composition, income and expenditure, education and literacy, health and nutrition, crime and safety, labor force, and consumer prices. An intercensal survey will be conducted in 2004, and a national health survey is planned for 2005.

7. Besides quantitative data, the Government and external funding agencies have emphasized the need for qualitative data gathering and analysis. In Cambodia, the first participatory poverty assessment (PPA) was undertaken in 2000 with ADB assistance to inform the poverty reduction policies emanating from the Second Socio-Economic Plan (SEDP II). The Government and donors as well as civil society emphasize the need to further deepen participatory research of poverty. ADB and other donors, including the World Bank, have thus come together to work with the Government to undertake the next generation of PPAs, which are likely to be region specific. The consensus among the Government and all its development partners is that a common methodological framework be developed for this PPA. The Tonle Sap PPA will be closely linked with the work of National Institute of Statistics (NIS) and the PMATU. End users of TA outputs include the Government; donors, particularly the World Bank; NGOs;

⁶ Cambodia's population in 2001 was 13.1 million: 52% were women, 80% of whom lived in rural areas. Households headed by women constitute approximately 25% of all households and are poorer and more vulnerable to economic shocks and loss of resources than others. Men are increasingly migrating to other employment, leaving agriculture to women. Women provide most of the labor for agriculture and rural economic activities. Despite high levels of economic participation, women work largely as unpaid family labor on farms and in enterprises. Poor educational levels of women limit their paid work opportunities. Women are losing out in access to land on account of land allocation practices. Female-headed households are particularly vulnerable to indebtedness and impoverishment. Domestic violence is emerging as a symptom and a cause of women's vulnerability and poverty

⁷ Multipurpose socioeconomic surveys have been conducted in Cambodia since 1993. While these are useful to construct a national poverty line and monitor poverty, lack of comparability between the different surveys creates problems for consistency of poverty monitoring over time (Knowles, J.C. 1998. *An Updated Poverty Profile of Cambodia*. Cambodia.)

provincial and local governments; and local communities. Opportunities and spaces for local communities must be created so they can be heard. The TA is a step in that direction.

III. THE TECHNICAL ASSISTANCE

A. Purpose and Output

8. This is an advisory technical assistance (ADTA). The goal of the TA is to help build an authoritative knowledge base on poverty in the project area. The objective is to develop a micro-level perspective of poor peoples' experiences with poverty, and responses to it, illuminating the nature of poverty and vulnerability, impacts of macro policies, local institutions, and processes that either include or exclude the poor—men, women, children, and ethnic minorities—from development. The study is expected to help develop sustainable poverty reduction strategies based on policymakers' improved understanding of what the poor need. The outputs will consist of (i) a synthesis of all studies of poverty in the region as well as reports and documents that have used participatory and qualitative methods to assess the perceptions of the poor; (ii) a comprehensive participatory and qualitative report on perspectives of the poor on poverty in the Tonle Sap basin; (iii) a handbook on methodology; (iv) commune reports and audiovisual materials in Khmer for easy access and use by commune councils in local planning; (v) reports of workshops; (vi) TA outputs for the Tonle Sap web site; and (vii) a published report. The TA will also help prioritize and design future ADB projects. The framework summarizing the TA goal, purpose, outputs, activities, and inputs is in Appendix 1.

B. Methodology⁸ and Key Activities

9. The TA aims to examine, from the viewpoint of the poor, dimensions and causes of poverty and vulnerability; the nature of livelihoods and assets; connectivity between different sets of livelihoods; access to common property resources; the role of markets for goods and services, including fisheries, agricultural commodities, and labor; and production support, including credit, information, food, and other consumables. The TA will be based on participatory and qualitative fieldwork methods that have been developed to enable poor people, women, and other vulnerable groups to define, describe, analyze, and express their perceptions regarding the study topics, including local dynamics and the development paradigm developed by Robert Chambers, among others.⁹ Within this paradigm, the poor come first and know more about their environments than outsiders. Livelihood improvement has to start with understanding the multiple aspects of livelihood assets, structures, and processes that underpin such assets; and determining poor peoples' access, terms of exchange, returns, and livelihood strategies and their outcomes for the poor.

10. The TA will disaggregate different segments among the poor and women, who may have varied needs and constraints that need to be identified. The research methods are based on open-ended participatory and qualitative research tools.¹⁰ This approach will encourage the study teams to explore key issues that emerge in the region, by social group, culture, gender, age, occupation, or other dimensions of difference, which are of local importance. New and old

⁸ The TA methodology was developed through national and provincial participatory workshops.

⁹ Chambers, R. 1983. *Rural Development, Putting the Last First*. United Kingdom; Chambers, R. 1992. *Rural Appraisal, Rapid, Relaxed, and Participatory*, IDS, Sussex; Cernea, M. 1985. *Putting People First, Sociological Variables in Rural Development*. OUP. 1985.

¹⁰ 1999. *Consultations with the Poor, Methodology Guide for the 20 Country Study For the World Development Report 2000/2001*, World Bank.

study tools will be used to uncover and understand the perspectives and insights of the poor, enabling them to express and analyze their reality, with outsiders playing a facilitating role. Links will be established between fieldwork and ongoing development activities and policy analysis. A sampling framework will be used for site selection, with geographic representation and diversity. Six to ten sites will be selected per province, reflecting different ecological zones and socioeconomic conditions, based on poverty criteria, and taking into account PMATU's selection of sites for the poverty monitoring survey. In this way a database of quantitative and qualitative information on poverty will be built for the region.

11. TA teams will be oriented and trained in the study issues, methods, and reporting requirements. Training will include methodology for gender assessment and analysis. Research methods will be tested in the field. Primary data gathering will be done by participating communities and groups, with team members facilitating it. Gender-sensitive approaches will be used at all stages. Research findings from specific sites will be developed into site reports by the TA teams with guidance from the national team. All reports will be translated into Khmer and made widely available. Provincial and national workshops will disseminate research findings to policymakers. All TA findings will be put on the Tonle Sap web site. ADB will publish the final TA report.

C. Cost and Financing

12. The total cost of the TA is estimated at \$300,000 equivalent, of which \$145,000 will be foreign currency costs, and \$155,000 will be local currency costs. ADB will provide \$250,000 equivalent, on a grant basis, to finance the entire foreign exchange cost and \$105,000 of local currency costs. The TA will be financed on a grant basis by PRF and administered by ADB. The Government will finance approximately \$50,000 in local currency costs to cover counterpart staff support, office accommodation, and facilities for workshops and meetings. Details of cost estimates and financing plan are in Appendix 2.

D. Implementation Arrangements

13. The Ministry of Planning (MOP), which is responsible for all data collection and analysis, will be the TA Executing Agency.¹¹ MOP will thus facilitate cooperation between NIS and PMATU, and among ADB consultants. An independent domestic research organization,¹² the implementing agency (IA), will implement the TA in cooperation with MOP. ADB will select the IA using the quality and cost-based selection (QCBS) procedure in accordance with the *Guidelines on the Recruitment of Consultants* to implement the PPA. The IA will house the national consultant team as well as the TA teams. The IA will provide space; support services, including support staff; and research analysts to undertake fieldwork in selected sites in the project area, site report preparation, and other work as required. The IA will appoint a project director from among its own staff to liaise with the national consultant team. The project director will facilitate all TA workshops, seminars, etc. The TA will finance equipment, including two

¹¹ MOP has been selected for its central role in data collection and analysis, and monitoring of the National Poverty Reduction Strategy. MOP houses the General Secretariat for the Council for Social Development and includes NIS, which, under the Statistics Law, has overall responsibility for data collection and analysis of country statistics. MOP also houses PMATU.

¹² There are a few well-established domestic institutes. The Cambodian Development Resource Institute (CDRI) is among the premier organizations engaged in research on political economy, poverty, labor and employment, gender, natural resource management, and the environment. The institute is well reputed, with excellent professional capacity. The Cambodian Institute for Development and Peace (CIDP) is another well-established domestic institute capable of conducting research and analysis on social and economic issues in Cambodia development.

laptop computers, for use by the TA teams. The equipment will be transferred to MOP after TA completion.

14. MOP will set up the project advisory committee (PAC) chaired by the MOP undersecretary of state in charge of General Secretariat for the Council for Social Development (GSCSD). PAC members will consist of three experts on poverty and participation,¹³ the PMATU head, director of NIS, members of GSCSD and ADB. The PAC will meet at least three times during the TA to take stock of implementation, ensure quality, discuss any outstanding issues, and ensure that reporting to the Government and ADB is done satisfactorily. The PAC will ensure alignment between the TA and PMATU and NIS activities. At the provincial level, the Provincial Rural Development Committee (PRDC) under the leadership of the provincial governor or his nominee will constitute the steering committee for all provincial TA activities. The provincial steering committee will meet thrice at least in the course of PPA implementation to take stock of progress and outcomes.

15. A national multidisciplinary consultant team composed of an international consultant, team leader, and two domestic consultants associated with international consultants will implement the PPA and be responsible for final outputs. The TA will commence in January 2004 and be completed in March 2005. TA implementation will require approximately 4 person-months of international consultant inputs in PPA, and 15 person-months of domestic consultants in sociology, economics, and gender and development, among others. All consultants will be selected on an individual basis by ADB. All consultants will be selected in accordance with ADB's *Guidelines on the Use of Consultants* and other arrangements satisfactory to ADB for the engagement of domestic consultants. The terms of reference for the research institute and consulting services are in Appendix 3.

16. The consultants will submit the following reports at the end of periods indicated: (i) inception (3rd month), (ii) interim (8th month), (iii) draft final (13th month), and (iv) final (15th month). Each will incorporate comments made by ADB, the Government, and other stakeholders. Brief monthly progress reports highlighting key issues and findings will also be required when other reports are not due.

IV. THE PRESIDENT'S DECISION

17. The President, acting under the authority delegated by the Board, has approved ADB administering technical assistance not exceeding the equivalent of \$250,000 to the Government of Cambodia to be financed on a grant basis by the Poverty Reduction Cooperation Fund for the Participatory Poverty Assessment of the Tonle Sap, and hereby reports this action to the Board.

¹³ MOP and ADB will invite these experts—two international and one Cambodian—to join the PAC.

TECHNICAL ASSISTANCE FRAMEWORK

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
Goal Develop an authoritative knowledge base on poverty in the project areas	Participatory approaches become institutionalized within government for analysis of poverty. The poor begin to acquire a voice.	Consultants' reports Commune reports Feedback from stakeholders Workshop reports	Commitment of government to participatory approaches Coordination with development partners Participation by communities
Purpose Prepare a micro-level perspective of poor peoples' experiences of poverty and vulnerability in the provinces adjoining Tonle Sap	Participatory approaches are strengthened based on technical assistance (TA) recommendations. Institutional means are developed to facilitate the participation of the poor and vulnerable sections in planning, implementing, and monitoring programs for poverty reduction.	Consultant reports Asian Development Bank (ADB) review missions	Government fully committed to participatory approaches for poverty monitoring Development partners fully committed to participatory approaches
Outputs Increased recognition of the perspectives of the poor in the design of projects, policies, and programs	Improved capacity in poverty monitoring analysis technical unit (PMATU), National Institute of Statistics (NIS), SEILA's (Khmer word meaning foundation) commune-based monitoring program (CBMP) to undertake participatory poverty	Training programs for government staff Commune reports, audiovisual materials Consultants' reports	TA outputs reviewed internally and by a panel of international and national experts All TA outputs translated into Khmer Maximum stakeholder participation ensured at all stages

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
	<p>assessment (PPA)</p> <p>Capacity built among participating communities to use participatory approaches</p> <p>Participatory poverty assessment (PPA) findings feed into ADB Project preparatory technical assistance (PPTAs) for Tonle Sap</p>	<p>ADB missions (one inception, two review)</p> <p>ADB project design</p>	<p>Nongovernment organizations (NGOs) working in the Tonle Sap basin keen to participate in the PPA</p> <p>ADB staff fully committed to the TA findings</p>
<p>Activities</p> <p>A synthesis report produced by end of the third month, based on a review of secondary materials on poverty in the region, including studies that have used participatory and qualitative approaches</p> <p>A handbook on methodology produced at the same time</p> <p>A comprehensive report, based on participatory qualitative research, on perspectives of the poor in the project area</p> <p>Commune reports, audiovisual materials produced in Khmer</p>			

Design Summary	Performance Indicators/Targets	Monitoring Mechanisms	Assumptions and Risks
<p>Reports of provincial and national workshops</p> <p>Report for Tonle Sap web site</p> <p>ADB publication</p>			
<p>Inputs</p> <p>The TA resources from ADB amount to \$250,000. 4 person-months of international and 15 person-months of domestic consulting services, domestic research institute support</p> <p>Support from the Ministry of Planning, provincial governments</p>	<p>Implementation of activities specified as outputs</p> <p>Presentation of inception report, including handbook on methodology by end of third month of commencement of the TA (tentatively in January 2004)</p> <p>Presentation of final report in March 2005</p>	<p>Inception, interim, and final reports of consultants</p> <p>Review missions</p> <p>Progress reports</p>	<p>Commitment and cooperation of Ministry of Planning (MOP), provincial governments, NGOs, and other development partners</p> <p>Adequate supervision of consultants</p>

COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Foreign Exchange	Local Currency	Total Cost
A. Poverty Reduction Cooperation Fund			
1. Consultants			
a. Remuneration and Per Diem			
i. International Consultants	70	0	70
ii. Domestic Consultants	0	40	40
b. International and Local Travel	10	5	15
c. Reports and Communications	10	0	10
2. Domestic Research Institute (support services, research analysts, etc.)	0	30	30
3. Equipment ^a	10	0	10
4. Training, Seminars, and Conferences			
a. Workshops	10	20	30
b. Training Program	0	10	10
5. Surveys	0	0	0
6. Miscellaneous Administration and Support Costs	15	0	15
7. Representative for Contract Negotiations	0	0	0
8. Contingencies	20	0	20
Subtotal (A)	145	105	250
B. Government Financing			
1. Office Accommodation and Transport	0	22	22
2. Remuneration and Per Diem of Counterpart Staff, Workshop Support	0	28	28
3. Others	0	0	0
Subtotal (B)	0	50	50
Total	145	155	300

^aEquipment includes two laptop computers.
Source: Asian Development Bank estimates.

OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

A. International Consultant (4 person-months)

1. The international consultant (team leader) will have a doctoral degree in rural sociology, agricultural economics, or development economics from a reputed university, and will have at least 10 years experience in participatory poverty research and analysis in Asia. The consultant will be familiar with Cambodia and have significant publications in her or his field. As team leader he or she will be responsible for overall management of the technical assistance (TA), preparation of the required reports, and timely delivery of outputs. The consultant will have the following responsibilities:

- (i) **Implement the technical assistance.** The team leader will (a) select six multidisciplinary gender-representative TA teams in consultation with the National Institute of Statistics (NIS) and poverty monitoring analysis technical unit (PMATU), and nongovernment organizations (NGOs) working in the project area; (b) select study sites in the Project area, in consultation with the selected Cambodian research institute, PMATU, NGOs, Mekong River Commission (MRC), and donor-assisted projects in the project area; (c) prepare a handbook on methodology for the TA; (d) provide training to the TA teams and selected PMATU and NGO staff in participatory methodologies, gender and poverty issues, ethnicity and poverty, gender-sensitive methodologies in TA fieldwork, preparation of site reports, organization of local workshops, and capacity building at the commune level for participatory approaches; (e) supervise TA teams during TA implementation and site report preparation; (f) organize and participate in provincial workshops and communicate findings to provincial stakeholders; (g) submit monthly progress reports to the project advisory committee (PAC) and the Asian Development Bank (ADB); and (h) submit the inception, draft, and final reports as per the schedule laid out in the TA report.
- (ii) **Prepare the participatory poverty assessment (PPA) report.** The team leader will (a) prepare a handbook on participatory methodology used for the TA; (b) write a synthesis report based on a review of all relevant secondary materials, starting with the PPA of 2000; Socio Economic Surveys (SECs) of 1993/94, 1997, and 1999; and World Food Program's (WFP) work on poverty and vulnerability mapping; and other studies on poverty, vulnerability, natural resource management, fisheries, livelihoods, gender and ethnicity issues, in Cambodia in general, and the Project area in particular; (c) prepare a comprehensive TA report (the draft report) on poverty and vulnerability in the Project area based on the synthesis of secondary materials, and primary data collected by the TA teams, site reports prepared by the TA teams, reports of local and provincial workshops; (d) submit the draft report to ADB, PAC, and the Government for review and comment; and (e) finalize the report based on comments received from ADB, PAC, and the Government. During fieldwork, the consultants should keep in close touch with the PAC, and the Provincial Rural Development Committee (PRDC). Monthly progress reports should be submitted to the committees at both levels. The reports

to be submitted to ADB should be submitted to the PAC and PRDCs in the six provinces.

- (iii) **In implementing the TA and finalizing the Tonle Sap PPA report, review secondary materials** on (a) poverty, livelihood, gender, and ethnicity in Cambodia, with particular reference to the Project area; (b) patterns of natural resource distribution and use, particularly fisheries, flooded forests, and agricultural land; (c) laws, policies, and practices related to management of such resources and governing access to and control over the resources; (d) donor-assisted projects for natural resource management; and (e) NGO activities in the Project area.
- (iv) **In implementing the TA, pay particular attention to the use of participatory methodologies agreed on by the stakeholders.** In setting out the methodology and training the TA teams, the team leader will emphasize that the teams should not dominate interactions, but rather help the local people, particularly the poor and vulnerable, such as women and ethnic minorities, speak out and articulate their own experiences. The team leader will ensure that the teams are able to create a flexible and relaxed environment in the field to enable participants to share control of gathering and documenting their views and experiences. After data collection, the team leader will supervise teams' preparation of site reports. The consultants will collect the reports and all materials emerging from fieldwork and use them for their study and analysis. The consultants will also ensure that research findings are triangulated with local communities through local workshops. After completion of fieldwork and preparation of site reports, the team leader will participate in provincial workshops in all six provinces, involving all stakeholders, to communicate the TA findings to stakeholders and obtain their comments and feedback. The team leader will ensure that all stakeholders—the Government, donors, NGOs, and civil society—are always fully informed about the TA process and can provide feedback and suggestions to strengthen the TA. After completion of the draft report, the team leader will help organize, and participate in, a national workshop, which will include national policymakers, donors, and NGOs. The team leader will inform policymakers and donors about the poor's perceptions of policy impacts on their livelihoods, and the poor's priorities for poverty reduction and sustainable livelihoods.
- (v) **Employ a gender-sensitive methodology.** The team leader will ensure that the fieldwork methods are fully gender sensitive. All TA teams must be fully trained in gender-sensitive methodologies and be able to facilitate the full and free participation of women in the TA. All TA teams should include women representatives. Women will be separately contacted by the teams, and separate meetings will be held to enable women to participate freely. Separate exercises will be held with women to get gender-specific views on TA issues. Women's views will be actively sought on all issues. Separate focus group discussions (FGDs) will be held to obtain the views of women on all issues of concern to them including, among others (a) access to resources and incomes; (b) access to credit; (c) gender division of labor; (d) women and girls' access to

education and health services; (e) extent and impacts of STDs, HIV/AIDS¹ on poor households, particularly on women-headed households; (f) women's opportunities to participate in local government institutions, other formal and informal associations, and decision making; (g) extent and impacts of domestic violence on women and families, poverty, health, and incomes; (h) migration of women and girls to earn income; and (i) extent of any of trafficking in women and girls. The TA teams will schedule exercises with women's groups only when convenient for them. They will be actively supported to participate in workshops and meetings. Provincial departments of women and veteran's affairs will be invited to participate in TA activities, particularly workshops, and to provide feedback on TA outputs.

- (vi) **Form linkages between ongoing development activities and policies.** The team leader will constantly link fieldwork to ongoing development activities and policy analysis. Development intervention impacts, and policies that are important for the poor need to be discussed with communities to know their perspectives on such activities as well as policy impacts, and required changes. Macro policies to be addressed include, among others, those related to land, fisheries, forestry, allocation of productive resources and management of resources, especially the role of poor communities in resource allocation and management. Other policies include those related to human development, gender, and ethnic minorities. Policies related to rural finance and development of infrastructure and markets determine the access of the poor to, among other things, credit, markets, and information. Policies on the labor market and on production of, and trade in, fisheries and agricultural commodities determine the terms of exchange between the poor and interlocking services and commodities and food markets. Gender policies and laws determine women's entitlements to resources, opportunities, and outcomes. Policies and practices related to ethnic minorities impact on their capacity to participate in local processes and structures. Social exclusion could be buttressed by exclusionary policies and may lead to issues of governance. The team leader will ensure that all such policies will be discussed with the participating communities to elicit their views, including on what should be changed or improved.

2. **Finalization of Technical Assistance Outputs.** In preparing the participatory poverty assessment (PPA) report (TA output) the team leader will pay particular attention to covering the following issues, among others: (i) methodology of the study; (ii) analysis of population distribution by area; (iii) gender and ethnic distribution; (iv) occupations by class, gender, and area; (v) population migration as a livelihood strategy; (v) distribution of assets;² (vi) levels of access to fisheries, agriculture, and forest resources by class, gender, and ethnicity; (vii) rights to and levels of access to common property resources by class, gender, and ethnicity; (viii) conflicts around common property resources; (ix) access to education, health, and other basic social services by

¹ STDs-Sexually transmitted diseases. AIDS stands for Acquired Immuno Deficiency Syndrome caused by the Human Immuno Deficiency virus.

² Livelihood assets are of five categories: (i) human capital (skills, labor); (ii) social capital (networks, connections, access to groups, and relations of trust); (iii) natural capital (natural resource stocks from which resource flows and services are derived); (iv) physical capital; and (v) financial capital.

class, gender, ethnicity, and location; (x) types of local structures and associations, and community access to such institutions, by class, gender, and ethnicity; (xi) access of the poor by gender and ethnicity to interlocking markets for goods and services, terms of exchange, and returns to the poor; (xii) gender dimensions of resource distribution, access, and control; (xiii) gender division of labor; (xiv) gender-differentiated terms of market transactions by the poor, and differential outcomes for poor women and men; (xv) impacts of macro policies on people by class, gender, and ethnicity;³ and discussions on recent policies on decentralization and the institutions based on them, including commune councils and their role and village development committees (VDCs), and levels of awareness and participation therein by the poor, women, and ethnic minorities; (xvi) impacts of natural disasters on different sections of people; (xvii) gender-differentiated relations of the poor to structures and outcomes, and the impacts of all of these factors, on the livelihoods of the poor, based on gender and ethnic differentials, and degree of institutional support available to the poor, particularly in developing coping mechanisms; (xviii) peoples' hopes and fears for the future, priorities of the poor, based on class, ethnicity, and gender, for poverty reduction; and (xix) recommendations based on these for ADB, the Government, donors, and NGOs.

B. Domestic Consultants (15 person-months)

3. The consultants will comprise a rural sociologist (deputy team leader) and a gender specialist. They should have done research and published on poverty and development in Cambodia. They will participate in local and national workshops as well as help the international consultant

- (i) undertake all aspects of the tasks;
- (ii) select and train TA teams, PMATU, and NIS staff;
- (iii) collect related background information;
- (iv) prepare the handbook on methodology and its field testing in one site;
- (v) liaise with PMATU for site selection;
- (vi) support the TA teams during field work;
- (vii) prepare commune reports and audiovisual materials;
- (viii) organize provincial workshops;
- (ix) collate field data; and
- (x) prepare the final report.

4. **Cambodian Research Institute.** ADB will recruit a Cambodian research institute as the implementing agency (IA) using QCBS. The institute will have research and analytical expertise in rural sociology, agricultural economics, poverty studies, gender studies, and community development. The institute will have demonstrated capacity and experience, and publications, particularly on poverty monitoring and analysis, rural poverty, natural resource management, livelihoods systems, gender and poverty, ethnicity and poverty, trends in land distribution and landlessness, and community-based natural resource management, among others. The institute will appoint from among its staff a part-time project director, who will liaise with the international and domestic consultants. The project director will provide professional inputs into TA activities, and help the team leader select the TA teams. The IA will provide office space for the TA and

³ Macro policies include, among others, those to do with economic growth; distribution and control of common property resources; decentralization; and availability of health services, education, and rural infrastructure; labor; credit; and input availability.

consultants, as well as services of support staff. The project director, in association with the consultants, will recruit research analysts to carry out fieldwork in the selected sites in the project area for 9 months. The IA will work closely with the national team to organize and actively participate in TA workshops and meetings. The IA will provide inputs for TA design, methodology, and outputs.