



Technical Assistance Report

Project Number: 40157
July 2006

Support for Strengthening the Tsunami Development Assistance Database

Asian Development Bank

ABBREVIATIONS

ADB	–	Asian Development Bank
BRR	–	Rehabilitation and Reconstruction Agency for Aceh-Nias
DAD	–	development assistance database
NGO	–	nongovernment organization
ODA	–	official development assistance
OECD DAC	–	Organisation for Economic Co-operation and Development Development Assistance Committee
RAN	–	Recovery Aceh and Nias
TA	–	technical assistance
TAFREN	–	Task Force for Rebuilding the Nation
UNDP	–	United Nations Development Programme

TECHNICAL ASSISTANCE CLASSIFICATION

Targeting Classification	–	General intervention
Sector	–	Law, economic management, and public policy
Subsector	–	National government administration
Themes	–	Governance, sustainable economic growth, capacity development
Subthemes	–	Anticorruption, addressing information and communication technology issues, institutional development

NOTE

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

Vice President	G. van der Linden, Knowledge Management and Sustainable Development Group
Director General	B. Lohani, Regional and Sustainable Development Department (RSDD)
Director	R. Dobias, Gender, Social Development, and Civil Society Division, RSDD

I. INTRODUCTION

1. The Asian Development Bank (ADB) hosted a High-Level Coordination Meeting on Rehabilitation and Reconstruction Assistance to Tsunami-Affected Countries on 18 March 2005. Chaired by ADB President Kuroda, the meeting brought together over 200 representatives from governments of the affected countries, bilateral and multilateral agencies, nongovernment organizations, and regional and international organizations. A major area of discussion was the transparency and accountability in the use of the aid being provided to the affected countries. ADB presented a concept of a “tracking matrix”, and the United Nations Development Programme (UNDP) presented a database format that had been used in Afghanistan.

2. In his Chair’s Summary, President Kuroda stated that “As the next step, the UNDP and ADB will collaborate in consulting concerned governments to develop a proposal for common systems that will allow the aggregation of data from national systems into a regional summary tracking matrix. The database must capture all forms of assistance, including ODA, NGOs, and private sector support.” Subsequently, a development assistance database (DAD) was designed by UNDP in consultation with ADB and others, and is now functioning in four of the countries most affected by the tsunami—Indonesia, the Maldives, Sri Lanka, and Thailand.¹

3. After a year of operation funded through the United Nations system, the affected countries have requested assistance to strengthen and further develop the DAD system. This would include building the capacity of national staff so the system is sustainable.

II. ISSUES

4. Each DAD system was customized to reflect the specific needs of the respective tsunami-affected country, and was made available online within 3 to 4 months of the High Level Coordination Meeting. In the 8 months since the public launch of the DAD systems in all four countries, the lead government agencies and development partners have successfully tracked almost 2,000 projects, with a total commitment value of \$5.4 billion.²

5. However, in all cases, the information technology infrastructure of the national host agency has proven insufficient to guarantee reliable and fast access. This is being addressed by upgrading the hardware and the speed of internet connections and, in the case of Indonesia and Sri Lanka, moving the database servers into a private sector internet service provider.

6. In addition, the comprehensiveness and accuracy of data has been uneven across the countries. The scale of reconstruction and number of funding agencies and implementing partners in Aceh and Nias have posed particular challenges. Outreach and analysis capabilities in Rehabilitation and Reconstruction Agency for Aceh-Nias are being enhanced by recruiting additional national coordination officers and an aid coordination and capacity development

¹ The four agencies using the DAD are (i) Indonesia: Reconstruction and Rehabilitation Agency (BRR); (ii) Maldives: Ministry of Finance and Treasury, in consultation with the Ministry of Planning and National Development, and the Ministry of Foreign Affairs; (iii) Sri Lanka: Task Force for Assisting the Nation, now part of Reconstruction and Development Agency; and (iv) Thailand: Thailand International Development Cooperation Agency of Ministry of Foreign Affairs.

² Approximate totals as of 14 April 2006 are (i) Indonesia—\$2,730 million covering 920 projects; (ii) Sri Lanka—\$2,200 million covering 600 projects; (iii) Maldives—\$310 million covering 90 projects; and (iv) Thailand—\$170 million covering 210 projects.

consultant. A system of automatic e-mail notification that will alert partners and the government to updated project data every quarter will be introduced.

7. Such aid management systems need to ensure that the information is packaged, analyzed, and communicated effectively to government decision makers and the aid community. The operationalization phase in each country necessarily focused on designing and implementing the database, recruiting the national team and aid coordination consultant, and gathering data from partners. Some progress has been made in providing pre-packaged reports through a website, but the analysis and communication aspects of the projects require reinforcement.³ A regional tsunami tracking analyst has been recruited to support each national team to address this challenge.

8. In early 2006, the Governments of Indonesia, the Maldives, and Sri Lanka decided to expand the DAD and use it as a tool beyond its original objective of tracking external assistance for tsunami recovery and reconstruction. This move will ensure the sustainability of the investment in the aid management systems and teams within the institutions.

III. THE TECHNICAL ASSISTANCE

A. Impact and Outcome

9. The technical assistance⁴ (TA) will strengthen the transparency, accountability, and efficiency of tsunami recovery programs by helping tsunami-affected countries manage external assistance. Specifically, the TA will consolidate the progress in tracking tsunami aid and results, increase data comprehensiveness and accuracy, and provide analytical products to help in decision making and resource allocation. The design and monitoring framework is in Appendix 1.

B. Methodology and Key Activities

10. The TA will support ongoing and new DAD initiatives through five main activities.

- (i) **Capacity development of national aid coordination.** This will enable government agencies to manage the national tracking system after project closure. The support will comprise a mix of experienced international consultants seconded within the government agency, along with a regional advisory team of two consultants, promoting lesson-learning and sharing of best practices across the countries.
- (ii) **Establishing national web portals for easy access to aid coordination data.** The impact of the aid management system and the data it contains will be enhanced significantly by pre-prepared reports and analytical products to be made available at national web portals.
- (iii) **Regional analysis of tsunami assistance that includes sectoral distribution, through a regional DAD mechanism.** In line with the conclusion of the ADB High Level Meeting (see para. 1), analytical products drawing on the regional

³ For a good example of prepackaged reports see <http://www.rada.gov.lk/portal/> and click on "Development Assistance Database".

⁴ The TA first appeared in *ADB Business Opportunities* on 20 June 2006.

DAD tracking mechanism currently being established will be prepared and disseminated every 3 months during 2006.

- (iv) **Preparation of lessons learned from across all four countries.** Lessons learned by the national and regional teams on planning, implementation, dialogue mechanisms, and monitoring and accountability of tsunami assistance will be prepared. Good aid coordination practices from tsunami-affected and other countries in Asia and the Pacific were collected for a knowledge sharing workshop organized by UNDP's Regional Centre in Bangkok in June 2006, entitled *From Paris to Practice: Tools for Better Aid Coordination and Management*. The TA will provide a consultant who will contribute to the lesson-learning process that will complement the good practice inputs provided at the workshop by UNDP country offices, government counterparts, and other development partners. The knowledge products will contribute to increased accountability in the use of resources for recovery in the case of the tsunami, or in future disasters in the Asia and Pacific region.
- (v) **Adaptation of database to integrate budget and non-tsunami assistance.** This will enable Sri Lanka to use DAD Sri Lanka for non-tsunami projects and provide additional outreach capacity. The Indonesian database will be modified to include domestically-funded tsunami projects and budgeted externally financed projects, facilitating an analysis of all reconstruction support irrespective of fund source. For DAD Maldives, this database will support the planning, implementation, and monitoring of the regular National Development Program, which will supersede the tsunami-centered National Reconstruction and Recovery Program.

C. Cost and Financing

11. The total cost of the project is estimated at \$1,600,000. ADB will provide \$800,000, financed on a grant basis through its TA funding program. UNDP will provide \$800,000 on a parallel basis through the Regional Project for Capacity Development for Tsunami Aid Coordination (the Regional Project). Detailed cost estimates and the financing plan are in Appendix 2.

D. Implementation Arrangements

12. UNDP will be the Executing Agency for the TA. UNDP will enter into a letter of agreement with ADB and will administer the TA funds and make all related organizational and administrative arrangements according to procedures as agreed in the letter of agreement (the draft letter of agreement is in Appendix 3). All equipment will be turned over to the counterpart agencies upon TA completion.

13. UNDP's Regional Project⁵ has been endorsed by the four national counterpart institutions and provides the overall implementation framework for funding national and regional activities. This is administered by UNDP's Regional Centre in Bangkok. ADB will monitor the TA

⁵ Four country-specific databases in Indonesia, Maldives, Sri Lanka, and Thailand have been launched and are now fully operational and accessible online. These were developed in 2005 during phase I of the Regional Project. Experienced and coordination advisers, and additional national staff members have been recruited for secondment into the government-selected apex agencies to lead the tracking and coordination work (see Appendix 3 for an overview of the status of implementation of the Regional Project).

activities through regular progress reports from UNDP. ADB's resident missions and extended missions will continue to be actively involved in meetings at the country level to ensure that the system responds to actual needs.

14. The implementing agencies will be the counterpart institutions responsible for tsunami recovery coordination in each of the four participating countries, i.e., the Reconstruction and Rehabilitation Agency in Indonesia, the Ministry of Finance and Treasury (in cooperation with the Ministry of Planning and National Development, and the Ministry of Foreign Affairs) in the Maldives, the Task Force for Assisting the Nation in Sri Lanka, and the Thailand International Development Cooperation Agency in Thailand. The TA funds will be released as specific project milestones are reached, as shown in Supplementary Appendix.

15. TA implementation will start in August 2006 and end in July 2007. A midterm review will be conducted. UNDP will prepare quarterly progress reports in a format to be agreed upon with ADB, and will submit them to ADB within 1 month of the end of the period to which they refer. The quarterly reports due at midterm and at the end of the TA will be replaced by more detailed reports.

16. The project will require approximately 63 person-months of international consultants and 132 person-months of national consultant inputs. Outline terms of reference for the consultant positions are in Appendix 4.

17. UNDP will support the dissemination of the outputs through country, regional, and global mechanisms. At the national level, reports and analyses will be disseminated on CD-ROM, where required, as well as through web portals. The regional www.TsunamiTracking.org website administered by the UNDP's Regional Centre in Bangkok will also be used to disseminate results. UNDP headquarters and the Office of the Special Envoy for Tsunami Recovery will also publicize the results.

IV. THE PRESIDENT'S DECISION

18. The President, acting under the authority delegated by the Board, has approved the provision of technical assistance not exceeding the equivalent of \$800,000 on a grant basis for Support for Strengthening the Tsunami Development Assistance Database, and hereby reports this action to the Board.

DESIGN AND MONITORING FRAMEWORK

Design Summary	Performance Targets/Indicators	Data Sources/Reporting Mechanisms	Assumptions and Risks
<p>Impact Transparency, accountability, and efficiency in tsunami recovery programs strengthened through the tsunami-affected countries' effective management of external assistance</p>	<p>Paris Declaration indicators 3 and 4</p>	<p>Office of the Special Envoy for Tsunami Recovery</p> <p>OECD DAC survey</p>	<p>Assumptions Paris Declaration successfully implemented</p> <p>Government complementary funding provided</p>
<p>Outcome Progress in tracking tsunami aid and results consolidated, data comprehensiveness and accuracy increased, and analytical products that support better decision making and resource allocation provided</p>	<p>Paris Declaration indicators 3, 4 and 11</p>	<p>Office of the Special Envoy for Tsunami Recovery</p> <p>OECD DAC survey</p> <p>Project progress reports</p>	<p>Assumptions National aid coordination supported—and information provided—by development partners</p> <p>Broader organizational linkages across government established and maintained</p>
<p>Outputs Relevant tsunami DADs that integrate domestic resources and non-tsunami assistance adapted</p> <p>Capacities of national Government agencies to manage DADs beyond project closure enhanced</p> <p>National web portals that provide easy access to aid coordination data established</p>	<p>Conflict-related projects tracked through DAD Sri Lanka</p> <p>Domestically funded and budgeted externally funded projects tracked through DAD Indonesia; data will be used to allocate 2008 resources</p> <p>National Development Program planned, implemented, and monitored through DAD Maldives</p> <p>Domestic resources and international support reflected through the Thailand web portal</p> <p>DADs in counterpart agencies in Indonesia, Maldives, Sri Lanka, and Thailand managed with decreased need for outside advisors</p> <p>Quarterly (on average) pre-packaged reports on tsunami assistance published by Government agencies</p>	<p>Project progress reports</p> <p>Final assessment report</p> <p>Project progress reports</p> <p>Project progress reports</p>	<p>Assumptions Necessary human resources allocated by the Government</p> <p>National aid coordination supported—and information provided—by development partners</p> <p>Risks Staff turnover in responsible Government agencies high</p> <p>Funds to support Government's information management inadequate</p>

Design Summary	Performance Targets/Indicators	Data Sources/Reporting Mechanisms	Assumptions and Risks
<p>Regional analysis of tsunami assistance prepared</p> <p>Report on lessons learned in tsunami aid coordination prepared</p>	<p>Four reports on regional tsunami assistance produced</p> <p>Two reports on private sector contributions to tsunami-affected countries prepared</p> <p>Aid Management (“From Paris to Practice”) workshop report disseminated in 2006</p> <p>Write-ups of tsunami aid coordination lessons prepared</p>	<p>Project progress reports</p> <p>Workshop report</p>	
<p>Activities with Milestones</p> <p>1.1 TA inception (August 2006)</p> <p>1.2 Develop guidance note on on-budget tracking Facilitate modification and/or expansion of DADs</p> <p>1.3 Recruit international adviser for Aceh and Nias Organize training workshop for BRR outreach team Prepare report on private sector contributions to tsunami assistance Prepare and share lessons learned from workshop on “From Paris to Practice”</p> <p>1.4 Midterm report (December/January)</p> <p>1.5 Customize national web portals Support preparation and publishing of pre-defined reports Support preparation of analytical country-level reports</p> <p>1.6 Prepare analytical report on tsunami assistance from regional perspective</p> <p>1.7 Prepare and disseminate write-ups on tsunami aid coordination lessons learned Evaluate results of the TA</p> <p>1.8 Final report (July 2007)</p>			<p>Inputs</p> <p>\$300,000 (ADB financing)</p> <p>\$400,000 (ADB financing)</p> <p>\$100,000 (ADB financing)</p> <p>Other Inputs: UNDP \$800,000 (parallel financing)</p>

ADB = Asian Development Bank, BRR = Rehabilitation and Reconstruction Agency for Aceh-Nias, DAD = development assistance database, OECD = Organisation for Economic Co-operation and Development, OECD-DAC = OECD Development Assistance Committee, TA = technical assistance, TASF = technical assistance special fund, UNDP = United Nations Development Programme.

COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Total Cost
A. Asian Development Bank (ADB) Financing^a	
1. Consultants	
a. Remuneration and Per Diem	
i. International Consultants	420.0
ii. National Consultants	115.0
b. International and Local Travel	50.0
c. Reports and Communications	40.0
2. Equipment ^b	15.0
3. Training, Seminars, and Conferences	35.0
4. Miscellaneous Administration and Support Costs	50.0
5. Contingencies	75.0
Subtotal (A)	800.0
B. United Nations Development Programme (UNDP) Financing^c	
1. Consultants	
a. Remuneration and Per Diem	
i. International Consultants	380.0
ii. National Consultants	160.0
b. International and Local Travel	30.0
c. Reports and Communications	30.0
2. Training, Seminars, and Conferences	80.0
3. Miscellaneous Administration and Support Costs	55.0
4. Contingencies	65.0
Subtotal (B)	800.0
Total	1,600.0

^a Financed by ADB's technical assistance funding program.

^b Laptop, printer, UPS for officers, database servers, and backup equipment.

^c Financed by UNDP on a parallel basis.

Source: ADB and UNDP estimates.



Asian Development Bank

Regional and Sustainable
Development Department

24 July 2006

United Nations Development Programme
UNDP Regional Centre Bangkok
United Nations Service Building, 3/F
Rajdamnern Nok Avenue
Bangkok, Thailand
Fax No. +66 22 88 3032

Attention: Mr. David Lockwood
Deputy Assistant Administrator and Deputy-Director
Regional Bureau for Asia and the Pacific
United Nations Development Programme

Dear Mr. Lockwood,

**Letter Agreement Concerning ADB Technical Assistance for
Support for Strengthening the Tsunami Development Assistance Database**

1. We are pleased to inform you that on ___ July 2006, the Asian Development Bank (“ADB”) approved the provision of a Technical Assistance grant (“the TA grant”) in the amount of US\$800,000 to the United Nations Development Programme (UNDP) for Support for Strengthening the Tsunami Development Assistance Database (“the project”).

2. The goal of the TA grant is to strengthen transparency, accountability and efficiency in tsunami recovery programs by helping tsunami-affected countries exercise effective leadership over external assistance. Specifically, the TA grant will consolidate the progress made in tracking tsunami aid and results, increase data comprehensiveness and accuracy, and provide analytical products that support better decision-making and resource allocation. The TA grant will also include capacity building of national staff so that the system can become sustainable. The TA grant will support ongoing and new initiatives covering five main activities: (i) capacity development of national aid coordination teams through country level and regional technical backstopping; (ii) establishing national web portals to provide easy access to aid coordination data; (iii) regional analysis of tsunami assistance including sectoral distribution, through a regional DAD mechanism; (iv) preparation of lessons learned from across all four countries (Indonesia, the Maldives, Sri Lanka, and Thailand); and (v) adaptation of database to integrate budget and non-tsunami assistance.

3. UNDP will receive and administer the TA grant in accordance with UNDP’s Financial Regulations and Rules and the arrangements agreed upon in this TA letter agreement. Specifically, UNDP will assure and monitor:

- (i) the timely organization and occurrence of all activities financed under the TA grant; and
- (ii) program implementation in accordance with detailed plan set out in Attachment 1.

4. UNDP will collect and maintain data pertaining to the activities to be delivered under this TA Letter Agreement. In addition, UNDP will comply with the following reporting requirements:

- (i) Preparation of quarterly progress reports, in a format to be agreed upon with ADB, and submit them to ADB within one month of the end of the period to which they refer. Following the midterm review which will be conducted in December 2006, the quarterly reports due at midterm and at TA completion will be replaced by more detailed midterm and final reports, respectively.
- (ii) Support the dissemination of the outputs through country, regional and global mechanisms. At the national level, reports and analyses will be disseminated on CD-ROM, where required, as well as through web portal. The regional www.TsunamiTracking.org website administered by UNDP's Regional Centre in Bangkok will further provide a dissemination mechanism. The UNDP Headquarters will itself, or through the Office of the Special Envoy for Tsunami Recovery, disseminate updates as required.

5. The total cost of the project is estimated at US\$1,600,000. The cost estimates and financing plan are attached as Attachment 2. ADB will finance US\$800,000 from this TA grant. UNDP will finance the additional \$800,000 required for the project through the Regional Project for Capacity Development for Tsunami Aid Coordination.

6. The TA grant will be used to finance: (i) consultants' remuneration and per diem including travel and reports/communications, (ii) equipment, (iii) training, seminars, and conferences, and (iv) UNDP's administration costs related to the portion of the project financed by the TA grant which equal 6.25% of the TA grant.

7. Consultants will be engaged and procurement of goods (including equipment) and services will be done in accordance with UNDP's regulations and rules on the understanding that they are consistent with ADB's Guidelines on the Use of Consultants and Procurement Guidelines. The TA grant provided by ADB shall not be used to procure goods and/or services or engage or make payments to consultants from countries that are not members of ADB. All equipment procured with the TA grant will be turned over to the Reconstruction and Rehabilitation Agency in Indonesia, the Ministry of Finance and Treasury in the Maldives, the Task Force for Assisting the Nation in Sri Lanka, and the Thailand International Development Cooperation Agency in Thailand at the end of the project.

8. The TA project will be implemented from July 2006 to June 2007. The TA grant will be released by ADB as specific project milestones are reached, as shown in Attachment 1. The schedule of payments takes into account the requirement that the payments shall be made in advance of the execution/implementation of planned activities. It may be amended to be consistent with the progress of project delivery. Grant payments will be made in US dollars to the following Bank and account:

Account # 015-002284
 JP Morgan Chase
 1166 Avenue of the Americas, 17th Floor
 New York, NY 10036-2708
 Swift #CHASUS33
 Bank code #00023
 Account code #1001

ADB will inform UNDP when the grant payments are paid via an e-mail message with remittance information to contributions@undp.org.

9. The TA grant and activities financed there from shall be subject to internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP. Should an Audit Report of the Board of Auditors of UNDP to its governing body contain observations relevant to the contributions, such information shall be made available to ADB. At the request of ADB, UNDP will make available to ADB all financial statements audited by independent auditors on the utilization of the TA grant with the cost of the latter to be borne by the TA grant.

10. ADB and UNDP agree that it is important to take all necessary precautions to avoid corrupt practices. To this end, UNDP shall maintain standards of conduct that govern the performance of its staff, including the prohibition of corrupt practices in connection with the award and administration of contracts, grants, or other benefits, as set forth in the Staff Regulations and Rules of the United Nations, the UNDP Financial Regulations and Rules, and the UNDP Procurement Manual.

11. Any payments that remain unexpended after all commitments and liabilities have been satisfied shall be disposed as agreed between UNDP and ADB, and in case no agreement can be reached such amount shall be refunded to ADB.

12. ADB and UNDP will consult with each other in respect of any matter that may arise from or in connection with the TA grant.

13. For your record, a list of ADB member countries is attached as Attachment 3.

14. If you are agreeable to the foregoing proposals, please countersign both copies of this Letter Agreement then kindly return one signed original to us and keep the other for your records.

Very truly yours,

Bindu N. Lohani
Director General
Regional and Sustainable Development Department

Confirmed:

United National Development Programme
Bangkok, Thailand

By: Mr. David Lockwood

Date: _____

TA ACTIVITIES AND TENTATIVE SCHEDULE

Target Date	Activities to be Completed	ADB Disbursement (\$)
July 2006	TA Inception	300,000
	Develop guidance note on on-budget tracking Facilitate modification/expansion of DADs	
	Recruit international adviser for Aceh/Nias Organize training workshop for BRR outreach team Prepare and share lessons learned notes	
December 2006	Midterm Report	400,000
	Customize national web-portals Support preparation and publishing of pre-defined reports Support preparation of analytical country-level reports	
	Prepare report on private sector contributions to tsunami assistance Prepare analytical report on tsunami assistance from regional perspective	
	Organize regional knowledge sharing workshop Prepare write-ups on tsunami aid coordination lessons learned Conduct an assessment to evaluate the results of the TA	
June 2007	Final Report	100,000
	Total	800,000

COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Total Cost
A. Asian Development Bank Financing^a	
1. Consultants	
a. Remuneration and Per Diem	
i. International Consultants	420.0
ii. Domestic Consultants	115.0
b. International and Local Travel	50.0
c. Reports and Communications	40.0
2. Equipment ^b	15.0
3. Training, Seminars, and Conferences	35.0
4. Miscellaneous Administration and Support Costs	50.0
5. Contingencies	75.0
Subtotal (A)	800.0
B. United Nations Development Programme Financing^c	
1. Consultants	
a. Remuneration and Per Diem	
i. International Consultants	380.0
ii. Domestic Consultants	160.0
b. International and Local Travel	30.0
c. Reports and Communications	30.0
2. Training, Seminars, and Conferences	80.0
3. Miscellaneous Administration and Support Costs	55.0
4. Contingencies	65.0
Subtotal (B)	800.0
Total	1,600.0

^a Financed by the Asian Development Bank's technical assistance funding program.

^b e.g., laptop, printer, UPS for officers, database servers, and backup equipment

^c Financed by the United Nations Development Programme (UNDP) on a parallel basis.

Source: Asian Development Bank and United Nations Development Programme estimates.

ADB MEMBER COUNTRIES

(as of 25 July 2006)

Regional Members

1. Afghanistan
2. Armenia
3. Australia
4. Azerbaijan
5. Bangladesh
6. Bhutan
7. Brunei Darussalam
8. Cambodia
9. China, People's Republic of
10. Cook Islands
11. Fiji Islands
12. Hong Kong, China
13. India
14. Indonesia
15. Japan
16. Kazakhstan
17. Kiribati
18. Korea, Republic of
19. Kyrgyz Republic
20. Lao PDR
21. Malaysia
22. Maldives
23. Marshall Islands
24. Micronesia, Federated States of
25. Mongolia
26. Myanmar
27. Nauru
28. Nepal
29. New Zealand
30. Pakistan
31. Palau
32. Papua New Guinea
33. Philippines
34. Samoa
35. Singapore
36. Solomon Islands
37. Sri Lanka
38. Taipei, China
39. Tajikistan
40. Thailand
41. Timor-Leste

42. Tonga
43. Turkmenistan
44. Tuvalu
45. Uzbekistan
46. Vanuatu
47. Viet Nam

Non-Regional Members

48. Austria
49. Belgium
50. Canada
51. Denmark
52. Finland
53. France
54. Germany
55. Ireland
56. Italy
57. Luxembourg
58. The Netherlands
59. Norway
60. Portugal
61. Spain
62. Sweden
63. Switzerland
64. Turkey
65. United Kingdom
66. United States

OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

A. **Development Assistance Database Technical Backstopping: Database Consultant** (international, 6 person-months)

1. The database consultant will backstop the national database administrators. Based on knowledge of aid management and budget processes, the consultant will support the Regional Centre in Bangkok and the country teams in providing development assistance database (DAD) solutions to aid management challenges, including developing required reporting formats and ensuring that the DAD can be customized to provide these reports. The consultant will recommend measures that will promote more reliable, user-friendly and stable DAD systems.

B. **National Capacity Development and Quality Control**

1. **Aid Coordination Consultant, Seconded to the Reconstruction and Development Agency, Colombo** (international, 6 person-months)

2. The aid coordination consultant will assist national colleagues in performing coordinating, tracking, and accountability activities. These include assisting in providing analyses to be used for decision making, including analyzing financial gaps; enhancing the quality and comprehensiveness of information recorded; ensuring the continuous development of DAD Sri Lanka through outreach to districts and line ministries; and assisting in preparing training materials for government agents and colleagues in lines ministries on using the DAD and the Task Force for Rebuilding the Nation's information resources as analytical tools.

2. **Aid Coordination Consultant, Seconded to BRR, Aceh** (international, 12 person-months)

3. The aid coordination consultant will assist national colleagues in performing coordination, tracking, and accountability activities. The consultant will support senior management in using an aid and budget information system, in building the capacity of aid coordination officers, and ensuring effective tracking of off- and on-budget aid using DAD-based Recovery Aceh and Nias.

3. **Aid Coordination Consultants, Seconded to Government of Maldives and Thailand** (2 international, 6 person-months each)

4. The aid coordination consultant will support the counterpart institution by tracking and analyzing aid flows into the country, supporting the skills development and training of aid coordination officers, leading the development of in-depth analyses regarding funding agency commitment performance; expanding government officials' knowledge and understanding of the aid process and project cycle; promoting and supporting government, development partner, multilateral development bank, and United Nations dialogues at all levels to achieve mutual understanding; and ensuring that aid coordination officers facilitate collaboration between relevant line ministries with respect to aid tracking and coordination.

C. **Regional Technical Backstopping**

1. **Regional Tsunami Aid Coordination Adviser** (international, 6 person-months)

5. Under the general supervision and overall guidance of the governance practice team leader and the day-to-day management of the UNDP regional aid coordination adviser, the regional tsunami aid coordination adviser will support the skills development and training of relevant government officials and desk officers in analyzing aid flows; advise on the development of in-depth analyses regarding funding agency commitment performance, sector

needs and gaps, and implementation constraints; recommend steps to further align international financial and technical assistance with actual needs and priorities of tsunami-affected countries; and support maintenance and further development of the national and regional DADs.

2. Regional Tsunami Aid Tracking Analyst (international, 6 person-months)

6. Under the general supervision and overall guidance of the governance practice team leader and the day-to-day management of the UNDP regional aid coordination adviser, the regional tsunami aid tracking analyst will examine patterns of financial and technical assistance in connection with tsunami rehabilitation and recovery; prepare in-depth analyses regarding funding agency commitment performance and identify implementation constraints; recommend steps to further align international financial and technical assistance; advise governments of tsunami-affected countries in tracking and analyzing aid flows; capture and analyze good practices and lessons learned in aid tracking and analysis; support maintenance and further development of the regional DAD; and perform other analytical and administrative tasks or any other duties connected to aid tracking and coordination in tsunami-affected countries.

OVERVIEW OF THE REGIONAL PROJECT ON CAPACITY DEVELOPMENT FOR TSUNAMI AID COORDINATION

1. At a High-Level Coordination Meeting on Rehabilitation and Reconstruction Assistance to Tsunami-Affected Countries hosted by the Asian Development Bank (ADB) in March 2005, representatives of tsunami-affected countries and their partners proposed that national tracking systems be established to monitor the tsunami reconstruction process. These national systems would be complemented by a regional database for easy access to multi-country information. The United Nations Development Programme (UNDP) and Asian Development Bank (ADB) were asked to collaborate with governments in implementing these recommendations. The governments of the Maldives, Sri Lanka, and Thailand asked UNDP to customize its development assistance database (DAD) so financial and technical assistance and results could be tracked in each country. In August and September 2005, Indonesia's Rehabilitation and Reconstruction Agency for Aceh and Nias (BRR) decided to adopt the DAD model.
2. UNDP's Regional Project for Capacity Development for Tsunami Aid Coordination (the Regional Project) has been endorsed by the four countries and provides an overall implementation framework for funding national and regional activities. The Regional Project is administered by UNDP's Regional Centre in Bangkok. UNDP received funding to establish the project from the United Nation's Office for the Coordination of Humanitarian Affairs in 2005.
3. The governments were consulted in the initial phase to ensure that the requirements of the agencies selected by the governments to lead the tracking and coordination work had been understood. These agencies are (i) Indonesia (BRR); (ii) Maldives (Ministry of Finance and Treasury, in consultation with the Ministry of Planning and National Development and the Ministry of Foreign Affairs); (iii) Sri Lanka (Task Force for Assisting the Nation [TAFREN], now part of Reconstruction and Development Agency); and (iv) Thailand (Thailand International Development Cooperation Agency of the Ministry of Foreign Affairs).
4. UNDP contracted a private sector firm, Synergy International Systems (a United States-based firm whose similar work was used successfully in Afghanistan) to customize the DAD for the four countries. Experienced aid coordination advisers were recruited for secondment into the agencies. If necessary, additional national staff who could lead the outreach to funding agencies, implementers, and other ministries, and conduct analyses for decision makers were provided.
5. The aid coordination advisers have been assisting national colleagues in coordinating, tracking, and accountability activities. The advisers' detailed tasks include (i) providing analysis of decision making and financial gaps, and helping prepare training materials for government agents on using DAD for aid management in districts; (ii) adapting DAD to promote cross-checking of local information supplied by partners operating out of Colombo, Sri Lanka; (iii) supporting senior management to use an aid and budget information management system for better decision making; (iv) promoting effective tracking of off- and on-budget aid using the Recovery Aceh and Nias (RAN) system in Aceh; (v) reinforcing in-house capacity to develop in-depth analyses regarding funding agency commitment performance, sector needs and gaps, and implementation constraints; and (vi) providing practical recommendations for action, in close consultation with national stakeholders, to ensure in-house analytical capacity is reinforced in the Maldives and Thailand. National staff in Aceh have been helping BRR disseminate data on projects, sector studies, and other tsunami assistance information to government and aid community colleagues, and to the Indonesian people through the BRR

website portal and other mechanisms. They have trained to gradually assume direct responsibility for the further development and maintenance of the RAN system.

6. The four databases in Indonesia, the Maldives, Sri Lanka, and Thailand are fully operational and accessible to the public online. Websites, which are owned by the national authorities, are in various stages of development. Outreach teams have been established and trained to ensure that partners update the information. The databases present a comprehensive picture of available resources. E-mail alerts will be added, which will enable automatic notification if information has not been updated during the past quarter. Another vital area is moving beyond assessing project financing to ensuring that the databases enable the implementing partners to specify the intended outputs for each project. It is encouraging that the tsunami-affected countries have begun to envisage the potential use of DAD beyond the tsunami itself. In Sri Lanka, TAFREN has begun to use DAD to track projects in areas affected by conflict. In Aceh, where database development has been slower, an intensive action plan has been agreed with BRR to ensure that it catches up with the other countries. In Jakarta, servers are in place and domestically funded projects are being entered into the RAN system. In the Maldives, the government intends to use DAD to track all official development assistance, and is considering using DAD for domestically-funded investments.

7. The follow-up Regional Project is designed to meet the requests of the tsunami-affected countries for support by delivering four national databases for tracking resources and results tailored to government requirements. It will build capacity in the national agencies through training. It also will complement the national DADs with a regional DAD that will make resource and results data from all countries available through a single regional portal. The Regional Project will establish a database to record private sector contributions to tsunami relief and recovery and promote lesson learning and knowledge sharing across tsunami-affected countries.

8. At its completion, the Regional Project is expected to have achieved the following outputs.

- (i) Nationally-owned DADs established, providing a tool for transparent and accountable management.
- (ii) Capacity of national governments to track and coordinate external technical and financial assistance enhanced, overlaps reduced, and resource gaps identified and/or met.
- (iii) Regional tsunami DAD established and regional analysis of results conducted.
- (iv) Database and portal for tracking private sector contributions to tsunami relief and recovery established.
- (v) National authorities and international and national partners enjoying easy access to data to enhance decision making for tsunami recovery and reconstruction. Lesson-learning across countries promoted.

9. The following table presents the major milestones and a timeline for achieving them.

Timeline for Achievement of Technical Assistance Milestones

Milestones	2006		2007	
	Q3	Q4	Q1	Q2
<p>Indonesia</p> <p>RAN, including on-budget as well as off-budget projects, adapted</p> <p>Outreach program to partners to enhance usability, functioning, and reliability of RAN data implemented</p> <p>Off-line data entry to all requesting implementing partners deployed</p> <p>Strategic action plan (BRR and information and analysis service collaboration) in place</p> <p>BRR staff beyond operations center trained on RAN and broader aid and budget management</p> <p>Reporting tool for regional BRR offices established; regional office staff trained</p> <p>Lessons learned, for incorporation in multi-country paper, prepared</p> <p>INTOSAI supported in preparation of methodology for audit of disaster management</p> <p>Training workshop for BPDE/BPS and BAPPEDA on using RAN data as a decision-supporting tool held</p>	■	■	■	■
<p>Maldives</p> <p>Action plan following Maldives Partnership Forum of June 2006 prepared</p> <p>Lessons learned, for incorporation in multi-country paper, prepared</p> <p>Enhanced reporting tool to support decision making and dissemination to partners in place</p> <p>Outer atolls and islands with limited internet availability to benefit from better information sharing</p> <p>Capital budget introduced to DAD contributing to greater transparency</p> <p>DAD shifted from tsunami focus and adapted for long-term development requirements including all grants and loans</p> <p>Thematic working groups to support the development of the 7th National Development Plan established</p>	■	■	■	■
<p>Sri Lanka</p> <p>Analysis of housing data integrating development partner- and owner-led housing programs prepared</p> <p>Outreach and integration of RADA information services with district government implemented</p> <p>Lessons learned, for incorporation in multi-country paper, prepared</p> <p>DAD Sri Lanka that includes conflict-related as well as tsunami projects adapted</p> <p>DAD, Ministry of Finance resource, and results information management systems integrated</p>	■	■	■	■
<p>Thailand</p> <p>18-month analysis of use of tsunami resources prepared and distributed</p> <p>Lessons learned, for incorporation in multi-country paper, prepared</p> <p>DAD and other databases for use of recording Thai ODA reviewed</p> <p>OECD DAC and emerging development partner lessons learned on tracking Thailand ODA resources and results prepared</p>	■	■	■	■

Milestones	2006		2007	
	Q3	Q4	Q1	Q2
Regional				
Workshop report "From Paris to Practice" prepared	■			
Report on private sector tsunami flows from private sector DAD completed		■		
Lessons learned on planning, tracking, dialogue mechanisms, and accountability prepared			■	
Regional country teams backstopped	■	■	■	■
Multi-country analysis of tsunami flows prepared and disseminated	■	■		
Asia and Pacific aid management and accountability lessons, for inclusion in practitioners' toolkit, consolidated				■