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GOVERNMENT OF MOLDOVA

PROJECT DOCUMENT FOR FUNDING

**GENERAL AGRICULTURAL CENSUS (GAC) 2011
OF THE REPUBLIC OF MOLDOVA**

Country: Moldova

Project Title: Assistance to General Agricultural Census (GAC) in Moldova

Project Symbol:

Donors: Swedish International Development Cooperation Agency (SIDA)
and Others (to be specified)

Government / Partner Agency: National Bureau of Statistics (NBS), Government of Moldova

Duration: 2 years andmonths (2010-12)

Starting Date:

Total budget: Operational budget for the Government = MDL 67,026,224

= USD 5,201,880

Trust fund budget for FAO Technical Assistance = USD 643,000

= Euro 515,000

Executive Summary

Moldova is a low income country, land locked in Eastern Europe, with per capita GDP of only about US \$1515 in 2009. In 2008 about 26 percent of the population was estimated as below the national poverty level. One fifth of the population live on US\$ 2 per day. The country is largely dependent on remittances. The country has population of 4.2 million and is divided in 32 Rayons, 2 municipalities, ATU G g uzia and Transnistria region, which are further split into 917 communities and further into 1681 localities.

About 75% of the land in the country is agricultural land and its future economic growth depends upon growth of agriculture. After disintegration from former Soviet Union, the country is planning for integration with European market. After two phases of privatization of agriculture land, the agriculture is characterized by a large number of small family holdings, owning less than 1 ha of land on average and working primarily for subsistence.

The Government collects annual data on registered enterprises in the agriculture sector (over 10 ha.) but lacks reliable data on the small family farms. Until now, only specialized censuses have been carried out in the agricultural sector in the Republic of Moldova. These include: (i) on areas under crops (the latest was carried out in 1985), (ii) on livestock (1992), and (iii) permanent crops (1994). The information available from these censuses has become outdated by now, and the need for new censuses has emerged. In the past 16 years, both due to the rapid changes policies and financial difficulties, no census of agriculture sector has been carried out. The Government has decided to conduct a General Agricultural Census under the technical guidance of FAO to fill this critical gap in information and lay the foundation of a sound system of agricultural statistics.

The Government constituted a Republican Commission in 2007 and began work with the aim of organization of the GAC. Following a Government request for technical assistance, FAO approved a project (TCP/MOL/3202(d)) costing US\$ 270,000 for providing **Preparatory Assistance for the Census of Agriculture**. The project was signed and made operational on 1.8.2009. Unless extended, it will be operational till 30.11.2010.

The first FAO mission under the TCP project in September 2009 confirmed the budget estimates for the census prepared by the Government and suggested possibility to conduct a census in July 2010. Due to unavailability of funding, and political uncertainty the target date for the GAC was shifted to November 2010. The Republican Commission, in its meeting held on 8.7.2010 decided to postpone the census to February-March 2011. The technical work on providing preparatory assistance, under the TCP, is thus continuing with a view to conducting the GAC with reference year 2010, while the Government is looking for additional resources to meet the deficit in financing the census.

Excluding the money already spent by the Government on the activities related to agricultural census, the budget of the census has been estimated as:

The total budget of the GAC 2011 of Moldova comprises two main elements with the Operational Budget (MDL 67,026,224 or US\$ 5,201,880 (at Exch.: \$1 =12.885 MDL)) and the Technical Assistance Budget (US\$ 950,000).

The technical assistance for the project is seen to be coming from three sources:

1. Ongoing FAO TCP Project for Preparatory Assistance for GAC (Aug 2009 - Nov 2010): for USD 247,000
2. EC-FAO Project for data analysis for policy (2010) for USD 60,000 (funds allocated)
3. Proposed FAO-Trust Fund Project for support during 2010-12 for USD 643,000 or Euro 515,000 (under discussion for possible funding by Romania)

The Government has in principle agreed to make 20 percent contribution to the Operational Budget for the GAC.

The operational budget excludes the Government contribution of about 3.2 million MDL, including:

1. Government expenditure already carried out towards conduct of a pilot census in 2008, purchase of cartographic material was 0.444 million MDL and salary of permanent staff of NBS and cost of establishment of census unit till 1.01.2010 was 1.0701 million MDL .
2. The Government has also committed to provide the salaries and establishment costs of the Agriculture Census Unit (1 Head, 2 Deputies, 4 specialists) costing 1.6679 million MDL.

The Government of Moldova have further made provision of 14.9 million MDL in the State Budget towards the operational activities of the GAC in 2010. The Government of the Kingdom of Sweden is expected to provide a grant with the amount of over 20 million Swedish Kronor (SEK) (approximately 34.1 million MDL) during 2010-2011.

So, the additional funding (the deficit) of the GAC to be covered by the State Budget and/or with the assistance of donor's community is 18.0 million MDL. The Government is continuing its efforts to fill the gap in the funding.

It is pointed out that an additional module of Community Infrastructure Census which was originally planned as part of census activities has been kept out of the budget. This survey is estimated to cost an extra US\$ 80,000 (\$40,000 towards field operation and the rest towards technical assistance).

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ACRONYMS

FAO	Food and Agriculture Organization of the United Nations
GAC	General Agriculture Census
GDP	Gross Domestic Product
MDG	Millennium Development Goals
MAFI	Ministry of Agriculture and Food Industry
MDL	Moldovan Lei
NMTPF	National Medium Term Plan Framework
NBS	National Bureau of Statistics
NPD	National Project Director
REU	FAO Regional Office for Europe and Central Asia
RDS	Rural Development Strategy
SEU	FAO Sub-Regional Office for Europe
TCP	Technical Cooperation Programme
UN	United Nations
UNDAF	United Nations Development Assistance Framework

SECTION 1. BACKGROUND

1.1. General Context

Moldova is a landlocked country in Eastern Europe, located between Romania to the west and Ukraine to the north, east and south. It is a low income country, with per capita GDP of only about US \$1515 in 2009. In 2008 about 26 percent of the population was estimated as below the national poverty level. One fifth of the population live on US\$ 2 per day. The country is largely dependent on remittances.

The total population of the country is about 4.2 million (3.6 million with out Transnistria region), a quarter of which is located in the municipalities of Chisinau (717 100) and Balti (143 250), and the remainder - in the 32 Rayons and Autonomous Territory of Gagauzia. The country is divided in 32 Rayons, 2 municipalities, ATU G g uzia and Transnistria region, which are further split into 917 communities and further into 1681 localities.

As the country does not have any important mineral reserves or major industry, its future economic growth depends largely on the growth in a griculture sector. Agriculture creates 8% of GDP, 48% of exports (main commodities are wine and animal products) and absorbs around 28% of labour force. About 75% of the land in the country is agricultural land. Its main crops are cereals and grapes. Main agricultural export is wine; but Russian import bans on Moldovan wine plus drastic rise in the price of gas have greatly affected the country's economic growth. Moldova is looking towards European countries for marketing its agricultural products.

The EU integration aspirations of Moldova are reflected in Moldova's Government Activity Program for 2009-2013 "European Integration: Freedom, Democracy, Welfare".

Economic reforms in agriculture sector started with the privatization of land and land cadastre reforms. Mass privatization after the breakdown of Soviet Union led to the creation of over 400,000 farms which yield very low incomes and hardly provide sustainable livelihoods. After two phases of privatization of agriculture land, the agriculture is characterized by a large number of small family holdings, owing less than 1 ha of land on average and working primarily for subsistence. Agricultural development is therefore critical for economic growth as also for increasing the income of people, and for improving food security in rural areas. Market and trade policies have also a major role to play in increasing rural incomes along with agricultural policies.

The Government collects annual data on registered enterprises in the agriculture sector (over 10 ha.) but lacks reliable data on the activities of other farms. It is believed that many a small plots, particularly with orchards, owned by individuals have been abandoned for lack of market of produce or uneconomical size of plot. The first agriculture census will fill this critical gap in information and lay the foundation of a sound system of agricultural statistics.

1.2. Sectoral Context

The Ministry of Agriculture and Food Industry (MAFI) has setup a livestock registry to meet the requirements of traceability of livestock products to comply with EU export

regulations. MAFI is expecting that the General Agricultural Census (GAC) will assist them checking the extent of animal registration completed, and, will provide reliable and more up-to-date information to monitor developments in rural areas on which to base policies, strategies and any emergency assistance. As poverty rates in rural areas are nearly double that in urban areas, and proving difficult to reduce, better insight in to activities in agriculture and rural sector is crucial to preparation of sound strategy for development, its implementation and monitoring.

During the process of agrarian reform, radical changes have occurred in the structure of the farming sector with the break-up of the state agricultural enterprises and the allocation of the land to individual households. Prior to Independence, the main agricultural producers were the state-owned agricultural enterprises which owned over 90 percent of the agricultural land. Statistical information was provided by these enterprises on a monthly basis and the information was considered to be very reliable. Following independence in 1991, and the transition to a market economy, some 1 900 new agricultural enterprises were formed with a land area of 877 000 hectares (ha) which provide statistical returns through the business statistics programme. At the same time, some 679 000 ha of land were made available to large number (over 400 thousand) of small farms. Typically, all rural households have a plot near the house with an average size of 0.3 ha. The number of these households is of about one million and the total area is estimated at 338 000 ha. Also, there are the 'dachas' or weekend houses which often have a small piece of land attached to them for agricultural purposes. Farms and households hold about 45 percent of the agricultural land and produce over 70 percent of the gross agricultural output, including 60 percent of vegetable production and 81 percent of animal production.

In the Republic of Moldova the agriculture statistics is centralized, being regulated by the Law on official statistics and produced mainly by National Bureau of Statistics (NBS). The organization of collection of the agriculture statistics is carried out in accordance with legal forms and size of the producers (economic units). Data collection from large enterprises, including peasant (farm) holdings with the area of agricultural land of 10 ha and over is based on the exhaustive surveys, while in the case of small producers – by means of the system of sample surveys (last implemented in 2003). The system of sample surveys consists of observations of harvest, livestock production and agricultural costs of small agricultural holdings.

The country wants to orient its statistical system from a reporting system to market oriented information system based on periodic sample surveys. Despite the fact that the current statistical surveys are based on international concepts and standards, reliable information on the number of farms and their characteristics is lacking. This adversely affects the design and estimation of aspects of the sample surveys. Comprehensive information on land and livestock is needed to improve the confidence level of statistics generated by the sample surveys. An agricultural census will fill this critical gap, particularly by providing information on: the activities of the small producers, the structure of agriculture, labour force in agriculture, the availability of agricultural machinery and equipment, the use of fertilizers, irrigation, etc, at lowest administrative level. An agricultural census will thus provide the basis for designing such surveys on scientific principles so as to yield reliable agriculture statistics.

Until now, only specialized censuses have been carried out in the agricultural sector in the Republic of Moldova. These include: (i) on areas under crops (the latest was carried

out in 1985), (ii) on livestock (1992), and (iii) permanent crops (1994). The information available from these censuses has become outdated by now, and the need for new censuses has emerged. In the past 16 years, both due to the rapid changes policies and financial difficulties, no census of agriculture sector has been carried out.

1.2.1. Development priorities: NMPTF and UNDAF

The country's strategy for agriculture and rural development as outlined in the National Development Strategy (2008-2011) which stresses the importance of improving the performance and competitiveness of farming sector. The National Medium Term Priority Framework (MTPF), which summarizes FAO priorities in Moldova in the context of UNDAF 2007-11, also gives primary importance to increasing small holder agricultural productivity. The first of the three thematic priorities of the NMTPF concerns "Policies and activities to enhance smallholder agricultural productivity and access to markets resulting in increased incomes and poverty alleviation in the rural sector". The same policy reference documents also highlight the need to improve natural hazard risk management, through improving farming practices and weather forecasting for the development of contingency planning and insurance mechanisms. An Agricultural Census is seen as crucial activity to provide reliable benchmark data for planning and policy making process towards these development priorities. Both the Government and donors have assigned it a high priority with the activities relating to agriculture sector.

Government issued the Economic Stabilization and Recovery Programme (2009 -2011) at the end of 2009, in response to the global crisis which was having a very negative impact on the economy. It was not meant to substitute the current policy agenda (National Development Strategy (NDS), European integration policy agenda, etc.) but to assist in reaching the goals set within the current strategic framework. The crisis resulted in a fall of household consumption, driven by: (i) a drop in remittances resulting from the economic crisis in the work destinations of migrants; (ii) a recession of the main export markets; and (iii) increased domestic unemployment.

The EC/FAO Programme on linking information and decision-making to improve food security 2010-2012, in Moldova is aiming to support government's efforts to transform agriculture into an efficient market-driven engine of growth for the economy, and in particular to develop the smallholders agricultural subsistence sector to increase productivity and incomes and reduce food insecurity and poverty. This will be achieved by enhancing the capacity of national institutions to produce and use relevant statistics and analyses to support food security policies and interventions.

Four main areas of intervention under the programme have been identified as priorities for the Government:

- Traceability of animal products
- Development of a Market Information Centre
- Analysis of Agricultural Census data
- Improving Food Balance Sheets (FBS)

While the General Agricultural Census (GAC) will directly benefit from this Programme, in terms of coverage of costs of data analysis, the improved data made available through agricultural census will contribute to better output from other three activities.

1.3. Sectoral Policy and Legislation

The country is getting support from USAID for preparing Agricultural Policy, Legal and Regulatory Reform through a project. The Project is working to promote reform and agricultural development through the removal of legal and regulatory impediments to the growth of competitive private agricultural enterprises.

In order to improve the payment of agricultural subsidies to the producers the Government has developed a legislation to establish a paying agency. The agency, which aims to make the system transparent and accountable, is based on European Union standards.

The Government has also set up a Livestock Registry. Under the law all livestock births, deaths, slaughter and movement are registered at regional level. This traceability system is part of the strategy to boost export of livestock products to European markets.

To assist small-scale farmers with information sharing and marketing skills the national extension service agency ACSA developed a central Marketing Information System (MIS). The MIS is a free, interactive web-based tool that connects producers and buyers, while providing market information inside and outside the country. The system provides advice on the profitability of crops, packaging of goods, when to sell, and at what prices. Farmers access the system directly from their home or at one of ACSA's 350 centres across the country.

Appropriate legislative action to conduct a General Agricultural Census in the country has already been taken and Republican Commission on this subject has already been established.

SECTION 2. RATIONALE

2.1. Problems/ Issues to be addressed

Availability of reliable data is a prerequisite for preparation of an effective planning process and for monitoring the results. The agricultural statistics system of the country is largely based on community based registers and reports received from enterprises and the farms of 10 ha and above. These are supplemented by a quarterly sample survey covering the smaller farms (less than 10 ha) and the household plots. The registers are updated each year on 1 January. The quality of crop and livestock statistics produced by report based information system, a characteristic of planned economies, is often questioned due to absence of an element of verification of quality of reports which is the basis of good statistics.

The latest data on structure of agriculture is available from thematic censuses of sown crop areas (1985), livestock (1992) and orchards and vineyards (1994). A General Agricultural Census (GAC) covering the agriculture sector in totality has never been carried out in the country. However, each community administration keeps a register of all households with details of their agricultural activities (land use, livestock and irrigation etc).

The Government is particularly keen that its poverty reduction and food security strategies are properly supported by reliable information for optimal use of resources.

The need for timely and reliable benchmark information for the agriculture sector is made even more critical since the country embraced the market driven economic system. Realizing the inadequacy of statistical system to support the information requirement for accelerated agricultural and rural development programmes, the Government has taken a decision to carry out its first Census of Agriculture in conformity with the FAO World Programme for the Census of Agriculture 2010 (WCA) and EUROSTAT standards.

The absence of a reliable benchmark data on the structure of agriculture which could be used for the preparation of a sampling frame for current surveys is also hampering the efforts to improve agriculture statistics. An agricultural census will fill this critical gap.

2.2. Stakeholders and Target Beneficiaries

The most important part of the project is the conducting of the first Agricultural Census. It will enhance the capacity of NBS to analyze and disseminate the statistical information. The immediate beneficiary of the project therefore, is the NBS and the Statistical Bureaus in the Rayons, particularly their statistical personnel, whose professional skills are expected to be enhanced through training and their hands-on participation in all aspects of the census operations, including participation in study tours and workshops. The agricultural census will constitute a key element of the National Statistical System and it will serve as a basis for the periodical sample surveys.

The Government of Moldova as a whole, and in particular, all other government agencies, the private sector, international organizations and donor governments, with interest in agribusiness promotion, agricultural and rural development, poverty reduction, food security and gender issues, which require improved analytical tools as well as timely and reliable benchmark and current statistics for the agriculture sector will benefit from the outcome of the project.

The ultimate beneficiaries, however, will be the people of Moldova, particularly the most vulnerable population - rural poor, household managing subsidiary farms, female-headed households in the rural area, and other vulnerable groups, as the project will provide information that will enable the Government to properly identify them and design suitable interventions to improve their social and economic living conditions.

2.3 Project Justification

Agriculture will continue to remain backbone of Moldovan economy. The importance of reliable benchmark information on agricultural structure, thereafter, cannot be overlooked. Availability of reliable data is a prerequisite for preparation of an effective reform process and for monitoring the results of policies. Against this background, the Government recognizes that there is an urgent need to conduct a comprehensive agricultural census and has committed resources for this.

The following reasons support the Census of Agriculture in Moldova:

- Lack of reliable basic data on agricultural structure (agricultural holdings, labour, agricultural land areas, land use, irrigation etc.) which creates major constraints for proper agricultural and rural policy formulation, and evaluation of their outcome and impacts.

- Lack of up-to-date and reliable agricultural data is also a constraint for adequate policies for reduction of food insecurity and hence, eradication of poverty.
- The lack of adequate data also handicaps the optimal allocation of national and international resources to agriculture and rural development.
- Aggregate totals for basic agricultural data derived from the census will be used as benchmarks for validating current agricultural statistics and for deriving inter-census estimates.
- The census will provide an essential component for an integrated system of agricultural statistics as different types of agricultural sample surveys could be planned using census listing as sampling frame.
- Data for small administrative units, with adequately detailed cross-classifications of farm structural attributes, will become available through the census.
- This agricultural census, and the training envisaged in the project, will add to national capacity building for planning and undertaking future agricultural census and surveys.
- Provide gender disaggregated data to assist in appropriate policy formulation for recognition of the contribution of women in agriculture
- Assessment of environmental impact of agriculture, a priority in European countries can be better carried out on the basis of data provided by the GAC.

The NBS lacks expertise and experience in carrying out an agricultural census which conforms to international concepts, definitions and standards.

Realizing the importance of this activity, there is a considerable donor support to this activity. Swedish International Development Agency (SIDA) is leading the donor community. The Government is hopeful of filling the deficit through either its own resources or through other donor contributions.

2.4 Past and Related Work

In keeping with the political will, the Government constituted a Republican Commission and began work with the aim of organization of the GAC in July 2010. The NBS conducted a pilot agricultural census in October 2008 in Rayon. The Government requested FAO technical assistance for evaluating the experience of pilot census and guiding the conduct of the main census. Keeping in view the promise of availability of donor support to the census operation and required technical assistance, FAO approved a project (TCP/MOL/3202(d)) costing US\$ 270,000 for providing **Preparatory Assistance for the Census of Agriculture**. The project was signed and made operational in 1.8.2009. Unless extended, it expected to provide its inputs till 30.11.2010.

The project envisaged preparation of a project document for seeking funding for the main census (operational budget and the further technical support). This document is prepared in fulfilment of this objective of the FAO TCP project. The project is also providing initial technical assistance in establishing methodology of the GAC, formulating questionnaires, manuals for training of field workers, instructions for data collection and procedures etc. Three staff member of NBS have also participated in a Roundtable Meeting on WCA 2010 at Budapest.

The first FAO mission under the TCP project in September 2009 confirmed the budget estimates for the census prepared by the Government and recommended conduct of census in July 2010. Due to unavailability of funding, and political uncertainty the target date for the GAC was taken as November 2010. In a donor meeting held in March 2010, FAO mission was advised to provide a less costly designs of the census. This project document is thus based on an alternative design of long -short questionnaire agreed during the mission in March 2010.

The Republican Commission, in its meeting held on 8.7.2010 decided to postpone the census to February-March 2011. The technical work on providing preparatory assistance, under the TCP, is thus continuing with a view to conducting the G AC with reference year 2010, while the Government is looking for additional resources to meet the deficit in financing the census.

2.5. FAO's Comparative Advantage

This expressed policy of the Government for the improvement of its agricultural statistics, through a GAC, fits well into the World Programme for Censuses of Agriculture advocated by Food and Agriculture Organization of the United Nations FAO. FAO advocates to member countries to conduct an agricultural census at least once very 10 years to provide internationally comparable structural data for the agriculture sector. Participation of the country in the FAO Programme on WCA 2010, prepared in collaboration with EUROSTAT, will support country's political ambitions of joining the EU as well.

FAO is the recognized international body that has the expertise in providing technical assistance to countries in the field of food and agriculture statistics. Since 1950 FAO Statistics Division has been preparing and advocating a decennial Programme for Agricultural Census. This programme serves as a methodological guide for countries in planning their agricultural census operations, hence ensures international comparability of statistics collected through national agricultural censuses.

Over the years, FAO has developed a knowledge base and expertise in all areas of food and agriculture development, including agricultural statistics. It interfaces with other international agencies to bring together standard concepts, definitions, classification systems and methodology in the field of, censuses and surveys. FAO has been providing technical support services to member countries for the establishment and development of their national agricultural statistics services. There is no other agency which competes with FAO in its above role.

SECTION 3. PROJECT FRAMEWORK

3.1 Impact

The Project will provide the Government of the Republic of Moldova an updated benchmark agriculture data at the lowest administrative level that will be useful for the formulation of policies for agricultural, rural development and improvement of food security of the population. Availability of reliable, up -to-date structural data on the crop and livestock sector will support the national agricultural development strategy and for

the effective planning and monitoring for the development of the agriculture sector and for food security for the population.

The intervention will contribute to poverty reduction and food security through more effective gender and environment sensitive agriculture and rural development policies and programmes defined and implemented on the basis of structural data provided by the GAC. The information will also contribute to effective monitoring of agricultural development projects and achievements towards Millennium Development Goals. The project will thus result in better welfare of the population through well informed policy decisions.

3.2 Outcome and Outputs

The outcome of the project is the first methodologically sound and comprehensive census of agriculture of Moldova. The project will result in internationally comparable reliable and up-to-date data on agriculture for planning and evaluation process, at lowest administrative level. The census will establish a database which will serve as foundation for a sound system for collection of reliable agriculture statistics periodically, comparable at the international, especially EU level. The decision makers (Government of Moldova, Development Partners, NGOs) and other users will be able to access and use, a detailed, reliable and up-to date structural data on the agriculture sector for their interventions.

The following outputs will have been produced during the project:

- Methodology for the agricultural census perfected and the field instruments for carrying out the census prepared, tested and finalized (questionnaires and manuals of instructions);
- Training of field staff conducted;
- Census data collected in the field;
- Data Processing
- Tabulation plan and data dissemination plan and procedure established, taking into account the need for gender disaggregated data is prepared;
- Thematic analysis and reports presented in a national seminar is organized;
- A cadre of trained staff capable of organizing and supervising future surveys and censuses is established.
- Detailed, accurate and up-to-date statistical information on the state and structure of agriculture sector in Moldova, including:
 - detailed and up-to-date reliable structural data on agriculture will be available for international comparisons;
 - data on land tenure, land use;
 - detailed data on characteristics and typology of agricultural holdings;
 - detailed data on agricultural employment and farm economy;
 - gender disaggregated statistics on contribution of men and women to agricultural production;
 - information on rural infrastructure at Rayon level;
 - benchmark data for current statistics and baseline data for evaluation of impacts of agriculture and rural development programmes;

- sampling frames for conducting periodic agricultural surveys are made available.
- A road map for a sound system of agriculture statistics established.

The Logical Framework giving linkages between Impact, Outputs and Activities is presented in Annex.2.

3.3 Sustainability

The participation of NBS staff in an agricultural census of international standards will enhance the technical capability of the national institutions in planning of census operations, designing of questionnaire, field training of enumerators, data processing and data analysis. These new capacities will be used for continuous updating of census data through current sample surveys. The human resource development aspect of the project will also contribute to enhancing the statistical capacity of staff of regional statistical offices throughout the country.

At the end of the project, Moldova will have updated, reliable and complete structural information on the agricultural sector. The sampling frame provided by the census of agriculture along with the experience and training acquired during the execution of the project will allow NBS to improve the system of agricultural statistics and facilitate the implementation of annual crop and livestock survey. Better sampling designs will allow the Government of Moldova to have updated, accurate and reliable information on the current state of the sector. The scope of the on-going agricultural surveys could also be broadened including not only livestock production but also crop area, production and yield as well as cost of production estimates and food security assessments.

The coordination between NBS and MAFI both at the national and Rayon level, established for the census work should be maintained and personnel trained by the project must remain in their posts along with the infrastructure at government offices at Rayon level to guarantee the sustainability of the project. There is a strong commitment of the Government of Moldova with these issues.

3.4 Risks and Assumptions

The present level of commitment of funds for the GAC is only to the extent of about 60% of the required amount. The project is formulated on the assumption that full funding for the activities related to GAC will soon be found through the collaborative efforts for the Government, the potential donors and the FAO.

No major risk is foreseen in realization of the project activities and its outcome. Nevertheless given the current political climate in the country, the Government budgetary situation and the current level of donor support some risks are foreseen which might result in rescheduling of project activities. The risks which have very low to medium probabilities are enumerated in the Risk Matrix given in Figure 3.4.

Figure 3.4: Risk Matrix

Risk	Impact	Probability	Mitigation
1. Donor support may be	The plan of the		The Government should

inadequate to fully cover the cost of the activities of the GAC.	Government for a strengthened agricultural statistics service will be adversely affected.	Medium	continue their efforts to find suitable donor(s) to support achievement of its vision for an improved agriculture statistics system.
2. Government is unable to meet its financial commitments to donor on time due to adverse budgetary situation.	Stalling of census activities.	Medium	There is a strong political will and all donors recognize the importance of the GAC. On-going dialogue between the Government and donor(s) is expected to result in positive outcome.
3. Political events such as referendum and general elections may interfere with the work plan for the GAC.	Conducting the census in a politically charged atmosphere may result in biased results from the census	Medium	The work plan for the GAC will be adjusted to select a normal period for the field work of the census.
4. National and international consultants are not available in time due several agricultural censuses planned in the region at the same time.	The project could not be accomplished in the proposed time frame.	Low	Strong commitment from the Government of Moldova, FAO and donors in the strict accomplishment of the work plan, particularly during the field work is expected to help. The retired consultants from neighbouring countries will be preferred and FAO staff time will substitute.
5. Language barriers between the national and international project staff may affect the communication.	The pace of work will be slow as compared to other similar project	Low	Recruitment of technically capable translator to work with project on full time basis; National consultants and/or resource persons will be bilingual; Staff of regional statistics offices will be responsible for the on-

			the-job training of field staff in local language.
6. Existing NBS staff is not able to allocate sufficient time for census activities, due to their multiple engagements	Census activities would slow down	Very low	A governmental order must establish full allocation of human and material resources for census work. The project envisages providing adequate number of national consultants who will fill in gap in manpower capacity.

SECTION 4. IMPLEMENTATION AND MANAGEMENT ARRANGEMENTS

4.1. Institutional Framework and Coordination

4.1.1 Legal Frame work

In execution of provisions of Law No. 412 -XV of 9 December 2004 on official statistics the Government took a decision (no. 309 of 17/03/2007) to conduct the first General Agricultural Census with the aim of obtaining reliable information on the situation and the potential of the agricultural sector. The decision empowered the National Bureau of Statistics to start preparatory activities. The governmental decision envisages that the following units shall be subject to the general agricultural census:

- a) agricultural units of any type of organisational -legal form ;
- b) auxiliary agricultural holdings belonging to other enterprises;
- c) auxiliary households belonging to families whose members have agricultural parcels in tenure or rent, and/or animals and agricultural poultry, bee families;
- d) associations, plots of land for growing fruit and vegetables;
- e) other legal persons and physical persons, who have in ownership or in use agricultural plots of land and/or animals, and agricultural domestic poultry, bee families.

The Government in March 2007 has also established an empowered high -level body called Republican Commission (comprising 13 high ranking officials as members) to oversee the conduct of the GAC. The Ministries of Economy, Trade, Finance and Agriculture are represented on the Commission. The Ministry of Agriculture and Food Industry (MAFI), as the main data users will provide inputs by laying down their data requirements and in the preparation of the census instruments, as well as in the final dissemination plan. The Ministry of Finance, meanwhile, will be primarily responsible in ensuring that the agreed Government financial support to the census of agriculture is provided on time.

The main responsibility of the Republican Commission for the GAC will be to oversee the overall planning and direction of all activities of the census of agriculture and ensure

smooth completion of planned activities. In particular, the Commission will carry out the following activities:

- review and approve the project's annual workplan;
- provide policy direction and oversight functions to project activities;
- provide the directions on scope and coverage of the first agricultural census;
- periodically review progress of project activities and advise Government authorities on the steps needed to facilitate the progress.
- act as central coordinating body during the implementation of the agricultural census operation
- establish sub-committees if needed;
- review and approve the publicity plan.
- review and approve the training plan;
- review and approve the dissemination plan.

The responsibility to conduct an agricultural census has been assigned to the National Bureau of Statistics which also houses the Secretariat for the GAC.

4.1.2 Organization at National Level

As per the decision of the National Commission on GAC, the National Bureau of Statistics (NBS) will function as the Secretariat of the Commission. The Government has also decided to dedicate 7 staff of NBS on full time basis to this Secretariat. One Deputy Director General of the NBS will work as head of the Secretariat. S/he will also work as the National Project Director and will be supported by the national staff and consultants.

At the national level main institutions will be involved in the planning and conduct of the agricultural census, viz. the National Bureau of Statistics (NBS) as the lead agency for the census methodology; and the Ministry of Agriculture and Food Industry (MAFI) as the main data users.

Rayon statistical offices will carry out the actual enumeration work.

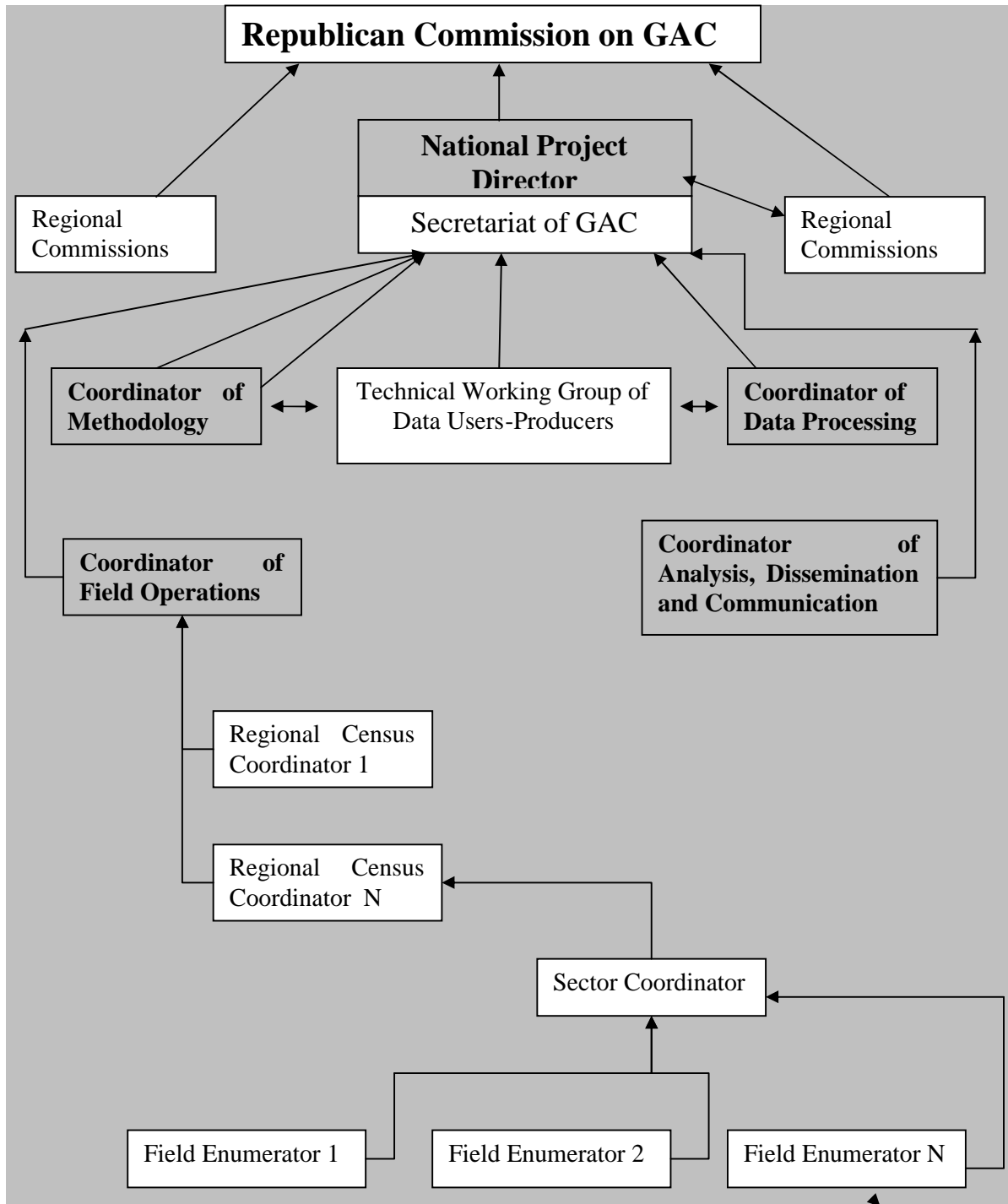
4.1.3 Organization at Regional Level

At Rayon level also there were be Regional Committees for the execution of the GAC. The Committee will comprise high ranking Rayon officials.

In each of the 35 regions, the Head of the Rayon Statistical Offices will act as the chief coordinator of the regional commission. S/he will be assisted by a Deputy Head who will be recruited temporarily for the duration of the census to lead the census operations. The Sector Coordinators and Enumerators will carry out field work under the regional census leaders.

The overall organization for management of census activities at the country level is indicated in the Organigram in Figure 4.1.

Figure 4.1: Organization of Census Activities



4.2. Strategy/Methodology

The main objectives of the Agricultural Census project is to provide detailed information on the state of agrarian sector, especially on the structure of productive resources in agriculture, in Moldova according to established methodological standards of regional and international bodies. More specifically the census will cover information on:

- Land use for crops and livestock
- Crops, Inputs and irrigation
- Livestock population by species
- Employment on agricultural holding
- Stock of agricultural machinery and equipments
- Not agricultural activities on the holding

The information will be collected in a manner that permits the special analysis and studies on changes in the post-privatization period, particularly those relating to “role of women in agriculture” and “measuring environmental impact of agriculture”. The gender aspect will be mainstreamed in all the data collected through the census, wherever possible. Sida's Guidelines for the Environmental Impact Assessment (www.sida.se) will be a guiding a document for designing the questionnaire and tabulation plan for the census.

The scope of the census will be defined to cover the requirements of data for the policy making by the government and the regional bodies like EUROSTAT. The country has a large number of small agricultural holders which may not qualify as an agricultural holding as per EUROSTAT definition. Leaving such holding out side the scope of census will result in incomplete coverage of agricultural sector in GDP as the contribution of subsistence agriculture sector will not be measured. Thus a special effort will be needed to capture such small holdings which individually may not be making significant production or may not be playing a role in the market, but collectively may be producing and consuming substantially, thus accounting for a big share of the agricultural GDP. These small holdings are proposed to be enumerated through a short questionnaire. The definition and characterization of such holdings will become clearer after the data collected through the listing operation is analysed.

4.3. Total budget

The total budget of the GAC 2011 of Moldova comprises two main elements with the Operational Budget (MDL 67,026,224 or US\$ 5,201,880 (at Exch.: \$1 =12.885 MDL)) and the Technical Assistance Budget (US\$ 950,000).

The budget has been prepared under very strict norms and the author of the document does not see any possibility of further reduction without sacrificing the quality or data expected from the census. It is pointed out that an additional module of Community Infrastructure Census which was originally planned as part of census activities has been kept out of the budget. This survey is estimated to cost an extra US\$ 80,000 (\$40,000 towards field operation and the rest towards technical assistance).

The budget excludes the sum already spent by the Government on the census and the commitments in kind. The budget estimates for GAC, together with year-wise cash flows are presented below.

A. Operational Budget

(Exch.: \$1 =12.885 MDL)					
A. OPERATIONAL BUDGET			Cash Flows		
	Total Budget (2010-12)		2010	2011	2012
Expenditure Category	MDL	US\$	US \$	US \$	US \$
TOTAL CENSUS OPERATIONAL COSTS (to be met from the Government budget lines)	67,026,224	5,201,880	1,373,956	3,629,946	197,978
1. PILOT CENSUS	65,000	5,045	5,045	0	0
2. CARTOGRAPHIC MATERIAL	150,000	11,641	11,641	0	0
3. EQUIPMENTS (IT Hardware) ACQUISITION	4,818,346	373,950	366,050	7,900	0
4. SOFTWARE AND RELATED MAINTENANCE SERVICES	5,682,285	441,000	210,000	231,000	0
5. MATERIAL SUPPLIES	6,077,800	471,696	395,406	73,263	3,027
6. SALARIES OF TEMPORARY STAFF	39,122,718	3,036,299	301,189	2,712,531	22,580
7. PUBLICITY CAMPAIGN	500,000	38,805	23,283	15,522	0
8. TRANSPORT AND TRAVEL (In-Country)	2,002,100	155,382	11,936	135,763	7,683
9. RENT OF BUILDINGS AND UTILITIES	3,399,800	263,857	38,960	196,570	28,328
10. TRAININGS	2,289,750	177,707	3,531	174,175	0
11. PUBLICATIONS	1,300,000	100,893	0	0	100,893
12. MISCELLANEOUS	1,618,425	125,605	6,915	83,223	35,468

Basis for calculation of Operational Budget

The operational budget has been prepared in consultation with the National Bureau of Statistics (NBS) and keeping in view the tight current situation of fund availability. This is based on national prices, national standards of wages, and the appropriate assumptions and norms. The item coverage and/or norms in each budget head listed above is outlined below.

- a) **Pilot Census:** Another pilot census is considered necessary as the design of the census has been changed to reduce the costs. The budget covers the cost of printing of Census Questionnaires, overtime for staff, transport etc for trying 50 questionnaires each of the 35 selected sectors in every Rayon..
- b) **Cartographic Material:** Required for demarcation (sectorization) of enumeration areas. The amount to be paid to the National agency responsible for this work.

c) IT Hardware:

Items	Quantity (Number/ Lumpsum)
c.1 Scanners for questionnaires	2
c.2 Scanner stations for recognition	6
c.3 Personal computers	45
c.4 Personal Computers for Rayon Statistical Offices	37
c.5 Server (for Listing)	1
c.6 Server dataBase Storage for NBS	1
c.7 Server gates for Rayon Statistical offices	37
c.8 UPS	1
c.9 Network accessories	1
c.10 Laptop and printers one laptop and three printers (one A3 size and two A4)	4
c.11 Equipment Technical support services	1
c.12 Air conditioners	5
c.13 Installation and adjustment of network of PCs	

The technical specification of these items in the excel file GAC -MOL-Annex5 supplied with this document in electronic format. The items will be procured by the NBS as per national standard procedures and/or requirements of the donor.

d) IT Software: includes the following items

- d.1 Base software for scanning of data
- d.2 Adaptation software
- d.3 Software & Server Licenses (Oracle, SQL, etc.)
- d.4. Software for data editing and processing
- d.5 GIS software
- d.6 Maintenance and Support Services
- d.7 Sampling software
- d.8 Miscellaneous software expenses
- d.9 Software for listing

As the manpower capacity of the NBS is very limited an IT firm will be contracted to supply customized software. The estimates are based on quotation provide d by a local firm.

e) Material Supplies: Include costs of printing of Census Questionnaires and other materials to be used in the field, enumerator bags and related supplies, and related stationery expenses for NBS and Rayon Offices.**f) Salaries of Temporary Staff:** includes salaries of temporary support staff (156 person-months) for the NBS, temporary field staff (37 regional heads, 850 listing enumerators and operators , 740 census supervisor and 4420 enumerator) and temporary data entry and processing staff working in shifts. These staff will be hired

during census period for specific activities. **It is to be noted that the norm used for field enumerators are very strict and amounts to filling over 10 questionnaires per day per enumerator. This item will need to be revised once the questionnaires and the census design is finalized based on the experience of Pilot Census.**

- g) **Publicity Campaign:** to cover the media and printing costs of publicity to seek public cooperation
- h) **Transport costs includes:** travel costs of manpower and transport of material from headquarters to field and back, including cost of movement of manpower within region. Specific travel related to attending training is included in the Training Budget.
- i) **Rent of Buildings/Utilities:** To cover the cost of hiring the storage space for questionnaires etc. Wherever a government building is available it will be provided free of charge by the Government. However, the census budget may need to cover the cost of electricity etc.
- j) **Trainings:** 5 Different types of training will be organized. It includes:
- Trainings of Rayon Heads and Deputy heads at Chisinau
 - Trainings of Supervisors (instructor-controllers) in 4 Zones (north, south, central and Gagauzia)
 - Training of Enumerators in Rayons
 - Training of representatives of legal entities in Rayons
 - Training of Coders in Rayons
- k) **Publication:** To cover the cost of Printing and dissemination of final census reports etc.
- l) **Miscellaneous Expenses:** To cover the cost of Communication Services (post, internet, telephone), Translation and interpretation services, Audit service to cover donor requirements, Photocopies, Banking services, purchase of books, protocol etc. No element for unforeseen expenses has been provided in the budget. Any such unforeseen expenses will covered through budget revision, as required.

The detailed of the Operational Budget are provided in Annex 1. The calculation sheet is provided with this document in Excel format in the file GAC -MOL-Annex 1a..

B. Technical Assistance Budget:

The Technical Assistance to ensure success of the project and the quality of results is planned to be provided through three sources, amounting to a total of about US \$ 950,000, as per detailed below.

	Sum in US \$
B. TECHNICAL ASSISTANCE (Total)	950,000
4. FAO TCP Project for Preparatory Assistance for GAC (Aug 2009- Nov 2010)	247,000
5. FAO-Trust Fund Project for support during 2010 -12 (under discussion for possible funding by Romania)	643,000 (= Euro 515,000)
6. EC-FAO Project for data analysis for policy (20 10)	60,000

The budget for providing technical assistance during data collection, processing, analysis and dissemination stage of the GAC, through a FAO -Trust Fund Project is given below:

Component	Component Description	Subtotals	Totals
5013	Consultants		
5542	Int'l Consultants (18 months.)	180000	
5543	Consultants – National (48 months)	96000	
5020	Locally contracted labour		
5652	Casual labour – Temporary Assistance (24 months)	9600	
	Translation and interpretation services	20,000	
	Printing costs	10,000	
5021	Travels (includes DSA)		
5686	International Consultants (18 months in 18 missions)	134,604	
5692	Backstopping Missions (50 days in 8 missions)	22,774	
5694	Study Tour for permanent National Staff	25,772	
5698	In country travels	5,000	
5023	Training		
5920	Local training		
5025	Non Expendable Equipment		
6100	Non Expendable Equipment		
5027	Technical Support Services		
6111	Report Costs	5,000	
6120	Honoraria TSS	66,080	
5028	General Operating Expenses		
6300	General Operating Expenses Budget	14,245	
5029	Support Costs		
6118	Direct Operating Costs	74,078	
	Grand Total (Approximately)	\$ 643,000	E 515,000

Note: This budget is to be further checked and perfected by FAO Operational Unit, in the Regional Office for Europe for consistency with FAO norms and standards.

The above Trust Fund Project budget is prepared on the basis of following norms and assumptions:

	Item	Unit	Rate (US \$)
1.	Honorarium (salary) of International Consultants	per month	10,000
2.	FAO Technical Support Services (TSS)	per work day	944
3.	Travel (return airfare)	per mission	1500
4.	Travel (terminals) to cover Taxi fare for 4 changeovers of places	per mission	128
5.	Travel to Moldova: Daily Subsistence Allowance (current UN rate for Chisinau)	per day	195
6.	Travel study tour out side Moldova	per day	200
7.	Honorarium (salary) of National Consultants	per month	2000
8.	Honorarium (salary) of National Project Technical Assistants	per month	400
9.	General operating expenses	percent	2.5
10.	Direct operating cost for project	percent	13

4.4. Government Inputs

4.4.1. Prior obligations and prerequisites

Personnel

The Government shall provide the salaries, establishment costs and other allowances of the personnel employed in the Agriculture Census Unit (1 Head, 2 Deputies, 4 specialists) costing about 1.6679 million MDL.

National Services

The Government will make the necessary provisions for effective participation of the national services in project activities and for setting up the inter-agency technical working groups necessary for the successful achievement of the objectives outlined in this project document. National and international staff working within the framework of this project will have access to all public services and institutions for the collection and transmission of information necessary in connection with the activities supported by this project.

Premises and equipment

The Project will be housed in the premises of the National Bureau of Statistics (NBS). The NBS will make available adequate office spaces and facilities for the project staff and the international consultants. It shall also make available the use of the conference room for project meetings and workshops. Particular attention must be given to provide premises which will allow the vehicle, computers and other equipment, to be provided

under the project, to be kept in safe condition. Assurance that the premises of project will be able to maintain security of data on holdings to be accumulated should also be given by the Government.

Budgetary support

The Government shall endeavour to provide in time its share of budget (as agreed with the donors) required to implement the GAC.

4.4.2. Financial Contribution and/or contribution in kind

The operational budget excludes the Government contribution of about 3.2 million MDL, including:

1. Government expenditure already carried out towards conduct of a pilot census in 2008, purchase of cartographic material was 0.444 million MDL, salary of permanent staff of NBS and cost of establishment of census unit till 1.01.2010 was 1.0701 million MDL .
2. The Government has also has committed to provide the salaries and establishment costs of the Agriculture Census Unit (1 Head, 2 Deputies, 4 specialists) costing 1.6679 million MDL .
3. The Government have further made provision of 14.9 million MDL in the State Budget towards the operational activities of the GAC in 2010

4.5 Donor Input

4.5.1 Donor Inputs: Operational Budget

Precise item wise share of donors of the operational budget was available at the time of writing the project document. The Government has indicated its willingness to meet 20% Operational budget of the GAC.

The Government of the Kingdom of Sweden is expected to provide a grant with the amount of over 20 million Swedish Kronor (SEK) (approximately 34.1 million MDL) during 2010-2011.

So, the additional funding (the deficit) of the GAC to be covered by the State Budget and/or with the assistance of donor's community is 18.0 million MDL. The Government is continuing its efforts to fill the gap in the funding.

4.5.2 Donor Inputs: Technical Assistance

The following inputs are envisaged under the proposed Trust Fund Project:

- a) **International consultants** (A total of 18 person months)
 - i Lead International Consultant in Agricultural Census (12 months in 6 missions)
 - ii International Consultant in Data Scanning Technology (1 month in 2 missions)

- iii International Consultant (Census Data Processing) (1 months in 2 missions)
- iv International Consultant in GIS and Cartography (2 months in 4 missions)
- v International Consultant in Data Dissemination (1 month in 2 missions)
- vi International Consultant in Sample Surveys for current statistics (1 month in 2 missions)
- vii Project related travel and per diem expenses of international consultants.

b) National Consultants

- (i) National Consultants to work as Coordinators in four major areas of activities (A total of 48 person months @ \$2000 per month per person)
- (ii) Project Technical Assistants (A total of 24 person months @ \$400 per month per person)
- (iii) Project related travel of National Consultants to the extent of US \$5000.

c) FAO Technical Support Services

A total of 70 work days for technical backstopping of the census activities, and missions of experts on gender and environment issues and related travel costs.

d) Study tours for national staff

- i Study tour for 5 staff from the National Bureau of Statistics and Ministry of Agriculture to a country to see the use of administrative registers for current statistics.
- ii Study tour of one IT specialist from the National Bureau of Statistics to see the use of data scanning technology.

e) Printing cost

An amount up to US\$10,000 towards printing of project related documents for which funds would not be available from the government budget.

f) Translation and interpretation services

An amount of US\$ 20,000 has been provided to cover the cost of providing translation and interpretation services to the international consultants.

4.6 Technical support and Linkage

Technical assistance and support as well as capacity building services will be provided to the whole census process by a experienced FAO technical consultants and backstopping by FAO staff on short term missions.

The FAO Regional Office (REU) in Budapest will provide operational support to the Trust Fund Project on providing technical support to the GAC. A Senior Statistician designated by the FAO Statistics Division (ESS) will be responsible for the overall technical supervision of the project and guiding it towards the envisaged output. Technical backstopping missions authorized by FAO-REU and ESS will provide technical evaluation of the project activities and all the needed technical support during the project implementation. On the Government side, the Head of Secretariat of Republican Commission will be designated as the National Project Director (NPD). S/he shall be

responsible for overseeing the smooth flow of all phases of the census through the manpower deployed in the Census of Agriculture Unit (CAU) under his supervision comprising the four Coordinators (provided through the project) and the designated staff. The experts visiting under the Technical Assistance Project will work closely with the NPD and the Coordinators to guide the activities of the project under all its phases to ensure the quality of the output.

A Technical Working Group comprising the Coordinators, the Staff of the NBS and the representatives of data user organizations and stake holders will be constituted to establish user interface to the activities of GAC. This group will be extension of an already existing technical group on GAC in NBS. The NPD will act as chairperson of the group and will draw up list of invitees for each meeting keeping in view the agenda of the meeting.

SECTION 5. OVERSIGHT, MONITORING, MANAGEMENT INFORMATION AND REPORTING

5.1 Oversight and Reviews

As per the Government Decision No. 309, dated March 17, 2007 “*On implementation of the General Agricultural Census*” (RM Official Gazette, 2007, No. 43 -46, art. 337) the over all responsibility of organizing the GAC of Moldova vests with *Republican Commission*.

A Senior Officer of the NBS Acting as the head of the Secretariat of the Republican Commission and ex-officio National Project Director will be responsible for overseeing the project activities. He will be assisted in the technical matters by a by Lead Technical Officer designated by FAO for the activities relating to Trust Fund Project. FAO will also constitute a project task force comprising of technical officers.

5.2 Monitoring and Knowledge Sharing

For the part of the operational project activities funded through the Government budget, the Government will enter into arrangements for monitoring and audit as required by the donor(s). The National Project Director will act as direct counterpart and shall be responsible for providing such information and reports on the progress of the project as may be required by the stakeholder agencies. FAO will facilitate preparation of these reports through the staff working in the Trust Fund Project.

The Republican Commission shall hold periodic meetings during all phases of the census operation, viz. planning, data collection, data processing, data analysis and dissemination to monitor the activities of census. The Commission will also act as the forum for sharing knowledge between different stake holders and discussing issues and problems arising in the different census activities. Knowledge sharing will also take place in the meetings of the technical working group, and workshops for the data users and producers, etc. Monitoring the progress of the recruitment of enumerators, information campaign, census trainings and enumeration will be the main function of the Rayon Level Commissions. The head of these Commissions will send periodic monitoring report which will be consolidated and sent to Secretariat of the Republican Commission.

The International Consultants working under the project will organize meetings with the national staff and prepare the end-of assignment reports which be shared with the Government and donors.

5.3 Communication and Visibility

A communication plan will be drawn before the census date and publicity campaigns will be organized to obtain cooperation of respondents of GAC questionnaire.

A data dissemination plan will also be prepared to communicate information to various client groups, viz policy makers, researchers, international community, and general public, in a format that is best suited to each one.

A national seminar will also be organized to disseminate the data generated through the census. The seminar will be organized in thematic sessions to generate discussion on policy issues based on data provided by the GAC.

5.4 Reporting Schedule

The National Project Director will prepare quarterly progress report and project performance evaluation report, as may be required, to be submitted to FAO, the Government and Donors.

At the end of each mission, the international consultants will prepare a technical report with details on main activities, findings and recommendations from their technical assistance. All documents elaborated during the mission should be annexed.

The Lead Consultant, in collaboration with the national project director will prepare a project inception report and a draft terminal statement for review and technical clearance by the Government and FAO. At the conclusion of the project the Lead Technical Officer of FAO will supervise the preparation of a Terminal Report by the international and national project staff for sharing it with the donors and the Government.

ANNEX 1: DETAILED OPERATIONAL BUDGET

Detailed OPERATIONAL BUDGET (2010 -12) for GAC 2011

(Version 26 July 2010)

Expenditure Category	Unit	Qty./ No.	Unit price (LEI/ unit)	Unit price (US\$ /unit)	TOTAL LEI	TOTAL US\$ (1\$= 12.885 Lei)
TOTAL CENSUS BUDGET					67,026,22 4	5,201,880
1. PILOT CENSUS					65,000	5,045
1.1. Mini Pilot Census					65,000	5,045
2. CARTOGRAPHIC MATERIAL					150,000	11,641
					150,000	11,641
2. EQUIPMENTS (IT Hardware) ACQUISITION					4,818,346	373,950
2.1 Scanners for questionnaires		2		44,000	***	88,000
2.2 Scanner stations for recognition	Nos.	6		1,200	***	7,200
2.3 Personal computers	Nos.	45		1,100		49,500
2.4 Personal Computers	Nos.	37		850	***	31,450
2.5 Server Listing	Nos.	1		3,000		3,000
2.6 Server dataBase Storage for NBS	Nos.	1		107,600	***	107,600
2.7 Server gates for Ryon Statistical offices	Nos.	37		1,200	***	44,400
2.8 UPS	Nos.	1		19,900		19,900
2.9 Network accessories	Nos.	1		1,300		1,300
2.10 Laptop and printers	Nos.	4		1,000		4,000
2.11 Equipment Technical support services	lumps um	1		1,100	***	1,100
2.12 Air conditoners	Nos.	5		900		4,500
2.13 Installation and adjustment of network of PCs	lump sum					12,000
3. SOFTWARE AND RELATED MAINTENANCE SERVICES					5,682,285	441,000
3.1 Base software for scanning of data					***	171,000
3.2 Adaptation software					***	25,000
3.3 Software & Server Licenses (Oracle, SQL, etc.)					***	11,000
3.4. Software for data editing and processing					***	180,000
3.5 GIS software					***	10,000
3.6 Maintenance and Support Services					***	26,000
3.7 Sampling software					***	5,000

3.8 Miscellaneous software expenses					***	10,000
3.9 Software for for listing					***	3,000
4. MATERIAL SUPPLIES					6,077,800	471,696
4.1 Printing of Census Questionnaires and other material					3,647,800	283,104
4.1.1 Printing of questionnaires					3,515,000	272,798
4.1.2 Printing of manuals					72,800	5,650
4.1.3 Printing of control forms					60,000	4,657
4.2 Enumerators bags and related supplies	sets	5,000	247.6		1,238,000	96,081
4.3 Stationery expenses of NBS					701,700	54,459
4.4 Stationery expenses for rayon offices					490,300	38,052
5. STAFF SALARIES					39,122,718	3,036,299
5.1 Temporary Support Staff of NBS	pers on- mont hs	156	3200+26 .5% PM		631,488	49,010
5.2 Temporary Field staff					34,627,667	2,687,440
5.2.1 Deputy heads of Ryons	perso ns	37	3200+26 .5% PM		2,096,864	162,737
5.2.2 Listing Enumerators and operators	perso ns	850 (800 enumera tors+ 50 operator s)	2500+26 .5% PM		2,822,531	219,056
5.2.3 Census supervisors (instructor -controllor)	perso ns	740	2750+26 .5% PM		8,237,680	639,323
5.2.4 Enumerators	perso ns	4,420	2400+26 .5% PM		21,470,592	1,666,325
5.3 Data Processing Staff (two shifts)					3,863,563	299,850
5.3.1 Codificators	perso ns	200	2500+26 .5% PM		1,328,250	103,085
5.3.2 IT System admin.specialists/scanning supervisor, other technical personal	perso ns	34	3100+26 .5% PM		1,199,979	93,130
5.3.3 Data verification supervisor, scaners operators,	perso ns	4	3100+26 .5% PM		101,959	7,913
5.3.3 Data verification operators, techical personal	perso ns	60	2500+26 .5% PM		1,233,375	95,722
6. PUBLICITY CAMPAIGN					500,000	38,805
	lump sum				500,000	
7. TRANSPORT AND TRAVEL (IN-COUNTRY)					2,002,100	155,382
7.1 Of NBS staff					300,400	
7.2 Of field Staff					1,112,200	
7.3 Of material (HQ to field and back)					271,900	

7.4 Administraritve Travel related to main census					317,600	
8. RENT OF BUILDINGS UTILITIES					3,399,800	263,857
8.1 Rent of buildings at Chisinau	lump sum				1,790,000	
8.2 Rent of buildings at Rayons	lump sum				1,609,800	
9. TRAININGS					2,289,750	177,707
9.1 Trainings of Ryon Heads and Deputy heads at Chisinau	5 days	75 persons	400 per day per person with night stay and 150 per day without night stay		131,250	10,186
9.2 Trainings of Supervisors (instructor-controllers) in 4 Zones (north, south, central and Gagauzia)	5 days	850 persons , including 100 reserve	230 per day per person with night stay and 100 per day without night stay		867,000	67,288
9.3 Training of Enumerators in R<u>ay</u>ons	3 days	5500 persons (750 spervisor s and 4750 enumerators)	75 per day per person		1,237,500	96,042
9.4 Training of represen<u>t</u>atives of legal entities in R<u>ay</u>ons	1 day	2,500	20 per person		50,000	3,880
9.5 Training of Coders in R<u>ay</u>ons	1 day	200 person	20 per persons		4,000	310
10 PUBLICATIONS					1,300,000	100,893
11. MISCELLANEOUS					1,618,425	125,605
11.1 Communication Services (post, internet, telephone)					748,700	58,106

1.2 Translation and interpretation services					64,425	5,000
11.3 Audit service					670,000	51,998
11.4 Photocopies, Banking services, purchase of books, protocol etc.					135,300	10,501
11.5 Other unspecified unforeseen miscellaneous expenses						NIL
Government Contribution: Permanent Staff of NBS dedicated to Census Activities for <u>2010-2012</u> years 7 Persons (1 Head, 2 Deputy Heads, 4 Professional Staff)					1,667,900	129,445

Note: See the accompanying Excel file: GAC-MOL-Annex 1a for detailed calculations

ANNEX 2: TERMS OF REFERENCE

**TERMS OF REFERENCE
of Consultants for the Trust Fund Project**

Title: Lead International Consultant in Agricultural Census (LIC -AC), Specialized in the Implementation and Managing the Census of Agriculture from Planning and Preparatory Phase to the Analysis and Data Dissemination Phase

Duration: 12 months, to be divided in six missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Statistics or Economic or related field with at least 10 years extensive experience in the conduct of agricultural census and surveys, particularly in developing countries; with in-depth knowledge of the FAO World Programme for the Census of Agriculture and EUROSTAT requirement; ability to communicate and write effectively in English.

Functions:

Under the general supervision of the FAO regional office in Budapest and the technical supervision of the of the FAO Statistics Division, the LIC-AC will assist the National Bureau of Statistics of Republic of Moldova (Statistics Moldova) in all aspects of the Census of Agriculture 2010. S/he will provide technical leadership to the GAC in collaboration with the staff of the NBS and other national and international consultants engaged in this project or other complementary project(s). In consultation with NPD , he will decide the timing of the mission of other consultants, prepare the terms of reference of their mission and brief them. S/he will also attend meetings of the governing body (Republican Commission) of the Census with the NPD. In particular, the LIC-AC will carry out the following duties in different missions:

First Mission

During the Planning and Preparatory Phase :

- Review the progress and preparedness for the GAC 2010, including the work plan, budget, organizational arrangements, methodology and census instruments
- Revise the above documents (together with the National Project Director or NPD), as required
- Organize and facilitate the meetings and workshops planned as part of the project and participate as one of the resource persons during their conduct;
- Guide the NPD and other staff towards with the overall objectives of GAC
- Organize a pre-testing (mini pilot) of the census questionnaire and data processing procedures.
- Review and finalize the manuals and procedures for carrying out of census.
- Assist in purchase of machines for scanning of data and their installation

- Check the draft of the procedures of field scrutiny, editing and consistency checks for the processing of the census questionnaires and provide ways to improve these in coordination with the NPD and the Census Data Processing Coordinator;
- Initiate action for preparation of data processing and tabulation plan.
- Provide advice during the planning of the training programme for enumerators, supervisors and provincial coordinators
- Participate as one of the lecturers/ resource persons in the training programmes, as required.
- Review the publicity and communication plans and provide advice in improving these plans;
- Suggest the criteria for the recruitment of supervisors and enumerators;
- Provide an on-the-job training as required;
- Perform other duties as required; and,
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up.

Second and third Mission

During the Enumeration Phase:

- Provide training to census supervisors
- Carry out checking of field work with a view to ensuring quality of data
- Clarify any issues relating to concept and methodology
- Establish procedure to ensure quality of data provided in the questionnaires.
- Establish field control procedures for safe delivery of census questionnaires.

During the Data Processing Phase:

- Advise on the improvement of the manual editing procedures;
- Participate as resources person during the training of manual editors;
- Guide the national counterpart and other staff during the preparation of the coding, consistency checking and editing instructions needed for the machine data processing;
- Review the data collected with reference to quality and coverage and make recommendations on ways to correct any weaknesses observed for future census/surveys;
- Review the tabulation plan and make recommendations for its improvement and whether there is a need for additional outputs;
- Train the NPD and other staff in preparing the table specifications,
- Monitor the progress of the scanning and other machine data processing;

Other Responsibilities:

- Provide an on-the-job training to national staff, as required;
- Perform other duties as required; and,
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up.

Fourth Mission

During the Tabulation Phase:

- Oversee the generation of statistical tables in coordination with the national counterpart in data processing; and,
- Evaluate and validate the statistical tables generated from the census results together with the NPD and other staff with a view to ensuring quality and correctness of the results.

During the Analysis and Dissemination Phase:

- Prepare a data dissemination plan, including a list of publications targeting different clients groups, in consultation with national staff, consultants, International Consultant (data processing) and the stake holders, suggesting the best method of disseminating the census results to different category of data users
- Advise on the different ways to publish and package the census data and reports for easy access of all data users; and,
- Prepare outlines of the census reports including the methodological aspects.
- Take the lead in the analysis of the census results together with the international consultants/ FAO staff, in collaboration with the NPD and other stake holders staff
- Review and finalize the census reports
- Prepare a data dissemination plan of the census data;
- Advise and initiate the organization of seminar(s)/workshop(s) for the different data users of the census results;
- Participate as one of the presenters and resource persons during the data dissemination of the census results for the main data users and for other users.
- Advise on data archiving methods with a view to facilitate future use and analysis
- Perform other duties as required; and,
- Prepare an end-of-assignment mission report summarizing the work done, findings, conclusions and recommendations for follow-up.

Fifth and Sixth Mission

During the Post Census Activities:

- Advise and guide the NPD and other staff with regards to the development of agriculture statistics database system and the data to be included in it;
- Make recommendations for the development or improvement of the agricultural statistics system, particularly with regard to timeliness, reliability and sustainability;
- Recommend the organization a system of agricultural surveys based of sampling frames made available from agricultural census so as to meet the national priorities.
- Recommend on the maintenance of statistical registers and their contents, based on agricultural census, for ongoing surveys
- Provide advice on methodology for calculation of indicators (e.g. area harvested/cultivated, yield, livestock production) in conformity with EUROSTAT methodology, classification and standards.
- Provide on-the-job training as required;
- Perform other duties as required;

- Prepare a technical report summarizing the whole experience of census, including methodology, issues and limitation of data generated, if any.
- Prepare the Draft Terminal Statement.
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up; and,

TERMS OF REFERENCE

Title: International Consultant in Data Scanning Technology (IC -DST)

Duration: One month in two missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Information Technology or related degree with at least 5 years of experience in scanning technology, with good knowledge of computer systems and ability to communicate and write effectively in Romanian, Russian or English.

Functions:

Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the IC(DST) will assist the National Bureau of Statistics of Republic of Moldova (Statistics Moldova) in aspects relating to scanning questionnaires of the Census of Agriculture 2010. S/he will provide technical leadership to the capture of data gathered in GAC and their conversion in appropriate electronic format for processing. In particular, the IC(DST) will carry out the following duties:

- Guide and assist NPD in all matters relating to data capture technology, including those related to engagement of a company for supply of hardware and software.
- Review the layout of the census instruments and the data processing method planned for GAC 2010
- Prepare a detailed plan specifying the methodology or procedures for the capture and verification of the scanned data;
- Present the detailed plan for the verification of the scanned data to the IC(AC), NPD, Data Processing Coordinator and other staff and finalize it with their input.
- Provide inputs to the design of the census questionnaires specifically on the format that will best fit to the scanning requirement;
- Guide preparation of the program for the verification of scanned data using Eyes and Hand Form software;
- Provide inputs to finalization of Tabulation Plan keeping in view the user requirements, and data dissemination plan.
- Guide the national staff in data cleaning and data editing/ imputations.
- Conduct an on-the-job training of technical staff;
- Perform other duties as required;
- Prepare an end-of-assignment report for each mission summarizing the work done, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

Title: International Consultant in Census Data Processing, IC (CDP)

Duration: Two months in four missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Statistics and/or Information Technology with sufficient experience in the processing of data from agricultural census and surveys.

Functions: Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the IC(CDP) will assist the National Bureau of Statistics of Republic of Moldova in data processing aspects of the Census of Agriculture 2010. S/he will provide technical leadership to the whole the process of tabulation of results, including data cleaning, editing and tabulation. In particular, the IC(CDP) will carry out the following duties:

- Will receive briefing from FAO backstopping Officer and the LIC -AC on the work already done.
- Finalize the Tabulation Plan, keeping in view the user requirements, and data dissemination plan.
- Provide guidance on suitability of software(s), data quality -checking procedures and related editing algorithms for dealing with missing data and outliers.
- Verify the correctness data processing software and give advice on corrections, as required.
- Provide support to checking quality of tables generated from the census data
- Perform any other related duty as required.
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow -up.

TERMS OF REFERENCE

Title: International Consultant (Cartography and GIS), IC (GIS)

Duration: Two months in four missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Geography and/or Information Technology with at least 5 years of experience in the area of cartography with good knowledge of GIS software and ability to communicate and write effectively in English.

Functions: Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the IC(GIS) will assist the National Bureau of Statistics of Republic of Moldova (Statistics Moldova) in data processing aspects of the Census of Agriculture 2010. S/he will provide technical leadership for presentation of data gathered in GAC spatially. In particular, the IC(GIS) will carry out the following duties:

- Undertake an exhaustive review of the images and the existing cartography with a view to presenting data gathered through the census
- Evaluate the digital files containing territorial boundaries available for presentation of census data
- Make suggestion for redefinition of territorial boundaries, as necessary;
- Prepare the list of territorial codes, in consonance with other similar national system, to be used for preparation of maps.
- Prepare thematic maps as required for publication in the Atlas of Agriculture and/or inclusion in the reports or the website.
- Guide other national staff and consultant(s) as required.
- Perform other duties as required;
- Provide inputs to the preparation of the project terminal statement;
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

Title: International Consultant in Data Dissemination, IC (DD)

Duration: One month in two missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Statistics/ Information Technology/ Communication with at least 5 years of experience in design of statistical products (printed publications, CD-ROMs and material for website) and ability to communicate and write effectively in English.

Functions: Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the IC(DD) will assist the National Bureau of Statistics of Republic of Moldova (Statistics Moldova) in deciding the data dissemination strategies keeping in view of different categories of users and donor requirements. S/he will provide technical leadership for presentation of data gathered in GAC using innovative communication tools. In particular, the IC(DD) will carry out the following duties:

- Undertake an analysis of various stake holders in the GAC 2010
- Contribute to preparation of data dissemination plan
- Design innovative statistical products on the basis data collected in GAC
- Guide the national consultants in preparation of innovative and attractive products to catch the attention of data users and policy makers, so as to provide visibility to census data
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

Title: International Consultant in Agricultural Sample Surveys (IC -ASS)

Duration: One month in two missions

Duty station: Chisinau, Moldova with in-country travel

Language: Romanian or Russian, and English

Qualifications: University degree in Statistics with specialization in sampling methods and substantial experience in the preparing sampling designs for specialized agricultural surveys, and ability to write clearly in English.

Functions: Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the IC-ASS will assist the National Bureau of Statistics of Republic of Moldova (Statistics Moldova) in preparation of plan for ongoing sample surveys based on frames developed by agricultural census. S/he will provide technical guidance on sampling design and sampling fractions so as generate reliable estimates of area, production and yield of crop and livestock. In particular, the IC(GIS) will carry out the following duties:

- Undertake a review of ongoing agriculture survey programme of the NBS and take note of deficiencies, if any.
- Advise on establishment of sound system of current agricultural statistics based on periodic surveys, including development of a calendar of integrated surveys.
- Providing assistance in finalizing sampling designs and related estimation procedures.
- Guide other national staff and consultant(s) as required.
- Perform other duties as required.
- Prepare an end-of-assignment report summarizing the work done, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

FAO Lead Technical Officer (LTO) for Agricultural Census

Four to six Missions (30 days in Missions and 20 days of desk work during the project)

The LTO will provide technical backstopping to the project with overall responsibility for the technical matters relating to the project during its. His duties will include:

- Providing a vision and direction to the activities of the project keeping in view the international practices, national policy environment and current development issues faced by the country, particularly those relating to agriculture.
- Providing technical leadership to the project in collaboration with NPD, ICs and donors by way of constant monitoring of activities and providing appropriate technical direction, as required.
- Selecting the consultants and organizing their missions in consultation with the NPD, as per need
- Briefing the consultants
- Evaluating the output of work of consultants and clearance of their reports
- Acting as resource person in the workshop/seminar(s) organized as part of the project.
- Contribute to preparation of Terminal Statement upon conclusion of the project
- Any other technical matter related to the project.

TERMS OF REFERENCE

Post Title: Gender and Development Policy Expert (GDPE) from FAO Regional Office in Budapest/ Rome or a EU country

Duty Station: Chisinau

Duration: Two weeks (in country/ desk work)

Qualifications: University degree in social development, rural sociology, social anthropology or related subject with specialization in gender issues. At least five years' experience in gender and development issues, including knowledge of gender disaggregated statistics for policy and development work. Working knowledge of English.

Functions:

Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the GDPE will assist the National Bureau of Statistics of Republic of Moldova in analysis of census data from gender and Development perspective. In particular, the GDPE will carry out the following duties:

- Review the extent of the Government's programme for including gender concerns in agricultural development planning and monitoring, especially as it relates to agricultural development in general, and food security and poverty alleviation in particular;
- Participate in the formulation of the census tabulation plan with a view towards including aspects of gender in the presentation of statistical tables to demonstrate the roles of women, men, and youth in agricultural production;
- Prepare a data analysis plan for gender -relative data to be obtained by the census;
- Prepare and present a thematic paper on gender issues related to the agricultural sector at the data dissemination workshop to be organized as part of the project.
- Prepare paper on the gender dimension of the agricultural sector;
- Participate in the planning and execution of a seminar presenting the results of the census preparation;
- Prepare an assignment report with a summary of activities undertaken, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

Post Title: Environment Policy Expert (EPE) from FAO Regional Office in Budapest/ Rome or a EU country

Duty Station: Chisinau

Duration: Two weeks (in country/ desk work)

Qualifications: University degree in agriculture or environmental sciences or related subject with specialization in the current environmental issues. At least five years' experience in policy issues relating to environment and agriculture development. Working knowledge of English.

Functions:

Under the general supervision of the FAO regional office in Budapest and the technical supervision of the FAO Statistics Division, the EPE will assist the National Bureau of Statistics of Republic of Moldova in analysis of census data from Environment and Agriculture perspective. In particular, the GDPE will carry out the following duties:

- Review the extent of the Government's programme policies relating to environment
- Participate in the formulation of the census tabulation plan with a view to analysing environmental aspects of agriculture.
- Prepare and present a thematic paper on environmental issues related to the agricultural sector at the data dissemination workshop to be organized as part of the project
- Participate in the planning and execution of a seminar presenting the results of the census preparation;
- Prepare an assignment report with a summary of activities undertaken, findings, conclusions and recommendations for follow-up.

TERMS OF REFERENCE

Post Title: National Project Coordinator (NPD)

Duty Station: Chisinau, Moldova with in-country travel

Duration: Life of the project

Qualifications: Suitable Senior Staff of Moldova Bureau of Statistics nominated by the Government (with no cost to the project).

Functions: Under the guidance of FAO Technical Backstopping Officer and in collaboration with other consultants and staff working for the project, s/he will provide overall leadership to the activities relating to General Agricultural Census during all its phases. In particular, the NPD will carry out the following duties:

- Act as direct national counterpart for all activities relating to the project
- Supervise the work of other National Coordinators and consultants and establish mechanisms to maintain regular contacts with the regional coordinators of agricultural census.
- Maintain documentation for the project
- Prepare information and monitoring documents for submission to Steering Committee and the donors.
- Organize meetings of the Technical Working Group to decide on technical issues relating to GAC.
- Obtain government budget for activities relating to GAC, and carry out necessary administrative procedures for spending it towards fulfilment of project activities
- Coordinate activities of regional offices responsible for agricultural census.
- Organize meetings, workshops and seminars as relevant to project activities.
- Advise FAO on appropriate timing of the mission of international consultants and facilitate the missions.
- Play due role in selection of national and international consultants for the project.
- Contribute to preparation of Terminal Statement of the project.
- Perform any other activity for successful completion of the GAC.

TERMS OF REFERENCE

Post Title: Census Methodology Coordinator (CMC): National Consultant

Duty Station: Chisinau, Moldova with in-country travel

Duration: 12 months (flexible, as per need)

Qualifications: Sufficient experience in methodological aspects of agricultural census and surveys supported by appropriate academic qualifications.

Functions: Under the guidance of FAO Technical Backstopping Officer and under direct supervision of National Project Coordinator (NPD) and in collaboration with other consultants and staff working for the project, s/he will support the work on methodological activities relating to General Agricultural Census during all its phases. In particular, the CMC will carry out the following duties:

- Participate in all discussion relating to whole methodology of GAC, particularly those relating to finalization of questionnaire, manuals, field procedures for data collection and scrutiny.
- Maintain documentation for the project, particularly those on methodology
- Prepare information and monitoring documents for submission to Republican Commission and the donors.
- Organize meetings of the Technical Working Group to decide on technical issues relating to GAC.
- Act as Member Secretary of the Technical Working Group.
- Coordinate methodological activities of regional offices responsible for agricultural census.
- Organize meetings, workshops and seminars as relevant to project activities.
- Participate in the missions of International Consultants
- Perform any other activity for successful completion of the GAC, as assigned by the NPD.

TERMS OF REFERENCE

Post Title: Census Field Operation Coordinator (CFOC): National Consultant

Duty Station: Chisinau, Moldova with in-country travel

Duration: 12 months (flexible, as per need)

Qualifications: Sufficient experience in operational aspects of agricultural census and surveys supported by appropriate academic qualifications.

Functions: Under the guidance of FAO Technical Backstopping Officer and under direct supervision of National Project Coordinator (NPD) and in collaboration with other consultants and staff working for the project, s/he will provide over all leadership to the field operation activities relating to General Agricultural Census during. In particular, the CFOC will carry out the following duties:

- Supervising the work of Regional Census Coordinators maintaining regular contacts with them for effective census operations in the field.
- Organize and participate in training of field staff for implementation of the census.
- Maintain documentation technical issues relating to the project.
- Ensure quality of data collected in the field.
- Establish field procedures for scrutiny of questionnaire before sending to scanning centres.
- Make arrangements for safe delivery and storage of census questionnaires.
- Liaise with the Data Processing Coordinator for preparing a delivery schedule of filled questionnaires.
- Participate in the meetings of the Technical Working Group to decide on technical issues relating to GAC.
- Organize meetings, workshops and seminars as relevant to project activities.
- Facilitate the missions of the International Consultants to the field
- Perform any other activity for successful completion of the GAC.

TERMS OF REFERENCE

Post Title: Census Data Processing Coordinator (CDPC): National Consultant

Duty Station: Chisinau, Moldova with in-country travel

Duration: 12 months (flexible, as per need)

Qualifications: University degree in computer science, information technology and related areas. Should have demonstrated expertise and experience in computer programming, database management, SAS/SPSS and related IT-based statistical analysis packages. Working knowledge of written and oral communication in English.

Functions: Under the guidance of FAO Technical Backstopping Officer and under direct supervision of National Project Coordinator (NPD) and in collaboration with other consultants and staff working for the project, s/he will coordinate all activities relating to data processing of the General Agricultural Census . In particular, the CDPC will carry out the following duties:

- Supervising the work of other national consultants and staff engaged in capture, cleaning and processing of agriculture census data, as required.
- Ensure safe storage of data captured and processed.
- Prepare and execute the software programmes, as required.
- Facilitate the missions of the International Consultants
- Contribute to preparation of Terminal Statement of the project.
- Perform any other activity for successful completion of the GAC, as assigned by the NPD.

TERMS OF REFERENCE

Post Title: Census Data Analysis and Dissemination Coordinator (CDADC): National Consultant

Duty Station: Chisinau, Moldova with in-country travel

Duration: 12 months (flexible, as per need)

Qualifications: University degree in agriculture or social sciences with orientation towards policy issues. Excellent written and communication in English and Romanian.

Functions: Under the guidance of FAO Technical Backstopping Officer and under direct supervision of National Project Coordinator (NPD) and in collaboration with other consultants and staff working for the project, s/he will coordinate all activities relating to analysis and publication of data from General Agricultural Census. In particular, the CDADC will carry out the following duties:

- Prepare data analysis and dissemination plan
- Prepare outline of census reports and write material for these, as assigned.
- Coordinate printing and publication of reports.
- Organize meetings, workshops and seminars
- Facilitate the missions of the International Consultants
- Contribute to preparation of Terminal Statement of the project.
- Perform any other activity for successful completion of the GAC, as assigned by the NPD.

TERMS OF REFERENCE

Post Title: Project Technical Assistants: National Consultants (two)

Duty Station: Chisinau, Moldova with in-country travel as required

Duration: Total of 24 months for two persons

Qualifications: University degree in Agriculture/ Statistics/ Economics/ IT with excellent computer skills, and adequate written and oral skills in English and Romanian.

Functions: Under the guidance of FAO Technical Backstopping Officer and under direct supervision of National Project Coordinator (NPD) and in collaboration with other consultants and staff working for the project, s/he will participate in activities relating to General Agricultural Census, as assigned . The services of these assistants will be utilized to fill manpower capacity gaps as and where they occur. These assistants will work under the guidance of a senior office r of NBS, consultant or coordinator.

**LOGICAL FRAMEWORK FOR PROJECT TO PROVIDE ASSISTANCE TO GAC 2011
OF THE REPUBLIC OF MOLDOVA**

Design Summary	Objectively Verifiable Indicators/Targets	Data Source	Assumptions
Impact (Overall objective): The project will provide the Government of the Republic of Moldova an updated benchmark agriculture data at the lowest administrative level that will be useful for the formulation of policies for agricultural, rural development and improvement of food security of the population. The project will thus result in better welfare of population through well informed policy decisions.	Benchmark indicators on agriculture available from the census at the lowest administrative level.	Agriculture census database and reports.	The Government of the Republic of Moldova uses available agricultural statistics for its economic and social development plans and policies.
Outcome (Project purpose): Internationally comparable reliable and up-to-date data on agriculture is available for planning and evaluation process in relevant domains. The census will establish a data base which will serve as foundation for a sound system for collection of reliable agriculture statistics periodically, comparable at the international, especially EU level.	Reports and database are available	National Bureau of Statistics	Availability of funds and other resources to successfully complete the census activities and follow-up actions; Stakeholders' commitment to the census activities and development programmes for development of statistics.
Output 1. Organizational arrangements for carry out of the census established	Relevant resolutions and Administrative decisions issued	National Bureau of Statistics	
1.1 A well represented Republican Commission and Territorial Commissions for General Agricultural Census and Technical Working Groups at the national level and at the regional level established	Relevant Administrative decisions	National Bureau of Statistics	The Republican Commission and Territorial Commissions for GAC have already been constituted.. Technical Working Groups at the national level and at the territorial level are to be formed.

Design Summary	Objectively Verifiable Indicators/Targets	Data Source	Assumptions
1.2 Organization of Republic Commission for General Agricultural Census' meetings periodically	Date of meeting; Number of invitation letters sent: and number of attendees	National Bureau of Statistics	
1.3 Project leadership appointed	Administrative decision; Minutes of meeting	National Bureau of Statistics,	The Republican Commission for General Agricultural Census will designate a suitable person to act as the NPD and the leader of census operational activities at national level.
Output 2. Preparatory activities for the General Agricultural Census (GAC) completed	Final census instruments available	National Bureau of Statistics	Some of these activities are already being carried out under a project funded by FAO Technical Cooperation Programme
2.1 Cartographic preparations	Enumeration area maps available	National Project Director, Confirmation from the territorial statistical offices	Elaboration of the listing documentation already at advanced stage of completion.
2.2 Field instruments for the agricultural census after testing	Census questionnaires and field instructions available in English and Romanian	National Project Director; Consultant's report; Approval of documents by the Republic Commission for General Agricultural Census.	
2.3 Multiplication of census instruments	Printed copied of documents despatched to the territorial statistical offices.	National Project Director, Confirmation from the territorial statistical offices	Depends upon completion of 2.2 and availability of money for printing.
2.4 Preparation of software for capturing, and processing of census data	Software tested and installed on date entry centre(s)	National Project Director, Data Processing Consultant's report	Depends upon completion of 2.2
2.5 Preparation for communication and publicity campaigns	Publicity material available; Publicity contract assigned	National Project Director;	Depend upon availability of funds and final date of census.
2.6 Listing operation for GAC	Accurate lists of agricultural holdings to be contacted available.	National Project Director; Availability of lists in the territorial statistical offices	Already in progress.

Design Summary	Objectively Verifiable Indicators/Targets	Data Source	Assumptions
Output 2 (CONT.) Preparatory activities for the General Agricultural Census (GAC) completed			
2.7 Preparation of tabulation plan and data dissemination plan	Document on the subject available	Approval by the Republican Commission for General Agricultural Census	Depends upon completion of 2.2
2.8 Study tour(s) of key census staff to relevant country(ies)	Study tour undertaken.	National Project Director, National Bureau of Statistics	Depends upon the overall priority of other tasks, available financing and convenience of host country.
2.9 Procurement and customization of IT equipments for data capture and processing	Equipments installed and tested for use	Head of General Information Technology Division of National Bureau of Statistics; National Project Director,	The Government facilitates the procedure for local purchase/import of equipments scanners and computers.
2.10 Work plan for field work is confirmed	This will be done keeping in view the occurrence of other national events which might affect the census date.
Output 3. Field work of data collection for GAC carried out			
3.1 Publicity campaign for the GAC to receive mass support carried out	Number of broadcasts/telecasts, posters etc.	National Project Director's report based on feed back from officers responsible for field work;	To ensure full participation of designated government officials and to avoid any interference, these activities will be carried out at a time when the political climate in the country is neutral and no other major political activity e.g. general election is ongoing.
3.2 Training workshops for heads of the territorial statistical offices/census coordinators organized	Training report	National Project Director's report based on feed back from officers responsible for field work; Consultant's report	
3.3 Training of supervisors/enumerators and familiarization of them with their sectors	Training report	National Project Director's report based on officers responsible for field work;	
3.4 Preliminary visits of enumerators and updating of lists of holdings	Regional reports	National Project Director's report based on of the TSO reports	

Design Summary	Objectively Verifiable Indicators/Targets	Data Source	Assumptions
3.5 Collection of data from agricultural holdings	Special reports	National Project Director's report based on TSO reports	
3.6 Despatch of scrutinized questionnaires to data capture centres	Consolidated reports based on receipt of questionnaire lots	National Project Director's report based on TSO reports	
Output 4. Data collected through GAC processed			Based on Output 3.
4.1 Release of preliminary results	Preliminary tables based on summary of listing reports available.	National Project Director	Based on listing operations and manual tabulations. An evaluation of release worthiness will need to be carried out by technical experts before release.
4.2 Data capturing, cleaning and editing	Scanned questionnaires and verified scanned data	Report on number of questionnaires completed	
4.3 Draft key census tables	Number of tables drafted	National Project Director's report based on report from officer responsible for Data Processing	
4.4 Validation of key census tables	Number of tables validated		
4.5 Finalization of key census tables	Number of tables finalized		
4.6 Preparation detailed tables	Number of tables prepared		
Output 5. Census data, analysed and disseminated for users, and data base established			Based on Output 4.
5.1 Preparation of website of agricultural census for data dissemination	Announcement of data on census Web site	IT Consultants' report	
5.2 Dissemination of provisional data in territorial profile	Availability of Territorial profiles on the website	Consultants' report	
5.3 Workshop for dissemination of provisional GAC results	Workshop report	Consultants' report	
5.4 Preparation of information notes and brief data on the final GAC results	Number of Information Notes released for public	National Project Director	

Design Summary	Objectively Verifiable Indicators/Targets	Data Source	Assumptions
Output 5 (CONT). Census data, analysed and disseminated for users, and data base established			
5.5 Publication of statistical compilation and of the final report on GAC results	Publications		
5.6 National Seminar to disseminate census results and present thematic Studies	Seminar report	Consultants' report	This activity depends upon availability of inputs from EC-FAO project which has provided funds for analysis of data from agriculture census for policy making.
5.7 Archiving of census data, establishment of data bases and documentation	Data base created	IT Consultants' report	National Bureau of Statistics decides what data in what format will be released. Project will familiarize national staff with the current practices.
5.8 Submission of GAC data to EUROSTAT	Data submitted to EUROSTAT		The level of disaggregation depends upon the decision of National Bureau of Statistics and requirements of EUROSTAT.
Output 6. Road map for a sound system of agricultural statistics laid out			
6.1 Establishment of sampling frames and register for ongoing surveys for current statistics	Registers are available with a mechanism for updating	National Project Director, Consultants' report	A mechanism for updating needs to be developed in collaboration with MAFI. Also the study tour mentioned in 2.8 is expected to contribute to this activity.
6.2 Workshop on improvement of current agricultural statistics using census results and updating of register	Workshop report; a set of recommendations on future direction of development.	Consultants' report	This final activity will help the National Bureau of Statistics to develop a plan of action for post census statistical development

