

Creative Industries Support Programme Work Plan Year 1: state of implementation

JP Output 1.1 National capacity to design, implement and monitor policies will be enhanced and programs to realize the social and economic potential of the cultural sector will be developed											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget ¹			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
PMC established	1.1.1 Establish a PMC, chaired by the MoCFA which includes representatives from Joint UN Agencies, the MoWA, MAFF, MoC, MoT, and MIME	x				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	500 434 65.38	The PMC hold a preparatory meeting in May 2008. Further contacts were kept by each Agency with their partner ministry while waiting for the next meeting of the PMC
5 MoCFA staff participated in 3 training courses, 2 technical	1.1.2 Identify officials within the participating Ministries for on-the-job training and capacity building	x				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	3,000 738 261.66	UNESCO and ILO have started to work with officials

¹ Budget including 7% indirect costs

missions												within the Ministries of Culture and of Industry. UNDP has identified high ranking officials to work with within the Ministry of Commerce. FAO is about to start the same process.
Training materials on Convention finalized	1.1.3 Identify potential partners in selected localities (NGOs, member-based groups)	x				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	3,000 773 700 200 327.11		UNESCO has contacted about 10 potential partners and has met several but more selection needs to be done.
	1.1.4 On-the-job training of officers of the MoCFA during the implementation, fine-tuning, and monitoring of the program.		x	x	x	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Training Equipment Travel Miscellaneous Mgt support	6,000 3,961 1,500 7,500 600 1,000 1,439. 27		UNESCO has started to work with Headquarters and with the MoCFA on the organization of a national seminar on the 2003 and

											2005 Conventions. A research publication on ethnic minorities' languages in Cambodia is being translated in Khmer to be distributed to the relevant institutions and partners.
	1.1.5 Design training materials in Khmer language and training on the "Convention on the Protection and Promotion of the Diversity of Cultural Expressions."			x	x	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Training Supplies Miscellaneous Mgt support	7,000 2,345 18,500 4,000 1,800 2,355. 15	
	1.1.6 Deliver training on the relevant UNESCO Conventions in strategic locations with special reference to areas where indigenous minorities are prevalent (UNESCO)			x	x	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	2,500 2,173 327.11	
JP Output 1.2 Mentorship program established to support artists and producers in strategic locations to refine their products/ services											
Annual targets	Activities		Timeframe			UN Agency	Responsible party		Planned budget		Comments

		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	-
Five LHT criteria recognized	1.2.1 Develop criteria specific to Cambodia based on UNESCO LHT criteria and a recognition process for LHTs that's pluralistic in terms of ethnic diversity.		X			UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Supplies Travel Miscellaneous Mgt support	10,000 4,064 1,600 2,430 1,500 500 1,406.58	UNESCO has been working with the MoCFA to officially establish a LHT system. A sub-decree has been drafted and its approval by the Council of Minister is being pushed forward.
Twelve mentors trained in at least 3 disciplines	1.2.2 Identify DPs and mentors in these agencies for the preservation of the unique "savoir faire" in different cultural disciplines. (using for example resources such as 'Start your own cultural or artistic business, ILO manual).		X			UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	5,000 1,119 4,900 1,500 1,500 981.33	UNESCO has been discussing with the MoCFA and other institutions (official or non governmental) to identify disciplines and mentors.

											Further consultation will be needed for a clear selection.
	1.2.3 Develop training materials (using for example resources such as ‘Start your own cultural or artistic business, ILO manual).			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Supplies Miscellaneous Mgt support	8,000 2,471 12,300 12,000 800 2,489.97	
	1.2.4 Train mentors for the preservation of the unique “savoir faire” in different cultural disciplines.				X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	6,000 3,906 4,200 12,000 3,000 800 2,093.42	
JP Output 2.1 Fair and effective marketing networks established by groups and associations of artists and producers including ethnic/ indigenous minorities											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
10 associations trained based on needs assessment and 2 associations newly established	2.1.1 Identify existing and potential groups and associations of artists and producers	X				ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	14,000 5,159 2,000 5,000 2,200 800 2,041.13	ILO has met with more than 20 potential partners and started discussion for possible partnership

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10 groups in ethnic minority communities on fair trade networks	2.1.2 Undertake a needs and problem analysis amongst groups and associations of artists and producers		X			ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	14,000 5,294 5,700 7,000 2,000 1,800 2,505.58	Through their discussions with Government officials, NGOs and private entities, ILO has been able to start such an analysis work but it is still in its early phase
2 exchange programme completed leading to improved market access for at least 2 groups	2.1.3 Develop and test training materials for group formation and association building (based on existing ILO materials “Group Formation” and “Managing Small Business Associations”)			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Supplies Equipment Miscellaneous Mgt support	12,000 3,014 5,000 5,000 5,000 5,000 500 2,485.98	
Survey of supply and demand for financial services completed	2.1.4 Strengthen the voice and representation of artists and producers through training on group formation and association building			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Travel Miscellaneous Mgt support	4,000 2,592 10,000 900 1,200 1,308.44	
Target areas and potential products	2.1.5 Deliver direct support services to groups and associations of artists			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training	10,000 1,521 2,500 3,500	

identified and a market survey conducted	and producers based on the needs and problem analysis								Travel Miscellaneous Mgt support	2,400 1,200 1,478.47	
Producer groups are formed; leaders are selected; group rules are agreed.	2.1.6 Identify groups of artist and producers in ethnic minority areas (at least 60% women) and identify their needs	x				FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	1,820 25,145 4,000 2,200 480 2,355.15	Field Office has only received funds from HQ in December 2008 and recruitment process has only been completed in January 2009. However, the National Coordinator has already started to work.
Producer group leaders visit major market areas to see assess themselves needs in skills and contacts	2.1.7 Facilitate formation of producer groups and provide support in organization and management			x	x	FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Training Equipment Travel Miscellaneous Mgt support	1,820 25,213 17,000 3,000 10,000 1,800 980 4,186.91	
	2.1.8 Organize study tour of producer groups to observe market and start networking				x	FAO	MAFF	MDG-F	Nat personnel Travel Miscellaneous Mgt support	1,004 1,600 1,135 261.73	

	2.1.9 Support the groups by providing training on production skill, accounting, management and follow-up their activities.			X	X	FAO	MAFF	MDG-F	Nat personnel Training Equipment Travel Miscellaneous Mgt support	6,452 20,000 10,000 2,000 800 2,747.64	
	2.1.10 Support fair market linkages through trade fairs			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	2,000 973 1,200 500 327.11	
JP Output 2.2 Improved business development service delivery to cultural entrepreneurs by member-based organizations and business development service providers											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Eight BDS providers and MBOs trained to offer BDS to artists and producers	2.2.1 Identify BDS providers and MBOs to participate in program implementation.	X				ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	7,000 4,058 1,400 1,000 942.06	ILO has met several potential partners but a final selection still needs to be made.
Four NGOs operating in ethnic minority areas trained to provide technical training on product development	2.2.2 Support BDS providers to identify and develop appropriate business development services for artists and producers.		X			ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	16,000 4,330 1,000 1,100 1,570.10	This activity will only be launched after the identification of the BDS is

using natural resources											completed.
8 production centres are built and the producer groups plan the use of the centre	2.2.3 Design business management training materials, based on existing ILO business management programmes		X	X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Supplies Miscellaneous Mgt support	12,000 2,198 1,400 3,000 2,000 1,441.86	To be started soon
	2.2.4 Create training infrastructure on business management by training trainers of BDS providers and MBOs.				X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Equipment Travel Miscellaneous Mgt support	7,800 1,969 23,100 16,000 2,100 900 3,630.83	
	2.2.6 Identify potential products based on available natural resources and existing skills and conduct a market survey		X	X	X	FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	1,820 14,495 3,000 1,800 380 1,504.65	Field Office has only received funds from HQ in December 2008 and recruitment process has only been completed in January 2009. However, the National Coordinator has already started to work. A first list of

											potential products is being drafted.
	2.2.7 Design technical training materials for product development using available natural resources			x	x	FAO	MAFF	MDG-F	Nat personnel Contracts Supplies Miscellaneous Mgt support	8,130 16,000 8,000 580 2,289.70	
	2.2.10 Support setting up of production workshops which can be used for meetings, training, storage, and information exchange.				x	FAO	MAFF	MDG-F	Nat personnel Contracts Transport Equipment Travel Miscellaneous Mgt support	6,780 12,000 4,000 5,000 2,200 300 2,119.60	
	2.2.11 Deliver technical training for product development using available natural resources, and training on accounting and group management (FAO)				x	FAO	MAFF	MDG-F	Nat personnel Training Transport Travel Miscellaneous Mgt support	2,768 17,000 4,000 2,000 400 1,831.76	
JP Output 3.1 Effective and streamlined implementation of trade legislation and export procedures for promising cultural products/ services.											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Weaknesses in implementation of trade legislation and export	3.1.1 Conduct series of Provincial Public and Private Dialogues in the selected Creative Industries Hubs			x	x	UNDP	MoC	MDG-F	Nat personnel Contracts Training Supplies Equipment	5,145 2,000 15,000 3,500 4,000	

procedures identified for five cultural products									Travel Miscellaneous Mgt support	3,000 1886 2,417.17	
	3.1.2 Identify promising cultural products/ services for improved commercialization in domestic and international markets through a study focusing on the 4 target areas	X	X	X		UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	8,837 15,000 3,200 1,000 1,962.59	UNDP recruitment process is not complete yet but a TOR is being drafted to start the study.
	3.1.3 Identify existing weaknesses related to the implementation of trade legislation and export procedures for selected cultural products/ services.		X	X	X	UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	7,283 26,800 2,500 800 2,616.81	Will start as soon as the recruitment process is complete
JP Output 3.2 Integrated competitiveness strategies developed for promising cultural products/ services											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Value chain analysis for 5 cultural products finalized and disseminated	3.2.1 Develop and support implementation of Value Chain Analysis on identified cultural products/ services (UNDP)			X	X	UNDP	MoC	MDG-F	Nat personnel Contracts Training Supplies Equipment Travel Miscellaneous Mgt support	12,806 16,000 5,000 6,500 7,000 3,000 1,100 3,598.42	-

	3.2.2 Support producers groups and associations (at least 50% women) to address bottlenecks and inefficiencies (UNDP)				X	UNDP	MoC	MDG-F	Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	13,929 25,200 4,000 2,800 800 3,271.03	
JP Output 3.3 Infrastructure created to promote cultural products/ services through certification and quality control											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Seal of excellence for 4 cultural products prepared for registration	3.3.1 Identify cultural products/ services and develop Seal of Excellence criteria (work with the Royal Palace to approve a 'By Appointment to His Majesty the King' Seal of Excellence), based on UNESCO Seal of Excellence for these products/ services.			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	8,300 3,771 13,000 2,500 1,200 200 2,027.97	
Appropriate locations for two cultural centres identified.	3.3.4 Identify appropriate location(s) for a cultural center for the display and promotion of products/ services.			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	700 645 2,000 300 255.15	
Other											
	Programme formulation	X				ILO		MDG-F	Contracts Mgt support	18,692 1,308.44	

	Baseline survey	X				ILO		MDG-F	Int personnel Nat personnel Contracts Equipment Mgt support	2,000 2,892 9,800 4,000 1,308.44	ILO has started to work on it and is moving forward with its conception.
TOTAL:									Int personnel Nat personnel Contracts Training Transport Supplies Equipment Travel Miscell. Mgt support Total:	166,260 198,387 216,692 142,000 8,000 44,430 80,000 51,800 28,741 65,541.70 1,001,851.70	