

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

	Green: Completed
	Yellow: On going
	Red: Not started yet

<b>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</b>											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget <sup>1</sup>			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	Two PMC have taken place on 26 August and 26 November to review implementation and make decisions
5 MoCFA staff participated in 3 training	1.1.2 Identify officials within the participating Ministries for on-the-job	x				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	3,000 738 261.66	Focal points have been appointed within all the

<sup>1</sup> Budget including 7% indirect costs

courses, 2 technical missions	training and capacity building										partner Ministries and officials and are being involved in implementation
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	Most partners have been selected. Discussion are still ongoing with some of them
	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	A team of officials in involved in the implementation of several activities especially regarding to the trainings on Conventions and the LHT program. Several more have been identified in the provincial departments for specific activities
	1.1.5 Design training materials in			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel	7,000 2,345	Relevant material on

	Khmer language and training on the “Convention on the Protection and Promotion of the Diversity of Cultural Expressions.”								Training Supplies Miscellaneous Mgt support	18,500 4,000 1,800 2,355. 15	the 2003 and 2005 Conventions have been identified and translated. More could be identified in the future. Research & publication as well as translation of available documentation about intangible heritage and cultural diversity are promoted.
	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	A National Training Workshop on the 2003 Convention took place on 1 <sup>st</sup> September with the participation of national and provincial officials from all four Ministers as

											well as representatives of the civil society based in both Phnom Penh and the target provinces. Other trainings session about the 2005 Convention and the National Policy on Indigenous People, recently adopted by the Royal Government of Cambodia, are being planned for 2010.
--	--	--	--	--	--	--	--	--	--	--	---

**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	1.2.1 Develop criteria specific to		X			UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts	10,000 4,064 1,600	The report on the

recognized	Cambodia based on UNESCO LHT criteria and a recognition process for LHTs that's pluralistic in terms of ethnic diversity.								Supplies Travel Miscellaneous Mgt support	2,430 1,500 500 1,406.58	National consultation on the establishment of LHT system in Cambodia is ready. The LHT draft royal decree has been positively evaluated by the Council of Jurists of the Council of Ministers, then received the approval of the Inter-ministry Committee and is soon to be submitted to the Council of Ministers for approval.
Twelve mentors trained	1.2.2 Identify DPs and mentors in		X		UNESCO	MoCFA	MDG-F	Int personnel Nat personnel	5,000 1,119	Most DPs (which	

in at least 3 disciplines	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).								Contracts Travel Miscellaneous Mgt support	4,900 1,500 1,500 981.33	actually are NGOs) have been identified and activities are being designed to support them for the transfer of traditional techniques amongst cultural producers.
	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	ILO has adapted and translated several manuals, in consultation with local partners involved in relevant activities. More manuals are being prepared and translated.
	1.2.4 Train mentors for the				X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel	6,000 3,906	Training sessions

	preservation of the unique “savoir faire” in different cultural disciplines.								Contracts Training Travel Miscellaneous Mgt support	4,200 12,000 3,000 800 2,093.42	are being designed.
<b>JP Output 2.1 Fair and effective marketing networks established by groups and associations of artists and producers including ethnic/ indigenous minorities</b>											
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	Final selection made based on the products selected by the PMC and criteria of partner organizations
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	Analysis undertaken.
2 exchange programme completed leading to improved market access	2.1.3 Develop and test training materials for group formation and association building (based on			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Supplies	12,000 3,014 5,000 5,000 5,000	On-going adaptation of manuals according

for at least 2 groups	existing ILO materials “Group Formation” and “Managing Small Business Associations”								Equipment Miscellaneous Mgt support	5,000 500 2,485.98	to the special needs of the target group
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	On-going collaboration with partner organizations
Target areas and potential products identified and a market survey conducted	2.1.5 Deliver direct support services to groups and associations of artists and producers based on the needs and problem analysis			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	10,000 1,521 2,500 3,500 2,400 1,200 1,478.47	On-going
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	263 producers were identified in the ethnic minority areas of the 4 target provinces
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	16 producer groups have been formed in the 4 target provinces, and 5 potential



										NGOs have been identified to support and expand the producer groups.	
	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	4 contracts has been discussed with NGOs to deliver the services
	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	229 producers in the 4 target provinces have been trained on micro enterprise development /management
	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	On-going

**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	Responsi	Planned budget	Comments
----------------	------------	-----------	----	----------	----------------	----------

						Agency	ble party				
		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	NGOs identified
Four NGOs operating in ethnic minority areas trained to provide technical training on product development using natural resources	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	On-going development of methodology and implementation
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	on-going
	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	Training infrastructure being strengthened through support to existing NGO BDS providers
	2.2.6 Identify potential products		X	X	X	FAO	MAFF	MDG-F	Int personnel Nat personnel	1,820 14,495	The natural resource

	based on available natural resources and existing skills and conduct a market survey								Contracts Travel Miscellaneous Mgt support	3,000 1,800 380 1,504.65	products were identified and a market survey of jar and pottery will be contracted to a potential NGO
	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	A contract has been discussed with an NGO to deliver the services
	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	The 4 Provincial Field Coordinators of the JP have consulted with target producers and NGOs to identify the areas for building production workshops
	2.2.11 Deliver technical training for				X	FAO	MAFF	MDG-F	Nat personnel Training	2,768 17,000	3 contracts have been

	product development using available natural resources, and training on accounting and group management (FAO)								Transport Travel Miscellaneous Mgt support	4,000 2,000 400 1,831.76	discussed with NGOs to deliver the services
<b>JP Output 3.1 Effective and streamlined implementation of trade legislation and export procedures for promising cultural products/ services.</b>											
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 procedures indentified for five cultural products	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 Travel Miscellaneous Mgt support	5,145 2,000 15,000 3,500 4,000 3,000 1886 2,417.17	The first of these dialogues took place on 27 October. More are planned throughout the end of the year
	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		UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	8,837 15,000 3,200 1,000 1,962.59	Field trips to the target provinces have been the occasion to make a preliminary list of potential products

										7,283	which have been shared with the VCA consultants as basis for their study.
	3.1.3 Identify existing weaknesses related to the implementation of trade legislation and export procedures for selected cultural products/ services.			X	X	UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	26,800 2,500 800 2,616.81	In-depth consultation have been initiated with the Ministry of Commerce
<b>JP Output 3.2 Integrated competitiveness strategies developed for promising cultural products/ services</b>											
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	VCA analysis has been run through external consultancy . The resulting data and analysis were presented to the PMC

											to support its decision making process about cultural products.
	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	
<b>JP Output 3.3 Infrastructure created to promote cultural products/ services through certification and quality control</b>											
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	Consultations have been initiated with the Artisans Association of Cambodia on the one hand and with the MoCFA on the other hand. Feedback is

											positive and conceptualization will start soon.	
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	The conceptualization of the Cultural Centre in Ratanakiri is underway. Negotiations with local NGOs are underway to agree on a proposal regarding the Resource Centre in Mondulkiri
<b>Other</b>												
	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	Contractor has been identified, terms of reference have been prepared and shared with/committed by

												the JP Team. Survey should start in November.
<b>TOTAL:</b>										Int personnel	166,260	
										Nat personnel	198,387	
										Contracts	216,692	
										Training	142,000	
										Transport	8,000	
										Supplies	44,430	
										Equipment	80,000	
										Travel	51,800	
										Miscell.	28,741	
										Mgt support	65,541.70	
										<b>Total:</b>	<b>1,001,851.70</b>	