



[United Nations Population Fund- UNFPA]

ANNUAL PROGRAMME NARRATIVE PROGRESS REPORT

REPORTING PERIOD: 1 JANUARY – 31 DECEMBER 2009

<p>Submitted by: Dr. Georges Georgi, Representative, UNFPA Iraq Office E-mail: georgi@unfpa.org</p>	<p>Country and Thematic Area <i>Governance Sector Outcome Team</i></p>								
<p>Programme No: C9-23 MDTF Office Atlas No: 66953 Programme Title: Capacity Development in Census and Surveys</p>	<p>Participating Organization(s): UNFPA</p>								
<p>Implementing Partners:</p> <ul style="list-style-type: none"> <i>National counterparts:</i> Central Statistical Organization (CSO)- MoP 	<p>Programme Budget (from the Fund): <i>For Joint Programme provide breakdown by UN Organization</i></p> <table> <tr> <td>UNDG ITF :</td> <td>USD 5, 064,268</td> </tr> <tr> <td>Gov. Contribution :</td> <td>USD 1, 500,000</td> </tr> <tr> <td>Agency Core:</td> <td>USD 1,276,859</td> </tr> <tr> <td>Total:</td> <td>USD 7,841,127</td> </tr> </table>	UNDG ITF :	USD 5, 064,268	Gov. Contribution :	USD 1, 500,000	Agency Core:	USD 1,276,859	Total:	USD 7,841,127
UNDG ITF :	USD 5, 064,268								
Gov. Contribution :	USD 1, 500,000								
Agency Core:	USD 1,276,859								
Total:	USD 7,841,127								
<p>Programme Duration (in months):30 months Start date: 01 Nov. 2008 End date:</p> <ul style="list-style-type: none"> <i>Original end date 31 Mar. 2011</i> <i>Revised end date, if applicable:31 June. 2011 as the implementation of enumeration stage of the project was postponed by GoI to be on Oct. 2010 instead of Oct. 2009</i> <i>Operational Closure Date, if applicable:</i> <p>Budget Revisions/Extensions: <i>List budget revisions and extensions, with approval dates, if applicable: 30 June 2012</i> The project is extended for additional 12 months according to UNDG-ITF approval in 20 June 2011.</p>									

NARRATIVE REPORT FORMAT

I. Purpose

Project Outcome(s):

National capacities in development planning and monitoring processes at national, governorate and district levels are enhanced.

Outputs: Four outputs will contribute to the achievement of the above outcome:

1. Capacities of COSIT at national and governorate levels and collaborating national partners, are increased to plan and implement high quality and internationally recognized population and housing censuses and other large- scale surveys.
2. Capacities of COSIT and national research centres, at national and governorate levels, are enhanced to conduct disaggregated analysis and evaluation of census and large-scale surveys data.
3. Capacities of MoPDC and key line ministries (MoH, MoE, MoLSA, MoA,) at national and governorate levels are enhanced to disseminate and utilize disaggregated censuses and large-scale surveys data.
4. COSIT's systems for ensuring census compliance with established scientific international standards are strengthened, including quality assurance and independent observation, monitoring and evaluation.

The project is relevant to the following:

- **UN Assistance Strategy for Iraq:** the project addresses outcome #4 of the Governance Sector Outcome Team “Strengthened regulatory frameworks, institutions and processes of national and local governance”.
- **MDGs and Iraq NDS:** the project comes in line with Iraq's NDs and facilitates availability of information and data to help in addressing seven out of eight goals of the MDGs through establishing a statistics system of continuous capturing process to follow up policies implementation, draw attention to deviations that might happen and adjust procedures.
- **ICI:** the project will contribute to the capacity of the GoI to conduct a census and analyze the results to be used in support of ICI goals #4.4.1 (Delivering basic Services) and #6.4 (Improved National Planning).

II. Resources

Financial Resources:

- Other than the resources mentioned in the project document, no further contributions were made for this project.
- During the reporting period, no project revisions were produced.

- The Financial processes for this project’s operation went smoothly, and in accordance with UNFPA’s rules and regulations.
- The project’s financial processes included some good practices which facilitated the implementation, these good practices were:
 1. The outsourcing of project’s financial support, that was made by way of Long Term contracts with Jordanian, Iraqi and Egyptian companies, facilitated the operation of the capacity building component in particular, which was implemented in the three above mentioned countries, these companies provided services in terms of cash transfers, Daily Subsistence Allowance distribution to participants, Hotel accommodation and other logistical arrangements.
 2. A collaboration agreement was made between UNFPA Iraq and UNFPA Egypt Country Office, in order to facilitate the money transfer and financial support processes with CAPMAS and COSIT during the implementation of the capacity building component.
 3. The close coordination between UNFPA Iraq and COSIT, in planning the implementation stages of the different capacity building activities inside or outside Iraq accelerated the implementation and overcome any expected risks and/or challenges, particularly in terms of the security situation in Iraq, COSIT agreed to conduct this activity outside Iraq (Jordan and Egypt), whereas cascade trainings were conducted inside Iraq by COSIT qualified cadre.
 4. The internal monthly budget review and monitoring exercise which UNFPA had conducted had a positive effect on clarifying the financial status of the project.

Human Resources:

- National Staff: 1 Technical Analyst located in Amman – Office.
- International Staff: 1 Chief Technical Advisor in Amman – Office.

III. Implementation and Monitoring Arrangements

The adopted implementation mechanisms are as follows:

1. Based on the needs assessment conducted, COSIT defines the areas of capacity development requirements.
2. UNFPA provided continuous technical and programmatic assistance to COSIT and collaborating national partners through the assigned Technical Support Unit based in Amman.
3. Amman unit acted as a liaison point between COSIT and the other internationally recognized centres in Arab world and worldwide such as CDC, AITRS, CAPMAS, etc.
4. Supervision of the technical and managerial support unit’ activities by UNFPA recruited Chief Technical Advisor “CTA”.
5. Field visits carried out by CTA on regular basis facilitated the implementation process of the project and overridden any challenges.

6. Regular technical and managerial meetings between Amman unit with the Iraqi partners and stakeholders maintained the monitoring of the project. These meetings included:
 - Weekly and fortnightly meetings for the technical unit, to perform the following tasks:
 - Review the implementation of the project work plan, as well as discuss the constraints facing the project activities.
 - Approve the capacity building activities that were being implemented by CAPMAS and other institutions in addition to approve any upcoming coming activities.
 - Prepare monthly progress report and submitted it to the CO Representative.
 - Iraqi Census Technical Advisory Board “ICTAB”¹ comprised of UNFPA, UNSD and COSIT. This Board which is co-chaired by UNSD and COSIT who will oversee the implementation of the 2010 Iraqi Census, and the progress made under this project.
- Provide details on the **procurement** procedures utilized and explain **variances** in standard procedures.

The procurement conducted during the reporting period was only related to the provision of specialized training courses to COSIT personnel. These trainings were undertaken through a Cooperation Protocol signed between COSIT and CAPMAS on the basis of CAPMAS’ experience gained through conducting Egypt’s Census of 2006, through applying – for the first time in the region – an ICR data capture technology in Arabic handwritten characters and numbers. Cost of the training activities conducted under this Cooperation Protocol is covered by UNFPA following an agreed procedure with COSIT.

In addition to that, UNFPA facilitated the following procurement for the project implementation:

1. The ICR Software procurement for 2010 Iraqi census.
2. The procurement of a Scanner device for 2010 Iraqi census.
3. Procurement of services from companies that services in terms of cash transfers, Daily Subsistence Allowance distribution to participants, Hotel accommodation and other logistical arrangements.
4. UNFPA procured masters’ programme for 6 staff members of CSO and KRSO in the field of Applied Statistics, Demography and Computer and Information Science (IT) in ISSR at Cairo University.

Monitoring System:

All monitoring, evaluation and reporting activities were conducted in accordance with UNFPA’s practices, and the agreed Memorandum of Understanding (MoU) with the IRFFI Multi-Donor

¹ ICTAB was replaced with ITABIC “International Technical Advisory Board for Iraqi Census”.

Trust Fund Office. The monitoring and evaluation system provided the tools for the project partners to track progress of project activity implementation, identified gaps and remedial measures, and assessed the quality and interim impact of project interventions. The monitoring and evaluation system that was built in this project includes the following:

Monitoring and Evaluation Process

Specific monitoring and evaluation and follow up processes and activities were carried out for this project, and these included:

- CTA monthly and 6 monthly progress reports of the project implementation for ITABIC.
- Field visits on regular basis conducted by UNFPA's CTA and project TA to Iraq to follow up the project implementation.
- Amman unit weekly, fortnight and monthly meetings to follow up and monitor the project progress related to the planned activities and designed work plan.
- Amman unit regular evaluation for the capacity development activities implemented by CAPMAS and other institutions for Iraqi census cadre.
- Joint Technical Committee meetings under the cooperation protocol between COSIT and CAPMAS, to follow up and evaluate all capacity development activities related to Iraqi census cadre.
- ITABIC's 6 monthly meetings to review, follow up, monitor and evaluate the project progress and to recommend more good practices for the project implementation.
- Quality Assurance/Quality Control activities and capacity building were implemented by UNFPA – Census Team and other outsourced experts and specialists, to develop and promote best practices and implementation approach of the project.

d. Report on any assessments, evaluations or studies undertaken relating to the project and how they were used in support of the project(s).

1. Needs Assessment implemented by UNFPA in response to COSIT's request to develop the capacities of the Iraqi institutions and their staff in the field of census and large scale surveys' methodologies and techniques.
2. Cost and Time Management assessment was conducted to determine and identify the most updated and suitable data capture system to be used for the 2010 census.
3. Planning and preparatory meetings were conducted by UNFPA and other related institutions from inside and outside Iraq to set up the project's structure.

IV. Results

- Provide a summary of Programme progress in relation to planned outcomes and outputs; explain any variance in achieved versus planned outputs during the reporting period.

As appears in section VI (performance indicators table), we notice that the project maintained over the past year a noticeable progress against its planned outputs. The project's activities

proceeded without large scale problems that might have impeded its progress. Most of the pre-required instruments and tools were organized, planned and prepared to enhance the capacity building activities. The performance indicator points out an achievement of 80% for the whole project. In addition, the implemented activities regarding capacity development for COSIT personnel enhanced and equipped COSIT's Cadre with the required skills, knowledge and modern techniques in the field of census and large scale surveys.

On the other hand, the sustainability of the capacity development component is ensured by adopting and applying a quality assurance approach, during the project's phases by transferring acquired skills, knowledge and modern techniques to newly appointed national cadre, as well as to other similar projects (surveys). Also the QA/QC techniques and approaches secured to the project by outsourcing these expertise from the international and regional institutions and professionals.

On the same line, UNFPA through CTA and his team in Amman continued providing the technical support to CSO Staff at the top and technical management levels. As well, UNFPA supported the political dimension of the census regarding to the political debate of the project through ad hoc unplanned political activities as UNAMI political working group meetings, developing the code of conduct for the census context which endorsed by DSRSG, proposed a draft resolution to the council of ministries on census reconciliation problems, proposed a mechanism to conduct the census counting in the disputed areas, draft a proposal to the supreme court on the relationship between population census 2010 and the census mentioned in the article 140 of the constitution, helped and implemented series of meetings to explain census technical and political context with Iraqi parliament members, federal government members, sub national government (KRG) and local government members, proposed a new framework for quality control taking into consideration the new political debate and context of the census.

The only issue that went against the work plan activities is the postponing of the enumeration stage of the census to Oct. 2010 instead of Oct. 2009 according to GoI resolution which is rescheduled to be in 2011 without a specified date related to national political debate, but that didn't impact the project's achievements, taking into consideration the nature of the project being a capacity development one.

- Report on the key outputs achieved in the reporting period including # and nature of the activities (inputs), % of completion and beneficiaries.

Output1: Capacities of COSIT at national and governorate levels and collaborating national partners, are increased to plan and implement high quality and internationally recognized population and housing censuses and other large- scale surveys. **(984 national trainees were capacitated, % of completion is 156% of the planned goal which was to capacitate 630 national trainees).**

Most of the beneficiaries are CSO (COSIT) – national census teams and line ministries and government institutions

Under this output, the following activities were implemented:

1. TOT workshop for Iraqi Nationals from the statistical offices in Baghdad and Erbil on the techniques and practical methodologies of samples.

2. Master Sampling frames from Census listing results were designed and developed.
3. A specialized technical GIS study tour for Iraqi Nationals to Qatar
4. UNFPA through Amman technical team headed by CTA continued its technical and operational support to Iraqi Census technical committee.

Output2: Capacities of COSIT and national research centres, at national and governorate levels, are enhanced to conduct disaggregated analysis and evaluation of census and large-scale surveys data. (**% of completion is 70% of this output**).

Under this output the following activities were implemented:

1. 9 Master and PHD Scholarships secured for 9 CSO and KRISO staff were secured and the 9 students joined the master programme in the Institute of Statistical Studies and Research (ISSR) at Cairo University.

Output3: Capacities of MoPDC and key line ministries (MoH, MoE, MoLSA, MoA,) at national and governorate levels are enhanced to disseminate and utilize disaggregated censuses and large-scale surveys data. (**% of completion is 75% of the planned activities under this output**)

Under this output this output, the following activities were implemented:

1. TOT training on CensusInfo programme for 8 Iraqi nationals.
2. A special event during World Population Day (WPD 2011) to launch the Census Listing results
3. Listing results were disseminated at national, regional and governorate level.
4. CensusInfo internal training for Iraqi nationals and cadre from CSO.
5. Results of listing stage were upload on CensusInfo.

Output4: COSIT's systems for ensuring census compliance with established scientific international standards are strengthened, including quality assurance and independent observation, monitoring and evaluation. (**% of completion is 450% as we implemented according to Iraqi urgent needs more than the planned activities under this output**)

Under this output the following activities were implemented:

1. As an Initiative of UN Joint Committee, a special Census and Civil registration Task Force (CCRTF) was formulated under UNFPA lead to follow up on the Census project implementation through overcoming any difficulties and challenges that face census as well as to build a mechanism between census and civil registrations and administrative records.
 2. 3 technical and coordination meetings for CCRTF.
- Explain, if relevant, delays in programme implementation, the nature of the constraints, actions taken to mitigate future delays and lessons learned in the process.

To avoid any delays and to mitigate any risks or delays that could face the project implementation, the following Risk Management Strategy was designed and implemented:

Risk Factors	Risk Management Strategy
While the general security situation is currently more optimistic, it is unpredictable. Any escalation could restrict movements of government trainees as well as UN staff and consultants.	<ul style="list-style-type: none"> ○ Closely monitor the political and security situation and put in place contingency plans as necessary. ○ Careful choice of locations based on UNAMI’s security directives. ○ Organize workshops in safe areas inside the country, particularly in Kurdistan region (Erbil of Sulaymaniah)
Delay in setting up of necessary IT equipment to facilitate skill based & on-job training of COSIT staff	<ul style="list-style-type: none"> ○ Organise some key TOT workshops in the premises of other regional institutions (such as Egyptian Statistics office – CAPMAS) ○ Contract local research centres at Iraqi Universities to conduct training activities inside Iraq (in Baghdad, or other major cities, such as Erbil, Sulaymaniah or Basrah).
Turnover of COSIT staff can affect the pace of project implementation	<ul style="list-style-type: none"> ○ TOT approach would mitigate this phenomena, and would allow to respond efficiently to expected turnover of staff
Competencies and absorptive capacities of Iraqi staff at central and governorate levels might be lower than is planned for in the project. There is likely to have geographical variation and differences between governorates.	<ul style="list-style-type: none"> ○ Apply care and sufficient resources to training, technical support and mentoring in capacity development strategy. ○ Use different sources (e.g. Iraqi and regional institutions) and approaches (skill based and on-job-training) for capacity development. ○ Avail short term consultants, following training workshops, to ensure appropriate skills sets and needs.
Limited numbers of UN staff and consultants allowed inside Iraq, for security reasons and limited slots)	<ul style="list-style-type: none"> ○ Contract local, regional entities to avail and send necessary experts to support COSIT during the different census phases

- List the key partnerships and collaborations, and explain how such relationships impact on the achievement of results.
 1. **Primary Implementing Partner(s):** Central Statistical Organization (CSO) on behalf of Ministry of Planning and Development Cooperation (MoP).
 2. **Stakeholders:** CSO
 3. **Beneficiaries:** Iraqi line Ministries, public sector, private sector, NGOs and UN agencies.
- Other highlights and cross-cutting issues pertinent to the results being reported on.
 1. **Human Rights:** Achievements to date have no impact on Human Rights.
 2. **Gender Equality:** CSO personnel who were trained during the reporting period were of equal male/female ratio. Questionnaires were reviewed taking into consideration gender equality.
 3. **Key Environmental Issues:** The project does not directly address any environmental issues.
 4. **Employment Generation:** The project had contributed to the creation of an appreciable number of temporary jobs, particularly for the employment of young graduates of

technical institutes, the inputs of which will be used later for data entry and preparation of the census.

V. Future Work Plan (if applicable)

- Summarize the projected activities and expenditures for the following reporting period (1 January-31 December 2011), using the lessons learned during the previous reporting period.
- Indicate any major adjustments in strategies, targets or key outcomes and outputs planned.

Activity	Remarks	2012											
		1	2	3	4	5	6	7	8	9	10	11	12
Operational & technical support for Census Tech. Committee.	These activities will contribute to the achievement of output 1, 2 and 3.	X	X	X	X	X	X	X	X	X	X	X	X
Dissemination of Census buildings, housing and agricultural holders data and reports at national level					X	X	X	X					
Dissemination of Economic Establishments report at national level					X	X	X	X					
2 training courses on Statistical analysis and modeling					X			X					
Dissemination of Economic Establishments report at governorate and KRG level					X	X	X	X					
Dissemination of Economic Establishments report at Nahia level					X	X	X	X					
Technical assistance in support to QA/QC of census data and procedures			X	X	X	X							
Technical assistance to develop micro data release and management know-how			X	X	X	X	X	X	X	X	X	X	X
secure Master degree in Demography for 10 Iraqi candidates (already we support that			X	X	X	X	X	X	X	X	X	X	X
Setting up Census Support Units (1 CTA, 3 national TAs, 1 prog/admin assistant)		These activities will contribute to the achievement of output 4.	X	X	X	X	X	X	X	X	X	X	X
Technical support on specific topics (cartography, data processing, etc.....)	X					X	X	X	X	X		X	
Continuing of define objectives, guidelines & plan for census Monitoring, Observation & Evaluation and related missions	X		X	X	X	X	X	X	X	X	X	X	
Support setup and operation of a Iraq Census technical Advisory Board (ICTAB)- organizing 2	X		X	X	X	X	X	X	X	X	X	X	

VI. Performance Indicators (optional)²

- Fill the table in this section to report on the indicators set at the output level as per the approved results framework in the programme document.
- **Six monthly Performance Indicators assessment**

	Performance Indicators	Indicator Baselines	Planned Indicator Targets	Achieved Indicator Targets	Means of Verification	Comments (if any)
IP Outcome: National Capacities in development planning and monitoring processes at national, governmental and district level are enhanced.						
IP Output 1.1 Capacities of COSIT at national and governorate levels and collaborating national partners, are increased to plan and implement high quality and internationally recognized population and housing censuses and other large- scale surveys.	1. 1.1 Number of Iraqi experts trained in census planning and implementation	Not available	At least 630 trained	984 trained (156%)	CAPMAS training reports and COSIT reports	
	1.1.2 A comprehensive Census Master Plan	Draft Master Plan	Master Plan based on International Norms	100%	Comprehensive Master Plan is available	Fully achieved
	1.1.3 Data capture centre fully operational (equipment/ staff)	None	1 Data Capture Centre Fully operational	100%	COSIT reports	Fully achieved
	1.1.4 A qualified Census team in each governorate	Not available	18 governorate census team	100%	COSIT reports	All 18 census teams formulation process completed
IP Output 1.2 Capacities of COSIT and national research centres, at national and	Indicator 1.2.1 Census results reports	None	Report of census results disaggregated by	70%	Reports of National Census Committees	

² E.g. for the UNDG Iraq Trust Fund and the MDG-F.

governorate levels, are enhanced to conduct disaggregated analysis and evaluation of census and large- scale surveys data.			governorate			
	Indicator 1.2.2 number of in-depth studies on census results produced by Iraqi experts	None	At least 10	0%	Publications of the studies	Depends on census enumeration stage
IP Output 1.3 Capacities of MoPDC and key line ministries (MoH, MoE, MoLSA, MoA,) at national and governorate levels are enhanced to disseminate and utilize disaggregated censuses and large-scale surveys data.	Indicator 1.3.1 Number of Iraqi experts trained in census data dissemination and evidence-based advocacy	Not available	At least 155	20%	Project progress reports and MoP/CSO's Information and number of training workshops to be implemented	
	Indicator 1.3.2 Number of Iraqi experts trained in use of census data in planning and MDG reporting, at national and governorate levels		At least 110	0%		Nothing achieved during the report period Nothing achieved during the report period
	Indicator 1.3.3 Number of census dissemination seminars at national and governorate level		At least 20	50%		All census listing results were disseminated
IP Output 1.4 COSIT's Systems for ensuring census compliance with	Indicator 1.4.1 National guidelines on Census M&E and Observation	Draft guideline	Guideline on M&E and Observation disseminated	100% Completed and finalized	Publications of the guidelines	Iraqi national experts in coordination with UNFPA Experts worked

established scientific international standards are strengthened, including quality assurance and independent observation, monitoring and evaluation.						on the finalization of the guidelines
	Indicator 1.4.2 Percent of Implementation of M&E and Observation	Not available	100%	450% related to the implemented activities (but about 95% of the whole output implementation)	Progress reports and M&E and Observation reports	All of these reports were completed and finalized
	Indicator 1.4.3 Percent of Coverage of 2009 Census	Census evaluation report	> 92%	0%	The coverage results after evaluation census implementation	Nothing as enumeration stage still pending

VII. Abbreviations and Acronyms

UNFPA: United Nations Population Fund
UNSD: United Nations Statistics Division
MoPDC: Ministry of Planning and Development Cooperation
COSIT: Central Organization for Statistics and Information Technology (CSO instead of it)
CSO: Central Statistical Organization (previously COSIT)
KRSO: Kurdistan Regional Statistical Office
NDS: National Development Strategy
CTA: Chief Technical Advisor
NTAs: National Technical Advisors
MDGs: Millennium Development Goals
ICI: International Compact with Iraq
MoH: Ministry of Health
MoE: Ministry of Education
MoLSA: Ministry of Labor and Social Affairs
MoA: Ministry of Agriculture
GoI: Government of Iraq
ICTAB: Iraq Census Technical Advisory Board – ITABIC is now instead of it
ITABIC: International Technical Advisory Board for Iraq Census
GIS: Geographical Information System
CDC: Cairo Demographic Centre
AITRS: Arab Institute for Training and Researches in statistics
CAPMAS: Central Agency for Public Mobilization and Statistics
M&E: Monitoring and Evaluation
MoU: Memorandum of Understanding
PCBS: Palestinian Central Bureau of statistics
ISSR: Institute of Statistical Studies and Research
DSRSG: Deputy Special Representative of the Secretary General