A Project Proposal

Community Based Monitoring System in Lao PDR
A Project Proposal

I. Project Overview

1. Title of project: Establishing a Commune Based Poverty Monitoring System in Lao PDR

2. Project Proponent: National Statistical Center (NSC), Committee for Planning and Cooperation

3. Abstract:

Since the 1990s, Lao PDR has implemented a number of social-economic programmes to stabilize the economy, promote growth, and subsequently reduce poverty. The Lao Expenditure Consumption Surveys have been conducted throughout the country. The results of these surveys have satisfied the national wide analysis only. The sample of survey was not designed for the analysis at the lower level like at district, provincial. The data shortfall on communities creates problems in designing and prioritising programs and policies that will alleviate of the rural poor. We acknowledged that there is a need to build up and develop the capacity at the grass root level to ensure the effectiveness of decentralisation. The data collection at grass root level should be organized through existence of the decentralised governance structure. Furthermore the proposed system should base on a very simple basis and easier to administrate. Simple and clear questionnaires that enable to collect rich/various information on core poverty indicators in local context need to be developed.

Learning from the PEP collaboration network, the Community-Based Monitoring System (CBMS) has been widely acknowledged by many countries in the region. The successfully implemented in countries such as Vietnam and the Philippines is very value for a country like Lao PDR where there is an urgent need in monitoring poverty toward the poverty eradication to investigate the possibilities to adapt it based on the local need.

Thirty-nine percent of the Laotian is estimated to live under the poverty line (results from LECS 1997/98). The National Statistical Center is responsible for poverty analysis and monitoring in the frame work of implementation of National Poverty Eradication Program (NPEP) and well as Economic –Socio Development Plan. The project will be implemented over a period of 24 months. In the pilot phase the project will focus its activities in 1 districts of 2 provinces representing different levels of resources and capacity.1

During the pilot test the data collection will be a census of households in the targeted villages. Then this will be extended to conduct in other villages during the implementing period. Underdeveloped staff capabilities, in terms of both quality and quantity, remain major constraint on the execution of the decentralization policies in general. Consequently, capacity –building at local levels must be improve at the certain level. In particularly to meet the long-term objective of

---

1 The pilot districts will draw from the 47 districts that identified as very poor district that prioritized during 2003-2005 in NPEP
creating a sustainable system to locally monitor poverty reduction over time, the project will place emphasis on capacity building at the provincial and district level.

Local officers will be trained to undertake data collecting and how data should be processed. Steps of analytical work that required including the technique on report writing will also shared. In addition making the local authorities aware the target and expecting output of project is very important. Hence the NSC will be organized inception workshop and provide all necessaries technical supervision that requires by the local authorities in obtaining high quality output.

The NSC foresees and expects that after project the expansion of the coverage of CBMS will be increased and the technique of CBMS could be adopted at national wide. All received data information and analysis of CBMS pilot project will be supplemental fundament of the existing “Village book” for monitoring and evaluating of socio and economic development and the poverty in the country at local level.

II. Administrative Information

Project Director: Dr. Samaychanh Boupha
Mailing Address: National Statistical Center
P.O. Box: 46; Luangphabang Roads.
Vientiane, Lao PDR
Email: nsdp@laotel.com
Telephone: 856-(21)-214740, 216659
Facsimile: 856-(21) –216659, 219129, 242022, 252236

III. Background

Poverty in the Lao PDR is complex and can be viewed from many perspectives. For the Lao multi-ethnic culture, poverty has a particular meaning, as it refers to those families that have been stricken by misfortune and/or are the least well-off in a given community. The understanding of ‘poverty’ in the Lao culture must be taken into account in designing sector programmes for eradicating basic poverty. Livelihood improvement has a series of manifestations highly relevant to identifying strategic approaches to poverty reduction. For this reason, the Government prefers to stress the improvement of livelihoods, focusing on people-centred, participatory development.

The government of the Lao PDR has reiterated its strong commitment to the objective of poverty eradication in order to achieve its goals of overcoming the status of Least Developed Country by the year 2020. To this aim, in June 2001, the government issued Instruction number 010/PM, identifying poverty criteria and clarifying the modalities for the preparation of an operational poverty eradication program. Based on this policy, the National Poverty eradication Program (NPEP) was developed and recently adopted by National Assembly. It emphasizes the role of the national planning system in implementing the government’s poverty reduction strategy. In this regard, the principles of participation and decentralization play an essential role in linking the planning system to the poverty reduction strategy.

Lao PDR is under implementing a number of economic programmes to stabilize the macro economy, promote growth, and subsequently reduce poverty. These include program, with

2 Recently the NPEP changed to be called “ National Growth for Poverty Eradication Program- “NGPES”
Lao PDR: A Project Proposal in Establishing a Commune Base Poverty Monitoring System

poverty reduction efforts, the Poverty Reduction and Growth Facility (PRGF). Recently Lao PDR has finalized NGPES. The NGPES was prepared in consultation with different level of government agencies, local and central level, with donor and NGOs.

In the implementing the NPEP there is demand on information of the poor especially at the community level, which until now was started to consider by the Lao government. To measure the performance of country as well as NPEP it is necessary to have a system for monitoring and evaluation, especially for programs and policies towards poverty alleviation. The monitoring in Lao PDR has adopted a bottom-up approach system from the community to the national level. This system is based on the data collection of the National Statistical Center.

During 1990s poverty analysis and monitoring have drawn heavily from LECS, which took place every five years. It seems that the monitoring of poverty during 1990s was not progressively in place. Annual assessment did not exist at all.

Box1: Decentralization System in Lao PDR

Since our government adopted the New Economic Mechanism in 1986 and the promulgation of the Constitution in 1991, the planning system in Lao PDR has served the purpose of articulating the party’s guidelines and the national priorities to guide the socio-economic development of the country. Against the background of economic transition from a centrally planned economy to a market-oriented economy, the planning system has become a tool for managing public investments, achieving national socio-economic targets, and identifying development needs at the local and grassroots levels.

The present statistical system and poverty monitoring in the Lao PDR is in correspondence with planning system. In March 2001, after nearly a decade of re-centralization policies, the government issued new Instruction on the decentralization of planning and budgeting functions to the provincial, district and village level, reflected in Prime Minister Instruction number 01/PM. These directives instruct authorities to enhance the participation of local communities at the “grass-roots” level in the formulation and implementation of development plans. Accordingly, the province should become the strategic unit, the district the planning-financing unit, and the village the implementing unit. This strategy reflects a move towards de-concentration of planning and financing responsibilities. At the same time, it articulates the dual function of disseminating top-down directives and guidelines to the village level, while identifying and integrating local development needs and problems from the bottom-up into socio-economic development plans.

In the planning process, it is the responsibility of the Committee for Planning and Cooperation (CPC), to disseminate the national framework and national level policy priorities to provincial officials, who in turn circulate these priorities to district and village officials.

Lao PDR is a unitary state. It now comprises 16 provinces and two equivalent organization (Vientiane prefecture and Saysomboun Special Zone), 142 districts and 11229 villages. There are 3 levels of state administration: Central, provincial and District (see figure 1: Current Central –local relationships in Lao PDR). Figure 2 presents the current planning and statistical process (reporting structure) of local government and the link of the reporting line between local and central government (CPC-NSC).

3.1 Existing Poverty Monitoring Systems

During 1990s, poverty analysis has drawn heavily from LECS, which took place every five years. It seems that the monitoring of poverty during 1990s was not progressively in place. Annual assessment not existed at all.
In mid of 2001, the Lao Government is in the process of developing a reporting system on poverty level within the country following the Prime Minister’s Directive No. 10, dated 25 June 2001 on the “Development of Poverty Eradication programs“. The directive introduced specific criteria for defining poverty at household, village, district and provincial level. Following the directive, The National Statistical Centre developed a poverty assessment questionnaire that operationalizes these criteria (see box1 for poverty criteria).

**Figure 1: Current Central–local relationships in Lao PDR**

![Diagram of Current Central–local relationships in Lao PDR]

Currently the NSC launched the annual LECS for 2003. However this survey subject to provide consumption data for the National Accounts compilation purposes rather then poverty analysis or monitoring. The sample has been narrow down the size compare to original LECS.
Box 2: Poverty definition and Poverty Criteria

The definition of poverty: “Poverty is the lack of ability to fulfil basic human needs, such as: not having enough food [i.e. less than 2,100 calories per day/capita], lack of adequate clothing, not having permanent housing, not capable of meeting expenses for health care, not capable of meeting educational expenses for one’s self and other family members, and lack of access to transport routes”.

Instruction 10 specifies that “there is to be a systematic accounting of village and district poverty levels.
These criteria were integrated into the data collection system, village book, as a tool for monitoring. The Village book is aims to collect on socio-economic information from grassroots level, which consist of data on population, housing, agriculture, labor statistics, education, health and poverty (number of poor household by criteria) (see annex1). The village chief is responsible for filling this book and report to districts, district report to provincial office and then report to NSC once a year. This village book was introduced last year so there is still some issues need to improve, particularly the capacity building at village and districts as well as provincial level.

At the present due to lack of capacity and resources NSC has selected 10% of total village as a base for country estimation. Through the implementation of data collection using the village book NSC found that this village book is useful and easy for the village chief to report to the local Government / administration authorities. However, we realized that we have been ask the villagers to aggregate data in to the village book without providing any tools to collect data at household
level. So we recognized that a step is missed that is the primary data collection at the household level. In fact the village book is an indicative questionnaire rather then primary data collection questionnaire.

The form of present village book is more appropriated for data aggregation and data reporting rather then primary data collection. It is consisted of aggregated indicators of the village. Learning from this experience there is the need to develop a specific questionnaire to apply in the collection of primary data at the household, then compiling those indicators and aggregate in to “village book”

On the other hand, the poverty is multidimensional concept therefore how to develop the appropriate tool for data collection or any assessments is crucial. Poverty data collection should not fix to a single approach. The NSC as an executive agency in poverty monitoring is very keen to develop the methodologies /tools where both quantitative and qualitative assessment can be combined.

On-going research on the poverty situation in the Lao PDR is needed to incorporate all factors relevant to poverty reduction, including variables resulting from geography, ethnicity and culture. Poverty research and monitoring is also important in guiding the redefinition of central-local relations and for formulating the Public Investment Program; in both cases central and local officials will need training so as to effectively address the needs of the poor.

Capacity building at the national, provincial and district levels is a major concern. Increasing capacity at the district level will de facto enable village participation in the planning process; questionnaires are being structured to enhance interactions between district officials and villagers for data collection and planning purposes. The result will be improved targeting of projects for poverty alleviation, more efficient allocation of resources within the framework of the ‘decentralisation’ programme and the PIP and, most importantly, local ownership of the project planning process.

New approaches to poverty research and monitoring will be required, including combining participatory exercises with traditional household surveys. This approach combines quantitative and qualitative analyses of poverty measurement, leading to better poverty eradication strategies.

Poverty monitoring is the task of the National Statistics Centre (NSC). This includes monitoring of the NPEP with regard to its poverty eradication priorities. For an appropriate monitoring of the NPEP’s implementation, the NSC will strengthen the linkages between

---

**Box 3: An important element relates to the poverty monitoring**

- At village levels district officials in collaboration with villages’ officials have to visit the households in order to assess the situation regularly.
- At district levels provincial authorities in collaboration with district officials have to visit the villages in order to monitor the poverty situation.
- At the national and provincial levels, in addition to the result of the assessments at the villages and districts levels, assessments will also based on quantitative as well as qualitative indicators in order to make it comparable to international standards.

---
quantitative and qualitative analyses, building on three steps, as outlined in the following 3 sections.

3.1.1 Poverty Monitoring of Households via Village Level Statistical Data

There is a need for reliable data on districts and villages, especially within the context of districts being the planning and fiscal units and villages the implementing units. The “Village Statistics Book” is a useful instrument for monitoring of the socio-economic profile of villages. The implementation of the “Village Statistics Book” is progressing, with 11 provinces having completed the first round of household poverty monitoring. This will become the basis for locating household poverty nation-wide. Procedures regarding poverty monitoring at the local level must still be strengthened.

3.1.2 Quantitative Poverty Monitoring Using the LECS III 2002/03 Survey

The LECS III 2002/03 survey has been modified and expanded to better analyse poverty. Improvements include: rural prices; questions relating to household assets and income from agriculture and business; and questions relating to housing, education, health, and use of time of all household members. Data collection has been completed; a preliminary report will be completed by the end of 2003.

3.1.3 Qualitative Poverty Monitoring Using Participatory Methods

Quantitative research on poverty must be carried out in unison with qualitative research. Participatory monitoring and evaluation of poverty is important, which includes listening to the poor express their needs and gaining a thorough understanding of the gender, cultural and livelihood dimensions of their circumstances. Finally, monitoring of sector programmes and initiatives is important. Again, this requires data and measurement tools so as to evaluate the contribution to poverty reduction. Projects supported by donor agencies should be reviewed from this perspective.

IV. Objectives

Lao PDR is now recently implementing the decentralization policies as well as poverty eradication programmes. One of the main objectives of decentralization is to ensure that people are directly involved in the decision-making process and responsible for their own development. The District assemblies have been charged to identify problems and development issues within their communities and to develop mechanisms solving them. However, in practices the “bottom-up approach” has not been widely implemented, they involve very little analysis of the priorities and perceptions of the people in the communities.

The bottom-up approach in planning and policy formulation requires community–base in data collection and monitoring. In this context, we think that a Community Based Poverty Monitoring System will support the implementation of data collection via the “Village book” and
gather other additional information/indicators relating to the poverty. Hence, CBMS will provide information at grass root level on a timely basis in various aspects of people at the community level to policy makers. This hopefully will complement the efforts of the decentralised system and achieve the main objective of local people becoming directly involved in what policies best address their needs. Therefore it is proposed that a community based monitoring system (CBMS), which has been well developed by MIMAP, be adapted to Lao in order to supplement the existing system of data collection at the village level. The NSC will take lead in research, design and introduction of CBMS. It is expected that extension will be done to the rest of the country through the NGPES and decentralization program implementation in the medium and long terms.

The proposed objectives of the CBMS – Lao PDR are as follows:

- To develop and design the household’s questionnaire for collecting the information to support the existing Village Book.
- To select other appropriate indicators for commune-based poverty monitoring and analysis in addition to existing indicators that determined in the “Village Book”. Offer communities with simple and easy to collect socio and economic and poverty indicators to determine the prevailing standards of living;
- To provide practical scientifically generated data to local authorities for their effective planning, monitoring and evaluation of development projects. To provide policy makers with data to be used for prioritisation of projects, effective planning and monitoring of developmental programmes in the various communities;
- To build capacity of the selected local authorities in data collection. Strengthening research skill of NSC’s staffs
- To strengthen the coordination between NSC and local authorities as well as among local authorities themselves
- To produce reports based on the CBMS results.

V. Project activities

The propose project will be implemented over the period of 24 months in three phases. Phase 1 of the project is for 6 months from March 16 to September 2004; Phase 2 will start in October to March 2005 – Pilot; Phase 3 will last 12 months from April 2005 to March 2006.

5.1 Activities in Phase 1:

- Review existing poverty monitoring system based on “Village book” and Participatory method in monitoring and evaluating the poverty
- Set up the list of indicators and variables relating to poverty analysis and monitoring (additional data to the village book that have to be collected).
- Design and develop questionnaire for a pilot CBMS in next phase in Lao PDR that can be easily managing by local authorities and which responds to local needs;
- Designate the NSC’s research team and other involved institution for effective implementation of the pilot CBMS.
- Organize consultation workshop with institutions or agencies concerned
5.2 Activities Phase 2:
- Pilot test in selected villages (communes):
  - Administrative and logistics arrangements and preparation for pilot test including the sample selection
  - Conducting training including the local and national seminars
  - Develop data entry and processing tool
  - Conduct the field work
  - Analysis and validation of survey result
  - Writing report and present/discuss the result to local authority (NSC will take part of report writing)
  - Dissemination of result (involved both users at local and national level). At the national workshop, line ministries and other government institutions will be invited.

5.3 Activities Phase 3:
- Implementing the CBMS in selected communes (villages) that will draw from the NGPES prioritized poor districts frame (47 poor districts). The main activities will be included:
  a) Administrative arrangement
  b) Trainings/seminars:
     - to implement the CBMS (supervisor and enumerators in data collection)
     - provide a training on data processing and analysis and presenting the result (using difference techniques), this training will conducted after completion of data entry and editing.
  c) Organize the field work to collect data information
  d) Data entry, processing, analysis
  e) Project Report writing including the project progress report (NSC will take the lead in this responsibility due to the capacity of the local officers.
  f) Present result of the project- Dissemination seminars (two workshops at local and one workshop at the national level)

5.4 Methodology CMBS project implementation

The NSC will take the lead and shall be responsible in reviewing the existing techniques and questionnaires that used for data collecting, the Village Book in the country. NSC will also organize the consultation meeting with other government agencies and institutions (at central and local levels) and international organizations to discuss and agree on other additional relating to poverty/welfare indicators to those already determined in “Village Book”. The selection of additional indicators and variables will be done in Phase 1. Capacity building for NSC staffs and local authorities will be first prioritized and this will enhance through the implementation in all phases of the project period.

The NSC’s research team will learn from other countries experiences where they have successfully implemented the CBMS. The NSC will also seek for wide-ranges consultation with the CBMS sub-network through discussions and publication to ensure that proper methodology will be applied in Lao PDR.

Training:
Training is an important component in building capacity of the country, especially at the districts and provincial level. The training will carry out before data collection. How to collect and make data validation and checking both for supervisors and enumerators. The basic approach of manual data compilation will also be trained in each level. Next training is on data editing, entry and data processing and tabulation at districts and provincial level. The training courses are require to conduct in many times upon the absorbable capacity of local staff and it might require time consume and costing since this is the first step that the district and provincial will take over all initiatives. In addition the basic guideline on how to write report, present the result will also added to the content of the training.

Data collection:

The households will be interviewed by the enumerators. Enumerators will be required to interview a household head and in case of absence, the oldest adult person in the house will be interviewed. The village chief and statisticians (two persons) from each district will be selected as the core enumerators. In addition the project will also include other community volunteers like the assistant chief or health worker or other community leader (youth, women, labor union) to be additional enumerator in each village.

A provincial officer in each province will be appointed as a supervisor. Two NSC staff (one in each province) will be appointed as a central supervisor and be the team leader of the project as well. In addition focus group discussions may be desirable for in-depth understanding of certain issues relating to the communes’ development by the supervisor team.

Data Processing

In some villages in Lao have neither electricity nor computers. Thus, it is necessary to process the CBMS data manually or using electronic calculators. The village chief or his/her assistance will be trained to process the data manually by district officers. The data will be computerized at the District Statistics Office partially (at aggregated data) and the whole data processing will be done at Provincial Statistics Office under the supervision of the NSC. The result should be reported to the Provincial Planning and cooperation Office and NSC.

Validation of Data

The survey team leader will review all completed questionnaires. The survey team leader and village chief have to signs on every questionnaire that he/she has checked correctly. In the cases where there are mistakes in the responses, the survey team leader will send the responsible enumerators to re-interview the household. The officials from the Provincial Statistics Office as well as the Supervisors will re-checks to reinforce the quality of data. To ensure the quality of the data that collected through interview with individual household in the village representing the real situation in each particular village, the team will processed the manual compilation for a number of selective indicators in each village and organized a technical meeting with representative from the village and key informants, health workers, teachers, member of community to present the preliminary result and discuss weather the data presented are collect. In addition people in the forum will be asked to give their view and explanation why the situation is such. In addition after identifying the problems and causes, people will also suggest ways or project to address the problems. All the ideas, issues, lesson learn, etc,... that raise in the meeting will be compiled in the form of meeting note (minutes/report). This note and all questionnaires will then send to
district office. It is expected that the outcome of meeting at the grass root level with wide range of the discussion and confirmation will provided in-depth and useful information. All the information will be then supplemented for report writing of CBMS project.

In order to verify the results from manual processing, all the completed questionnaires will be computerized and analyzed at the provincial level under direct supervision of NSC team.

**Report writing:**

As we understand that the research skill at local level needs to be strengthened but can be time consuming. Therefore it is necessary, in the project period, that NSC should be involved by assisting the provincial office in drafting the report and in presenting the report to local government. The NSC will prepare the report outline for each level.

**CBMS key person at the village level** is mainly required to prepare 1) an assessment report on the use of questionnaires, contents, what difficulties/problems and lesson learn by the village chief and enumerator in implementing the project and their opinion how to cope with the problems. Their inputs on how the questionnaires can be improved, how to sustain the project will also be discussed in the report; 2) The report on situation of village based on the field work observation and basic manual compilation of data from the questionnaires and 3) minute /report from the technical meeting in the village in the process of data validation. This process the district officer will take the lead with the participation of the community, village chief/village assistance.

**CBMS key person at the district level** is mainly required to prepare a summary situation report where all villages’ views, problems, comments or any recommendations will be integrated and compiled. The report at the district level will address the situation of the users of CBMS data, the problems in the villages and recommendation on how the problems will be solved.

**CBMS key person at the province level** is mainly required to prepare the administrative and a statistical report as input for CBMS. Provincial supervisor will take the lead in proceeding discussion with local authority. The issues of using the CBMS result as well as how to expand CBMS approach will also require to discuss in the provincial report.

Base on input report from villages, districts and provinces the NSC’s research team will take responsibility in investigating the data from CBMS sites with the participation of local supervisors and write analytical report of the project. The report will be presented at local and national level.

**Dissemination**

**Local Level:** The CBMS finding will be disseminated first through a consultative meeting with local authorities. While ownership of the survey by specific village authority, it is expected that the outcome of the project, the CBMS results will be disseminated beyond the selected village, districts and province. It is expected that the provincial authorities will further disseminate the pilot CBMS to other villages and districts for consideration and potential adoption through their regular working and contribute resources for future continuing CBMS.
Results from the CBMS will produce poverty monitoring report system, which will be a main tool for district and provincial authorities to better monitor and evaluate the impacts of development policies and programmes undertaken in their locales and to inform decisions about allocation of resources to reduce/eradicate the poverty. A combination of CBMS will feed into the national data collection on socio-economic and poverty monitoring system for the country. NSC is hoping that this CBMS project would help the current existing Village Book of Laos with an appropriate tools and suitable with the local authority needs.

**National Level:** The CBMS results will be disseminated through a national workshop for all partners of the project and relevant government agencies so that they will continue to expand the CBMS. NSC would encourage all the users and policy makers to use the CBMS data for analytical study of the poverty situation in the selected Villages. The information would help design policy interventions and target the vulnerable groups including the poorest of the poor in the district.

**5.5 Composition of indicators:**

The current areas, indicators and variables of current village book attached annex 1. An additional Set of Core Indicators and Variables for the scope of CBMS will be identified in phase 1 of the project.

**5.6 Coverage of the project**

<table>
<thead>
<tr>
<th></th>
<th>Pilot phase</th>
<th>Implementing phase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Province</td>
<td>2 provinces</td>
<td>2 province (same province as in Pilot phase)</td>
</tr>
<tr>
<td>District</td>
<td>Total 2 districts (1 districts per each province)</td>
<td>2 (1 districts per province, same as in Pilot phase)</td>
</tr>
<tr>
<td>Village</td>
<td>4 (2 per each district)</td>
<td>Continued to implement in 4 villages (2 per each district) from pilot phase. In the implementation phase 10 villages from each province will be added. So the total coverage for two provinces will be 24 villages, including old villages in pilot phase (4 villages)</td>
</tr>
<tr>
<td>Household</td>
<td>Census (all households in the village will be interviewed)</td>
<td>Census (all households in the village will be interviewed)</td>
</tr>
</tbody>
</table>

The selection of the villages in each district in the *pilot phase* will be identified with consultancy of local authorities during the first phase. However, in general it is expected that number of households will not exceed 300-350 households per village.

In the *implementing phase* of the project, the coverage will be extended. The NSC is plan to extending the villages in the scope of two districts and two provinces where we were conducted the pilot test. It is expected to implement the CBMS in the third phase in 24 villages (this number
is included 4 villages that in the pilot phase). During the project period NSC will still work very closed to local authorities and work as project supervisor as well as team leader in carry out all activities with provincial and districts officers.

The concrete name of provinces, districts and exact number of households will be identified in the report of Phase 1.

VI. Institution and Personnel

The National Statistical Center will be the responsible body for running the Project. The Director General of the NSC will be Project Director who will be accountable for financial and management aspects. The Deputy Director, NSC will be Project Manager who will direct, guide and supervise the project to ensure efficiency and quality. The NSC shall engage a researcher team to lead the implementation of CBMS project. The Project Manager is identified as a leader of the research team.

As one of the aims of the CBMS is to establish the foundation of technical capacity that will grow in to the statistical core of the system for economic and poverty monitoring. Therefore the involvement of the local authorities is essential. The Local (Provincial) Committee for Planning and Cooperation Division - Statistics Unit and the Planning and Statistics Unit at District level are the main organization to implement the activities of the CBMS project and will be the one to take over the sustainability of the system in the future.

A research team will be established to supervise the project. This proposed team will consist of following member:

1. NSC Director General , Mr. Samaychanh Boupha, as Project Director
2. NSC, Deputy Director, Ms Phonesaly Souksavath as Project Manager, leader of the research team.
3. NSC+Provincial Researchers, as the Team Member of project:
   a. Mr. Sengmany Keolangse, Division Chief of the Data collection Division
   b. Mr. Vilone Viphongsay, Junior officer, Data Collection Div.
   c. Two Provincial Officials of 2 provinces
4. One project financial staff from NSC

The Local (Provincial) Committee for Planning and Cooperation Division - Statistics Unit, the Planning and Statistics Unit at District level will be actively involved in project implementation (phases 2 and 3).

Under the supervision of the project director and manager the research team will work closely with the provincial and districts officers and will provide the technical support in implementing the project. However NSC should take a lead of this CBMS since the local statistical officials are taking opportunity to learn all practices during the project period. NSC is expected that the local government eventually interest and will take over the exercises and extent it to the rest of the villages in their own territories after the ending of project.