



Kingdom of Cambodia
Nation Religion King



Civil Society Alliance Forum

No: 027/23 CSAF

Phnom Penh, 9 May 2023

To: Mr. Jiangfeng Zhang


Director, Environment, National Resources & Agriculture Division,
Southeast Asia Department, ADB

Subject: Submission of First Progress Report (June - December) 2022, ADB Grant No.9226-CAM (EF):
Community-Based Tourism COVID-19 Recovery (CBTCR) Project

Dear Mr. Jiangfeng Zhang,

We are pleased to send you the First Project Progress Report (June - December) 2022 for your information. We will be pleased to provide any clarification, should you require so.

Thank you very much for your kind cooperation and continued support.

Please accept, Mr. Jiangfeng Zhang, the assurances of our highest consideration. 

Sincerely Yours,



Kemreat Viseth

National Project Director, CBTCR
Secretary of State of the Office of the Council of Ministers
Chairman of the Board, CSAF

CC: Mr. Leonard Leung, National Resources and Agricultural Economist Environment, National Resources and Agriculture Division, ADB.

Attachment: 1. Progress Report (27 June – 31 December) 2022



JFPR GRANT No. 9226-CAM (EF)



**COMMUNITY-BASED TOURISM COVID-19
RECOVERY PROJECT**

PROGRESS REPORT

27 June – 31 December 2022

CSAF/PCU
3/3/2023

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ACRONYMS AND ABBREVIATIONS

ABDAO	–	Angkor Borei District Administration Office
ADB	–	Asian Development Bank
AIT	–	Asian Institute of Technology
CATA	–	Cambodian Association of Travel Agents
CBT	–	Community-Based Tourism
COVID-19	–	Coronavirus Disease
CSAF	–	Civil Society Alliance Forum
DED	–	Detailed Engineering Design
DMF	–	Design and Monitoring Framework
ESMP	–	Environmental and Social Management Plan
GAP	–	Gender Action Plan
GRM	–	Grievance Redress Mechanism
IEE	–	Initial Environmental Examination
JFPR	–	Japan Fund for Prosperous and Resilient Asia and the Pacific
KOC	–	Khmer Organic Cooperative
M&E	–	Monitoring and Evaluation
MEF	–	Ministry of Economy and Finance
MOT	–	Ministry of Tourism
MTCO	–	Mekong Tourism Coordinating Office
NAPV	–	National Authority for Preah Vihear
NAV	–	Natural Agriculture Village
NPSC	–	National Project Steering Committee
OCB	–	Open Competitive Bidding
PAM	–	Project Administration Manual
PCU	–	Project Coordination Unit
PIU	–	Project Implementation Unit
PPMS	–	Project Performance Management System
SCPP	–	Stakeholder Consultation and Participation Plan
SOE	–	Statement of Expenditure
SPS	–	Safeguard Policy Statement
UNESCO	–	United Nations Educational, Scientific and Cultural Organization
\$	–	United States dollars

A. INTRODUCTION

1. The Community-Based Tourism COVID-19 Recovery Project (CBTCRP), which commenced on 27 June 2022, promotes tourism development in (i) Techo Thamacheat village in Choam Khsant district, Preah Vihear province, and (ii) Prek Taphor village in Angkor Borei district, Takeo province. The two villages are located in waterfront areas and are close to significant heritage sites of the Sacred Site of the Temple of Preah Vihear and the Phnom Da temple. The project takes a two-pronged approach by promoting tourism along with supporting surrounding communities through high-value agriculture, to create new agritourism products and help stabilize rural incomes during the low tourist season. The project will benefit villagers by (i) building the capacity of local communities to provide new tourism services and products; (ii) improving tourism and agricultural livelihood opportunities; and (iii) providing infrastructure and equipment to support tourism operations. Through tourism development and livelihood improvement, the project will catalyze the project villages' economic recovery from the impacts of the coronavirus disease (COVID-19) pandemic.

2. The Progress Report of 27 June to 31 December 2022 provides a description of the start-up of the project and progress achieved during the period. The report includes a summary of the financial progress as of date. The implementation of CBTCRP has been delayed due to external factors outside the control of the project and the project received initial advance only on 28 November 2022. The actual field implementation of CBTCRP activities will start in 2023.

B. BASIC DATA

Table 1: Relevant Basic Data Related to CBTCRP

Grant Number	Grant No.9226-CAM (EF)
Project Title	Community-Based Tourism COVID-19 Recovery Project
Borrower	Ministry of Economy and Finance (MEF)
Executing Agency	Civil Society Alliance Forum (CSAF) of the Office of the Council of Ministers (OCM)
Implementing Agencies	National Authority for Preah Vihear (NAPV) Angkor Borei District Administration Office (ABDAO)
Total Project Cost (USD Million)	USD \$3.71 million
Project Financing (USD Million)	JFPR Grant: \$3 million RGC Funds: \$0.51 million Beneficiaries Contribution: \$0.15 million Others Contribution: \$0.05 million
Date of Loan/Grant Approval	27 January 2022
Date of Signing Financing Agreements	24 March 2022
Date of Effectiveness	27 June 2022
Closing Date	31 December 2026
Date of last Review Mission	Fact Finding Mission: 7-15 December 2020 Inception Mission: 21 December 2022-19 January 2023

Project Impact	Tourism products and destinations diversified.
Project Outcome	Tourism developed and incomes increased in project villages.
Project Output	The project has three outputs: (i) Local capacity for community-based tourism development and promotion strengthened; (ii) Community-based tourism and livelihood activities implemented; and (iii) Community-based public facilities and services enhanced.
Project Location	Techo Thamacheat village of Sra Em commune in Choam Khsan district of Preah Vihear province and Prek Taphor village of Kork Thalork commune in Angkor Borei district of Takeo province.

C. PROJECT PURPOSE AND IMPACT

3. The Community-Based Tourism COVID-19 Recovery Project (CBTCRP) impact will be tourism products and destinations diversified. The project outcome is tourism developed and incomes increased in project villages.

4. The project will benefit villagers by (i) building the capacity of local communities to provide new tourism services and products; (ii) improving tourism and agricultural livelihood opportunities; and (iii) providing infrastructure and equipment to support tourism operations. Through tourism development and livelihood improvement, the project will catalyze the project villages' economic recovery from the impacts of the coronavirus disease (COVID-19) pandemic. The project is a pilot of the 100 Model Villages Project, a government initiative to promote rural economic development, cultural conservation, and human resources development. The CBTCRP has the following three outputs:

Output 1: Local capacity for community-based tourism development and promotion strengthened. This output will benefit villagers by enhancing their capacity to provide tourism services. Under this output, the project will establish one community-based tourism (CBT) group in each project village, ensuring women's representation, to become local tour operators and service providers. Membership of the CBT groups will be open to all villagers throughout the life of the CBT groups. A national consulting firm will be recruited to support local communities to establish and manage CBT operations. Training will be provided on CBT group formation, guiding and servicing, hospitality, housekeeping, food and lodging hygiene, public health and COVID-19 prevention, environmental and waste management, and maintenance of the tourism infrastructure to be provided under Output 3. While the CBT groups own the tourism infrastructure, they will have the option to enter into sublease agreements with local businesses to manage restaurants at the tourist centers. The project will also provide a three-year marketing campaign to attract tourists. Trainings on sanitation will follow the government's latest health and safety standards, which are updated in response to COVID-19.

Output 2: Community-based tourism and livelihood activities implemented. The project will support villagers, including female headed households and those from vulnerable groups, to establish tourism livelihoods, such as guiding services, restaurants, transport operations, equipment rental, homestay operations, and handicraft and souvenir manufacturing. The

project will also support high-value agriculture in both project villages, such as cucumbers, long beans, watermelons, chicken, tilapia, and freshwater prawns, by providing agricultural trainings and equipment. With proper marketing, high-value agriculture will be synergic with tourism and stabilize income during the low tourist season. Agritourism interventions will be supported in Techo Thamacheat village (for tilapia farming) and in Prek Taphor village (for prawn farming) so that, as an alternative to dine-in services at tourist centers, tourists can catch and grill fish and prawns after completing hatchery tours.

Output 3: Community-based public facilities and services enhanced. As the project villages lack tourism infrastructure, the project will provide the necessary infrastructure to enhance the villages' appeal to tourists who are already visiting the nearby heritage sites. Civil work construction will include female laborers. As basic connectivity infrastructure is already in place, the project will focus on "last-mile" tourism infrastructure, including two tourist centers (with parking lots, restrooms, restaurants, and souvenir outlets); walking tracks; small piers; and support for homestays. The project will also implement CBT-managed waste collection services on a cost-recovery basis and support the expansion of potable water services to about 3,000 households in Techo Thamacheat village and surrounding areas, where the availability of clean water is identified as a constraint to tourism development. Asset maintenance will be performed by the CBT groups who will receive relevant training under Output 1.

D. SUMMARY OF PROJECT STATUS

Table 2: Summary Project Status as of 31 December 2022

Status of project scope/implementation arrangements compared with those in the report and GAR, and whether major changes have occurred or will need to be made:
The project is making progress and the capacity of the IAs and their familiarity with ADB project procedures is improving. The scope of the project remains in line with those of the GAR to date.
Assessment of the likelihood that the project purpose will be met in part or in full, and whether remedial measures are required based on the current project scope and implementation arrangements:
It is too early to make any definitive judgement on this. The project has made limited progress. With the mobilisation of key project implementation consultants (PICs), a consistent and skilled technical support is provided to the EA and IAs for project startup and to comply with the disbursement conditions. The Annual Work Plan and Budget (AWPB) for 2023 is planned following a participatory approach and linked with clear implementation guidelines to implement all planned activities during the year. The establishment of PPMS is ongoing to enable better tracking of project performances.
An assessment of changes to the key assumptions and risks that affect attainment of the development objectives:
The project implementation has just started. The EA, IAs and PICs are working on mitigating the risk identified in the GAR.
Other project developments, including monitoring and reporting on environmental and social requirements that might adversely affect the project's viability or accomplishment of immediate objectives:
At this stage, no significant factors have emerged which might adversely affect the project's long-term viability. The accomplishment of immediate objectives is partly constrained by the issues that are described in Section K.

E. UTILIZATION OF FUNDS

5. The Community-Based Tourism COVID-19 Recovery Project (CBTCRP) is funded through a Japan Fund for Prosperous and Resilient Asia and the Pacific (JFPR) grant fully administered by ADB and the total project cost amounts to \$ 3.71 million. The breakdown is as follows:

JFPR Grant No. 9226-CAM (EF)	\$ 3.0 million
Royal Government of Cambodia	\$ 0.51 million
Estimated beneficiary contribution (equivalent)	\$0.15 million
Other contributions (equivalent)	\$0.05 million

6. The Civil Society Alliance Forum (CSAF) has opened advance account for ADB/JFPR Grant and Counterpart Fund Account of RGC at the National Bank of Cambodia (NBC) for financing eligible expenditures of the CBTCRP. Sub-account for NAPV at ACLEDA Bank Plc. (Sro Aem Commune in Preah Vihear) and sub-account for ABDAO at ACLEDA Bank Plc. (Angkor Borei District, Takeo) were opened for smooth flow of project funds to the implementing agencies.

7. As of 31 December 2022, a total grant fund of \$296,000 has been disbursed as advance fund to the project. The project received the advance fund on 28 November 2022. The actual expenditure incurred from grant funding is \$6,231 (equivalent to 0.18% of total project cost).

8. As of end of December 2022, the overall progress of the project activities is estimated at about 3% against the elapsed grant period of 11%, against the total disbursement of 8% of the total fund.¹

F. PROJECT PROGRESS AND ACHIEVEMENTS AS OF Q4 2022

9. **Output 1: Local capacity for community-based tourism development and promotion strengthened.** The formation and registration of one community-based tourism (CBT) group in each project village was originally included in the package of a national consulting firm that would be recruited to support local communities establish and manage CBT operations. The EA/PCU and ADB agreed that the EA and IAs should directly engage with the project communities and initiate CBT group formation, including public consultation, identification, and selection of key CBT group members to accelerate project implementation. The EA and IAs will support the CBT groups to register as legal entities. The cross sectoral project implementation consultants (PICs) will assist the EA and IAs in establishment and registration of CBT groups. Following agreement with ADB, the EA/PCU has updated the steps and timeline for CBT group formation and registration. The EA/PCU expects to start the consultation process for CBT group formation and review and update of the CBT operation manual in Q1 2023. All training and extension services will include COVID-19 health and safety measures.

10. The EA/PCU will update the terms of reference (TOR) and cost for consulting service package: CS13 (CBT Support Package) by excluding activities related to CBT group formation

¹ Annex 1 contains Summary of Physical Progress Ratings and Annex 2 contains Summary Table of Expenditure and Disbursement Progress.

and registration in Q1 2023. The EA/PCU expects to share the updated TOR and cost estimate for ADB's review and approval by Q1 2023, and recruitment of the firm expects to start in Q2 2023.

11. **Output 2: Community-based tourism and livelihood activities implemented.** The EA/PCU has conducted meetings with IAs and relevant stakeholders and discussed the livelihoods activities to be implemented under Output 2 particularly the challenges in prawn farming and steps needed to overcome the challenges. Field implementation of output 2 activities will start once CBT groups are formed and necessary procurements are conducted. The EA/PCU expects to start field implementation of output 2 activities in early Q3 2023. All training and extension services will include COVID-19 health and safety measures.

12. **Output 3: Community-based public facilities and services enhanced.**

13. The bidding document for procurement of CW01- O Svay Lake Tourist Center and Tourism Access Civil Works was prepared, submitted to ADB and received ADB comments in June 2022. As recruitment of individual PICs were prioritized, the finalization of the bidding document was postponed. The EA/PCU expects to resume review and finalization of the bidding document in Q1 2023 once key consultants are on board. The revised bidding document incorporating ADB's comment is expected to be sent to ADB in early April 2023.

14. **Land use agreement.** The EA/PCU drafted a Land Use Agreement to be signed between the CBT groups and the government agencies that own the land on which the tourist infrastructure will be situated. The draft agreement was submitted to ADB. Once ADB reviews the draft and comments, the EA/PCU will take further action for its finalization.

15. **Project Management:** The Government has notified establishments of PCU and PIUs and appointments of envisioned staff. During 2022 the EA and IAs mobilised their counterpart staff. The EA/PCU has started preparing a complete list of the staff which will be regularly updated with gender disaggregated data. The EA/PCU has completed recruitment of 6 incremental/contractual staffs and 3 individual implementation consultants - International Team Leader, National Financial Management and Administration Specialist, and National Procurement and Contract Management Specialist. The recruitment of other 7 individual implementation consultants will be initiated in Q1 2023 and the consultants are expected to be mobilized by April 2023. Procurement of two goods packages- G10 (Vehicle) and G02a (Office furniture for PCU and PIUs) was completed and one goods package- G-01(Office Equipment and Accounting software) was at contract award stage.²

16. The preparation of 2023 Annual Work Plan and Budget (AWPB) has started. The EA/PCU conducted relevant meetings with each IAs and started drafting a consolidated AWPB for 2023. The consolidated 2023 AWPB will be submitted for MEF and ADB approval in January 2023 and field implementation will be carried out following the approved plan. The 2023 AWPB focuses on activities for the recruitment of the remaining individual PICs, procurement of CW01 and activities related to the formation of community-based tourism groups.

17. ADB has provided an online training on Loan and Grant Disbursement on 14 July 2022 to 16 participants from EA/PCU and IAs/PIUs. The project has provided initial capacity building support on financial management requirements to ensure understanding on how to prepare

² Annex 3 provides an update of the Procurement of Contract packages.



FMRs and project financial statements. On 22 December 2022, during ADB Inception Mission, ADB highlighted the issuance of new ADB's Loan Disbursement Handbook (2022), and discussed the importance of closely following disbursement procedures, compliance with FM requirements, PAM and project management. The project is procuring an accounting software and have designed accounting and financial report which will be deployed in Q1 2023. The EA/PCU will provide training on use of the software in Q1 2023. The EA/PCU is drafting supplementary FMM and will provide intensive training in Q1 2023 and regularly thereafter.³

18. With the support of the Team Leader, the EA is setting up the project performance monitoring system (PPMS) using the weighted progress indicator available in the PAM. A detailed PPMS and easy to use monitoring formats will be developed and employed once the national monitoring and evaluation specialist is recruited and mobilized. The PPMS would be included in the succeeding progress report. Meetings on the use of monitoring and evaluation formats will be held across all IAs and a national workshop will be conducted to finalize the formats. Data will be collected in a systematic way to reflect actual field implementation progress achieved by EA and IAs.⁴

19. The EA/PCU expects to establish a project website in Q1 2023. The project website shall include information on the project progress and achievements including procurements, safeguards monitoring, quarterly progress reports and Grievance Redress Mechanism (GRM). The project website would be maintained and updated regularly by the EA/PCU. The project website will be made available to public.

G. GENDER ACTION PLAN

20. Gender considerations are cross-cutting throughout the CBTCRP and the Project will enhance access by women at all levels to decision making, resources and services. Gender issues have been incorporated into appropriate covenants of the JFPR Project grant. The EA/PCU and PIUs have assigned their gender focal points. One national M & E and gender expert will be recruited and mobilized by early Q2 2023 to support the gender mainstreaming training program and to assist in incorporation of guidelines for gender consideration into project activities.

21. The project is classified as *effective gender mainstreaming* (EGM) for gender. A comprehensive gender action plan (GAP) has been prepared and will be regularly updated on a quarterly basis.⁵ The GAP covers 6 actions and 11 numeric targets, 8 of which are included in the design and monitoring framework as output indicators. The GAP will be integrated into the project performance monitoring system (PPMS), and annual work plan and budget (AWPB). The GAP will be translated into Khmer.

22. The GAP results will be assessed successful at project completion, when, at the minimum, 80% of GAP activities are implemented and completed and 80% or more of the targets are fully met or, on average, about 80% or more of each target is met and compliance with gender related covenants. Other criteria for assessing GAP implementation includes reporting of gender equality results with sex-disaggregated data, analysis of strategic gender

³ Annex 4 provides an update of the Financial Risk Mitigation Action Plan.

⁴ Annex 5 provides the status of PPMS.

⁵ Annex 6 provides the current Gender Action Plan.



results, evidence-based (quantitative and qualitative) main text, DMF, and the attached GAP progress table.

H. ENVIRONMENTAL SAFEGUARDS

23. The project is classified as category B for environment. An initial environmental examination (IEE) and an environmental management plan (EMP) were prepared and disclosed in July 2021. One national environment specialist will be recruited and mobilized by early Q2 2023. With the support of the expert, the EA/PCU will update the IEE and EMP based on the final detailed engineering design and guidelines from the Ministry of Culture and Fine Art (MoCFA) and the Ministry of Environment (MoE). The updated IEE and EMP (English and Khmer versions) will be disclosed on the project website and ADB website.

24. For additional tourist infrastructures that are being considered, site visits would be conducted including meetings with the stakeholders, familiarization with the specific sub-project details and issues, and discussion particularly with community beneficiaries regarding the recurrent existing weather events, what they would like to consider and achieve with improved tourist infrastructure, and the benefits of the facilities.

I. SOCIAL SAFEGUARDS

25. The project is classified as category C for the involuntary resettlement and for indigenous people (IP). There are no indigenous people found to be affected by the subprojects except a very few ethnic minority households who are already integrated into mainstream society. The Project will neither affect the dignity, human rights, livelihood systems, or culture of IP, nor affect the territories of natural or cultural resources that IP own, use, occupy, or claim as their ancestral domain. The Project does not involve land acquisition or involuntary resettlement, as documented in the Due Diligence Reports (DDR), which was prepared during TRTA, approved and disclosed on the project's website in March 2021. All civil works will be on either state-owned land or private land owned by project beneficiaries (in the case of house improvement for homestead). There will be no involuntary resettlement issues on private land since beneficiary households volunteer to participate in the project and no construction or home improvement can begin without their explicit consent.

26. The EA/PCU has assigned a safeguard officer. One national social safeguards specialist will be recruited and mobilized by early Q2 2023. With the support of the experts, the EA/PCU and IAs will conduct site screening and public consultation with potential affected households for the additional infrastructure and the DDR will be updated and submitted to ADB for review and approval. Temporary social and economic impacts occurred during construction will be managed. Civil works will start after clearance of safeguards documents by ADB and land use agreement is signed between the CBT groups and land owners. The project will not finance any activities and tourist infrastructure entailing IR or IP impact.

27. **Grievance Redress Mechanism:** The EA/PCU will establish a Grievance Redress Mechanism (GRM) and Grievance Redress Committees (GRCs) by Q1 2023. The GRM would combine both environment and social safeguards, specifying focal persons and their respective tasks in the GRC. Training on GRM procedures would be conducted to GRC members soon after their establishment. Contractors would be part of the GRCs, for prompt

response to complaints that may occur during civil works construction. The complaint registration forms and logbooks would be prepared and made available at all construction sites. Public information booklets (PIBs), one for each project target districts, will be prepared and distributed to affected communities and other relevant stakeholders during public consultations. The PIBs will be displayed at all construction sites.

J. ASSESSMENTS OF RISKS, ASSUMPTIONS AND COMPLIANCE WITH COVENANTS

J1. Assessment of Risks and Assumptions

28. A comprehensive assessment of risks and assumptions was undertaken from the onset of project implementation. This will be updated regularly to ensure that risk and assumptions are in line with the status of implementation. The main governance issues, including poor disclosure of project's documents and the lack of complaints handling mechanism will be identified and timely and fully addressed as required. The Project will regularly post required documents, especially contract awards, procurement plans, and progress reports, whenever available on the project's website. The Project will also conduct regular monitoring to make sure contractors' full compliance of contract terms and will focus on ensuring the construction quality of the civil works before certifying any payment to the contractors.

J2. Compliance with Covenants⁶

29. The Project grant covenants are established in the grant agreement and the EA/PCU with the PIC team will ensure their compliance. The EA/PCU has established the status of each covenant and most are currently to be complied or being complied status.

K. PROJECT ISSUES AND REMEDIAL ACTION

30. Some of the issues encountered during the period are summarised below, together with where appropriate remedial action which is being applied or is required.

Sl. No.	Issues	Remedial Action
1	Delay in release of funds.	Speed up compliance with the grant disbursement condition and closely follow up release of advance
2	Delay in CBT firm recruitment will delay CBT group formation and implementation of subsequent project activities linked to the CBT establishment	Separate the CBT group establishment from the CBT firm package
3	Delay in finalizing Land Use Agreement may delay civil works subproject implementation.	Closely monitor finalization of Land Use Agreement and work with ADB on separating CBT group establishment from the CBT firm package.

⁶ Annex 7 provides an update on compliance with grant covenants.

**Office of The Council of Ministers
Civil Society Alliance Forum
Community-Based Tourism COVID-19 Recovery Project
ADB (JFPR) Grant 9226 -CAM (EF)**

**Physical Progress
(as of 31 December 2022)**

	Activities	Assigned Weight	Actual Progress	Weighted Progress
		(a)	(b)	(a) x (b)
Output 1: Local Capacity for Community-based Tourism Development and Promotion Strengthened				
A	Development of IEC Materials	3.00%	0.00%	0.00%
1.1.1	Development of IEC Materials Tourism Reception and Guide	0.50%	0.00%	0.00%
1.1.2	Development of IEC Materials ASEAN CBT and Homestay Standards	0.50%	0.00%	0.00%
1.1.3	Development of IEC Materials Menu Development and Cooking Skills	0.50%	0.00%	0.00%
1.1.4	Development of IEC Materials Marketing and Promotion (local enterprises)	0.50%	0.00%	0.00%
1.1.5	Development of IEC Hygiene, Sanitation and COVID Prevention	0.50%	0.00%	0.00%
1.1.6	Development of IEC Heritage Awareness Materials	0.50%	0.00%	0.00%
B	CBT Development Plan and Marketing	5.00%	0.00%	0.00%
1.2.1	Implementation of CBT and Tourism Five Year Development Plan	1.00%	0.00%	0.00%
1.3.1	Implementation of Tourism Marketing and Promotion Services	1.00%	0.00%	0.00%
1.4.1	Selection of National Firm CBT Support Package	3.00%	0.00%	0.00%
C	Hospitality Training, ASEAN Standards and Skills Development	3.50%	0.00%	0.00%
1.2.3	Implementation of Professional guide/heritage guide training (including taxi driver and tricycle drivers)	0.50%	0.00%	0.00%
1.2.4	Implementation of Hotel Tourism Reception and Hospitality Training (General hospitality training)	0.50%	0.00%	0.00%

1.2.5	Implementation of Skills Training Tourism Standards - Front Office	0.50%	0.00%	0.00%
1.2.6	Implementation of Skills Training Standards - House Keeping	0.50%	0.00%	0.00%
1.2.7	Implementation of Skills Training Standards - Food & Beverage	0.50%	0.00%	0.00%
1.2.8	Implementation of ASEAN Tourism Standards - Homestay including Community Based Tourism	0.50%	0.00%	0.00%
1.2.9	Implementation of Menu Development and Cooking Skills	0.50%	0.00%	0.00%
D	Awareness Raising Public Health and Environment	1.00%	0.00%	0.00%
1.2.10	Implementation of HIV/AIDS, Child/women exploitation, Hygiene, Sanitation and COVID Prevention Training for Communities	0.50%	0.00%	0.00%
1.2.11	Environmental Management Training (Training subjects: Environmental management plan, Solid waste management, Biodiversity conservation and protection etc.)	0.50%	0.00%	0.00%
E	Gender Training for Tourism	2.50%	0.00%	0.00%
1.2.12	Implementation of gender mainstreaming training for local government and stakeholders	0.50%	0.00%	0.00%
1.2.13	Implementation of Recruitment of Community Gender Focal Points	0.50%	0.00%	0.00%
1.2.14	Implementation of Gender and Women's Empowerment in Tourism Sector for Target Communities	0.50%	0.00%	0.00%
1.2.15	Implementation of Gender Sensitive Tour Package Development	0.50%	0.00%	0.00%
1.2.16	Implementation of IEC Gender and Tourism Materials	0.50%	0.00%	0.00%
F	Heritage and Crafts	1.00%	0.00%	0.00%
1.3.2	Implementation of Folk Arts at PV and PD	0.50%	0.00%	0.00%
1.3.3	Implementation with UNESCO	0.25%	0.00%	0.00%
1.2.2	Implementation of craft training materials	0.25%	0.00%	0.00%
	Total Output 1 Progress (F40/D40)	16.00%	0.00%	0.00%
Output 2: Community-based Tourism and Livelihood Activities Implemented.				
G	Small Scale Civil Works and Homestays	1.50%	0.00%	0.00%
2.1.2	Small Scale Site Works, Buildings and Utilities for Prawn Production - hatchery development	0.50%	0.00%	0.00%

2.1.5	Implementation of Renovation of homestays	0.50%	0.00%	0.00%
2.3.2	Procurement of Equipment for Homestays	0.50%	0.00%	0.00%
H	Enterprise Development and Marketing	2.00%	0.00%	0.00%
2.2.2	Implementation of Enterprise Development and Marketing and Promotion for individual enterprises	0.50%	0.00%	0.00%
2.2.8	Completion of Marketing and Promotion for individual enterprises	1.00%	0.00%	0.00%
2.3.1	Procurement and Installation of Directional, Information and Interpretation Signage Roadways, Heritage and Tourist Sites	0.50%	0.00%	0.00%
I	High Value Agriculture Trainings	2.25%	0.00%	0.00%
2.2.1	Recruitment of beneficiaries for livelihood interventions	0.25%	0.00%	0.00%
2.2.4	Implementation of PGS and GAP Trainings on vegetables and facilitation of contract farming	0.50%	0.00%	0.00%
2.2.5	Implementation of Organic livestock production trainings and facilitation of contract farming	0.50%	0.00%	0.00%
2.2.6	Implementation of Flower and herb production trainings and facilitation of contract farming	0.50%	0.00%	0.00%
2.2.7	Implementation of Tilapia fish raising trainings and coaching	0.50%	0.00%	0.00%
J	Agriculture Equipment Supports	4.50%	0.00%	0.00%
2.3.3	Procurement of water pumps for 40 piloting farmers on cucumber and watermelon in both sites.	0.50%	0.00%	0.00%
2.3.4	Procurement of Drip irrigation and storage tanks for 40 piloting farmers on cucumber and watermelon in both sites.	0.50%	0.00%	0.00%
2.3.5	Procurement of Chick production equipment for chick producers	0.50%	0.00%	0.00%
2.3.6	Procurement of Finish feed mixing machines (small scale) for 40 chicken farmers	0.50%	0.00%	0.00%
2.3.7	Procurement of Finish feed boiling machines (small scale) for 40 chicken farmers	0.50%	0.00%	0.00%
2.3.8	Procurement of water pumps for 20 piloting farmers on jasmine and local herbs production in both sites.	0.50%	0.00%	0.00%
2.3.9	Procurement of Drip irrigation and storage tanks for 20 piloting farmers on jasmine and local herbs production in both sites.	0.50%	0.00%	0.00%
2.3.10	Procurement of Finish feed mixing machines (small scale) for 20 fish raising farmers	0.50%	0.00%	0.00%
2.3.11	Procurement of Finish feed boiling machines (small scale) for 20 fish raising farmers	0.50%	0.00%	0.00%

K	Freshwater Prawn Development and Implementation	5.75%	0.00%	0.00%
2.3.12	Procurement of Water tanks for nursery - freshwater prawn hatchery (2 cubic meter)	0.50%	0.00%	0.00%
2.3.13	Procurement of Water tanks for nursery - freshwater prawn hatchery (1 cubic meter)	0.50%	0.00%	0.00%
2.3.14	Procurement of Water tank for sea water - freshwater prawn hatchery	0.50%	0.00%	0.00%
2.3.15	Procurement of Oxygen recharge machine - freshwater prawn hatchery	0.50%	0.00%	0.00%
2.3.16	Procurement of Feed mixing machine - freshwater prawn hatchery	0.50%	0.00%	0.00%
2.3.17	Procurement of water pumping machine - freshwater prawn hatchery	0.50%	0.00%	0.00%
2.3.18	Procurement of Feed mixing machines for 20 freshwater prawn famers	0.50%	0.00%	0.00%
2.3.19	Procurement of water pumping for 20 freshwater prawn famers	0.50%	0.00%	0.00%
2.4.2	Recruit and Implementing the Freshwater Prawn Aquaculture Technical Services, Training, Pilots & O&M (AIT)	1.75%	0.00%	0.00%
	Total Output 2 Progress (F76/D76)	16.00%	0.00%	0.00%
Output 3: Community-based Public Facilities and Services Enhanced.				
L	Tourism Infrastructure Civil works	42.50%	0.00%	0.00%
3.1.1	Procurement and construction of O Svay Lake Tourist Center	20.00%	0.00%	0.00%
3.1.2	Procurement and construction of Angkor Borei Tourist Center	15.00%	0.00%	0.00%
3.1.3	Procurement and construction of Phnom Borei, Wat Kumnou excavation site, boat landing and viewing platform, stairs, walking/cycling trails and signage	7.00%	0.00%	0.00%
3.1.4	Procurement and Construction of Sanitation Infrastructure (Home stays and agri-tourist farms)	0.50%	0.00%	0.00%
M	Gender Sensitive Design and O&M of Infrastructure	1.50%	0.00%	0.00%
3.2.1	Completion of Gender sensitive infrastructure design and M&E (equitable facilities access)	0.50%	0.00%	0.00%
3.2.2	Completion of Gender equitable labor participation M&E	0.50%	0.00%	0.00%
3.2.3	Implementation of Tourism infrastructure O&M (gender sensitive)	0.50%	0.00%	0.00%
N	Waste Management and Sanitation Training and Awareness and Clean Water Access	3.00%	0.00%	0.00%

3.2.4	Implementation of waste management system and infrastructure O&M for Community and LGA	0.50%	0.00%	0.00%
3.2.5	Completion of Training and public awareness raising on clean water and sanitation - Preah Vihear	0.50%	0.00%	0.00%
3.3.1	Procurement of Solid Waste Management Equipment	1.00%	0.00%	0.00%
3.3.2	Establishment of Support Upscaling of Potable Water Drinking Supply (Teuk Saat 1001) - established and supported to 2 OWE water stations in Preah Vihear	1.00%	0.00%	0.00%
	Total Output 3 Progress (F92/D92)	47.00%	0.00%	0.00%
Project Management Activities				
O	Establish project steering committee	1.00%	100.00%	1.00%
P	Recruit and mobilize project capacity building consultants (advance contracting)	1.00%	0.00%	0.00%
Q	Recruit and Mobilize project implementation consultants	2.50%	37.50%	0.94%
R	Implement coaching on financial management and procurement for PCU and PIUs	3.00%	30.00%	0.90%
S	Establish PPMS and conduct needs assessment for specific project management skills	3.00%	0.00%	0.00%
T	Finalize and train PIU/PCU staff to implement comprehensive sex disaggregated PPMS, including safeguard monitoring	2.00%	0.00%	0.00%
U	Gender training and Implementation of gender action plan	2.00%	0.00%	0.00%
V	Stakeholder workshops (UNESCO and others)	1.00%	0.00%	0.00%
W	Surveys and studies (MTR studies, PCR)	3.00%	0.00%	0.00%
X	External Audit	2.00%	0.00%	0.00%
	Total Progress (F104/D104)	20.50%	167.50%	2.84%
	TOTAL SCORE	100%		3%

The Office of the Council of Ministers				
Civil Society Alliance Forum/Project Coordination Unit (CSAF-PCU)				
Project Name: Community-Based Tourism COVID-19 Recovery Project				
Project Number: ADB Grant Number 9226-CAM (EF)				
Statement of Sources and Uses of Funds				
For the Period Ended December 31, 2022				
Quarterly FR Form 19.4				
Description	Current Quarter	Current Year To Date	Cumulative Previous Year(s)	Cumulative Year To Date
1- Opening Balance				
Bank Account-ADB Fund (Grant 9226-CAM)	-	-	-	-
Bank Account-RGC Counterpart Fund	-	-	-	-
Petty Cash (CSAF-PCU)	-	-	-	-
Petty Cash (NAPV-PIU)	-	-	-	-
Petty Cash (ABDAO-PIU)	-	-	-	-
Advance on Operations	-	-	-	-
Total Opening Balance	-	-	-	-
2- Fund Received				
ADB Fund (Grant 9226-CAM) for Initial Advance	296,000.00	296,000.00	-	296,000.00
RGC Counterpart Fund	-	-	-	-
Other Revenue (if any)	-	-	-	-
Total Fund Received	296,000.00	296,000.00	-	296,000.00
3- Expenditures by Categories				
Consulting Services	2,445.00	2,445.00	-	2,445.00
Grant Management	3,786.00	3,786.00	-	3,786.00
Total Expenditures	6,231.00	6,231.00	-	6,231.00
4- Closing Balance				
Represented by:				
Bank Account-ADB Fund (Grant 9226-CAM)	289,719.00	289,719.00	-	289,719.00
Bank Account-RGC Counterpart Fund	-	-	-	-
Petty Cash (CSAF-PCU)	50.00	50.00	-	50.00
Petty Cash (NAPV-PIU)	-	-	-	-
Petty Cash (ABDAO-PIU)	-	-	-	-
Advance on Operations	-	-	-	-
Total Closing Balance	289,769.00	289,769.00	-	289,769.00

Community Based Tourism for COVID-19 Recovery Project
ADB Grant JFPR 9226 (EF)-CAM

Summary Report on Awarded and On Going, Completing Contract, Pending, and Progressing end of Q4/ 2022

Status	Purchasing Agency	EE Cost	No. of Contract	No. of signed Contracts	Contract Amount
1 -Progressing					
CSAF-Goods					
Summary for Goods~ CSAF-Goods (3 Detail records)		87,000.00	4		
Sum					
CSAF-Works					
Summary for Works~ CSAF-Works (00 Detail records)		00	00		
Sum					
CSAF- Consultant					
Summary for Consultant~ CSAF-ICS (5 Detail records)		253,000.00	5		
Sum		340,000.00	9		
2 - Pending					
CSAF-Goods					
Summary for Goods~ CSAF-Goods (1 Detail records)		32,000.00	1		
Sum					
CSAF-Works					
Summary for Works~ CSAF-Works (00 Detail records)		00	00		
Sum		00	00		
CSAF- Consultant					
Summary for Consultant~ CSAF-ICS (3 Detail records)		46,000.00	2		
Sum		78,000.00	3		
3-Awarded and On-going					
CSAF-Goods					
Summary for Goods~ CSAF-Goods (2 Detail records)				2	713316.86
Sum					
CSAF-Works					
Summary for Works~ CSAF-Works (00 Detail records)		00	00		
Sum					
CSAF- Consultant					
Summary for Consultant~ CSAF-ICS (3 Detail records)				3	202,386.00
Sum					
4-Completed Contract					
CSAF-Goods					
Summary for Goods~ CSAF-Goods (1 Detail records)				1	13,949.00
Sum					
CSAF-Works					
Summary for Works~ CSAF-Works (2 Detail records)				00	00
Sum					
CSAF- Consultant					
Summary for Consultant~ CSAF-ICS (3 Detail records)				00	00
Sum					
Grand Total		419,000.00	12	6	287,871.86

CSB1 (2 Lots), CSB2a & CSB0

CSB01, CSB02, CSB04, CSB09 & CSB12

CSB01 pending at ADB

CSB09 & CSB12

CSB01, CSB02, CSB04

CSB02a (Delivery Noted on 9 Jan 23)

TRACKING ON CONTRACTS MANAGEMENT FOR INDIVIDUAL CONSULTANT
 Project Name: Community-Based Tourism for COVID-19 Recovery Project
 ADB Grant JPR 9226 (FF)-CAM

1 No	2 Contract No.	3 Description of Services	4 Planned (PL)/Actual (AC)	TOR/EOI			Evaluation				Contract					Contract Information				
				5 Cost Estimate/Actual Cost	6 REOI Advised	7 REOI Submission Closing Date	8 EOI Evaluation by CEO	9 Evaluation Submitted to FRC	10 Approval of EOI Evaluation by FRC	11 Submission to DP	12 NOT from DP	13 Draft Negotiation Contract Initiated	14 Submission to DP	15 NOL by DP	16 Contract Signing	17 Signed contract to DP for info	18 Contractor's Name	19 Contract Amount (\$)	20 Contract Started (Date)	21 Contract Completion (Date)
1	CB01	International Tourism Development/Project Management Specialist/TL	AC	114,000.00	27-Jan-22	15-Jul-22	8-Nov-22	8-Nov-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22	18-Dec-22
2	CB02	National Tourism Management and Administration Specialist	AC	60,000.00	27-Jan-22	15-Jul-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22
3	CB03	National Field Coordinator	PL	51,000.00																
4	CB04	National Recruitment and Contract Specialist	AC	38,500.00	27-Jan-22	15-Jul-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22	18-Aug-22
5	CB05	National Gender & ME Specialist	PL	49,000.00																
6	CB06	International Community/Enterprise Development Specialist	PL	61,000.00																
7	CB07	National Environmental Specialist	PL	15,000.00																
8	CB08	National Social Safeguards Specialist (IR)	PL	15,000.00																
9	CB09	National Civil Engineer	PL	33,000.00	27-Jan-22	11-Jul-22	30-Dec-22	3-Jan-23	5-Jan-23	5-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23
10	CB010	Freshwater Prawn Aquaculture Technical Services	PL	60,000.00																
11	CB011	Provincial Marketing and Promotion	PL	66,000.00																
12	CB012	National Cultural Physical Resources Conservation Specialist	PL	14,000.00	27-Jan-22	11-Jul-22	30-Dec-22	3-Jan-23	5-Jan-23	5-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23	11-Jan-23
13	CB013	CBT Support Package	PL	90,000.00																
		Total	AC	674,000.00																

TRACKING ON CONTRACTS MANAGEMENT FOR GOODS
 Project Name: Community-Based Tourism for COVID-19 Recovery Project
 ADB Grant JFPR 9226 (EF)-CAM

Contract No	Description of Goods	Selection Method	Prior Review (Prior) or Post Review (Post)	Financed (P)/Account (A/C)	Bidding Docs and Bidding process		Bidding evaluation and contract award				Contract				Contract information			
					Approved by FRC	Cost Estimator Actual Cost	Advertisement of RB	Bid submission opening	Completion of evaluation	Approved by FRC	NOL by DP	Issue of notification of award	Contract signing	Signed contract to DP	Contractors Name	Contract Amount (\$)	Contract Started Date	Contract Completion Date
1	Office equipment: copiers, printers and digital equipment	Shopping Without Advertise	(Post)	PL		13-Mar-22	20-May-22	3-Jun-22	28-Jun-22	28-Jun-22	23-Jun-2022	30-Jun-22	30-Jun-22				30-Mar-23	
2	Office equipment: Accounting Software (Sage 100)	Shopping Without Advertise	(Post)	PL		13-May-22	20-May-22	3-Jun-22	28-Jun-22	28-Jun-22	23-Jun-2022	30-Jun-22	30-Jun-22				30-Mar-23	
3	Office Furniture for FOU and PLUS	Shopping Without Advertise	(Prior)	AC	\$15,000.00	20-Apr-22	31-May-22	3-Jun-22	28-Jun-22	28-Jun-22	21-Nov-2022	21-Nov-22	21-Nov-22				05-Jan-2023	
4	Office Furniture for PV tourist center	Shopping Without Advertise	(Prior)	PL														
5	Office Furniture for AB tourist center	Shopping Without Advertise	(Prior)	AC	\$14,000.00													
6	Information Signage	Shopping Without Advertise	(Post)	PL														
7	Equipment for Humsdays	Shopping Without Advertise	(Post)	PL	\$9,000.00													
8	Solar pumps	Shopping Without Advertise	(Post)	AC	\$10,000.00													
9	Org Implosion and storage turns	Shopping With Advertise	(Post)	PL	\$65,000.00													
10	Feed machines	Shopping With Advertise	(Post)	AC	\$62,000.00													
11	Solid Waste Management Equipment	Shopping Without Advertise	(Post)	PL	\$60,000.00													
12	Private Water Drinking Supply	Shopping Without Advertise	(Post)	AC	\$20,000.00													
13	Vehicle	Shopping With Advertise	(Prior)	PL	\$40,000.00	31-Mar-22	30-May-22	3-Jun-22	28-Jun-22	28-Jun-22	11-Nov-22	17-Nov-22	18-Nov-22				10-Feb-23	
	Total			AC	\$400,000.00												\$65,485.88	

Grant 9226-CAM (EF): Community-Based Tourism COVID-19 Recovery Project
Financial Risk Mitigation Action Plan (Per PAM's Table 10)
Status as of 31 December 2022

Weakness	Action Plan	Responsibility	Timeline	Actions Taken	Status of Last Monitoring	Supporting Documents	Next Step
The PCU and PIU staff lack experience in implementing externally funded projects and have limited capacity in project FM. In addition, there may be a lack of adequate coordination between PCU and PIUs due to unfamiliarity with project management requirements	The EA and IAs will each assign a Financial Officer to support the project FM.	CSAF, NAPV, ABDAO	Upon grant effectiveness	The EA and IAs have assigned Financial Officers to support the project FM on 24 October 2021.	Completed	Notification of Decision to establish PCU and PIUs. Discussion during inception mission	Ensure that the relevant staff are trained on MEF's SOP and ADB's financial management requirements and disbursement procedures
	The project to recruit, through advance contracting, an experienced National Financial Management and Administration Specialist to augment EA's capacity in project FM.	CSAF, NAPV, ABDAO, and ADB	Upon grant effectiveness	The PCU has recruited and mobilized an experienced National Financial Management and Administration Specialist and Deputy Team Leader on 6th October 2022 to augment EA's capacity in project FM.	Completed	Signed contracts	
	For the PCU, the project will recruit an accountant, and for both PIUs, a finance and administration assistant to augment IA's capacity in project FM.			The PCU has recruited an accountant, and for both PIUs, a finance and administration assistant in November 2022 to augment IA's capacity in project FM.	Completed		Ensure that the accountants for both PIUs are regularly trained including on ADB's and government's procedures
	The project to provide through (i) a training workshop and (ii) on the job training, capacity building support on the following areas: (i) disbursement procedures (ADB's Loan Disbursement Handbook); (ii) FM requirements (FMM, SOP, ADB FM policies and guidelines on project financial reporting); (iii) PAM coordination	CSAF, NAPV, ABDAO, and ADB	Upon 3 months of grant effectiveness	ADB has provided an online training on 14 July 2022 on Loan and Grant Disbursement to 16 participants from PCU and PIUs. On 22 December 2022, during Inception Mission, ADB has highlighted the issuance of	Ongoing	Attendance sheets	To continue to provide trainings to relevant staff.

Weakness	Action Plan	Responsibility	Timeline	Actions Taken	Status of Last Monitoring	Supporting Documents	Next Step
	responsibilities throughout project implementation and (iv) project management.			new ADB's Loan Disbursement Handbook (2022), and discussed the importance of closely follow disbursement procedures, compliance with FM requirements, PAM and project management.			
The PCU has limited capacity to prepare FMRs and does not have capacity to show financial information and physical progress in one report as shown in the FMM.	The project to provide training and capacity building support on FM requirements (FMM, SOP, ADB FM policies and guidelines on project financial reporting) to ensure understanding on how to prepare comprehensive FMRs and project financial statements.	CSAF, NAPV, ABDAO, National Financial Management and Administration Specialist, and ADB	Upon 6 months of grant effectiveness	The project has provided initial capacity building support on FM requirements to ensure understanding on how to prepare FMRs and project financial statements.	Ongoing	Attendance sheet. The AM of Inception Mission	Supplementary FMM to be prepared. The project will provide intensive training in Q1 (January-March) 2023 and regularly thereafter.
EA and IAs have no formal FM information systems/accounting software to record financial transactions. There is a risk of human error and manipulation as Excel spreadsheets are used to record transactions and prepare FMRs.	The project to procure accounting software to help EA and IAs prepare FMRs and project financial statements with ease. The project to provide staff training on proper usage of accounting software to facilitate preparation of FMRs and project financial statements.	CSAF, NAPV, ABDAO, National Financial Management and Administration Specialist, and ADB	Upon 6 months of grant effectiveness One month after procurement of accounting software	The project is procuring an accounting software and have designed accounting and financial report which will be deployed in Q1 (January-March) 2023. Procurement of an accounting software is ongoing.	Ongoing Ongoing	Bid evaluation report Bid evaluation report	Accounting software to be deployed in Q1 2023. The National Financial Management and Administration Specialist will provide training on use of the software within Q1 (January-March) 2023
Capacity in internal audit is lacking.	The EA to request support from the Office of the Council of Ministers' internal audit department on including the project in its regular internal audit work program to ensure regular and independent reviews of	CSAF	During grant implementation	The Office of the Council of Ministers' internal audit department regularly conducts internal audit of the CSAF. The CBTCR project will be	Ongoing	A note on Internal audit for CBTCR project.	The EA to approach the internal audit department to enquire about the necessary next steps for this project to be

Annex 4

Weakness	Action Plan	Responsibility	Timeline	Actions Taken	Status of Last Monitoring	Supporting Documents	Next Step
	the project's internal controls and processes are conducted.			included in the next round of internal audit work.			included in the internal audit program.
<i>Please indicate here any new FM risk identified – this is subject to ADB approval</i>							

FM RISK = HIGH
IF ABOVE ARE IMPLEMENTED IT WILL REDUCED THE RISK TO = SUBSTANTIAL

DESIGN AND MONITORING FRAMEWORK

As of 31 December 2022

Impacts the Project is Aligned with: Tourism recovery promoted in project villages and tourism destinations diversified						
National Plan: Ministry of Tourism, <i>Tourism Development Strategic Plan 2012-2020</i> (2012), Phnom Penh						
Result Chain	Performance Indicators with Targets and Baselines	Baseline 2019-2022	Targets	Data Source	Cumulative Results 31 December 2022	Remarks
Outcome: Tourism competitiveness of secondary towns in Cambodia increased	By 31 December 2026 a. Average total gross annual household income increased by 15% in Decho Thamacheat village and by 10% in Prek Taphor village	\$1,721 \$1,570	\$1,979 \$1,727	Progress reports survey results		
	b. Number of tourists increased by 15% in Choam Khsant district, Preah Vihear province ¹ , and 10% in Angkor Borei district, Takeo province ² (2019 Baseline)	148,150 31,701	170,373 34,871	Progress reports survey results		
Outputs 1. Local capacity for community-based tourism development and promotion strengthened	By 2026: 1a. At least one CBT group is legally registered and established in each project district are fully operational and financially sustainable	0	2	Project progress reports		

¹ Choam Khsant district, 125,669 national and 22,481 international tourists = 148,150

² Angkor Borei district, 30,411 national and 1,290 international tourists = 31,701

Result Chain	Performance Indicators with Targets and Baselines	Baseline 2019-2022	Targets	Data Source	Cumulative Results 31 December 2022	Remarks
	by project completion (2020 Baseline: 0)					
	1b. CBTs operating tourist facilities enter into sublease agreements with local qualified business to operate restaurants at both tourist facilities	0	2	Project progress reports		
	1c. At least 30% of the members of each CBT group are women; on average (2020 Baseline: 0)	0	30%	Post training surveys		Numerical targets to be included after formation of CBTs
	1d. At least 40% of the leadership in CBT groups are women (2020 Baseline: 0)	0	40%	Post training surveys		Numerical targets to be included after formation of CBTs
	1e. At least 50% of female management committee members are trained on CBT and promotion. (2020 Baseline: 0)	0	50%	Project progress reports		Numerical targets to be included after formation of CBTs
	1f. 10% of the CBT and high-value agricultural trainees are women (2020 Baseline: 0)	0	10%	Progress reports		Numerical targets to be included after selection of trainees
	1g. At least 4 experience sharing workshops are implemented, involving	0	4	Progress reports		

Result Chain	Performance Indicators with Targets and Baselines	Baseline 2019-2022	Targets	Data Source	Cumulative Results 31 December 2022	Remarks
	<p>CBT groups, CATA members, NGOs, and social enterprises (2020 Baseline: 0)</p> <p>1h. At least 30% participation of women in the experience sharing workshops (2020 Baseline: 0)</p>	0	30%	Progress reports		Numerical targets to be included as experience sharing workshops are being conducted
2. Community-based tourism and livelihood activities implemented	<p>2a. Tourism-related and high-value agriculture livelihoods provided to at least 196 households (disaggregated by household composition [male-head; female-head; number of dependents]) (2019 Baseline: 0)</p> <p>2b. 10% of female-headed households are actively targeted and benefit from tourism-related and high-value agriculture livelihood activities (2020 Baseline: 0)</p>	0	196	Progress reports		
	<p>3a. 3 tourism sites with infrastructure provided to project communities in Decho Thamecheat village (1) and Angkor Borei (2) remain functional and well</p>	0	3	Project progress reports		
3. Community-based public facilities and services enhanced						Numerical targets to be included as female-headed households are selected to participate in tourism-related and high-value agriculture livelihood activities

Result Chain	Performance Indicators with Targets and Baselines	Baseline 2019-2022	Targets	Data Source	Cumulative Results 31 December 2022	Remarks
	maintained (2020 Baseline: 0)					
	3b. At least 30% of attendees in consultation meetings on infrastructure design are women (2020 Baseline: 0%)	0	30%	Project progress reports		Numerical targets to be included as attendees participate in consultation meetings on infrastructure design
	3c. At least 20% of unskilled labor are women; and contractors commit to ensuring equal pay for work of male and female workers. (2020 Baseline: 0%)	0	20%	Project progress reports		Numerical targets to be included as based on contractors employment records

GENDER ACTION PLAN IMPLEMENTATION STATUS

As of 31 December 2022

Project Title: Community Based Tourism COVID-19 Recovery Project

Country: Cambodia

Project Number: 53243-001

Type of Project: Grant: JFPR 9226 (CAM)

Approval and Timeline: June 2022 – December 2026

Gender Category: Effective Gender Mainstreaming (EGM)

Mission Leader: Leo Leung, Southeast Asia Department

Actions Targets	Achieved/On Track	Off-track	Not yet due
11 Targets	0	0	11
5 Actions	0	0	5

Gender Action Plan Activities, Indicators and Targets, Timeframe and Responsibility	Cumulative Progress to Date (as of 31 December 2022)	Issues and Challenges
Outcome: New tourism opportunities developed and incomes increased in project villages.		
Output 1: Local capacity for community-based tourism development and promotion strengthened		
Gender Objective: Women's position and leadership in management committees is achieved and promoted in community based eco and cultural tourism development, implementation and management.		
Target 1 At least 30% of the members of each CBT group are women; on average		
Target 2 At least 40% of the management committee in CBT groups are women		
Target 3 At least 50% of female management committee members participated and report increased knowledge from training on CBT operations and promotion		

Gender Action Plan Activities, Indicators and Targets, Timeframe and Responsibility	Cumulative Progress to Date (as of 31 December 2022)	Issues and Challenges
<p>Action 1 Female management committee members are fully involved in inventory of local intangible cultural assets and traditional practices prepared by each CBT and shared with MCFA, MOT and CATA for record keeping, tourism product development and promotion</p>		
<p>Action 2 Female management committee members of CBT group are proactive and in communication, coordination and facilitation with local authorities, MCFA, MOT, CATA and others in promoting cultural and tourism services of the project sites</p>		
<p>Target 4 At least 50% of the trainers for capacity building for CBT groups are female</p>		
<p>Target 5 At least 20% of the CBT and high-value agriculture trainees are women</p>		
<p>Target 6 At least 80% of trainees report increased knowledge on CBT and high value agriculture</p>		
<p>Output 2: Community-based tourism and livelihood activities implemented.</p>		
<p>Gender Objective: FHH experience increased access to capacity building support for selected high value agriculture and tourism services.</p>		
<p>Target 7 Tourism-related and high-value agriculture livelihoods supported to at least 200 individuals</p>		
<p>Target 8 At least 10% of the individuals receiving tourism-related and high-value agriculture livelihoods are FHHs</p>		
<p>Output 3: Community-based public facilities and services enhanced.</p>		
<p>Gender Objective: Ensuring better, more efficient and gender equitable community based public facilities in the Preah Vihear and Phnom Da sites.</p>		
<p>Target 9 At least 30% of attendees in consultation meetings on infrastructure design are women</p>		
<p>Action 3 Gender sensitive and inclusive features are incorporated in the infrastructure design to ensure equitable access to and benefits from newly built public facilities</p>		
<p>Target 10 At least 20% of unskilled labor are women; and Contractors commit to ensuring equal pay for work of equal value for male and female workers</p>		
<p>Target 11 At least 10% of female in the project villages to generate income from project facilities and activities, as CBT staff, tourism-related service providers (e.g., homestay and guiding), souvenir vendors, or farmers.</p>		

Gender Action Plan Activities, Indicators and Targets, Timeframe and Responsibility	Cumulative Progress to Date (as of 31 December 2022)	Issues and Challenges
Project Management and Gender-Specific Activities		
Action 4 Recruitment of a Social Development Expert (Gender) completed early to ensure participation in detailed design activities.		
Action 5 Training on GAP implementation and monitoring will be delivered to PMU, and key implementing partners.		
Action 6 Sex-disaggregated data will be collected by the Contractor in fulfillment of DMF and GAP reporting requirements.		

Note: For all targets Baseline 2020 = 0

**Status of Compliance with Grant Covenants (as of 31 December 2022)
PROJECT SPECIFIC COVENANTS - AS DISPLAYED IN LEGAL AGREEMENTS**

Schedule	Para No.	Description	Remarks/Issues	Type
Article IV	4	4.02(a). The Recipient shall (i) maintain separate accounts and records for the project; (ii) prepare annual financial statements for the Project in accordance with financial reporting standards acceptable to ADB; (iii) have such financial statements audited annually by independent auditors whose qualifications, experience and terms of reference are acceptable to ADB, in accordance with auditing standards acceptable to ADB; (iv) as part of each such audit, have the auditors prepare a report, which includes the auditors' opinion(s) on the financial statements and the use of the Grant proceeds, and a management letter (which sets out the deficiencies in the internal control of the Project that were identified in the course of the audit, if any); and (v) furnish to ADB, no later than 6 months after the end of each related fiscal year, copies of such audited financial statements, audit report and management letter, all in the English language, and such other information concerning these documents and the audit thereof as ADB shall from time to time reasonably request.	Being complied. The PCU and PIUs have all established separate Project Accounts for receipt of project grant funds. Annual financial statements for end of financial year 2022 will be deferred and conducted along with external audits for 2023 which will start in Q1 2024. PCU have provided training to the PIUs accounting staff on the SOPs, and Financial Management to relevant project staff.	Financials
Article IV	4	4.02(b). ADB shall disclose the annual audited financial statements for the Project and the opinion of the auditors on the financial statements within 14 days of the date of ADB's confirmation of their acceptability by posting them on ADB's website.	To be complied.	Financials

Schedule	Para No.	Description	Remarks/Issues	Type
Article IV	4	4.02(c). The Recipient shall enable ADB, upon ADB's request, to discuss the financial statements for the Project and the Recipient's financial affairs where they relate to the Project with the auditors appointed pursuant to subsection (a)(iii) hereinabove, and shall authorize and require any representative of such auditors to participate in any such discussions requested by ADB. This is provided that such discussions shall be conducted only in the presence of an authorized officer of the Recipient unless the Recipient shall otherwise agree.	To be complied.	Financials
Article IV	4	4.03. The Recipient shall enable ADB's representatives to inspect the Project, the Goods, Works and Services, and any relevant records and documents.	Being complied.	Financials
Article IV	4	4.04. The Recipient acknowledges and agrees that this Grant Agreement is entered into by ADB, not in its individual capacity, but as grant administrator for JFPR. Accordingly, the Recipient agrees that (a) it may only withdraw Grant proceeds to the extent that ADB has received proceeds for the Grant from JFPR and such proceeds has not been suspended or cancelled in whole or in part by JFPR pursuant to the Arrangement Letter, and (b) that ADB does not assume any obligations or responsibilities of JFPR in respect of the Project or the Grant other than those set out in this Grant Agreement.	Being complied.	Financials
3	1	Implementation The Recipient shall cause the Project Executing Agency to ensure, that the Project is implemented in accordance with the detailed arrangements set forth in the PAM. Any subsequent change to the PAM shall become effective only after approval of such change by the Recipient and ADB. In the event of any discrepancy between the PAM and this Grant Agreement, the provisions of this Grant Agreement shall prevail.	Being complied.	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	2	<p>The Recipient shall cause the Project Executing Agency to ensure that the Project is supported by professionally skilled personnel. In particular, each Implementing Agency will establish a project implementing unit and shall engage a finance and administrative assistant. In the case of the Project Executing Agency, it shall establish a project coordination unit, and engage a national financial management and administration specialist, an accountant, a national procurement and contract management specialist, as well as appropriate finance and accounting staff, as detailed further in the PAM. Furthermore, the Recipient shall ensure, or cause the Project Executing Agency to ensure that both the Project Executing Agency and the Implementing Agencies undertake the necessary capacity building and training in ADB's policies and procedures, including procurement, disbursement and financial management.</p>	<p>Being complied. PCU and PIUs have been established. PIUs have engaged a finance and administrative assistant. PCU has engaged a national financial management and administration specialist, an accountant, a national procurement and contract management specialist, finance and accounting staffs. The project has provided initial capacity building support on FM requirements to ensure understanding on how to prepare FMRs and project financial statements. The project will provide intensive training in Q1 (January-March) 2023 and regularly thereafter.</p>	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	3	<p>Procurement</p> <p>The Recipient shall cause the Project Executing Agency to ensure, that:</p> <p>a. the procurement of Goods, Works and Services is carried out in accordance with the Procurement Policy and the Procurement Regulations;</p> <p>(b) Goods, Works, and Services shall be procured based on the detailed arrangements set forth in the Procurement Plan, including the procurement selection methods, the type of bidding documents, and the ADB's review requirements. The Recipient may modify the detailed arrangements set forth in the Procurement Plan only with the prior agreement of ADB, and such modifications must be set out in updates to the Procurement Plan; and</p> <p>(c)(i) all Goods and Works procured and Services obtained (including all computer hardware, software and systems, whether separately procured or incorporated within other goods and services procured) do not violate or infringe any industrial property or intellectual property right or claim of any third party; and (ii) all contracts for the procurement of Goods, Works and Services contain appropriate representations, warranties and, if appropriate, indemnities from the contractor, supplier, consultant or service provider with respect to the matters referred to in this subparagraph.</p>	Being complied.	Others
3	4	<p>The Recipient shall cause the Project Executing Agency to ensure, that no Works or Nonconsulting Services contracts are awarded which involve environmental impact until:</p> <p>(a) the relevant environmental and cultural resources authorities of the Recipient has granted the approval of the IEE and the Recipient has obtained ADB's clearance of the IEE based on the final design; and</p> <p>(b) the Recipient has incorporated the relevant provisions from the ESMP into the Works and/or Nonconsulting Services contracts.</p>	Being complied. First bidding document has been reviewed by ADB and is being revised by the EA. The bidding document was cleared with ADB's Environment Safeguard Specialist.	Safeguards

Schedule	Para No.	Description	Remarks/Issues	Type
3	5	The Recipient shall not award any Works or Nonconsulting Services contract which involves Involuntary Resettlement Impacts, until the Recipient has prepared and submitted to ADB the SDDR in relation to each subproject, based on the Projects detailed design, and obtained ADB's clearance of such SDDR.	Being complied. SDDR for the first work package (CW01) was cleared together during project approval.	Safeguards
3	6	The Recipient shall ensure that no works shall commence under any Works or Nonconsulting Services contract until relevant government authorities of the Recipient have agreed to allow the relevant CBT Groups full use of the land, upon which the Project activities will take place, through legally binding land usage agreements.	Being complied. Land use agreement is still being finalized. Target by inception mission.	Safeguards
3	7	The Recipient shall cause the Project Executing Agency to ensure that the preparation, design, construction, implementation, operation and decommissioning of the Project and all Project facilities comply with (a) all applicable laws and regulations of the Recipients relating to environment, health and safety; (b) the Environmental Safeguards; and (c) all measures and requirements set forth in the IEE and the ESMP, and any corrective or preventive action set forth in a Safeguards Monitoring Report.	Being complied. The project was declared effective on 27 Jun 2022 and no works has started.	Safeguards
3	8	The Recipient shall ensure that the Project does not have any indigenous peoples or involuntary resettlement impacts within the meaning of the SPS. In the event that the Project does have any such impacts, the Recipient shall take all steps required to ensure that the Project complies with the applicable laws and regulations of the Recipient and with the SPS.	Being complied.	Safeguards
3	9	The Recipient shall make available or cause the Project Executing Agency to make available, necessary budgetary and human resources to fully implement the ESMP.	Noted and will be complied accordingly.	Safeguards

Schedule	Para No.	Description	Remarks/Issues	Type
3	10	<p>The Recipient shall cause the Project Executing Agency to ensure, that all bidding documents and contracts for Works and Nonconsulting Services contain provisions that require contractors to:</p> <p>(a) comply with the measures relevant to the contractor set forth in the IEE and the ESMP (to the extent they concern impacts on affected people during construction), and any corrective or preventative actions set forth in a Safeguards Monitoring Report;</p> <p>(b) make available a budget for all such environmental and social measures;</p> <p>(c) provide the Recipient with a written notice of any unanticipated environmental or resettlement risks or impacts that arise during construction, implementation or operation of the Project that were not considered in the IEE, the ESMP and the SDDR.</p>	<p>Being complied. First bidding document has been cleared by ADB's Environment Safeguard Specialist. The first draft contract will be submitted for clearance prior to signing.</p>	Safeguards
3	11	<p>The Recipient shall cause the Project Executing Agency to do the following:</p> <p>(a) submit semi-annual combined environmental and social safeguards monitoring reports to ADB and disclose relevant information from such reports to affected persons promptly upon submission;</p> <p>(b) if any unanticipated environmental and/or social risks and impacts arise during construction, implementation or operation of the Project that were not considered in the IEE, the ESMP and the SDDR, promptly inform ADB of the occurrence of such risks or impacts, with detailed description of the event and proposed corrective action plan;</p> <p>(c) report any actual or potential breach of compliance with the measures and requirements set forth in the ESMP promptly after becoming aware of the breach.</p>	To be complied.	Safeguards
3	12	<p>The Recipient shall ensure that no proceeds of the Grant are used to finance any activity included in the list of prohibited investment activities provided in Appendix 5 of the SPS.</p>	Being complied.	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	13	The Recipient shall cause the Project Executing Agency to ensure that the Project's safeguard grievance redress mechanisms, acceptable to ADB, are established in accordance with provisions of the IEE, the ESMP, and the PAM within timeframes specified in the relevant IEE, ESMP, and PAM, to consider and resolve safeguards related complaints, if any in a timely manner.	Being complied.	Safeguards
3	14	The Recipient shall cause the Project Executing Agency to ensure that the core labor standards and the Recipient's applicable laws and regulations are complied with during Project implementation. The Recipient shall include specific provisions in the bidding documents and contracts financed by ADB under the Project requiring that the contractors, among other things: (a) comply with the Recipient's applicable labor law and regulations and incorporate applicable workplace occupational safety norms; (b) do not use child labor; (c) do not discriminate workers in respect of employment and occupation; (d) do not use forced labor; (e) allow freedom of association and effectively recognize the right to collective bargaining; and (f) disseminate, or engage appropriate service providers to disseminate, information on the risks of sexually transmitted diseases, including HIV/AIDS, to the employees of contractors engaged under the Project and to members of the local communities surrounding the project area, particularly women.	Being complied. Relevant provisions included in the first draft document (which includes draft contract).	Others
3	15	The Recipient shall strictly monitor compliance with the requirements set forth in paragraph 14 above and provide ADB with regular reports.	Being complied.	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	16	<p>The Recipient shall ensure that:</p> <p>(a) the GAP is implemented in accordance with its terms;</p> <p>(b) the bidding documents and contracts include relevant provisions for contractors to comply with the measures set forth in the GAP;</p> <p>(c) adequate human and financial resources are allocated for implementation of the GAP;</p> <p>(d) progress on implementation of the GAP, including progress toward achieving the gender outcome and output targets are achieved, including, but not limited to (i) at least 30% of the members of each CBT Group are women, on average; (ii) at least 40% of the leadership roles in each CBT Groups are women; (iii) 10% of the CBT Group and commercial agricultural trainees are women; (iv) 10% of female-headed households are actively targeted and benefit from tourism-related and commercial agriculture livelihood activities; (v) at least 20% of unskilled labourers are women; and (vi) contractors commit to ensuring equal pay for work of equal value for male and female workers.</p>	<p>Being complied. Relevant GAP document is attached in the draft bidding document being finalized. GAP will be implemented and reported as a part of the QPRs.</p>	Others
3	17	<p>The Recipient shall make available any counterpart funding required for the implementation of the Project on a timely basis and will make available through budgetary allocations or other in-kind contributions, all counterpart resources required for the timely and effective implementation of the Project.</p>	<p>Being complied. Project manager supporting activities by the finance government.</p>	Financials
3	18	<p>In addition to the foregoing, the Recipient shall ensure that the Project Executing Agency has sufficient funds to satisfy its liabilities arising from any Works, Goods and/or Services contract.</p>	<p>To be complied.</p>	Financials
3	19	<p>The Recipient shall cause the Project Executing Agency to ensure, that the relevant CBT Group and farmers are selected as such in accordance with the specified selection criteria set out in the PAM.</p>	<p>To be complied.</p>	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	20	The Recipient shall cause the Project Executing Agency to ensure, that the Stakeholder Consultation and Participation Plan, as included in the PAM, is implemented in accordance with its terms in close coordination with ADB, to ensure mechanisms are established to effectively manage community participation.	To be complied.	Others
3	21	The Recipient shall cause the Project Executing Agency to ensure, that the CBT Groups are able to use the Project facilities, through legally binding land usage arrangements with the relevant government authorities.	To be complied.	Others
3	22	The Recipient shall cause the Project Executing Agency to ensure that all Project facilities and equipment, constructed or installed under the Project are well operated and maintained, and the relevant CBT Groups and farmers are fully trained in monitoring, operating, and maintaining such Project facilities and equipment for which they are responsible.	To be complied.	Others
3	23	The Recipient shall cause the Project Executing Agency to ensure that financial management arrangements and internal controls are in place throughout Project implementation, and the risk mitigating measures as set out in the time-bound financial management action plan (as set out in the PAM) are implemented in accordance with the timelines therein, reviewed and regularly monitored in close coordination with ADB.	Being complied. PCU has introduced recording systems for all IAs to ensure that all relevant information is recorded.	Financials
3	24	The Recipient, the Project Executing Agency and the Implementing Agencies shall: (a) comply with ADB's Anticorruption Policy (1998, as amended to date) and acknowledge that ADB reserves the right to investigate directly, or through its agents, any alleged corrupt, fraudulent, collusive or coercive practice relating to the project; and (b) cooperate with any such investigation and extend all necessary assistance for satisfactory completion of such investigation.	Being complied.	Others

Schedule	Para No.	Description	Remarks/Issues	Type
3	25	The Recipient, the Project Executing Agency and the Implementing Agencies shall ensure that the anticorruption provisions acceptable to ADB are included in all bidding documents and contracts, including provisions specifying the right of ADB to audit and examine the records and accounts of the executing and implementing agencies and all contractors, suppliers, consultants, and other service providers as they relate to the Project.	Being complied.	Others
3	26	The Recipient shall cause the Project Executing Agency to, comply with the Visibility and Coordination Guidelines of JFPR. In particular, the Recipient shall cause the Project Executing Agencies to include the JFPR and Japan Official Development Assistance logos in all relevant Project publications and on any equipment or facility funded by JFPR. For the purposes of this provision, "Visibility and Coordination Guidelines of JFPR" refers to the "Guidance Note on Japanese Visibility" dated 22 April 2019, and the "Guidance Note on Coordination with Embassy of Japan and JICA" dated 22 April 2019, both as agreed between ADB and the Government of Japan and as amended from time to time.	Being complied. Invitation for procurement of goods includes JFPR logos.	Others
3	27	The Recipient shall cause the Project Executing Agency to ensure a Project website is maintained and is regularly updated. The Project website shall include information on the use of Grant proceeds including: (a) bidding procedures, bidders, and contract awards; (b) list of Goods, Works and Services; (c) safeguard monitoring and quarterly progress reports; and (d) grievance redress mechanism(s).	To be complied.	Others