

TC Document

I. Basic Information for TC

▪ Country/Region:	Belize
▪ TC Name:	Support for the Design of a National Statistical System
▪ TC Number:	BL-T1092
▪ Team Leader/Members:	Janine Perfit, (IFD/ICS), Team Leader; Dana King (ICS/CPN); Alejandro Pareja (IFD/ICS); Linsford Coleman (CID/CBL); Guillermo Lagarda (CID/CID); Alexis Bryant (CID/CBL); Peggyann Robateau (CID/CBL); Astrid Salazar (CID/CBL); Brodrick Watson (VPC/FMP); John Primo, (FMP/CBL); Enrique Ignacio Barragán (LEG/SGO); and Nathalie Hoffman (IFD/ICS)
▪ Indicate if: Operational Support, Client Support, or Research & Dissemination	Client Support
▪ Date of TC Abstract authorization:	August 18, 2017
▪ Beneficiary (countries or entities which are the recipient of the technical assistance):	Belize: Statistical Institute of Belize
▪ Executing Agency and contact name:	Inter-American Development Bank (IDB) / Innovation in Citizen Services Division (ICS)
▪ Donors providing funding (amount and Fund's name):	Ordinary Capital (OC) Strategic Development Program for Institutions (INS)
▪ IDB Funding Requested:	US\$190,000
▪ Local counterpart funding, if any:	US\$ 60,000
▪ Disbursement period (which includes Execution period):	24 months
▪ Required start date:	January 2018
▪ Types of consultants (firm or individual consultants):	Firm and individual
▪ Prepared by Unit:	IFD/ICS
▪ Unit of Disbursement Responsibility:	CBL
▪ TC Included in Country Strategy (y/n):	No
▪ TC included in CPD (y/n):	Yes
▪ Alignment to the Update to the Institutional Strategy 2010-2020:	The project is aligned to the cross-cutting issue of strengthening institutional capacity.

II. Objectives and Justification of the TC

- 2.1 The Statistical Institute of Belize Act, 2006 provided for the establishment of a national statistics office (NSO) whose functions are “the collection, compilation, extraction, analysis and release of official statistics.”¹ The Act provided the legal framework necessary for an autonomous body, the Statistical Institute of Belize (SIB) to coordinate the production of official statistics within the National Statistical System (NSS). To date, a series of challenges has prevented the SIB from fully carrying out the responsibilities detailed in the Act. In addition to limited financial resources and a limited number of personnel equipped with the technical skills necessary to do their

¹ Refer to the Act at <http://www.paris21.org/sites/default/files/2786.pdf>.

job, the SIB lacks an effective governance mechanism to coordinate with the other data producers of the NSS.

- 2.2 Reliable, timely and accurate information is essential in Belize for the design, monitoring, and evaluation of public programs. The proposed Technical Cooperation (TC) would strengthen and increase the use of the NSS, a country system,² to produce the statistical information required to support effective evidence-based policy making across sectors. The TC is aligned with the Bank's Update to the Institutional Strategy 2010-2020 (AB-3008) as it relates to the cross-cutting issue of strengthening institutional capacity, particularly the capacity of central government agencies to meet the data requirements outlined in the Government of Belize's Growth and Sustainable Development Strategy (GSDS).³ The Monitoring and Evaluation (M&E) Indicator Matrix of the GSDS has identified the various Key Performance Indicators (KPIs), the Baseline Data and Year, the Targets for 2019, the Targets for 2030 and some of the information sources. The M&E Matrix clearly notes that there are many data gaps that will hinder the availability of the required information.
- 2.3 The SIB, in its present form, will not be able to effectively support both the NSS and the M&E tasks assigned to it by the GSDS. Additional resources are required over the next three years to cover the cost of additional staff, training and equipment. This does not include the cost of the ongoing work program and the cost associated with Census 2020 or any other major survey planned during the period.
- 2.4 Between 2017 and 2016 the Bank supported several activities to strengthen the SIB and the NSS. An initial workshop was held to apply the Tool for Assessing Statistical Capacity (TASC) methodology to the SIB and the NSS. The TASC results identified strengths and areas for improvement in the SIB as well as the NSS.⁴ Building on the TASC results, three workshops were organized in collaboration with the SIB to bring together relevant officials from most of the country's main statistics-producing institutions to coordinate on the future vision and development of the NSS,⁵ including the collaboration to produce the indicators that will be used to monitor the GSDS. The final product emanating from the workshops was the National Strategy for the

² The NSS is specifically mentioned in the Strategy for the Strengthening and Use of Country Systems (GN-2538-14).

³ The national development plan, Horizon 2030: National Development Framework for Belize 2010-2030 (Horizon 2030), provided the broad framework for sustainable development of the country. The Growth and Sustainable Development Strategy 2016-2019 (GSDS) is the medium term three-year strategic development plan, organized and presented to support the development goals and principles outlined in Horizon 2030 and aligned to the sustainable development goals in the 2030 Agenda.

⁴ Areas for improvement included staffing (training and certification in statistics), technical skills in specific areas (sampling, data analysis, cartography), information technology (data collection software and updated operating systems) and metadata management (NSS data inventory and use of the Accelerated Data Program for existing data).

⁵ The NSS is comprised of data producers from Ministries, departments and agencies of the public sector as well as the private sector. While there are too many NSS members to list, some of the key agencies that participated in the three workshops are: Ministry of Finance; University of Belize; Statistical Institute of Belize; Ministry of Human Development, Social Transformation and Poverty Alleviation; Belize City Council; Immigration and Nationality Department; Central Bank of Belize; Ministry of Economic Development, Petroleum, Investment, Trade and Commerce; Ministry of fisheries, Forestry, the Environment and sustainable Development; Belize Chamber of Commerce and Industry, Vital Statistics Unit; Belize Trade and Investment Development Services; Department of Transport; Ministry of Education, Youth, Sports and Culture.

Development of Statistics (NSDS).⁶ The NSDS, which was developed in consultation with the NSS, provides a detailed road map for the activities proposed in this TC.

- 2.5 An additional Bank consultancy focused on building the capacity of the SIB and NSS through the development of educational materials and a proposed university curriculum for certification in statistical analysis. A two-week in-service statistical training session taught in November 2017 piloted the materials with the participation of 20 staff currently working at the SIB and other data-producing agencies of the NSS. If adopted by the University of Belize, the training materials and curriculum would be used to attract students interested in a career in statistics who, once certified, could use their education to work at the SIB or with other agencies of the NSS.
- 2.6 While statistical capacity is not a focus area of the current IDB Country Strategy with Belize (2013-2017), this TC responds to one of Belize's most important policy constraints: the weakness of official statistics. Strengthening the capacity to produce quality official statistics would support evidence-based policy making and the achievement of the country strategy results in all the IDB priority sectors for 2018 and beyond: education, tourism, transport, taxation, trade integration and competitiveness. Operations in these sectors will be enhanced by the emphasis of this TC on improving data collection, coverage, quality, and the implementation and monitoring of the GSDS.
- 2.7 This TC is aligned with the objectives of the Ordinary Capital Strategic Development Program for Institutions (INS) as it would strengthen the SIB's capacity to produce the statistical information required to support effective evidence-based policy making and policies that are more efficient, open and citizen-centered. The results indicators of this operation⁷ are aligned with the results indicators of the Strategy for the Strengthening and Use of National Systems (GN-2538-14), specifically with the expected result of improved scores for the strengthening of development effectiveness systems and the indicators that refer to evaluating the statistical capacity of countries. It is also expected that the results of this TC will contribute to the indicators of the Corporate Results Framework 2016-2019 (GN-2727-6) in the area of government effectiveness.

III. Description of activities/components and budget

- 3.1 **Component I. Assessment of data gaps and design of data sharing protocols.** The planning process to coordinate the NSS must take account of the data requirements and products of the stakeholders. In this component, data producers and users will be assessed to determine their data needs and identify gaps in production. An inventory of data and administrative registers will help the SIB determine where the NSS is missing data as well as where existing data may not be accessible. Attention will be paid to the data needed for the M&E indicators of the GSDS. Once the inventory

⁶ A National Strategy for the Development of Statistics is a national framework, process and product for statistical development aimed at mainstreaming statistics into national policy and planning process; producing information responding to the needs of the various users; mainstreaming sectors and other players into the National Statistical System (NSS); coordinating the entire NSS; responding to data challenges; delivering a country-led data revolution; and building statistical capacity across the "the statistical value chain". PARIS21 web site: <http://nsdsguidelines.paris21.org/node/717>

⁷ [Annex II - Results Matrix](#). Outcome indicator 1.1.

has been completed, it will be reviewed to prioritize the use of administrative data to bridge existing gaps.⁸

- 3.2 A second product of this component will focus on data sharing protocols. A workshop for the NSS will examine guidelines for data sharing, the need for standards among agencies and the transfer and use of personal information. A master protocol will be designed for individual data sharing agreements between the SIB and other data providers of the NSS for acquiring data sources. Focus will be on maximizing the use of existing administrative registers so that SIB efforts to collect data for new products are not duplicated. The protocol will allow for the definition of the data structure, the format in which the data would be shared, that data collection period and the delivery date.
- 3.3 **Component II. Strengthen SIB institutional capacity through training.** For the SIB to meet the demands for more and better statistics related to the coordination of the NSS, evidence-based public policy making and the implementation of GSDS as well as to report on the progress of international agreements (such as the Sustainable Development Goals - SDGs), the staff will require training in several technical areas. As noted in footnote 3, the results of the TASC clearly demonstrated the need for staff training in sampling and data analysis. Additional training related to Component III will build skills in information management and open source software.
- 3.4 **Component III. Design of a system for managing statistical information.** For the SIB to exercise its authority to coordinate the production of official statistics from the many data producers in the NSS, an integrated data management system is needed. The system design will include a filing system, a documentation system, a management information system, an NSS data sharing system, a data dissemination system and backup strategies. This component will be closely coordinated with the Central Information Technology Office (CITO) of Belize.
- 3.5 **Component IV. Training on the use of administrative registers for statistical purposes.** Administrative registers are collected and stored by numerous government ministries, agencies and departments for planning, monitoring, and carrying out their own programs and policies. Once the major administrative registers are identified as part of the data gap assessment in Component I, SIB and NSS staff responsible for collecting information for registers will be trained in workshops how to use the data for statistical purposes.⁹ Some individual offices will receive targeted technical assistance in editing and imputation, tabulation and estimation, survey evaluation and the construction of statistical registers. Training and technical assistance will demonstrate how the available data that is already collected for registers can produce statistics that are more timely and cost-effective to use, thus reducing reliance on traditional surveys.
- 3.6 The SIB has received financial and technical assistance from several donors for the development of statistics. To avoid duplication of resources the Bank is coordinating

⁸ A preliminary inventory of existing data and administrative registers was conducted during the NSS workshops hosted by the SIB and financed by the Bank as part of the consultancy mentioned in 2.4.

⁹ The Bank has financed this training and the provision of technical assistance in several countries in Latin America and the Caribbean including Barbados, Costa Rica, El Salvador, Argentina, Ecuador, Peru, and Mexico.

with the main providers of support to the SIB.¹⁰ Statistics Canada's PRASC is actively providing technical assistance to the SIB in many of the activities proposed by this TC. The Bank will work closely with PRASC and plans to use its expertise in the following areas: the use of administrative data in official statistics (Component IV), the template for inventorying available data in Belize (Component I), the development of data sharing protocols (Component I), and best practices in information management (Component III).

- 3.7 The TC products will be for the use of the SIB and ministries, departments and agencies of the NSS. The main channel of communication and dissemination will be through the existing NSS network that has been built up by the Bank-financed activities between 2016 and 2017 (see paragraph 2.4). Since the SIB and the members of the NSS meet regularly to coordinate the statistical indicators required to monitor the progress of the GSDS, the SIB will use these opportunities to disseminate the TC findings and products. In addition, the SIB has created an extensive email list of NSS employees and producers/users of statistical products who are interested in strengthening the NSS and data production. They will be regularly informed of the TC products. This network and their channels of communication will be used to widely disseminate the results of the project.

Indicative Budget

- 3.8 The total cost of this project is US\$250,000, of which US\$190,000 will come from the OC Strategic Development Program for Institutions (INS) and US\$60,000 will come from in-kind counterpart resources.

Component	Description	IDB/Fund Funding	In-kind Counterpart	Total Funding
Component I	Assessment of data gaps and design of data sharing protocols	40,000	0	40,000
Component II	Strengthen SIB institutional capacity through training	40,000	\$30,000	70,000
Component III	Design of a system for managing statistical information	60,000	0	60,000
Component IV	Training on the use of administrative registers for statistical purposes	40,000	30,000	70,000
Evaluation		10,000	0	10,000
TOTAL		190,000	60,000	250,000

- 3.9 The Bank unit responsible for disbursements will be CID/CBL. IFD/ICS, the Bank unit responsible for the technical lead, will provide funds to monitor and accompany the execution of this TC.

¹⁰ UNDP, UNICEF, UNFPA, the World Bank, and the Statistics Canada's Project for the Regional Advancement of Statistics in Canada (PRASC).

IV. Executing agency and execution structure

- 4.1 The IDB through IFD/ICS will be responsible for the execution of this Technical Cooperation. The request for the TC to be Bank executed is documented in the letter from the Government attached as Annex I. The Bank has a wide experience in the provision and coordination of technical assistance to strengthen National Statistical Offices (NSO) and NSS. It is uniquely positioned to serve as a clearinghouse for knowledge among NSO in the region. In addition, the Bank can to facilitate coordination and cooperation with international development partners and the donor community to maximize synergies to build statistical capacity. The Bank can also foster innovation by attracting experts that are in the forefront of knowledge generation in other regions of the world.
- 4.2 **The execution and disbursement period will be 36 months.** The Bank through IFD/ICS will contract individual consultants in accordance with current Bank procurement policies and procedures (AM-650 for individual consultants and GN-2765-1 for consulting firms). The initial [Procurement Plan \(Annex IV\)](#) provides information on the contracts envisaged and their applicable monitoring and contracting methods for each.
- 4.3 **Operative Structure.** The development of the activities will be led by the ICS technical lead, with the support of the specialists on the Project Team. The technical lead and project team are fully responsible for evaluating the project in accordance with the Results Matrix included in Annex II.

V. Major issues

- 5.1 **Stakeholder coordination.** The principal risk associated with this project relates to the need for coordination among many ministries, departments and agencies (MDAs) and the private sector in Belize to improve the NSS. Under the Statistics Act, the SIB through its Board and management has responsibility for the effective operation of the NSS. Yet, the institutional capacity of the NSS is weak and lacks a strategy for its development as a unified body. This risk is being mitigated by a Bank consultancy (see 2.4) that is working closely with the SIB, the MDAs, and the private sector to reach consensus on a vision, mission, priorities and strategy to develop the NSS. The series of NSS workshops leading to the design of the National Strategy for the Development of Statistics helped strengthen the leadership and coordination role of the SIB, as well as securing the buy-in from the other data producers.
- 5.2 **Sustainability.** As stated in 2.1, the SIB has limited financial resources and a limited number of skilled technical personnel. The proposed TC will address these shortcomings. The Road Map laid out in the NSDS is designed to sustain the TC's outputs and build on them. The Road Map includes details on the governance framework of the NSS, recommendations to build capacity in the SIB and NSS, resource and personnel requirements and a timetable to achieve the expected results. A current Bank consultancy is drafting a Cabinet Paper to be presented to government on the way forward for the NSS using the NSDS Road Map. A positive response from the government will ensure sustainability.

VI. Exceptions to Bank policy

- 6.1 This operation does not foresee any exceptions to Bank policy.

VII. Environmental and Social Strategy

- 7.1 The ESG classification for this TC is “C”, as there are no environmental or social risks associated with the TC activities. (See [Safeguard Policy Filter Report and Safeguard Screening Form](#)).

Required Annexes

- [Annex I - Letter of Request](#)
- [Annex II - Results Matrix](#)
- [Annex III - Terms of Reference](#)
- [Annex IV - Procurement Plan](#)



GOVERNMENT OF BELIZE

Ministry of Economic Development, Petroleum,
Investment, Trade and Commerce

**ECONOMIC DEVELOPMENT AND
PETROLEUM**

**P.O. Box 42
Ground Floor, Sir Edney Cain Building
Belmopan City
Belize, Central America**

**Fax: (501) 822-3673
Tel: (501) 822-2526
(501) 822-2527
Email:
econdev@med.gov.bz**

Our Ref: IA/IDB/1/17(72)

August 18, 2017

Dr. Cassandra Rogers
Country Representative
Inter-American Development Bank
#1024 Newtown Barracks
Belize City, Belize

Dear Dr. Rogers:

**Re: Executing Agency: Technical Cooperation No. BL-T1092: Support for the Design of a
National Statistical System**

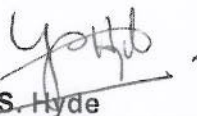
The Government of Belize has secured funding from the Inter-American Development Bank through Technical Cooperation No. BL-T1092, "Support for the Design of a National Statistical System" in the sum of One Hundred and Ninety Thousand United States dollars (US\$190,000).

The objective of the proposed Technical Cooperation is to strengthen and increase the use of the National Statistical System to produce the statistical information required to support effective evidence-based policy making across sectors by i) assessing data gaps and production of data sharing protocols, ii) strengthening Statistical Institute of Belize institutional capacity to meet the growing demand for statistical products iii) designing and implementing a system for managing statistical information and iv) providing training on the use of administrative registers for statistical purposes.

Based on the Bank's experience in the design and execution of similar interventions, the Ministry of Economic Development, Petroleum, Investment, Trade and Commerce hereby requests that the IDB act as the executing agency for this TC.

We anticipate your favorable consideration of this request and would greatly appreciate the Bank's support in keeping us apprised of any developments regarding the implementation of the Technical Cooperation.

With best wishes,
Economic Development and Petroleum


Yvonne S. Hyde
CHIEF EXECUTIVE OFFICER

C. Director General, Statistical Institute of Belize



Result Matrix

Outcomes

Outcome:	1 Strengthen the capacity of the Statistical Institute of Belize to						
Indicators	Flags*	Unit of Measur	Baseline	Baseline Year	Means of verification	EOP	
1.1 Tool for Assessing Statistical Capacity		total score	56.90	2016	Score from the application of the Tool for Assessing Statistical Capacity	P	60.00
						P(a)	
						A	

RF - Contribution

Outputs: Annual Physical and Financial Progress

1 Assessment of data gaps and design of data sharing protocols						Physical Progress				Financial Progress				Theme		
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of Verification	2017	2018	2019	EOP	2017	2018	2019	EOP			
1.1 Diagnostics and assessments completed	data gap assessment	Diagnostics (#)	0	2017	assessment	P	0	1	0	1	P	0	20000	0	20000	Institutional Development
						P(a)				0	P(a)				0	
						A					A					
1.2 Pilot interventions designed	interinstitutional model	Pilots (#)	0	2017	data sharing protocol	P	0	0	1	1	P	0	10000	10000	20000	Institutional Development
						P(a)				0	P(a)				0	
						A					A					
2 Design of a system for managing statistical information						Physical Progress				Financial Progress				Theme		
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of Verification	2017	2018	2019	EOP	2017	2018	2019	EOP			
2.1 Management information systems (MIS) designed	MIS designed	Systems (#)	0	2017	management information system	P	0	0	1	1	P	0	30000	30000	60000	Institutional Development
						P(a)				0	P(a)				0	
						A					A					
3 Training on the use of administrative registers for statistical purposes						Physical Progress				Financial Progress				Theme		
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of Verification	2017	2018	2019	EOP	2017	2018	2019	EOP			
3.1 Training workshops delivered	training delivered	Workshops (#)	0	2017	training workshop on administrative registers	P	0	1	1	2	P	0	30000	10000	40000	Institutional Development
						P(a)				0	P(a)				0	

						A					A					
4 Strengthen institutional capacity through training						Physical Progress					Financial Progress					
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of Verification		2017	2018	2019	EOP		2017	2018	2019	EOP	Theme
4.1 Training workshops delivered	training delivered	Workshops (#)	0	2017	training workshop on use of software	P	0	1	1	2	P	0	20000	20000	40000	Institutional Development
						P(a)				0	P(a)				0	
						A					A					

Other Cost
Evaluation

Total Cost


CRF Indicator


Standard Output Indicator

	2017	2018	2019	Cost
P	\$0.00	\$0.00	\$10,000.00	\$10,000.00
P(a)				\$0.00
A				

	2017	2018	2019	Total Cost
P		\$110,000.00	\$80,000.00	\$190,000.00
P(a)				
A				

TERMS OF REFERENCE
BL-T1092
Support for the Design of a National Statistical System
Belize

CID/CBL

Individual consultant: Assessment of data gaps and design of data sharing protocols

BACKGROUND

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

The urgent need for improvements in coverage, quality, processing and dissemination of economic data in Belize was identified in a recent Inter-American Development Bank (IDB) study on the existing quality of statistical capacity. Major weaknesses were identified in the production of statistics, including the lack of a production index, import and export price indexes, or unconsolidated government financial accounts, and poor agricultural and tourism data. Moreover, study highlighted that, according to the World Bank’s Statistical Capacity Indicator (SCI), in 2012 Belize experienced a rapid deterioration in periodicity and timeliness as well as in the areas of methodology and sources of data. The report underlined the need to create effective communication mechanisms among the relevant agencies that supply and use data generated by a National Statistical System (NSS), and the need to establish a common set of classifiers, norms, and definitions based on good practices that meet international standards.

Since November 2015 the Director General of the Statistical Institute of Belize (SIB) has been working develop a plan for improving the NSS. This activity is not only one of the requirements outlined in the Government of Belize’s Growth and Sustainable Development Strategy (GSDS), but also matters from a broader perspective. Reliable data is needed to inform public policy making and private sector business strategies, and for monitoring and evaluation to ensure the efficient allocation of public spending. The plan recognizes that the NSS requires a compendium of economic and development indicators and clear allocation of responsibilities for collecting and reporting data among state agencies. Each agency, in coordination with the SIB, must determine the frequency of reporting on each indicator, resource requirements, and a production process. Specific technical coordination committees will need to be created with each lead institution responsible for a set of indicators, including the Central Bank, the Belize Tourism Board, the Ministries of Finance, Education, Health, and Agriculture, each of which collects and processes data separately in the current fragmented system.

In 2016–2017, the IDB has been supporting the SIB to carry out preparatory work for developing Belize’s NSS in three phases: (i) a systematic assessment of current capacity for the collection, analysis and dissemination of national statistics; (ii) workshops to bring the various agencies responsible for statistics together to analyze needs and identify necessary actions required; and (iii) support for the University of Belize to put in place a curriculum for education and training to develop the capacity required to meet the needs of the country in the future.

The first phase was an initial self-assessment exercise, using the IDB's Tool for Assessing Statistical Capacity (TASC), which served to highlight areas of strength as well as deficiencies within the SIB and the NSS as a whole.

In the second phase, between November 2016 and August 2017, the IDB supported the SIB as it sponsored three workshops to develop a strategic plan for the NSS. Participants in the workshops came from all data-producing members of the NSS, including not only the SIB but also many other government ministries, agencies and departments. A compendium of economic and development indicators was drafted, and the division of responsibilities and processes for collecting and reporting data were clarified. The final workshop produced a roadmap for the NSS, or a National Strategy for the Development of Statistics (NSDS).

In the third phase, the IDB has been working with both the SIB and the University of Belize to put in place training and education programs in statistics to meet the needs of the country's National Statistical System in the future, thereby ensuring that the capacity will exist within the SIB and the NSS to produce the necessary data for the effective implementation of Belize's Growth and Sustainable Development Strategy (NSDS) among other national and international commitments.

The TC "Support for the Design of a National Statistical System" builds on the successful completion of these three initial phases and moves to the next stage of the task to build an effective NSS. The consultancy "Assessment of data gaps and design of data sharing protocols" is related to Component I of the TC.

OBJECTIVES

The overall objective of this consultancy is to support the SIB's role in coordinating the NSS by understanding the data requirements and products of the NSS stakeholders. The design of data sharing agreements between the SIB and NSS agencies will make good use economies of scale with existing data.

DELIVERABLES

1. An inventory and assessment of NSS existing data as well as needs and gaps.
2. The design of a master data sharing protocol between the SIB and other data providers of the NSS.

PAYMENT SCHEDULE

10% upon signing of the contract
30% upon submission of draft data inventory
30% upon submission of the draft data sharing agreement
30% final submission and approval of both.

QUALIFICATIONS

- Professional experience and/or qualifications in the areas of statistics, public policy, economics, and the capacity to demonstrate such experience (having practical experience of a similar nature either locally and/or regionally);
- Proven capabilities as evidenced by at least five years' experience at a national/regional level in the topic;
- Postgraduate degree, at least at Master's level, in Statistics, Economics, Public Policy, or one of the social sciences and relevant experience (at least five years) in the analysis of the official statistics;
- Excellent written and editorial communications skills in English.

CONSULTANCY CHARACTERISTICS

- **Consultancy category and modality:** Product & External Services (PEC); lump sum
- **Contract Duration:** Ten (10) month period (an equivalent of 40 discontinuous days during the first year of the project)
- **Place(s) of work:** Belize and contractual country of residence.
- **Division Leader or Coordinator:** Modernization of the State Lead Specialist (IFD/ICS) will supervise the consultancy.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

Consanguinity: Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the Bank as staff members or Complementary Workforce contractual, will not be eligible to provide services for the Bank.

Diversity: The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion, and HIV/AIDS status. We encourage women, Afro-descendants and persons of indigenous origins to apply.

TERMS OF REFERENCE
BL-T1092
Support for the Design of a National Statistical System
Belize

CID/CBL

Individual consultant: Design of a system for managing statistical information

BACKGROUND

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The first phase was an initial self-assessment exercise, using the IDB's Tool for Assessing Statistical Capacity (TASC), which served to highlight areas of strength as well as deficiencies within the SIB and the NSS as a whole.

In the second phase, between November 2016 and August 2017, the IDB supported the SIB as it sponsored three workshops to develop a strategic plan for the NSS. Participants in the workshops came from all data-producing members of the NSS, including not only the SIB but also many other government ministries, agencies and departments. A compendium of economic and development indicators was drafted, and the division of responsibilities and processes for collecting and reporting data were clarified. The final workshop produced a roadmap for the NSS, or a National Strategy for the Development of Statistics (NSDS).

In the third phase, the IDB has been working with both the SIB and the University of Belize to put in place training and education programs in statistics to meet the needs of the country's National Statistical System in the future, thereby ensuring that the capacity will exist within the SIB and the NSS to produce the necessary data for the effective implementation of Belize's Growth and Sustainable Development Strategy (NSDS) among other national and international commitments.

The TC "Support for the Design of a National Statistical System" builds on the successful completion of these three initial phases and moves to the next stage of the task to build an effective NSS. The consultancy "Design of a system for managing statistical information" is related to Component III of the TC.

OBJECTIVES

The overall objective of this consultancy is to support the SIB to exercise its authority to coordinate the production of official statistics from the many data producers in the NSS, using an integrated data management system.

DELIVERABLES

The design, with technical specifications, of a system for managing statistical information. The system will include a filing system, a documentation system, a management information system, an NSS data sharing system, a data dissemination system and backup strategies.

PAYMENT SCHEDULE

20% upon signing of the contract
30% upon submission of draft plan for the system
50% upon final submission and approval.

QUALIFICATIONS

- Professional experience and/or qualifications in the areas of statistics, technology, information management, and the capacity to demonstrate such experience (having practical experience of a similar nature either locally and/or regionally);
- Proven capabilities as evidenced by at least five years' experience at a national/regional level in the topic;
- Postgraduate degree, at least at Master's level, in Statistics, Information Management, or one of the social sciences and relevant experience (at least five years) in information technology;
- Excellent written and editorial communications skills in English.

CONSULTANCY CHARACTERISTICS

- **Consultancy category and modality:** Product & External Services (PEC); lump sum
- **Contract Duration:** Eighteen (18) month period (an equivalent of 50 discontinuous days during the life of the project)
- **Place(s) of work:** Belize and contractual country of residence.
- **Division Leader or Coordinator:** Modernization of the State Lead Specialist (IFD/ICS) will supervise the consultancy.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

Consanguinity: Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the Bank as staff members or Complementary Workforce contractual, will not be eligible to provide services for the Bank.

Diversity: The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion, and HIV/AIDs status. We encourage women, Afro-descendants and persons of indigenous origins to apply.

TERMS OF REFERENCE
BL-T1092
Support for the Design of a National Statistical System
Belize

CID/CBL

Consulting firm: Training on the use of administrative registers for statistical purposes

BACKGROUND

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

The urgent need for improvements in coverage, quality, processing and dissemination of economic data in Belize was identified in a recent Inter-American Development Bank (IDB) study on the existing quality of statistical capacity. Major weaknesses were identified in the production of statistics, including the lack of a production index, import and export price indexes, or unconsolidated government financial accounts, and poor agricultural and tourism data. Moreover, study highlighted that, according to the World Bank’s Statistical Capacity Indicator (SCI), in 2012 Belize experienced a rapid deterioration in periodicity and timeliness as well as in the areas of methodology and sources of data. The report underlined the need to create effective communication mechanisms among the relevant agencies that supply and use data generated by a National Statistical System (NSS), and the need to establish a common set of classifiers, norms, and definitions based on good practices that meet international standards.

Since November 2015 the Director General of the Statistical Institute of Belize (SIB) has been working develop a plan for improving the NSS. This activity is not only one of the requirements outlined in the Government of Belize’s Growth and Sustainable Development Strategy (GSDS), but also matters from a broader perspective. Reliable data is needed to inform public policy making and private sector business strategies, and for monitoring and evaluation to ensure the efficient allocation of public spending. The plan recognizes that the NSS requires a compendium of economic and development indicators and clear allocation of responsibilities for collecting and reporting data among state agencies. Each agency, in coordination with the SIB, must determine the frequency of reporting on each indicator, resource requirements, and a production process. Specific technical coordination committees will need to be created with each lead institution responsible for a set of indicators, including the Central Bank, the Belize Tourism Board, the Ministries of Finance, Education, Health, and Agriculture, each of which collects and processes data separately in the current fragmented system.

In 2016–2017, the IDB has been supporting the SIB to carry out preparatory work for developing Belize’s NSS in three phases: (i) a systematic assessment of current capacity for the collection, analysis and dissemination of national statistics; (ii) workshops to bring the various agencies responsible for statistics together to analyze needs and identify necessary actions required; and (iii) support for the University of Belize to put in place a curriculum for education and training to develop the capacity required to meet the needs of the country in the future.

The first phase was an initial self-assessment exercise, using the IDB's Tool for Assessing Statistical Capacity (TASC), which served to highlight areas of strength as well as deficiencies within the SIB and the NSS as a whole.

In the second phase, between November 2016 and August 2017, the IDB supported the SIB as it sponsored three workshops to develop a strategic plan for the NSS. Participants in the workshops came from all data-producing members of the NSS, including not only the SIB but also many other government ministries, agencies and departments. A compendium of economic and development indicators was drafted, and the division of responsibilities and processes for collecting and reporting data were clarified. The final workshop produced a roadmap for the NSS, or a National Strategy for the Development of Statistics (NSDS).

In the third phase, the IDB has been working with both the SIB and the University of Belize to put in place training and education programs in statistics to meet the needs of the country's National Statistical System in the future, thereby ensuring that the capacity will exist within the SIB and the NSS to produce the necessary data for the effective implementation of Belize's Growth and Sustainable Development Strategy (NSDS) among other national and international commitments.

The TC "Support for the Design of a National Statistical System" builds on the successful completion of these three initial phases and moves to the next stage of the task to build an effective NSS. The consultancy "Training on the use of administrative registers for statistical purposes" is related to Component IV of the TC.

OBJECTIVES

The overall objective of this consultancy is to strengthen the capacity of technical specialists and methodologists that work with administrative data in the SIB and other agencies of the NSS.

DELIVERABLES

1. Prepare course materials and modules, taking into consideration the information collected by the SIB and other agencies of the NSS concerning the status of administrative registers in Belize.
2. Instruction of the course "Towards an Integrated Statistical System Based on Administrative Registers" in Belize.
3. Provision of specific technical assistance related to register-based statistics to the SIB and other agencies of the NSS.
4. Final report and recommendations on how to take better advantage of and improve administrative registers in the production of official statistics in Belize.

PAYMENT SCHEDULE

10% upon signing of the contract

30% upon submission of course materials and modules

30% upon delivery of the course and technical assistance

30% upon delivery and approval of final report and recommendations.

QUALIFICATIONS

- Professional experience and/or qualifications in the areas of statistics, public policy, economics, and the capacity to demonstrate such experience (having practical experience of a similar nature either locally and/or regionally);
- Proven capabilities as evidenced by at least ten years' experience at a national/regional level in the topic;
- Excellent written and editorial communications skills in English.

CONSULTANCY CHARACTERISTICS

- **Consultancy category and modality:** Consulting firm; lump sum
- **Contract Duration:** Ten (10) month period (an equivalent of 20 discontinuous days during the life of the project)
- **Place(s) of work:** Belize and contractual country of residence.
- **Division Leader or Coordinator:** Modernization of the State Lead Specialist (IFD/ICS) will supervise the consultancy.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1												Inter-American Development Bank			
2													ORP/GCM		
3															
4	PROCUREMENT PLAN FOR BANK EXECUTED OPERATIONS														
5	Country:	Belize					Executing agency: IDB							UBR:	
6	Project number:	BL-T1092					Title of Project: Support for the Design of a National Statistical System								
7	Period covered by the plan:	1/2018 until 12/2019				Total Project Amount:		\$ 190,000							
9	Component	Procurement Type	Service type	Description (4)	Estimated contract cost (US\$)	Selection Method (2)	Type of contract	Source of financing and percentage				Estimated date of the procurement notice	Estimated contract start date	Comments	
10								IDB/MIF		Other External Donor					
11								Amount	%	Amount	%				
13	Component 1	A. Consulting services:	Individual Consultant (AM-650)	Data gap assessment	\$ 20,000	IICQ	Lump Sum	\$ 20,000	100	0	0	2Q 2018	3Q 2018		
14	Component 1	A. Consulting services:	Individual Consultant (AM-650)	Data sharing protocol	20,000	IICQ	Lump Sum	\$ 20,000	100	0	0	3Q 2018	4Q 2018		
15	Component 2	A. Consulting services:	Individual Consultant (AM-650)	Technical training	40,000	IICQ	Lump Sum	\$ 40,000	100	0	0	3Q 2018	4Q 2018		
16	Component 3	A. Consulting services:	Individual Consultant (AM-650)	Management information system	60,000	IICQ	Lump Sum	\$ 60,000	100	0	0	3Q 2108	1Q 2019		
17	Component 4	A. Consulting services:	Firm Consultant (GN-2765)	Technical training	40,000	SSS	Lump Sum	\$ 40,000	100	0	0	1Q 2018	2Q 2018		
18		A. Consulting services:	Individual Consultant (AM-650)	Program evaluation	10,000	IICQ	Lump Sum	\$ 10,000	100	0	0	3Q 2019	3Q 2019		
19															
20															
21															
22															
23															
24															
26	Prepared by:			TOTALS	\$ 190,000			\$ 190,000	600	\$ -	0				
27	(1) Grouping together of similar procurement is recommended, such as publications, travel, etc. If there are a number of similar individual contracts to be executed at different times, they can be grouped together under a single heading, with an														
28	explanation in the comments column indicating the average individual amount and the period during which the contract would be executed. For example: an export promotion project that includes travel to participate in fairs would have an item called														
29	"airfare for fairs", an estimated total value of US\$5,000, and an explanation in the Comments column: "This is for approximately four different airfares to participate in fairs in the region in years X and X1".														
30	(2) Individual consultants: IICQ: International Individual Consultant Selection Based on Qualifications; SSS: Single Source Selection. Selection process to be done in accordance with AM-650.														
31	(2) Consulting firms: Per GN-2765-1, Consulting Firm selection methods for Bank-executed Operations are: Single Source Selection (SSS); Simplified Competitive <= 100K (SC <=100K); Simplified Competitive >100K and <=250K (SC >100K and <=250K); Fully Competitive >250K and Framework Agreement Task Order (FWTO). All Consulting Firm selection processes under this policy must use the electronic module in Convergence.														

[illegible]

SUPPORT FOR THE DESIGN OF A NATIONAL STATISTICAL SYSTEM

BL-T1092

CERTIFICATION

I hereby certify that this operation was approved for financing under **Ordinary Capital Strategic Development Program for Institutions (INS)** through a communication dated August 18, 2017 and signed by Kai Hertz (ORP/GCM). Also, I certify that resources from said fund are available for up to **US\$190,000** in order to finance the activities described and budgeted in this document. This certification reserves resource for the referenced project until December 13th, 2017. If the project is not approved by the IDB within that period, the reserve of resources will be cancelled, except in the case a new certification is granted. The commitment and disbursement of these resources shall be made only by the Bank in US dollars. The same currency shall be used to stipulate the remuneration and payments to consultants, except in the case of local consultants working in their own borrowing member country who shall have their remuneration defined and paid in the currency of such country. No resources of the Fund shall be made available to cover amounts greater than the amount certified herein above for the implementation of this operation. Amounts greater than the certified amount may arise from commitments on contracts denominated in a currency other than the Fund currency, resulting in currency exchange rate differences, represent a risk that will not be absorbed by the Fund.

CERTIFIED BY:	(Original Signed)	11/28/2017
	Sonia M. Rivera	Date
	Division Chief	
	Grants and Co-Financing Management Unit	
	ORP/GCM	

APPROVED BY:	(Original Signed)	11/29/2017
	Carlos Santiso	Date
	Division Chief	
	Innovation in Citizen Services Division	
	IFD/ICS	