

Kingdom of Cambodia
Nation Religion King



Memorandum of Understanding

Between

National Committee for Sub National
Democratic Development
Secretariat (NCDDS)

And

World Vision International

On

**The Implementation of Social Accountability
Implementation Plan
for Sub-National Democratic Development**



MEMORANDUM OF UNDERSTANDING

BETWEEN

**THE SECRETARIAT OF THE NATIONAL COMMITTEE FOR SUB-NATIONAL DEMOCRATIC
DEVELOPMENT (NCDDS)**

AND

World Vision International

**ON THE IMPLEMENTATION OF THE SOCIAL ACCOUNTABILITY IMPLEMENTATION PLAN
FOR SUB-NATIONAL DEMOCRATIC DEVELOPMENT**

Article 1: Social Accountability

The NCDD Secretariat (NCDDS) worked closely with development partners and NGOs to formulate the three-year Plan for Implementation of the Social Accountability Framework under the National Program Framework for Sub-National Democratic Development, 2016-2018. Social accountability is an integral element of governance arrangements and is a process of constructive engagement between citizens and sub-national administrations through which public decision-making and action takes place. It includes all those activities in which citizens and their representatives can advocate for their interests (voice) and thereby check the performance of councils, officials and service providers of Communes, Education (Primary Schools) and Health (Health Centers).

Article 2: Purpose of the Memorandum of Understanding (MoU)

This MoU defines the obligations, responsibilities and partnership arrangements of the NCDDS and World Vision International (referred to as “the NGO”) relating to implementation of the ISAF in target areas specified in Annex I of this MoU. This MOU is valid for 3 years from 2016 to 2018, and is intended to follow the I-SAF Implementation Plan while the target area will be updated every year by scaling up based on agreement from both parties. Both parties will make all effort to seek financial support to implement the ISAF Implementation Plan in the planned target areas as stated in the Annex 1.B.

Article 3: Obligations of the NCDDS

The NCDDS agrees to: 



- a) Provide instructions to the concerned sub-national administration within the target areas regarding the terms of this MoU;
- b) Provide training to the Councils, Administrations, relevant health and education officials within the target areas regarding the ISAF concept, tool and process and in particular principles of good governance and downward of accountability, the respective roles and responsibilities of the relevant sub-national administration to uphold the above principles and in supporting to the implementation of ISAF, the NGO and the civil society organizations (CSO) contracted by the NGO to facilitate the implementation of ISAF in the target areas;
- c) Provide Information for Citizens posters and booklets to the target areas with technical guidance or thorough orientation on how are they to be produced, displayed and used in the ISAF process;
- d) Provide (supply side) ISAF orientation training to key NGO implementer so that they can align the demand side ISAF echo training to their provincial partners;
- e) Timely provide budget support to the sub-national administration in the target areas to finance the activities under their responsibility; and
- f) Periodically monitor the performance and meaningful participation of the sub-national administration, relevant health and education officials and to ensure that the ISAF - the information dissemination to citizens and multi-sector scoring process -are being implemented and in accordance with the ISAF document (ISAF-three-year Implementation Plan, ISAF Supply Side Operational Manual and).
- g) Regularly prepare and share the progress and financial report as the agreed content in the annex 2.
- h) As much as possible, maintain year on year consistent implementation in target area to avoid interruptions to annual ISAF implementation.

Article 4: Obligations of the World Vision International

The World Vision International agrees to:

- a) Provide guidance to its organizational staff and its partner CSOs regarding the terms of this MoU;
- b) Ensure that training (and training of trainers) is provided to their CSO partners on the ISAF concept, tool and process, principles of good governance and downward of accountability, importance of citizen participation, roles/responsibilities of the relevant sub-national administration, CSOs and citizens ;
- c) Provide budget support to their partner CSOs to finance the demand side ISAF activities under responsibility of these CSOs;
- d) Periodically monitor the performance of its organization or its CSO partners to ensure that the ISAF – citizen participation in multi-sector scoring process –is being implemented and in accordance with the ISAF document (ISAF-three-year Implementation Plan Demand Side Operations Manual).
- e) Regularly prepare and share the progress and financial report as the agreed content in the annex 2.
- f) As much as possible, maintain year on year consistent implementation in the target area to avoid interruptions to annual ISAF implementation. @

Article 5: Coordination Arrangements

If necessary, both parties will arrange for periodically coordination meeting intended to:

- Review progress in implementation;
- Identify constraints and formulate solutions to these constraints in a collaborative manner;
- Discuss and agree on proposed improvements to the process to be incorporated in future phases of implementation; and
- Other matters pertaining to the overall ISAF.

Article 6: Amendment or Termination of the MoU

This MoU may be amended at any time subject to mutual agreement of the two parties. Termination of the MoU will require prior notice of eight (8) weeks in writing and an agreement between both parties on appropriate measures to ensure that implementation of the ISAF in the target areas are not unduly affected.

For NCDDES

Signature:  _____

Name :  _____

Title : Head of NCDDES

Date : 09 - Mar - 2016

For NGO



Mr. Jason Evans _____

National Director _____

09 - Mar - 2016

Annex 1

A-Target areas to be covered in 2016 under MoU between NCCDS and World Vision

GIS Code	Name of Target District	No. Communes		No.Pri. School		No.Health Centre	
		supply side	demand side	supply side	demand side	supply side	demand side
	Banteay Meanchey	33	28	213	54	32	27
103	Phnom Srok	6	6	41	12	6	6
108	Svay Chek	8	8	44	14	7	7
102	Mongkol Borei	13	8	84	16	14	8
107	Thmar Puok	6	6	44	12	5	6
	Siem Reap	27	27	135	53	25	25
1706	Krolanh	10	10	38	19	9	9
1714	Varin	5	5	22	10	4	4
1704	Chi Kreng	12	12	75	24	12	12
	Kampong Thom	41	32	220	64	28	22
602	Kampong Svay	11	8	74	16	9	7
608	Stoung	13	10	80	20	9	7
607	Santuk	10	10	66	20	7	7
604	Brasat Balang	7	4	42	8	3	1
	Total	101	87	589	171	85	74

Handwritten signature and mark

B-Planned target areas to be covered in 2017 and 2018 under MoU between NCDDDS and World Vision

Target Provinces	# of Districts	# of communes	# Health Center	# of primary school	Name of NGOs partners	Remark
Beantey Meanchey	Phnum Srok	6	6	12	World Vision International	
	Svay Chek	8	6	14		
	Mongkol Borei	13	10	26		
	Thma Pouk	6	6	12		
Siem Reap	Varin	5	4	10		
	Kralanh	10	9	19		
	Chi Kreng	12	12	24		
	Pouk	16	16	32		
Kampong Thom	Kampong Svay	11	10	20		
	Stoung	13	10	26		
	Santuk	10	9	20		
	Prasat Balangk	7	4	14		
	Prasat Sambour (Control)	5	C	C		
Preah Vihear	Chey Saen	6	6	12		
	Chhaeb	8	8	16		
	Choam Ksant (Control)	8	C	C		
	Kuleaen	6	6	12		
	Rovieng	12	12	24		
	Sangkum Thmei	5	5	10		
	Preah Vihear (peri-urban pilot)	2	2	4		
	Tbaeng M.Chey	4	4	8		
Kampong Chhnang	Boribour	11	11	22		
	Chol kiri	5	5	10		
	Kampong Chhnang (peri-urban pilot)	4	4	8		
	Kampong Leaeng	9	9	18		
	Kampong Tralach (Control)	10	C	C		
	Rolea B'ier	13	13	26		
	Smeakki Mean Chey	9	9	18		
	Tuek Phos	8	8	16		
5 provinces	29 districts (26 target districts, 3 allocated as controls)	242 communes (219communes,23control)	204	433		

Note: The above planned target is subject to change as the discussion and the agreed by NCDDDS & individual NGOs.

1. Introduction
2. Progress
3. Challenges
4. Financial Status
5. Conclusion 

Handwritten signature or initials in blue ink.