

# Discussion Paper on the CAREC Institute

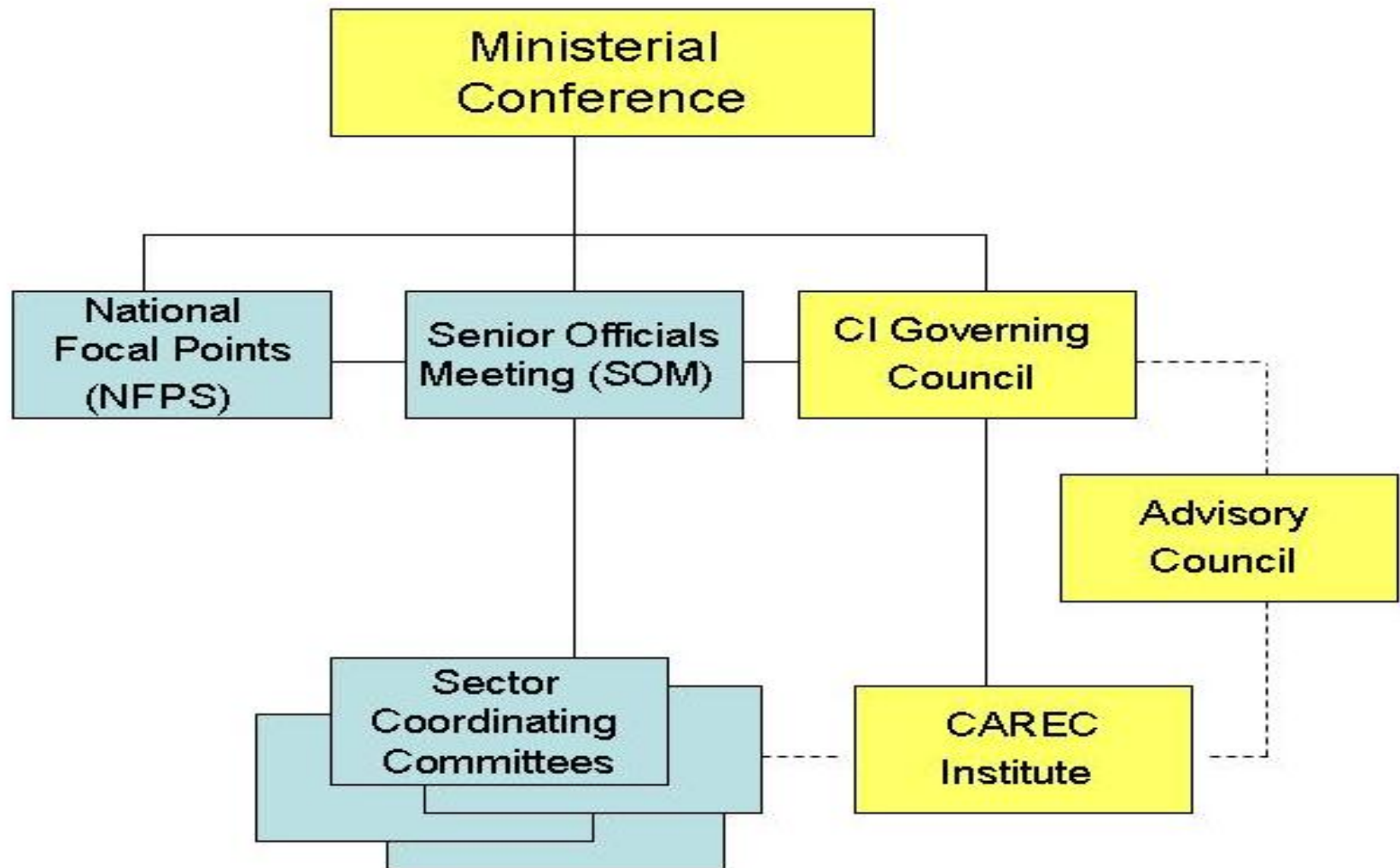
# Presentation Outline

- Background
- Organization Structure
- Cost Estimates and Financing
- Founding Document
- Next Steps

# Background

- Agreements of NFP Meeting, Bangkok 28 Sept ---
  - CI will move to a physical base in the region at a designated time;
  - Requirements to be met by the country hosting the CI
  - Principles of ownership and regionality, fairness and balance to guide the operations of the CI
  - Features of the CI would include consensus-based decision; rotation of key management positions; governance structure
- ADB to draft a discussion paper relating to CI's establishment and operationalization

# Governing Structure



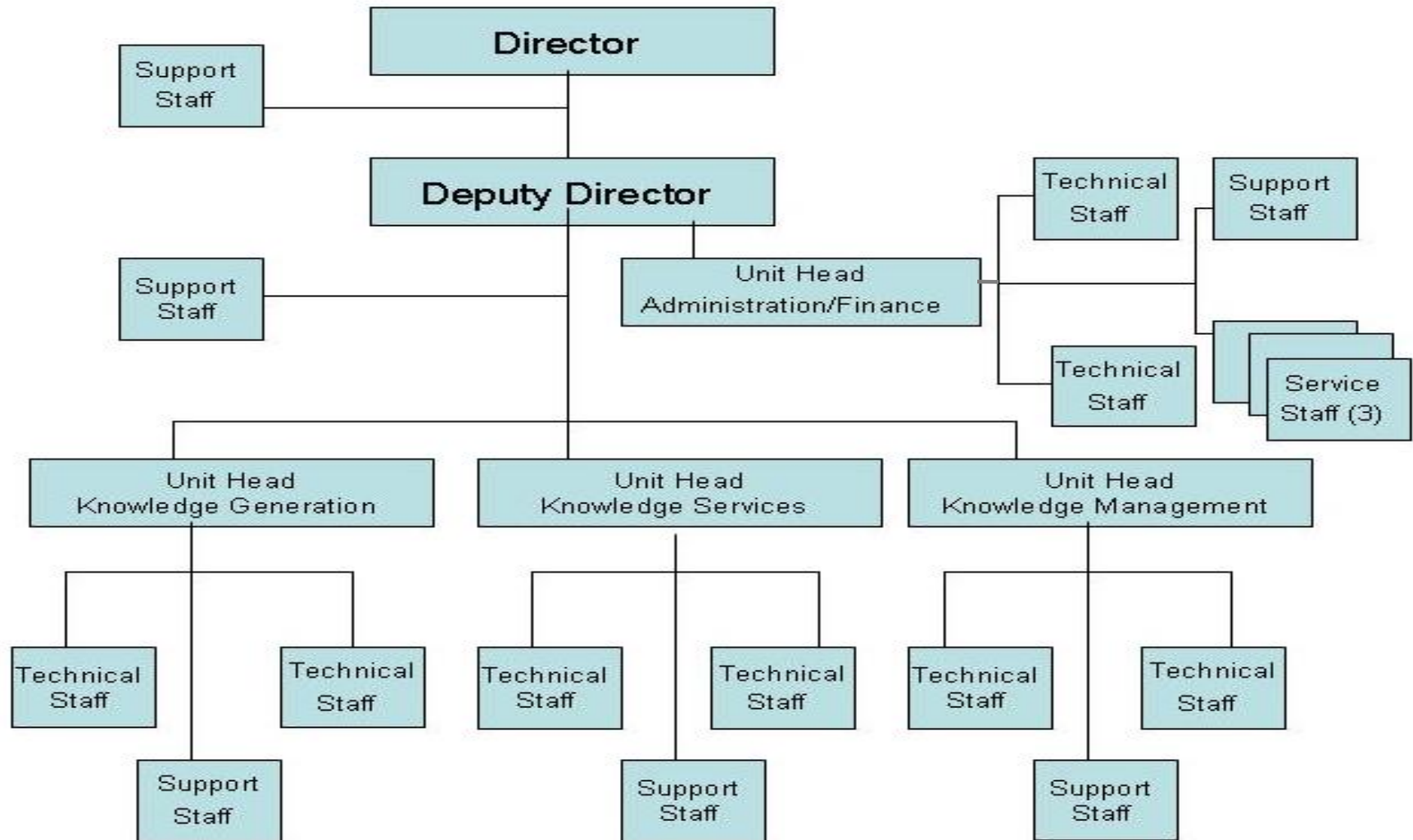
# Governing Structure

- **Ministerial Conference** as oversight and highest decision-making body
- **Governing Council**
  - provides strategic guidance and direction
  - Composed of NFPs
  - Decides on the basis of consensus
  - Meets at least once a year

# Advisory Body

- Advisory Council
  - Sounding board of new ideas and approaches
  - Composed of 3 members who are prominent thinkers plus CI Director as *ex-officio*
- Advisory Forum – an annual event for exchange of ideas on issues related to CI's work

# Organization Structure



# CI Management and Staff

## CI Management

- 1 Director
- 1 Deputy Director
- 4 Unit Heads
  - KG
  - KS
  - KM
  - Administration/  
finance

## CI Staff

- 8 technical staff (2 per unit)
- 6 support staff (secretaries)
- 3 service staffs

**Management =6**  
**Staff =17**  
**TOTAL = 23**



# Management and Staffing

- Director: CAREC countries except host country; rotation basis
- Deputy Director: Host Country
- Unit Heads: CAREC countries
- Balance in key management representation
  
- Technical staff: CAREC countries
- Recruited openly (positions are advertised) and selected based on merit (fit between position requirement and qualifications)
- Tenure of three (3) years

# Continued

- Support and service staff: host country
- Recruitment and selection of CI Management be done by the Governing Council
- Recruitment and Selection Committee to be established by Governing Council for staff.

# Cost Estimates and Financing

ITEMS	Phase 1 2013-2014	Phase 2 2015-2017	Proposed Financing Sources				
			Host	Member Countries	ADB	Other MI Partners	Others
Capital cost *	TBD	TBD	√				
Operating and maintenance cost **	TBD	TBD	√				
Salaries & benefits ***							
--Director (1)	\$1.2M	\$1.4M	√	√	√	√	
-- Deputy Director (1)							
-- Unit Heads (4)							
-- Technical Staff (8)							
-- Non Tech Staff (9)	TBD	TBD	√				
<b>Program Cost****</b>	<b>\$ 4.20M</b>	<b>\$5.8M</b>	√	√	√	√	√

\*One-time costs

\*\* Yearly recurring costs

\*\*\* Annual costs

\*\*\*\* Financing in cash or in kind

# Proposed Financing Sources

- Host Country:
  - All capital costs, and operating and maintenance costs
  - Portion of salaries and benefits
  - Salary of local staff
- CAREC Members:
  - Portion of salaries and benefits
  - Part of Program Costs in cash or in kind
- ADB:
  - Part of salaries and program costs
- Partner Multilateral Institutions
  - Part of salaries and program costs
- Private sector sponsorships
- Trust Fund to serve as a vehicle for country contributions; to be administered by ADB

# The Founding Document

## Options

- Intergovernmental Agreement
- Memorandum of Understanding
- Joint Ministerial Declaration

# Next Steps

- Finalize decision on location and timing
- Make progress in discussing the governance and organizational aspects of the CI
- ADB as Secretariat to facilitate

**THANK YOU**