



Regional Meeting on National Planning, Selection and Design of IAEA TC Projects

9 – 13 May 2005, Yangon, Myanmar

FUNCTION AND RESPONSIBILITIES OF NATIONAL TC LIAISON OFFICERS, & COUNTERPARTS OF PROJECTS

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Outline of Presentation

- **NLO and CPT - definition**
- **Ecosystem & Environment**
- **Challenges & Opportunities**
- **Roles and Responsibilities**
- **Conclusions**



National TC Liaison Officer & Counterpart of Project

Who is the National TC Liaison Officers?

He/She is appointed by his/her government to Liaise with IAEA on matters pertaining to Technical Cooperation Programme

Who is the Counterpart of a Project?

He/She is appointed by his/her government to lead national project and liaise with NLO on matters pertaining to IAEA Technical Cooperation Programme



National TC Liaison Officer & Counterpart of Project

- **Leader**
 - a strong sense of purpose
 - articulate the vision
 - doing right things
- **Manager**
 - creating a compelling & overarching vision
 - making policies, practices, procedures
 - doing things right



National TC Liaison Officer & Counterpart of Project

Leader:

- **Innovation – wisdom, talent, insight**
- **Creativity – create environment to operate**
- **Harnessing – intellectuality of workers**
- **Convert – knowledge into values**



Management Principles

Technical Cooperation Programme

- Essential
- High Priority of the Agency
- Demand-driven and in accordance with National priorities

Technical cooperation strategy is for the entire Agency.



Ecosystem & Environment

- **International**
 - competitiveness
 - benchmarking
 - economic survival
 - resources – human capital and funding
 - networking
- **National**
- **Institutional**
- **Project level**



Ecosystem & Environment

- **International**
- **National**
 - **landscape & policy**
 - **prioritization & focus areas**
 - **strategy and directive**
- **Institutional**
- **Project level**



Ecosystem & Environment

- **International**
- **National**
- **Institutional**
 - **strategy**
 - **prioritization**
 - **resources – human & financial**
 - **infra structure**
- **Project level**



Ecosystem & Environment

- **International**
- **National**
- **Institutional**
- **Project level – project value chain**
 - **market driven**
 - **demand driven**
 - **results oriented**
 - **partners and team members**
 - **stakeholders**



Challenges & Opportunities

- market driven
- demand driven
- results oriented
- from laboratory to the market
- partners and team work
- stakeholders
- Intellectual Property/patent
- commercialization



NATIONAL INPUTS

- **Infrastructure**
- **Staff/collaborative team**
- **Regulation/administration**
- **Monitoring/auditing**



NATIONAL INPUTS

- **Contact with national authorities**
- **Contact with other international private organizations/Donors**
- **Contact with end users and their inputs**
- **Dissemination of information**
- **sustainability**

Management Principles

Accountability and Authority



- *delivery of funds*
- *performance of programme*

MS

*Board of Governors
General Conference*

Accountability

Responsibility

DG IAEA

Accountability

Accountability

Responsibility

Responsibility

Technical Cooperation Programme Committee

DDG-TC

DDGs-TD

- *proper use of TCP funds*
- *overall management*
- *delivery of outputs*

- *co-ordinate between TCP and Regular Budget*
- *exchange information*
- *review*
- *submission of regular budget*
- *efficient delivery of TCP*

- *technical interpretations of inputs*
- *technical quality of TCP*

Responsibility ↓ ↑ *Accountability*

DIRs, SHs

Responsibility ↓ ↑ *Accountability*

DIRs, SHs

COs, PMO

TOs



Roles and Responsibilities

- **“UPSTREAM WORK” PHASE**
- **SELECTION OF PROJECT PHASE**
- **PROJECT DESIGN & FORMULATION PHASE**
- **PROJECT IMPLEMENTATION PHASE**
- **MONITORING PROGRESS/ACHIEVEMENTS**
- **MARKETING RESULTS PHASE**



Upstream Work/Selection of Projects:

Focusing the programme, CPF, country development strategy paper, national development plans etc. in accordance to countries NEED

- **Selection of the right counterparts (within AEC and outside AEC)**
- **Selection of the collaborative institute**
- **Involvement of end users**
- **Contact national authorities**
- **Contact donor organizations working in the Country**
- **Ensuring application of Central Criterion/Government Commitment**
- **Selection a few good projects/rejection “bad” ones**
- **Playing proactive role and helping counterparts to submit good projects**





PROJECT DESIGN & FORMULATION PHASE



Selection of Project team.



Review/preliminary proposal.



**Submission of preliminary proposal to IAEA
for feed back.**



**Review the detailed proposals by a
“national review committee”.**



Submission of detailed project proposal.



Request for pre-project mission.



Submission of final TC requests to IAEA



PROJECT IMPLEMENTATION PHASE



Ensure receiving detailed requested inputs from government and the IAEA.



Ensure selection of the RIGHT candidate from project team for fellowships/S.V.



Ensure submitting completed forms for training in accordance to project work plan.



Ensuring the national inputs and IAEA are in place to achieve effective and full implementation.





MONITORING PROGRESS/ACHIEVEMENT OF THE TC PROJECTS



Timely progress report.



Conducting “Auditing” visits.



Facilitate various evaluation missions.



Project Communication



Ensure dissemination of information received under a project to other relevant national institutions/authorities.



Facilitate experts and equipment clearances.



Facilities issuing necessary regulations/legislation.





ENSURING IMPACT & SUSTAINABILITY

-  **End users and collaborators involvement/reports.**
-  **Other donors involvement.**
-  **Other national authorities involvement.**
-  **Ensuring sustainability of TC projects after“ closing” the project by the Agency.**
-  **Publicise results to attract the attention of national authorities, politicians and media.**





MARKETING OF PROJECTS RESULTS

 **Filing for patent/trademark.**

 **Business Plan.**

 **Demonstration of results viability – pilot plant**

 **Transfer and marketing.**



Conclusions

- **National TC Liaison Officers & Counterpart of Project play important roles for the success of project;**
- **NTC LO is the bridge between his/her country with IAEA**

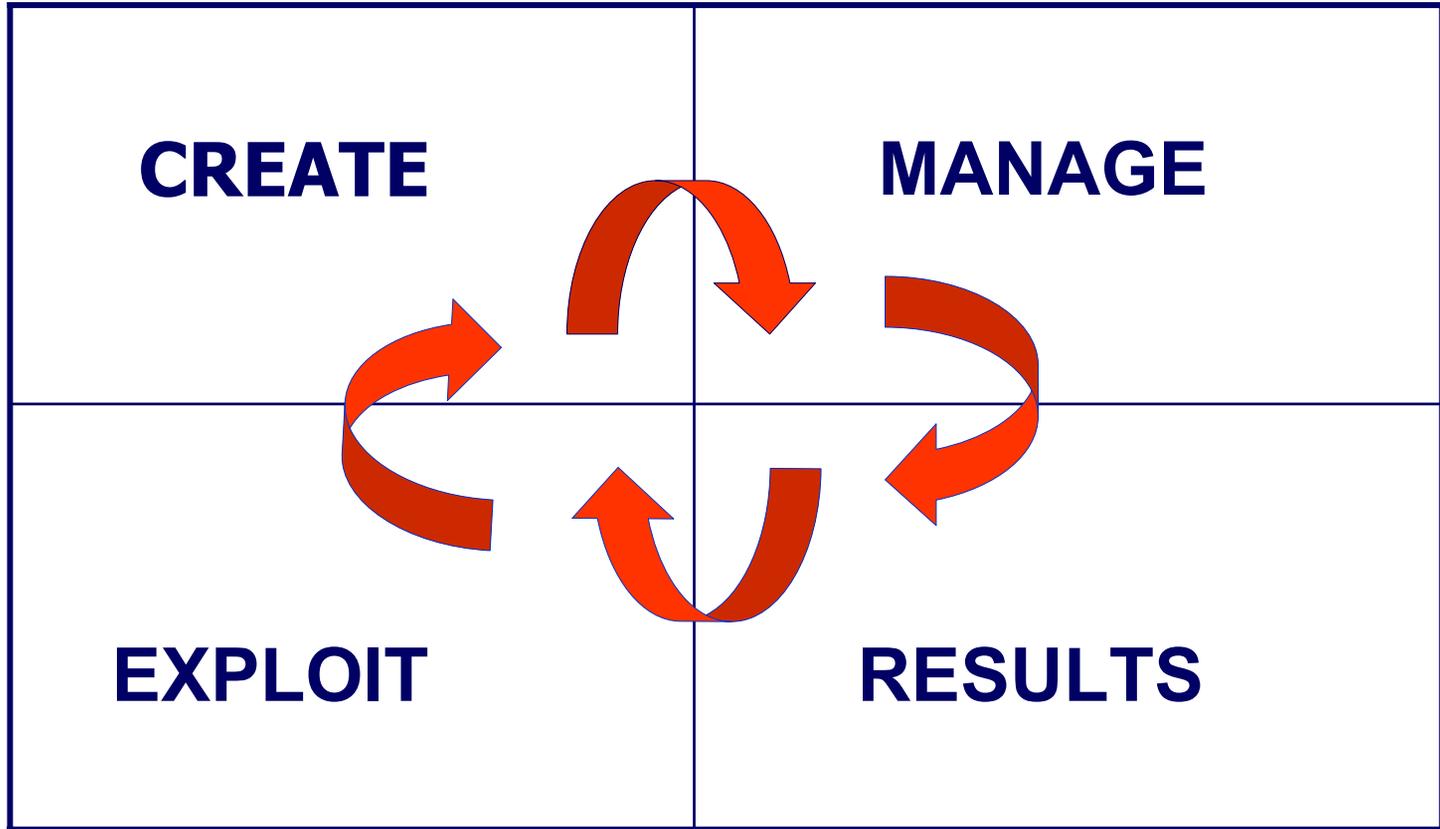


Working in a Team for the TC Programme

- **Area Officers/Country Officer/Project Management Officer/Regional Manager/**
- **Technical Officers**
- **Implementation Officers (Expert and Training, Procurement)**
- **Administration**
- **Member States**
 - ✓ **Counterpart Institutions**
 - ✓ **Governmental Authorities**



PROJECT VALUE CHAIN





Thank you for your attention



Management Principles

Responsibility in the Agency

- **Proper use of funds**
- **Technical integrity and quality of activities**
- **The management and delivery of agreed upon outputs comprising different projects**



Management Principles

Full Partnership between TC and TDs

- preparation of CPF and Thematic Planning documents
- implementing TCP

Project Team of TC and TDs

- identifying opportunities
- assisting MS in project design
- appraisal of project proposal
- preparation and implementation of workplan



Management Principles

Basic Principles guiding the relations between staff members in the different departments :

Management

TC



Projects



Technical Input

**Nuclear Safety Dpt.
Nuclear Energy Dpt.
Nuclear Applications Dpt.
Safeguards Management**





COUNTRY OFFICERS/PROJECT MANAGEMENT OFFICERS

Role, Functions, Responsibilities

- **Assisting the countries in identifying area of nuclear technology most appropriate for national development, and in formulating TC requests with the help of Technical Officer(s).**
- **Ensuring that TC request are received on time.**



Role, Functions, Responsibilities (contd)

- 3. Ensuring that the various stages of the appraisal cycle are completed in a timely manner, specially:**
 - a) Carrying out a preliminary appraisal of every TC request, and transmitting it with the appraisal to the relevant Technical Officer for technical appraisal.**
 - b) Arrange with the help of Field Procurement Section, the costing of equipment recommended under the project.**



Role, Functions, Responsibilities (contd)

- C. Reviewing the technical evaluation of each request individually, and all requests from a given country together and making recommendations about rejection/approval, with funding.**



Role, Functions, Responsibilities (contd)

- 4.** Preparing, with the assistance of the Technical Officers, a write-up for each new and/or modified project for inclusion in the Board document.
- 5.** Ensuring that appropriate work plans and their revisions aimed at achieving its objectives are prepared for each project, in agreement with the technical officer, and subsequently revised periodically.
- 6.** Ensuring that job descriptions of expert and equipment lists prepared by the Technical Officers are consistent with project objectives and are made available in good time to the Expert Section and Field Procurement Section respectively.



Role, Functions, Responsibilities (contd)

- 7. Ensuring that where applicable, expert missions are fielded after equipment arrival and are properly linked to other national inputs and to the readiness of the counterpart.**
- 8. Briefing and de-briefing experts, arranging evaluation of their reports by the Technical Officers and ensuring timely follow-up of appropriate actions recommended by experts.**
- 9. Assessing the relevance of requests for fellowships training or scientific visits to the programme in the country, and approving the fellowship/scientific visit programme requests in the light of the Technical officer's recommendations.**



Role, Functions, Responsibilities

- 10.** Preparing with assistance of the technical officer, an accomplishment/achievements report, for inclusion in the Board documents.

- 11.** Area officers shall not make any technical commitment to the counterparts without clearance of the technical officer. All correspondence relating to the project shall be copied to the concerned technical officer and the relevant implementation section(s).



TECHNICAL OFFICER

Role, Functions, Responsibilities

- 1. Appraises and evaluates each TC project proposal in respect of:**
 - a. The technical feasibility of the project, given the stage of development of the requesting country;**
 - b. The technical competence of the counterpart institute to carryout the project ;**
 - c. The technical ability of the Agency to provide the requested assistance;**

TECHNICAL OFFICER



Role, Functions, Responsibilities

- 2. Assists the Area officer in preparing, for Board documents, draft description of new projects. Prepares/revises workplans for each project regularly and well in advance, so that these can be implemented in a timely manner.**
- 3. Evaluate the need, recommends and gives detailed description of the equipment and supplies for the project, and assists the Field Procurement Section in technical evaluation of quotations received from different suppliers.**
- 4. Prepares detailed expert job description, evaluates and recommends suitable experts for each assignment. In recommending experts, due consideration should be given to proposing women experts, as well as experts from developing countries and particularly from the region. Maintains contact with the expert during field work and takes responsibility for**



TECHNICAL OFFICER



Role, Functions, Responsibilities

technical evaluation of expert mission report. Conducts briefing and de-briefing of experts.

- 5. Evaluates the nominations for training under fellowship and scientific visit programme and assists in planning the training programme at appropriate host institutions. Reviews the fellowship programme at appropriate host institutions. Reviews the fellowship training reports to assess the suitability of training provided.**
- 6. Follows closely the various stages of the technical aspects of project implementation and assists the Area officer in assessing the Interim Project Implementation Reports, and other evaluation reports, and in agreement with the Area Officer initiates the necessary remedial action whenever necessary.**



TECHNICAL OFFICER



Role, Functions, Responsibilities

7. To carryout, in consultation with the Area officer, duty travel/expert mission to the project, as and when required. Travel Report relating to such mission should clearly elaborate the progress made by the project, difficulties encountered and recommended solutions. As far as possible, the recommendations should be made in the light of project allocations. *Revision of work plans of on-going projects and accomplishment report in respect of projects due for closing should also be provided to the Area Officer following duty travel.*
8. Assists the Area officer in preparing for the Board a draft accomplishment/achievement report for the Board Documents at the closing of the project.



TECHNICAL OFFICER



Role, Functions, Responsibilities

9. **Technical officers shall not make any commitment to the counterparts without prior clearance of the Area Officer and relevant implementation section(s).**
10. **Technical officers will correspond with the counterparts only on technical issues. A copy of such correspondence should always be sent to the Project Officers, and relevant implementation sections.**

