

# ANNEX I: Project Design Matrix

## Project Design Matrix (PDM) for Legal and Judicial Development Project (Phase 3)

Project Title: Legal and Judicial Development Project (Phase 3)  
 Project Period: From April 9, 2008 to March 31, 2012

Target Group: Ministry of Justice  
 Target Area: Phnom Penh

Version 2.6  
 Date: July 29, 2009

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<b>&lt;Overall Goals&gt;</b> The legal system relevant to civil matters functions appropriately.	1. The procedure and quality of civil dispute resolutions after the application of the CC 2. Prevailing awareness of the CC in the people's lives	<ul style="list-style-type: none"> <li>Interview with relevant parties in the legal and judicial field</li> <li>Interview with relevant parties in the legal and judicial field</li> </ul>	
<b>&lt;Project Purpose&gt;</b> The Ministry of Justice (MOJ) is able to take necessary measures to implement the Civil Code (CC) and the Code of Civil Procedure (CCP) appropriately.	1. The record of drafting laws, regulations and instructions by MOJ and the degree of involvement of the Japanese side in drafting law 2. The record of adjustment among laws related to the CC and the CCP by MOJ and the degree of involvement of the Japanese side in those adjustment process 3. The record of dissemination seminars on the CC and the CCP conducted by MOJ and the degree of involvement of the Japanese side in the seminars	<ul style="list-style-type: none"> <li>Drafted laws</li> <li>Questionnaire and interview with Japanese experts and MOJ officials</li> <li>Questionnaire and interview with Japanese experts and MOJ officials</li> <li>Questionnaire and interview with Japanese experts and MOJ officials</li> </ul>	<ul style="list-style-type: none"> <li>Legislative processes for the relevant laws are not interrupted.</li> <li>Laws related to civil matters, which are not under the authority of MOJ, are drafted, legislated and implemented appropriately.</li> <li>MOJ carries out a long-term training for its staff members.</li> </ul>
<b>&lt;Outputs&gt;</b> 1. MOJ takes necessary measures for drafting and legislating laws related to the CC and the CCP	1-1 Making plans for and the record of drafting laws, regulations and instructions related to the CC and the CCP 1-2 The record of formation of drafting organizations (ex. drafting groups) 1-3 The record of meetings held by drafting groups and record of filings 1-4 The record of meetings held by Committee and record of filings 1-5 The existence of a system for compiling latest laws and drafts of laws in one allocated location 1-6 Increase of knowledge on drafting among the concerned project personnel and the record of continuous training (number of participants, lecturers, topics)	<ul style="list-style-type: none"> <li>Drafted laws, regulations and instructions</li> <li>Interview with Japanese experts and MOJ officials</li> <li>Records of meetings</li> <li>Records of Committee meetings</li> <li>Records of compiled law and drafts of law</li> <li>Interview with Japanese experts and MOJ officials</li> <li>Records of training</li> <li>Questionnaire to participants and lecturers in training</li> </ul>	<ul style="list-style-type: none"> <li>MOJ allocates its personnel appropriately.</li> <li>In drafting inter-ministerial laws, cooperation is obtained from the counter-part ministries.</li> </ul>
2. MOJ follows up laws submitted by MOJ and makes necessary adjustment for laws submitted by other ministries.	2-1 The records of sharing information on deliberation of laws submitted by MOJ and submission of comments by MOJ 2-2 The deliberation and the records of the deliberation on adjustment between laws submitted by other ministries	<ul style="list-style-type: none"> <li>Records of Committee meetings</li> <li>Records of Committee meetings</li> </ul>	
3. MOJ disseminates knowledge for implementing the CC, the CCP and ancillary laws to relevant parties in the legal and judicial field.	3-1 The formation of a system for dissemination (conducting seminars, distributing the codes and text books) 3-2 The number, the variety, the distribution list of laws and instructional materials 3-3 The records of dissemination seminars and their contents	<ul style="list-style-type: none"> <li>Interview with Japanese experts and MOJ officials</li> <li>Records of distribution</li> <li>Questionnaire and interview with relevant parties in the legal and judicial field</li> <li>Records of seminars held</li> <li>Questionnaire and interview with lecturer and participants</li> </ul>	

	3-4 The number of lectures and assistant lecturers in the dissemination seminars	• Interview with Japanese experts and MOJ officials	
	3-5 The formation of an organization for compiling Qs&As on the CC, the CCP and ancillary laws, and compilation of Qs&As publication	• Q&A publication	
<b>&lt;Activities&gt;</b>	<b>&lt;Inputs&gt;</b>		
0-1 Study baseline indicators on the overall goal, project purpose and outputs of the Project.	<b>&lt;Japan&gt;</b>	<b>&lt;Cambodia&gt;</b>	
0-2 Share results of the baseline study in 0-1 between the Japanese and Cambodian sides.	<b>&lt;Long-term Experts&gt;</b>		<b>&lt;Counterpart Personnel&gt;</b>
1-1-1 Examine list of laws which need to be drafted or modified, and puts priorities among them	• Technical Assistance in Legal and Judicial Field	• Project Director: The Minister of Justice	
1-2-1 Set up drafting groups for each laws	• Relevant Laws/Donor Coordination	• Project Manager: The Secretary of State in charge of legislation	
1-2-2 Select members	• Project Coordination		
1-2-3 Re-form groups, when necessary	<b>&lt;Short-term Experts&gt;</b>		
1-3-1 Have drafting meetings by each drafting group	• Drafting Laws and Regulations	• Committee Members:	
1-3-2 Keep record of each drafting meetings	(2 persons x 0.5 months x 3 times per year)	The Committee: Secretary of State, Undersecretary of State, Judges of Supreme Court, Judges of Appeal Court, Judges of MOJ and etc.	
1-4-1 Have Committee meetings under MOJ's initiative and discuss laws			
1-4-2 Keep record of Committee meetings and keep them in one allocated location			
1-5-1 Appoint person to be in charge of collecting latest laws and draft laws			
1-5-2 Collect and compile latest laws and draft laws and keep them in one allocated location		The Sub Committee: Officials of the Department of Civil Affairs, Department of Legislation Affairs, and etc.	
1-6-1 Make a plan for continuous internal seminars and conduct them			
1-6-2 Keep record of internal seminars and prepare instructional materials			
2-1-2 Determine a process of sharing information on deliberation	<b>&lt;Counterpart Training&gt;</b>		
2-1-2 Appoint person to be in charge of collecting information concerning deliberation on each draft law			
2-1-3 Share information on deliberation in Committee meeting and submit comments, when necessary	• Short-term training in Japan		
2-2-1 Determine a process of collecting information on laws drafted by other ministries	(8 persons x 0.5 months x 1 time per year)		
2-2-2 In each case where law adjustment is deemed necessary, appoint person to be in charge in Committee meeting	<b>&lt;Equipment&gt;</b>		
2-2-3 Share information and hold discussions when adjustments are needed on drafts of laws by other ministries and ones by MOJ	• To be discussed	<b>&lt;Facility and Equipment&gt;</b>	
2-2-4 Keep records of discussion (2-2-3)		• Offices for long-term experts in MOJ	Pre-conditions
		• Meeting/Class rooms for seminars and workshops	
3-1-1 Establish a system (cultivation of human resources: lecturers, assistant lecturers, keeping seminar records, etc.) of seminars on the CC, the CCP and ancillary laws, and implement seminars	<b>&lt;Field Operation Cost&gt;</b>		
3-1-2 Establish a system for distributing laws, commentaries, textbooks and other necessary materials (decide persons in charge and procedure of distribution)	• Cost for holding seminars in Cambodia	<b>&lt;Local Cost&gt;</b>	
3-2-1 Develop necessary instructional materials of the CC, the CCP and ancillary laws	<b>&lt;Headquarter Support System&gt;</b>		
3-2-2 Distribute the materials developed in 3-2-1 promptly and efficiently	• Supporting Group on the CC	• Costs of custom clearance, domestic transportation, storage, and installation for equipment provided by Japan	
	• Supporting Group on the CCP	• Maintenance costs for facility and equipment	
	• Sub-supporting Group as needs arise		

<p>3-3-1 Conducts dissemination seminars on the CC ,the CCP and ancillary laws for relevant parties in the legal and judicial field, in coordination with RSJP</p> <p>3-3-2 Keep records of dissemination seminars and distribute them as instructional materials</p> <p>3-4-1 Select prospective lecturers and assistant lecturers</p> <p>3-4-2 Conduct internal seminars for prospective lecturers and assistant lecturers</p> <p>3-4-3 Conduct dissemination seminars by prospective lecturers and assistant lecturers</p> <p>3-5-1 Appoint people/department to be in charge of receiving inquiries on the implementation of the CC ,the CCP and sending replies</p> <p>3-5-2 Formulate mechanism which provide unified answers to inquiries</p> <p>3-5-3 Provide answers immediately to each court</p> <p>3-5-4 Publish and distribute Qs&amp;As</p> <p>3-5-5 Select necessary information for revision of laws from Qs&amp;As and reflect such information in the process of drafting laws</p>	<p style="text-align: center;">-----</p>		
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