

The 2004 Year in Review

A Report to Our Stakeholders

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FOREWORD: THE INSTITUTE IN 2004

Life in the ADB Institute in 2004 was considerably busier than the year before. Across most of our main areas of work, the program of activities picked up markedly during the year.

In the early part of 2003, our capacity building activities passed through a period of transition. Several key professional CBT staff retired and, after some months, we arranged for the recruitment of new people. Several new professional staff were also recruited for the research area. These recruitments, in turn, led to the need for more supporting staff during the year. Our outreach activities expanded markedly as well. The result of this expansion was that by the end of 2004 the Institute was, at times, fully stretched responding to the various pressures on resources.

On the strategy front, the Institute's work was reviewed in several meetings with ADB Board committees in Manila as well as during the annual Board presentation in December of the ADBI Three-Year Rolling Work Plan for 2005-2007. In addition, two meetings of the Institute's Advisory Committee were held. At the second meeting in Manila in November 2004 a new team of Council members met and, in looking over the ADBI's work, made several suggestions for improved programs in the coming years.

In both the research and CBT areas, considerable effort was made during 2004 to harmonize the Institute's work with the ADB's overall development program. Both teams joined to work with various sections of the ADB to present a major workshop on microfinance, and a number of activities were held with various ADB Resident Missions including in Pakistan, Viet Nam, Cambodia, India and the Philippines. In addition, ADB Institute staff supported the successful ADF IX replenishment concluded in Seoul in May 2004, the establishment of a Japan Fund for Public Policy Training (JFPPT) in Viet Nam, and participated actively in a number of joint activities with the Inter-American Development Bank to strengthen ADB-IADB partnerships.








Our electronic outreach activities expanded markedly during 2004 as well. In the middle of the year, a revamped version of the ADB Institute website (www.adbi.org) was launched. Feedback from the new site indicates that interest in ADB Institute materials has expanded significantly since the new site was launched. In addition, the number of subscribers to the e-newsline daily electronic newsletter launched in late 2003 increased rapidly during 2004, and the Institute's CD-ROM review program attracted considerable interest. The Developing Asia Journalism Awards (DAJA) program also got off to a good start in 2004 when the first award ceremony was held at The Foreign Correspondents' Club of Japan.

Looking ahead, we need to plan to consolidate our work during the next few years. One challenge is to define more closely particular niche areas for our various research, CBT and outreach products. In this way, the ADBI can plan to offer services of special interest to our clients. Another challenge is to continue to aim to improve the internal environment and working conditions for staff and visitors. And a third key challenge is to strengthen our links with partnership agencies in the Asia-Pacific region.

April 2005

*Peter McCawley
Dean*

ADBI Achievements in 2004

-  Expanded Information and Communication Technology (ICT) capacities overall
-  Produced 250 editions of E-Newsline, the online development newsletter
- Redesigned ADB Institute website
 - Developed and conducted 16 Capacity Building and Training (CBT) workshops, of which 6 were directly linked to ICT and e-topics
-  Trained nearly 600 CBT course participants and produced over 20 new CD-ROMS from course materials
-  Posted an additional 20 reviews of development-oriented CD-ROMs to ADBI's website
- Launched country-specific CBT training initiatives in local languages in PRC, India, Indonesia, and piloted JFPPT training in Viet Nam
-  Published an important survey on post-conflict reconstruction of the Afghan economy
- Completed country-specific research studies on the effectiveness of poverty targeting measures in DMCs
-  Conducted research on the current state of corporate governance in Asia, and published eight in-house research studies
- Organized two conferences supporting the ADB and Inter-American Development Bank agreement on Latin America/Caribbean and Asia/Pacific Economics and Business Association
-  Annual conference on theme of infrastructure and development



Sample included in accompanying CD-ROM

ADBI PEOPLE

Peter McCawley has been the Dean of the ADB Institute since early 2003. He previously served as Australia's Executive Director to the ADB and is a long-time scholar of Indonesia. Peter has served for many years in the Australian official aid agency, AusAid. He has also taught economics at Australian and Indonesian universities.

John Weiss is Director of Research and interested in poverty intervention and issues of international competitiveness. Before coming to Tokyo, John was the head of the Development and Project Planning Center, University of Bradford, where he worked for many international financial institutions in a consulting capacity.

Ray Renfro is Director of Capacity Building and Training on secondment from ADB HQ in Manila, where over the last 10 years he worked on projects in Viet Nam, Pakistan, Indonesia, Malaysia, Nepal and Lao PDR. He is interested in E-learning projects that relate to poverty reduction, governance and institution building. Ray was with USAID for many years and has lived in Pakistan, Bangladesh, India, and Yemen.

Toshiki Kanamori is Director of Administration, Management and Coordination. During his government career he has served with Japan's Ministries of Finance and of Foreign Affairs and was an Alternate Director at ADB HQ. Before joining the Institute he was a Visiting Fellow at the China Business Center, Hong Kong Polytechnic.

Professionals

Toru Tatara is the Special Adviser to the Dean and the former Editor of the CD-ROM review program. He is an expert on the Mekong countries and regional cooperation, and also served as the ADB HQ liaison for the Institute during its first year of operations.

Sang-Woo Nam is a Senior Research Fellow, currently specializing in governance. He was formerly with the Korea Development Institute and has written extensively on chaebol reforms and family-controlled businesses.

Grant Stillman has been the Institute's Legal Adviser since its establishment and is also the Senior Administrative Officer heading the units producing *E-Newsline*, the annual journalism awards and special projects, such as this Year in Review report and CD-ROM. He frequently serves as executive editor for ADBI publications, including the *Voices of Asia* book.

Teruhide Kanada is the Senior Administrative Officer in charge of finance, budgets and accounts. He is seconded from the Ministry of Finance of Japan and prior to joining the Institute served as the Special Officer (Balance of Payment Statistics) in the Ministry's International Bureau.

Heather Montgomery is a Research Fellow and specialist on bank reform and microfinance in Asia. She has also been coordinating the Latin America/Caribbean and Asia/Pacific Economics and Business Association work of the Institute with the IADB.

Penelope Price is the Institute's Webmaster and a Senior Communications Specialist in CBT. She is on secondment from ADB HQ, where she supervised the Bank's website redevelopment. In 2004 she completed the revamping of the Institute's website, featuring a dynamic web-content management system and using open-source technology.

Sununtar Setboonsarng is a Senior Research Fellow on secondment from ADB HQ in Manila. She is an expert on poverty reduction and before joining ADB also had experience as a journalist in Thailand.

Jeoung-Keun Lee is a Senior CBT Specialist and is supervising the Institute's new initiatives in ICT, E-learning and training. He was also seconded from ADB HQ where he has served in many positions during a 10-year career.

Newin Sinsiri also on secondment from ADB HQ is a CBT Specialist handling projects in the fields of governance and private sector development. He is an expert on financial markets.

Departures

Senior Administrative Officer, **Kazuo Kojima** completed his 3-year secondment and transferred to a New York post with the United Nations Development Program.

Administrators and Associates

Throughout 2004, 18 full-time administrative assistants and 4 associates served at the Institute. Additionally, 3 interns from the FASID-GRIPS program and 2 onsite technicians from outside contractors assisted our work.

ADB Advisory Council 2004-2006

Name	Country
Masahiko Aoki	Japan
William P. Fuller	United States of America
Eric Girardin	France
Li Yong	People's Republic of China
Corattiyil Ramachandran	India
Kanit Sangsubhan	Thailand
Ifzal Ali	ADB Chief Economist

2004 ACTIVITIES HIGHLIGHTS

In 2004 ADBI adopted a new, demand-driven approach to project development and research initiatives. This dynamic approach enabled ADBI to concentrate its work on projects that directly reflected stakeholder needs in four strategic areas: **poverty reduction, regional cooperation, private sector development, and governance**. These four themes served as a framework for research and training work, and provided ADBI with a strategic focus to support to the Asian Development Bank's (ADB) poverty reduction and knowledge management agenda.

To enhance the work outcomes within this framework ADBI relied on its eight principles (**Box 1**) to guide the Institute's work. By incorporating these principles into our project goals, ADBI was able to respond more efficiently to stakeholder work requests, while generating important outcomes in research, capacity building and training (CBT), and information and communication technology (ICT) expansion.

Box 1: Guiding Principles for ADBI Work

1. **Responsiveness.** ADBI responds to work requests from ADB, DMCs and international organizations.
2. **Relevance.** ADBI emphasizes policy relevance in research, knowledge management and CBT activity.
3. **Focus.** ADBI focuses on developing niche opportunities as a networking institution.
4. **ADB.** ADBI aligns work priorities to support ADB's poverty reduction objectives.
5. **Midlevel managers.** ADBI assists midlevel managers in DMCs to achieve their work goals.
6. **Leverage.** ADBI uses institutional partnerships and ICT to improve work outcomes.
7. **Knowledge.** ADBI supports the emerging international knowledge agenda.
8. **Area coverage.** ADBI aims to expand the area and impact of its work.

Throughout the year, ADBI placed considerable emphasis on increasing our ICT capacity overall. Much of our focus was on extending Internet and electronic outreach, and on finding more efficient ways to utilize virtual meeting technology, CD-ROMs, and video-linked training. These ICT improvements expanded ADBI's important niche role as a networking institution between public and private suppliers of research, and also as a clearinghouse for knowledge management and training products.

Similarly, the increased usage of ICT tools supported ADB's overall approach to knowledge management, and better aligned the Institute's work with the broader ADB mission. Expanding our ICT resources was one of many ways in which ADBI demonstrated its commitment to finding new ways to support, cooperate and join in ADB activities both at the Manila headquarters and in Resident Missions (**Box 2**).

Box 2: Examples of Joint Activities with ADB during 2004

Research

- Major research and CBT workshop on *Modalities of Micro-Finance Delivery in Asia*
- Policy seminar on *Poverty Targeting in Asia: Lessons for Pakistan*
- Methodology workshop on *Making Markets Work for the Poor: Viet Nam, Lao People's Democratic Republic, and Cambodia*
- Joint work with the Inter-American Development Bank (Latin America/Caribbean and Asia Pacific Economics and Business Association)

Capacity Building and Training

- Seminar on *Local Governance and Pro-Poor Service Delivery*
- Network of Asian River Basin Organizations (NARBO) general meeting in Indonesia and training course in *Integrated Water Resource Management* in Thailand
- Seminar on *Anti-Money Laundering and Countering the Financing of Terrorism*
- Seminar on *ICT and Public Administration Reform*
- Course on *Increasing Stakeholder Participation using ICT* in Thailand
- Designed country-specific training programs for the People's Republic of China, India, and Indonesia

Japan Fund for Public Policy Training

- Prepared a Board paper to set up the trust fund and undertook initial project implementation

Other Activities

- Support for the successful conclusion of the Asian Development Fund IX negotiations
- New ADBI web site launched and integrated with ADB's web site
- Launched the Developing Asia Journalism Awards (DAJA) in Tokyo
- Updated book on Afghan reconstruction progress after the 1st presidential election (October 2004)

On balance, ADBI successfully used the strategic, four-themed framework to focus its work and better integrate the Institute's activities with the overarching goals and priorities of ADB. ADBI aims to build on the achievements and ICT gains realized in 2004 in order to improve the Institute's work outcomes in the years ahead.

High Profile Research Projects

ADBI research priorities in 2004 centered on three of the Institute's strategic themes: poverty reduction, private sector development, and governance. One key research output on poverty reduction was the completion of country studies on the effectiveness of poverty targeting measures in the People's Republic of China (PRC), India, Indonesia, the Philippines and Thailand. Individual country papers from this study are available on the ADBI website, and the full set of papers was published as a book by an international publisher early in 2005.

During the year ADBI researchers also began two other **poverty reduction** initiatives under the existing *Making Markets Work for the Poor* project in Cambodia and the Lao People's Democratic Republic. One of these initiatives concentrated on the link between improvements in infrastructure and poverty reduction, and the other study targeted the impact of contract farming arrangements on rural poverty. The Institute also completed a number of shorter studies on poverty issues, including the development of a novel macro model to simulate the impact of broad policy reforms such as trade liberalization.

To reflect the dynamic role being played by the private sector in the PRC, much of ADBI's **private sector development** research spotlighted sector issues in that country. ADBI researchers published a comprehensive book on PRC private sector development in November of 2004. ADBI also published a separate study devoted to understanding the extent to which foreign direct investment (FDI) in the PRC is really "round tripping", i.e. whether it is the return of domestically generated savings. Another focal point was the revitalization of northeastern PRC particularly as it relates to enterprise diversification and to trade with Japan and Korea. While this research continues, preliminary results were discussed at seminars held both in Beijing and Changchun.

On **governance** issues, the research program completed a series of country studies surveying the current state of corporate governance in Asia and the link between the quality of corporate governance and enterprise performance. Based on original firm-level surveys in Indonesia, Korea, Malaysia, and Thailand, the results of these corporate governance studies were the topic of discussions at a workshop in Tokyo. A volume covering the study's results is posted in the ADBI website, and was also published as a monograph. To complement this work, the research program is conducting new surveys in the banking sector of the same countries.

LAEBA Asia-Latin America Comparative Economic Research

A continuing part of ADBI's research program involves issues of comparative economic development in Asia and Latin America with the Inter-American Development Bank (IADB), the Latin America/Caribbean and Asia Pacific Economics & Business Association (LAEBA) of the IADB and the ADB. Two conferences supported this research: one in Manila (October 2004) that addressed comparative experiences with **microfinance** and the first annual LAEBA conference in Beijing (December 2004) that centered on the implications of the economic emergence of the PRC for both Asia and Latin America.

ADBI Annual Conference

The ADBI annual conference completed the programming for 2004 and was organized around the theme of **Infrastructure and Development: Poverty, Private Investment and Regulation**. The conference featured a discussion among experienced research scholars on the outcomes of work in these development areas, and was shared with an audience of invited guests.

Capacity Building and Training (CBT)

At the start of 2004 the CBT program had five full-time professionals in place to apply more fully the four-themed framework to its mission. As a result the CBT team expanded ADBI's development related course and workshop offerings, and increased ADBI's E-learning and knowledge management capacity.

The CBT team's core achievements centered on the development and implementation of 16 courses and workshops (**Box 3**). These courses trained nearly 600 participants from DMCs in Asia, of whom 24% were women (**Box 4** at Appendix 2). Out of these courses the CBT team produced 23 CD-ROMs (CD-Rs) of which eight are interactive lecture CD-Rs and the remaining 15 cover the course proceedings. These courses and online training tools greatly increase the audience and the impact of ADBI's development knowledge exchange.

Box 3: CBT Course Outputs for 2004

Poverty Reduction

- Workshop on *Modalities of Micro-Finance Delivery in Asia*
- Workshop on *Improving E-Learning Policies*
- Workshop on *Building E-Community Centers for Rural Development*

Regional Cooperation

- Workshop on *Regional Cooperation: Public Goods* that concentrated on the spread of infectious diseases, labor migration, and water supply issues
- General meeting and workshop for the newly-constituted Network of Asian River Basin Organizations (NARBO) involving other Asian river agencies, line departments, and international organizations
- Organized a NARBO-sponsored workshop on *Integrated Water Resource Management*

Private Sector Development

- Workshop on *Promoting E-Commerce and Business*
- Two courses on *Accounting and Auditing Skills* for DMC officials
- Co-sponsored a *Tax Conference* for government officials and private sector representatives
- Course on *Tax Administration*

Governance

- Seminar on *Local Governance and Pro-Poor Service Delivery*
- Course on *Implementing E-Government*
- Workshop on *Anti-Money Laundering and Countering the Financing of Terrorism*
- Seminar on *ICT and Public Administration Reform*
- Initiated country-specific CBT programs that began in the PRC, India, and Indonesia as governance-related programs focusing on topics of fiscal decentralization and public expenditure management

In keeping with ADBI's demand-driven approach, the CBT team responded to the growing demand for tailor-made training programs by initiating country-specific training programs in the PRC, India and Indonesia, all of which were conducted in local languages. These programs were in addition to a separate program for Viet Nam and other transition countries that is supported by the Japan Fund for Public Policy and Training, and will be administered by ADBI.

CBT Online CD-ROM Program

As part of the Institute's ongoing knowledge management pursuits, CBT posted an additional 23 reviews of development-oriented CD-Rs in 2004. The CD-ROM project aims to:

- stimulate lively discussion about the quality of development-oriented CD-Rs in the Asia-Pacific region,
- share information with CD-R producers and consumers,
- identify the best CD-Rs, and
- possibly support their use in our region's developing countries.

Presently ADBI appears to be the only institution in the world regularly reviewing CD-Rs on development. We also provide a searchable, online CD-R library that lists details of development-related CD-Rs and how to order them. Items for review are selected from this collection. At the end of 2004 there were 126 titles listed.

ADBI Website Improvements

One highly visible contribution to ADBI's dissemination program came with the launch of our redesigned website in July 2004 <http://www.adbi.org>. Site visitors can now readily find out what we do and who we are: ADBI web users can track research and training events, download on demand all Research and CBT publications and presentations for free, access the CD-ROM review library and daily e-newsletter, and search our extensive publications catalog.

Additionally, ADBI's dynamic web-content management system, based on open source solutions, ensures that material is easily cross-referenced to other relevant information on the site. While technical support and server hosting remains in Manila, ADBI manages the website from its premises in Tokyo. Because of these improvements ADBI can now carefully track site usage, which has already registered a 20% increase in visitor traffic since its inception.

Outreach and Knowledge Management

An innovative part of ADBI's knowledge management outreach is the **Developing Asia Journalism Awards (DAJA)**. ADBI launched DAJA at a well-publicized inaugural ceremony in Tokyo on 7 April 2004. These awards acknowledge work by print

journalists who cover development trends in the Asia-Pacific region. Awards are given based on a journalist's published works, including entries in translation, and are selected from four categories. An independent jury of practicing journalists decides the winners, and also awards special yearly award prizes, (e.g. Woman Development Journalist of the Year). Finalists participate in an award ceremony and a two-day program visiting major media agencies in Tokyo. The award-winning stories are collected in a compendium volume. In 2005 ADBI is again co-sponsoring DAJA with The Foreign Correspondents' Club of Japan.

In 2004, ADBI also piloted two new knowledge management tools: publishing easy-to-read brief research summaries in hard copy and online, and posting out a daily **E-Newsline** electronic newsletter offering a round up of development news and civil society blogs, plus in-depth news analysis from around Asia. ADBI produced 250 issues of this E-Newsletter that serviced approximately 1,400 online direct email subscribers. Institute experts posted over 15 special analysis stories for the E-Newsline.

ANNUAL FINANCIAL STATEMENTS

ADB Institute Special Fund

The costs for operating the ADBI are met from the ADB Institute Special Fund administered by ADB in accordance with the Statute of ADB Institute, as revised. Japan made its ninth contribution in the amount of 1.4 billion yen (equivalent to US\$13.1 million) in June 2004.

As of 31 December 2004, cumulative commitments amounted to 11.6 billion yen (equivalent to around \$96.2 million), excluding translation adjustments. Of the total contributions received, almost \$80.1 million had been used as of 31 December 2004, mainly for research and capacity-building activities, including organizing symposiums and training; preparing research reports, electronic and hard copy publications and web sites; and associated administrative expenses.

As of 31 December 2004, the balance of net current assets (excluding property, furniture, and equipment) available for future projects and programs was about \$16.1 million.

Approved Budget for 2005

The ADB Board of Directors approved the Institute's 2005 budget in December 2004. It is \$14.419 million (**Budget Table** below), which is roughly 10% greater than was the budget for 2004. The budget comprises program expenses of \$3.850 million, and internal administrative expenses (IAE) of \$10.569 million.

The increase in the proposed budget is due to increased CBT program costs for activities in DMCs and Tokyo, as well as additional staff costs, and other administrative expenses such as information and communication technology (ICT) expenditures.

The **program expense budget** of \$3.850 million allocates \$2.350 million for research and \$1.500 million for CBT.

The **IAE budget** for 2005 is \$10.569 million, which includes a general contingency provision of \$503,000. This is marginally larger than the 2004 budget, mainly because of increases in staff costs, business travel, and other administrative expenses.

As in previous years, the ADBI office rental and facilities, equipment and furniture maintenance continue to account for the majority of administrative expenses. This administrative budget also reflects additional expenses associated with the use of outside service providers for ICT maintenance and user support, web site maintenance and development, the CD-ROM, E-learning and knowledge management initiatives, and IT expenditures, specifically computer hardware purchases.

Human Resources

As of 31 December 2004, 13 professional staff posts were filled. In accordance with the usual budget practice, the 2005 budget includes provisions for expected staff and salary movements. Full personnel list at yearend is given at **Appendix 3**.

The aggregate numbers for visiting fellows and research assistants (including on-site, part-time and offsite) and sponsored interns for 2005 are expected to be maintained at the same level as in 2004.

ASIAN DEVELOPMENT BANK INSTITUTE
COMPARISON OF 2004 ACTUAL WITH 2005 BUDGET
(US\$ '000)

<i>Item</i>	2004 <i>Actual</i>	2005 <i>Budget</i>
I. Program Expenses	2,518	3,850
Research	1,415	2,350
Capacity Building/Training	1,103	1,500
II. Internal Administrative Expenses	8,964	10,569
Staff & Consultant's Costs	4,547	5,485
Other Administrative Expenses	4,417	4,581
General Contingency	0	503
Total	11,482	14,419

APPENDIX 1

ADBI OUTPUTS – 2004

Title	Month
<u>RESEARCH</u>	
BOOKS / MONOGRAPHS	
<i>Poverty Targeting in Asia</i>	April 2005 (Edward Elgar)
<i>Corporate Governance in Asia: Recent Evidence from Indonesia, Republic of Korea, Thailand and Malaysia</i>	December 2004
<i>Private Sector Development in the People's Republic of China</i>	November
<i>Post-Conflict Reconstruction: the Afghan Economy</i>	April & October
RESEARCH PAPER SERIES	
No. 61 - Reaching the Poor with Poverty Projects: What is the Evidence on Social Returns?	December
No. 60 - Infrastructure Regulation: Models for Developing Asia	November
No. 59 - People's Republic of China and its Neighbors: Partners or Competitors for Trade and Investment?	August
No. 58 - Round-Tripping Foreign Direct Investment in the People's Republic of China	July
No. 57 - Rice Reforms and Poverty in the Philippines: A CGE Analysis	June
No. 56 - Relationship Banking and its Role in Corporate Governance	April
No. 55 - Fiscal Reform in the People's Republic of China: Current Issues and Future Agenda	March
No. 54 - Growth and Adjustment in East Asia and Latin America	February
DISCUSSION PAPER SERIES	
No. 20 - Obstacles to Private Power Investments in India	December
No. 19 - Private Sector Participation in Infrastructure: The Case of Thailand	December

No. 18 - Model for Infrastructure Regulation	December
No. 17 - Foreign Direct Investment in East Asia and Latin America: Is there a PRC Effect?	November
No. 16 - Cross-Border Transport Infrastructure, Regional Integration, and Development	November
No. 15 - Great Expectations: Micro Finance and Poverty Reduction in Asia and Latin America	November
No. 14 - People's Republic of China's Competitive Threat to Latin America: An Analysis for 1990-2002	October
No. 13 - People's Republic of China and its Neighbors: Partners or Competitors for Trade and Investment?	August
No. 12 - Using Macroeconomic Computable General Equilibrium Models for Assessing Poverty Impact of Structural Adjustment Policies	August
No. 11 - Does Exporting Raise Productivity? Evidence from Korean Micro-data	July
No. 10 - Corporate Governance in the Republic of Korea and Its Implications for Firm Performance	July
No. 9 - Reaching the Poor with Poverty Projects: What is the Evidence on Social Returns?	June
No. 8 - Rice Reforms and Poverty in the Philippines: A CGE Analysis	June
No. 7 - Round-Tripping Foreign Direct Investment in the People's Republic of China: Scale, Causes and Implications	June
No. 6 - Infrastructure Regulation: Models for Developing Asia	May
No. 5 - Poverty Targeting in Asia: Country Experience of India	February
No. 4 - Poverty Targeting in the People's Republic of China	January
No. 3 - Corporate Governance in Banking and Economic Performance - Future Options for People's Republic of China	January
No. 2 - People's Republic of China's Export Threat to ASEAN: Competition in the US and Japanese markets	January
No. 1 - Explaining Trends in Regional Poverty in People's Republic of China	January

Title	Month
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RESEARCH POLICY BRIEFS

No. 13 - Hot Topics for the Future of PRC and Hong Kong, China	December
No. 12 - The Afghan Economy after the Election	October
No. 11 - People's Republic of China and its Neighbors: Partners or Competitors for Trade and Investment?	September

No. 10 - Round-Tripping Foreign Direct Investment in the People's Republic of China	August
No. 9 - Poverty Targeting in Asia: Experiences from India, Indonesia, the Philippines, People's Republic of China and Thailand	March
No. 8 - Survey of Corporate Governance Practices in Indonesia, Thailand and Republic of Korea	March

CONFERENCES AND SEMINARS

Inception Workshop for Regional Development in the Philippines	February
Working Towards Poverty Reduction in Asia: Ongoing ADBI and ADB Research	April
Corporate Governance of Banks in Asia	June
Regional Development in PRC: Revitalizing the North-east	March
Obstacles to Private Sector Infrastructure Investment in the Region	July
Poverty Targeting in Asia: Lessons for Pakistan	July
Contract Farming and Poverty Reduction: Issues and Research Methodology	August
Microfinance in Latin America and Asia (LAEBA)	October
Modalities of Microfinance Delivery in Asia	October
Sharing the Risks with Private Sector Infrastructure Investment	November
The Emergence of the PRC: Challenges and Opportunities for Latin America and Asia	December
Infrastructure and Development: Poverty, Private Sector Investment and Regulation, ADBI Annual Conference	December

CAPACITY BUILDING AND TRAINING

Title	Month
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COURSES AND WORKSHOPS

Local Governance and Pro-poor Service Delivery seminar	February
NARBO general meeting and workshop	February
Accounting and Auditing Skills course	April
Implementing E-Government course	May

Regional Cooperation (Public Goods) workshop	June
Anti-Money Laundering and Combating Terrorism workshop	July
Increasing Stakeholder Participation using ICT course	July
Integrated Water Resource Management course	July
Improving E-Learning Policies workshop	August
ICT and Public Administration Reform seminar	August
Promoting E-Commerce/Business workshop	September
Modalities of Microfinance Delivery in Asia workshop	October
Tax Administration course	October

Title	Month
Tax conference	October
Accounting and Auditing Skills course	November
Building E-Community Centers for Rural Development workshop	December

CD-ROMS PRODUCED

Local Governance and Pro-poor Delivery seminar materials	March
Local Governance Report Card Methodology	December
Local Governance Benchmarking and Continuous Improvement	December
Accounting and Auditing Skills course materials	June
Accounting and Auditing Skills course proceedings	June
E-Government course materials	June
E-Government: Business Entry Point of Australia	June
E-Government in Hong Kong, China	June
E-Government in the Republic of Korea	June
Introduction to E-Government (IBM)	July
E-Government: From Ideas to Action (Microsoft)	July
Regional Cooperation (Public Goods) workshop materials	September
Regional Public Goods workshop proceedings	September

Increasing Stakeholder Participation using ICT course materials	August
Integrated Water Resource Management workshop proceedings	October
E-Learning Policies and Programs workshop materials	September
E-Learning Workshop Proceedings (DVD)	October
E-Commerce and Business workshop material	September
E-Commerce: E-Store Suite	October
Tax Administration course materials	December
Tax Conference materials	December
Building E-Community for Rural Development workshop materials	December
E-Community workshop proceedings	December

EXTERNAL CD-ROMS REVIEWED

20 published reviews on the ADBI website

OTHER EVENTS

ADBI facilities in Tokyo used for 10 conferences and workshops co-sponsored with various organizations, (e.g. ADB, OECD, Ministry of Finance, IADB, etc.)	Year round
Numerous talks, courses and lectures given by ADBI staff in Tokyo and elsewhere	Year round
Produced over 250 daily issues of E-Newsline reaching 1,300 online direct email subscribers	Year round
First Developing Asia Journalism Awards ceremony held at The Foreign Correspondents' Club of Japan	April

APPENDIX 2

Box 4: CBT Course Participants by Country and Gender, 2004			
Country	Female	Male	Total
Afghanistan	0	4	4
Azerbaijan	0	1	1
Bangladesh	3	29	32
Bhutan	3	7	10
Cambodia	3	31	34
China, People's Republic of	4	18	22
India	4	29	33
Indonesia	12	91	103
Japan	0	7	7
Kazakhstan	5	1	6
Korea, Republic of	0	7	7
Kyrgyz Republic	9	7	16
Lao People's Democratic Republic	5	17	22
Malaysia	3	7	10
Maldives	5	7	12
Myanmar	8	5	13
Mongolia	3	9	12
Nepal	0	23	23
Pacific Islands	5	15	20
Pakistan	7	17	24
Papua New Guinea	3	1	4
Philippines	28	31	59
Sri Lanka	11	25	36
Tajikistan	3	8	11
Thailand	9	15	24
Turkmenistan	1	3	4
Uzbekistan	0	3	3
Viet Nam	5	27	32
Total	139	445	584

APPENDIX 3**Personnel (at 31 December 2004)****Management Team**

Peter McCawley (Dean)
Toshiki Kanamori (Administration)
Ray Renfro (Capacity Building)
John Weiss (Research)

Research Team

Heather Montgomery
Sang-Woo Nam
Reiko Nishiura
Mihoko Saito
Sununtar Setboonsarng

Capacity Building and Training Team

Tomoko Doi
Nahoko Kuragaki
Jeoung-Keun Lee
Yasue Nagai
Keiko Niwa
Penelope Price
Newin Sinsiri
Akiko Suzuki
Toru Tatara

Administration, Management & Coordination

Jun Fukuzaki
Kazumi Hasegawa
Toru Hashimoto (on secondment in Viet Nam)
Koichiro Kakuta
Miho Kamijo
Teruhide Kanada
Kiyomi Kanzaki
Ai Miyamoto
Yumiko Nango
Nami Sampei
Keiko Sasaki
Grant Stillman
Hyangsuk Yun

Produced by Grant B. Stillman for ADBi Knowledge Management Unit (1st printing 4/05)