

**No. 16445**

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**UNITED STATES OF AMERICA  
and  
SAUDI ARABIA**

**Project Agreement for technical co-operation in statistics  
and data processing (with attachment). Signed at Riyadh  
on 27 September 1975**

*Authentic text: English.*

*Registered by the United States of America on 13 February 1978.*

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**ÉTATS-UNIS D'AMÉRIQUE  
et  
ARABIE SAOUDITE**

**Accord relatif à un projet de coopération technique en  
matière de statistiques et de traitement des données  
(avec document connexe). Signé à Riyad le 27 septembre  
1975**

*Texte authentique : anglais.*

*Enregistré par les États-Unis d'Amérique le 13 février 1978.*

PROJECT AGREEMENT<sup>1</sup> BETWEEN MINISTRY OF FINANCE AND NATIONAL ECONOMY, GOVERNMENT OF SAUDI ARABIA, AND BUREAU OF THE CENSUS, DEPARTMENT OF COMMERCE, AND THE DEPARTMENT OF THE TREASURY, UNITED STATES OF AMERICA, FOR TECHNICAL COOPERATION IN STATISTICS AND DATA PROCESSING

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*Article 1.* This Agreement between the Ministry of Finance and National Economy, Government of Saudi Arabia (hereinafter referred to as the Ministry), and the Bureau of the Census, Department of Commerce and Department of Treasury of the United States (hereinafter referred to as Census and Treasury, respectively) describes a technical cooperation project for the provision of statistical and data-processing advisory assistance by Census to the Central Department of Statistics, Ministry of Finance and National Economy and, when appropriate and requested, to other agencies of the Government of Saudi Arabia on the overall improvement of Saudi Arabian statistical and data-processing programs and resources.

*Article 2.* This project will be carried out under the auspices of the United States-Saudi Arabian Joint Commission on Economic Cooperation and in accordance with the provisions of the Technical Cooperation Agreement between the Governments of the United States and Saudi Arabia signed on February 13, 1975,<sup>2</sup> which is hereby incorporated by reference and becomes a part of this Agreement.

*Article 3.* In accordance with the Agreement contained in the Summary Minutes of the First Session of the U.S.-Saudi Arabian Joint Commission on Economic Cooperation, signed on February 27, 1975,<sup>3</sup> Census will provide up to 144 man-months of statistical and data-processing advisory services during the period from the effective date of this Agreement until June 30, 1976. Fields of assistance will include overall statistical and data-processing organization and Administration, foreign trade statistics, census and survey geography and mapping, statistical sampling, statistical library science, labor-force surveys, price statistics, data-processing training, systems and application programming, and systems analysis and design. A detailed description of each adviser's work program is contained in Attachment I — "Working Experts required by the Central Department of Statistics under Five-Year Plan 1395-1400 AH". In addition to the technical staff, an administrative assistant will be assigned to Riyadh to provide administrative support services for the technical advisory staff assigned to the Central Department of Statistics. Census will also assign staff, as required, to coordinate in Washington the technical backup and logistical support to the advisory team stationed in Riyadh.

*Article 4.* Census will provide statistical and data-processing advisory services during subsequent periods after June 30, 1976, as may be mutually agreed by the Parties to this Agreement. Subsequent agreements on these advisory services and correlating budgets will be treated as addenda to this Agreement.

<sup>1</sup> Came into force on 28 December 1975, the date on which Saudi Arabia deposited with the United States Treasury the estimated sum provided for the initial period of the project, in accordance with article 11.

<sup>2</sup> United Nations, *Treaty Series*, vol. 998, p. 209.

<sup>3</sup> *Ibid.*, vol. 1006, p. 121.

*Article 5.* Census will, upon request of the Ministry, keep confidential any information or data provided to it by the Ministry or generated as a result of the activities of Census pursuant to this Agreement.

*Article 6.* Overall coordination of this technical cooperation project with other Joint Commission activities within the United States Government, and provision of certain administrative facilities and support for this project, as previously agreed, will be the responsibility of Treasury. The Office of the Joint Economic Commission in Riyadh will serve as the point of contact for communications between the Ministry, Census, and Treasury concerning this project, will facilitate activities under this Agreement, and will be primarily responsible for monitoring the implementation of this Agreement in Saudi Arabia.

*Article 7.* The Ministry shall, either directly or through other Saudi Arabian agencies, support this technical cooperation project by:

- (a) Designating a Ministry Project Director;
- (b) Identifying and providing appropriate personnel from the Ministry to work with Census advisers in the performance of their responsibilities;
- (c) Providing all available data and other information which may be needed by Census to fulfill its obligations under this Agreement;
- (d) Providing all such facilities and support as agreed in the Technical Cooperation Agreement signed on February 13, 1975, including but not limited to exemption for the United States Government from taxes and customs duties, and privileges and immunities for all American employees of the United States Government and their dependents;
- (e) Assisting the Office of the U.S. Representation to the Joint Economic Commission, when requested, in locating and making available suitable housing for all United States Government employees stationed in Saudi Arabia in connection with this project;
- (f) Providing adequate office space, office furnishings, utilities, telephone facilities, and maintenance and upkeep of such office space for each Census employee assigned to Saudi Arabia pursuant to this Agreement;
- (g) Providing such supplies and materials as may be required for official duties;
- (h) Providing services, when necessary, to obtain clearance in matters including, but not limited to, customs, driver's permits, and other services that may involve other agencies of the Government of Saudi Arabia;
- (i) Providing interpreter and translator services as needed; and
- (j) Providing other related support as may be appropriate to the conduct by the Census employees of their official advisory duties.

*Article 8.* If any Party to this Agreement is rendered unable because of *force majeure* to perform its responsibilities under this Agreement, these responsibilities shall be suspended during the period of continuance of such inability. The term "*force majeure*" means acts of God, acts of the public enemy, war, civil disturbances, and other similar events not caused by nor within the control of the Parties. During the period of suspension of performance caused by *force majeure*, Census and Treasury may continue to pay normal costs of maintaining project personnel in Saudi Arabia from funds advanced to the United States by the Government of Saudi Arabia. In the

event of suspension of a party's duties because of *force majeure*, the Parties shall consult and endeavor jointly to resolve any attendant difficulties.

*Article 9.* The cost for the services to be provided by Census for the initial period of this project covering from the effective date of this Agreement through June 30, 1976, is estimated to be \$3,878,345. This estimate covers the following expenses:

Personnel compensation and benefits .....	\$509,195
Travel and transportation .....	305,295
Housing (includes estimated rental costs for three years) .....	2,243,000
Other expenses .....	820,855

The estimate excludes any Government of Saudi Arabia or local taxes and assessments which might otherwise be applicable. Budgets for subsequent years of this project will be prepared and submitted by Census for acceptance by the Government of Saudi Arabia on an annual basis in accordance with the budget schedule of the Ministry of Finance and National Economy for each succeeding year during the life of the project. Final costs for services will cover only actual services provided.

*Article 10.* The Government of Saudi Arabia agrees to deposit in the dollar trust account in the United States Treasury established by the Technical Cooperation Agreement the sum of \$3,878,345 to cover the estimated costs for the initial time period described in article 9 above. Upon agreement on each succeeding budget the Government of Saudi Arabia will deposit in the said dollar trust account the dollar amount in the agreed estimate for the advisory assistance to be provided by Census.

*Article 11.* This Agreement shall become effective after signature by representatives of the Parties and after the deposit by the Government of Saudi Arabia of the initial sum described in article 10 above covering the period from the effective date of this Agreement through June 30, 1976, and shall remain in effect until August 31, 1980, or the termination of the Technical Cooperation Agreement of February 13, 1975, whichever shall occur first.

*Article 12.* Census, Treasury, and the Ministry shall consult, upon request of any Party, regarding any matter relating to the terms of this Agreement and shall endeavor jointly in a spirit of cooperation and mutual trust to resolve any difficulties or misunderstandings that may arise.

VINCENT P. BARABBA

Director

Bureau of the Census

United States Department of Commerce

*Date:* September 27, 1975

BRUCE MORGAN

United States Department of the Treasury

*Date:* September 27, 1975

M. TURKI

Ministry of Finance and National Economy

Government of Saudi Arabia

*Date:* Sept. 27, 1975

## ATTACHMENT I

WORKING EXPERTS REQUIRED BY THE CENTRAL DEPARTMENT OF STATISTICS  
UNDER FIVE-YEAR PLAN 1395-1400AH

1. *Principal Statistical Adviser.* A Senior Adviser to the Director-General of the Central Department of Statistics in all statistical affairs. This Adviser, experienced in statistical organization and administration and familiar with the operation of a computer installation, will be needed to:

- (1) Assist in overall planning and programming of statistical activities, including training;
- (2) Coordinate the activities of experts;
- (3) Provide general supervision of expert staff and evaluation of performance; and
- (4) Maintain liaison between top level staff and experts.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

2. *Foreign trade statistics.* A working expert is needed to provide the additional technical skills required to achieve a viable foreign trade statistics program. There is an urgent need to:

- (1) Shift the classification of foreign trade statistics from its present Belgian Classification Scheme to the United Nations Standard International Trade Classification;
- (2) Develop improved ways of reporting imports and release of foreign trade statistics;
- (3) Computerize the tabulation of foreign trade statistics as a further means of insuring the timely release of such data; and
- (4) Provide an analysis of the data for publication.

*Period required:* 2 years.

*Beginning date:* as soon as possible.

3. *Census and survey geography and mapping.* Maps are basic to all census and sample survey operations, and maps required for these operations are unique in their specifications. The Central Department of Statistics (CDS) does not now have the requisite expertise for a full-scale program of mapping and accordingly it requires the services of an expert who would assist:

- (1) In the updating of present maps used in the census;
- (2) In delineating boundaries of all administrative units, such as province, amirate and subamirate;
- (3) In presenting census results through maps and charts;
- (4) In preparation of base office maps;
- (5) In the preparation of maps required for enumerators and other field personnel;
- (6) In defining and delimiting statistical areas;
- (7) In developing a program for computerizing geographic work to the fullest extent possible; and
- (8) In preparation of maps and charts for publication of data, including a statistical atlas.

*Period required:* 2 years.

*Beginning date:* as soon as possible.

4. *Sampling.* The CDS does not have a qualified sampling expert who is urgently needed for the surveys to be conducted on a sample basis. Planned for immediate implementation are the labor force survey, the family budget survey, the demographic survey, and surveys of industry, trade, and construction. As the statistical soundness of sample surveys rests not only on the sample design but on other factors as well, a sampling expert is required to assist:

- (1) In the design of the samples for all surveys;
- (2) In evaluating sample designs of on-going surveys;

- (3) In establishing field procedures required to ensure compliance with survey designs;
- (4) In determining estimating procedures;
- (5) In determining sampling variability and in providing statements on this subject for publication with survey reports; and
- (6) In establishing procedures for quality controls of sample selection and for all field work.

*Period required:* 1 to 2 years.

*Beginning date:* as soon as possible.

5. *Librarian.* In establishing a library to meet the needs of the CDS staff and working experts from abroad, the CDS needs an expert with experience in establishing and maintaining a statistical library; such an expert would assist:

- (1) In establishing a library;
- (2) In setting operating rules and regulations;
- (3) In ordering statistical books and those in subject-matter fields — demography, for example;
- (4) In ordering publications from U.N. and affiliated agencies and from foreign governments; and
- (5) In training staff.

*Period required:* for a short term (2-3 months).

*Beginning date:* as soon as possible.

6. *Labor force survey.* The CDS will initiate a survey of the labor force in the fiscal year 1996-97 and, as the CDS does not have a qualified staff member to head this project without assistance, it will need an expert to assist:

- (1) In planning the survey and in coordinating the survey with the Ministry of Labor and Social Affairs;
- (2) In establishing concepts and definitions;
- (3) In determining the specific content of the survey and the design of the questionnaire;
- (4) In establishing field procedures and a program of training for the field staff;
- (5) In the processing, tabulation, and publication of the data;
- (6) In making labor force projections; and
- (7) In recommending further manpower studies.

*Period required:* 2 years.

*Beginning date:* as soon as possible.

7. *Training Director.* A trained staff is basic to a viable and on-going statistical organization and computer center. CDS is now just beginning to train staff in the numbers required to carry out its various programs. CDS urgently needs a training expert to assist:

- (1) In planning and operating an in-service training program for staff at all levels: clerical, management, and professional levels;
- (2) In evaluating present training needed by the several divisions of CDS and of the National Computer Center;
- (3) In the selection of staff to be trained, both academic and nonacademic levels;
- (4) In developing programs for training in systems analysis, programming, and other related subjects; and
- (5) In evaluating effectiveness of training programs.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

8. *Economic Census and Survey Expert.* The CDS has a program for conducting censuses and surveys in the areas of manufacturing, retail and wholesale trades, service industries, construction, and transportation. The CDS requires an expert to assist:

- (1) In the planning and programming of economic censuses and surveys; and

- (2) In determining the content of censuses and surveys; in the development of questionnaires; in establishing field procedures, including the training of field supervisors and enumerators; in the processing of the data; and in the tabulation and publication of the results.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

9. *Price statistics.* The CDS is currently collecting retail prices from five cities; and it is maintaining a cost of living index for urban households based on weights obtained in 1390 from a Family Budget Survey conducted in three cities. CDS is also collecting wholesale prices. The price statistics program needs to be evaluated and expanded, and as CDS does not have the expertise in this area, an expert is needed to assist:

- (1) In evaluating the present program for collecting both retail and wholesale prices;
- (2) In conducting a new family budget survey basic to expanding the urban coverage and to covering rural areas for the first time;
- (3) In developing a revised cost of living index for urban and rural areas;
- (4) In evaluating the present wholesale price index and in revising it as may be determined necessary; and
- (5) In analyzing price data and in the preparation and publication of reports on a timely basis.

*Period required:* 2 to 4 years.

*Beginning date:* as soon as possible.

10. *National Computer Center.* The National Computer Center, which currently is utilizing an IBM 370/135 OS/VS1, urgently needs experts to assist it in expanding its present program as a result of the increasing demands being made upon the Center by both public agencies and private industry. The assistance it needs includes:

- (a) *Senior Trainer (1).* This expert would:

- (1) Teach systems analysis, programming, and other related subjects;
- (2) Provide on-the-job training; and
- (3) Assist in selecting personnel for advanced training, including academic study as program needs dictate.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

- (b) *Systems-programmer (1).* This expert would:

- (1) Work out instructions for users whenever the systems software is changed or modified;
- (2) Evaluate software currently in use and suggest changes as necessary;
- (3) Create new software as may be required to meet new and changing needs;
- (4) Undertake necessary tests required to determine efficiency of systems software; and
- (5) Define and maintain standards.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

- (c) *Systems Analysts (3).* These three experts would:

- (1) Determine through interviews with users the information required for the job to be done;
- (2) Define precisely requirements of users;
- (3) Study and document operations of current systems;
- (4) Use and apply modern technology in resolving different problems;
- (5) Prepare and work out necessary specifications for improvement of the system being used;
- (6) Define systems' security;
- (7) Lay out precise steps of control procedures; and

(8) Prepare systems' report.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

(d) *Programmers (6).* These six programmers would:

- (1) Participate in the design of the preliminary systems;
- (2) Study and analyze specifications of the program;
- (3) Design program logic to accompany the desired specifications;
- (4) Use authorized language to code programs;
- (5) Examine and validate accuracy of programs through preparation of test data and test codes programs; and
- (6) Maintain and document programs in accordance with the specified standards.

*Period required:* 5 years.

*Beginning date:* as soon as possible.

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