

**CENTRE EUROP^EN DE FORMATION DES STATISTICIENS £CONOM1STES
DES PAYS EN VOIE DE D^VELOPPEMENT**

PARIS

N° 162/J.009/C

Malakoff, le 12.Mars 1990

ATTESTATION

Je soussigné, Lamine DIOP, Directeur du CESD-Paris certifie que Monsieur Klaus RODER a travaillé du 18 octobre 1988 au 3 octobre 1989 comme expert statisticien e informaticien auprès de la Direction de la Planification des Statistiques et des Analyses Economiques du Ministère de l'Agriculture Tunisien, a Tunis.

Pour valoir ce que de droit.

Le Directeur du CESD
Lamine DIOP



I undersigned, Lamine DIOP, Director of CESD-Paris certify that Mr Klaus RODER has worked of October 18, 1988 to October 3, 1989 as statistical expert and data processing specialist at the Department of Planning of Statistics and Economical Analyses at the Ministry of Agriculture in Tunis, Tunisia.

To whom it may concern.

TO WHOM IT MAY CONCERN

The Delegation of the European Commission in Brazil declares to whom it may concern that Mr Klaus Jiirgen Erwin Roder, holder of the passport nr. 3145001930 of the Federal Republic of Germany, worked from October 1993 until October 1994, as consultant for the preparation of econometric systems, recruited by the European Commission and placed at the disposal of the Brazilian Institute of Tourism (EMBRATUR) under the terms of the Financing Conventions NTP/85/508/947 and NTP/87/508/984 and respective addendum, in connection with the Programme of Financial and Technological Support to the Estrategic Planning in the Tourism Sector, established between the Commission of the European Communities and the Ministry of Industry, Commerce and Tourism of the Federative Republic of Brazil.

The Delegation of the European Commission in Brazil further declares that the present document is prepared at the request of Mr Klaus Jiirgen Erwin Roder on the occasion of the conclusion of his professional engagement in the Federative Republic of Brazil and his definitive return to the Federal Republic of Germany.



Brasilia, 26 October 1994

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"Pierre Philippe Head of the
Delegation, a.i.

WERKVERTRAG

zwischen

FGU CONSULTING + ENGINEERING GMBH

Sodener Straße 6
6240 Königstein

(nachfolgend:
der Auftraggeber)

und

Herrn
Klaus Röder
Brüsseler Straße 14
80805 München

(nachfolgend:
der Auftragnehmer)

§ 1 - Vertragsgegenstand

Der Auftragnehmer wird im Rahmen des CEC-Auftrags "Brasilien: Technische Zusammenarbeit mit EMBRATUR im Tourismussektor" als Informationsexperte die Konzeption für eine computerisierte Analyse und Verarbeitung touristischer Daten erstellen. Hierzu zählen insbesondere folgende Aktivitäten:

- Erarbeitung eines ökonomischen Systems, das ermöglicht, den Einfluß des Tourismus als sozio-ökonomischen Faktor der Wirtschaftsentwicklung zu evaluieren (Bezug: Sozialprodukt, Beschäftigung, Erwirtschaftung von Devisen, Staatseinnahmen)
- In Abstimmung mit EMBRATUR Auswahl der fünf Staaten, in denen das ökonomische System angewandt werden wird
- Diagnose des ergänzenden Computersystems (Software und Hardware), das im Rahmen des Projekts zur Wahrnehmung der einzelnen Aktivitäten zur Verfügung steht

Identifizierung des Informationsbedarfs für das Netz, das aus den 27 Staaten der Bundesrepublik Brasilien besteht

Einführung des Systems in jedem der fünf Staaten (etwa ein Monate je Staat) und Herausgabe eines speziellen, praktischen Handbuchs nach jeder Installation des Systems, das seine zukünftige Nutzung erlaubt

Unterstützung des europäischen Informationsexperten bei diesen Aufgaben durch brasilianische Fachkräfte, die EMBRATUR zur Verfügung stellt

Durchführung je eines Seminars in jedem der fünf Staaten, um Tourismusexperten, Entwicklungsinstitutionen und dem privaten Lokalsektor die Methode des Systems zu präsentieren

Erstellung eines Plans zur Unterstützung der regionalen Behörden im Tourismussektor der verschiedenen Staaten; dieser Plan wird von den Experten der EMBRATUR realisiert, die der europäische Experte zuvor ausgebildet hat

Auswahl und Fortbildung brasilianischer Experten, die EMBRATUR bereitgestellt hat. Sie werden nach Beendigung aller Aktivitäten für die Fortbildung von Personal in den anderen Staaten Brasiliens eingesetzt werden

Erstellung eines Handbuchs zur Fortbildung, das den brasilianischen Fachkräften als Grundlage für ihre Fortbildungsaktivitäten dient.

1. Contractual items

In the context of the CEC contract "Brazil: Technical co-operation with EMBRATUR in the sector of Tourism" the contractor as an information expert is in charge and will provide the concept for a computerized analysis and processing system of tourist data. For this he will provide in particular the following activities:

- Development of an econometric system, which will make it possible to evaluate, the influence of Tourism as socio-economic factor of the economic development (Input: Domestic Product, Occupation, Foreign Exchange Revenues, Public Revenues etc.)
- In coordination with EMBRATUR selection of the five states, in those the econometric system will be used
- Diagnosis of the supplementing computer systems (software and hardware), which will be needed in the context of the project.
- Identification of the need for information for the net, which consists of the 27 states of the Federal Republic of Brazil
- Introduction of the system to each of the five selected States of (about one month a for each state) and publication of a special, practical manual after each installation of the system, which permits its future use
- Support of the European information expert with these tasks by Brazilian specialists, whom EMBRATUR makes available
- Implementation of a seminar in each of the five states, in order to familiarize tourism experts, institutions for development and the private local sector with the methodology of the system.
- Production of a plan for the support of the regional authorities in the tourism sector of the different states; this plan is realized by the experts of the EMBRATUR, whom the European expert has trained before
- Selection and advanced training of Brazilian experts, whom made EMBRATUR available. They will be used after completion of all activities for the advanced training by personnel in the other states of Brazil
- Production of a manual for advanced training, which serves the Brazilian specialists as basis for their advanced training activities.

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Herrn
Klaus Röder
Brüsselerstraße 14

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GP/ru

23. Januar 1995

Brasilien-Projekt
Ihr Schreiben vom 14.01.1995

Lieber Herr Röder,

wir bestätigen Ihnen hiermit, dass Sie in unserem Auftrag im Projekt "Brasilien: Technische Zusammenarbeit mit EMBRATUR im Tourismussektor" als Informationsexperte vom 16.10.1993 bis 15.10.1994 tätig gewesen sind.

Freundliche

Grüße

FGU

Consulting GMBH



ppa. G. Pons

We confirm hereby that you were employed as an information expert under our commission in the project " Brazil: Technical co-operation with EMBRATUR in the Tourism's - sector" from 16.10.1993 to 15.10.1994



Leistungsbeschreibung für

Herrn Klaus Röder

Projekt: Förderung des Wirtschaftsinstitut CEPRO, Paraguay

PN: 95.3593.1-002.00

Einsatzzeiten: Hinflug 15.2.97
Vor Ort 16.2.97-22.3.97
Rückflug 22.3.97
4 Tage Vorbereitung/2 Tage Nachbereitung

Berichte: Zwei Kurzberichte in spanischer Sprache zum Abschluss des Einsatzes vor Ort.
Ausführlicher Bericht in deutscher Sprache in dreifacher Ausfertigung an die GTZ abzugeben bis Mitte April 1997.

Die Aufgaben enthalten im einzelnen:

1. Im Rahmen der Vorbereitung:

- Feinabstimmung der Leistungsbeschreibung und der Vorgehensweise mit der GTZ-Fachabteilung
- Kommunikation mit dem CEPPRO über Einsatz und definitive Vorgehensweise
- Vorbereitung der Datenerfassung der Konjunkturmfrage
- Vorbereitung der Veröffentlichung der Ergebnisse der Konjunkturmfrage

2. Im Rahmen des Einsatzes im Partnerland:

- Präzisierung der Leistungsbeschreibung und der Vorgehensweise für den Einsatz mit den zuständigen Vertretern des CEPPRO
- Unterstützung des CEPPRO bei der ersten Konjunkturmfrage, dabei insbesondere:
 - => Durchführung der Konjunkturmfrage
 - => Vorbereitung und Durchführung der Datenerfassung der Konjunkturmfrage => Vorbereitung und Durchführung der Veröffentlichung der Ergebnisse der Konjunkturmfrage
- Unterstützung des CEPPRO bei der Bereitstellung der Ergebnisse der Konjunkturmfrage im INTERNET
- Unterstützung des CEPPRO bei der Planung und Gestaltung geeigneter Fortbildungsmaßnahmen im In- und Ausland (FIEL und CEPAL)
- Verstärkung der Kooperation mit nationalen Institutionen im Themengebiet der Konjunktur- und Wirtschaftsanalyse
- Studium der Kooperationsmöglichkeiten und ggf. Aufnahme der Kooperation mit Institutionen im Themengebiet der Konjunktur- und Wirtschaftsanalyse in den Nachbarländern der MERCOSUR
- Auswertungen der Erfahrungen mit den Konjunkturmfragen und Ausarbeitung von Empfehlungen für weiteres Vorgehen.

Task specification for Mr. Klaus Röder

Project: Promotion of Economic Research Institute CEPRO, Paraguay

Pn: 95.3593.1-002.00

Assignments: Outward flight 15.2.97

Locally 16.2.97-22.3.97

Return flight 22.3.97

4 days Preparation/2 days reworking

Reports:

- Two short reports in Spanish language for the conclusion of the employment on project venue.
- Detailed report in German language in three copies to deliver to GTZ in the middle of April 1997.

The tasks in detail:

1. In the context of the preparation:
 - Agreement of the performance specification and the project approach with the concerned GTZ operating department
 - Communication with CEPPRO over application and final approach
 - Preparation of the data acquisition of the economic survey
 - Preparation of the publication of the results of the economic survey
2. In the context of the assignment in the partner country:
3.
 - Specifying the performance specification and the approach for the project with the responsible representatives of CEPPRO
 - Support of CEPPRO with the first economic survey, thereby in particular:
 - => Execution of the economic survey
 - => Preparation and execution of the data acquisition of the economic survey
 - => Preparation and execution of the publication of the results of the economic survey
 - Support of CEPPRO during the supply of the results of the Economic survey in the INTERNET
 - Support of CEPPRO when planning and organizing more suitable and advanced training measures at home and abroad (CEPAL and FIEL)
 - Reinforcement of co-operation with national institutions in the area of business surveys and economic analysis
 - Study of the cooperative possibilities and if possible implication of co-operation with institutions in the area of the economic analysis and business surveys in neighboring countries of the MERCOSUR
 - Evaluations of experiences with business surveys and elaboration of recommendations for further procedure.


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19. Oktober 2001

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Gutachtervertrag Informationssysteme Konjunktur Kap Verde

Sehr geehrter Herr Röder,

wir beziehen uns auf die mit Ihnen geführten Gespräche, in denen Sie sich bereit erklärt haben, für uns als Kurzeitfachkraft für makroökonomische Analyse im o. g. Projekt tätig zu werden.

Während der Zeit der Vorbereitung und der Abwicklung dieses Auftrages werden Sie durch Herrn Orłowski betreut. Ihre Einsätze, insgesamt 2,5 Wochen, erstrecken sich über den Zeitraum vom 15. Oktober 2001 bis ca. Ende Januar 2002. Die geplanten Einsatzzeiten sind in den Terms of Reference aufgeführt.

Als Anlage erhalten Sie den Vertrag für diesen Einsatz. Bitte schicken Sie diesen unterschrieben zurück.

Mit freundlichen Grüßen GFA



Nico van Tienhoven
Geschäftsführer

Management GmbH

MEMO

Para: Director Geral do Planeamento, Manuel Pinheiro

cc: UCP / Mehdi Brito

De: GFA Management / Dieter Orłowski

Data: 24 de Janeiro de 2002

Assunto: Seguimento da conjuntura:

Resultados da terceira missão, 10-24 de Janeiro de 2002

Actividades planificadas

Nesta terceira missão na Praia, participaram:

- Gerd Neumann (Informático) e Dieter Orłowski (Economista) do 10 a 24 de Janeiro de 2002,
- Peter Wogart (Economista) e Klaus Roeder (Estatístico) do 17 a 24 de Janeiro de 2002.

As seguintes actividades foram previstas para esta missão:

- a) instalar o equipamento informático configurado e contendo os ficheiros e aplicações que constituem o sistema de informação sobre dados relevantes para a análise da conjuntura,
- b) complementar os dados, e em função dos dados recebidos, adaptar e completar as tabelas de saída e os gráficos,
- c) produção duma versão teste (denominada Numero Zero) da revista de conjuntura,
- d) formação e treinamento do pessoal do cliente (DGP)
- e) apoio intensivo ao INE para preparar e testar os questionários e aplicações no âmbito do inquérito de conjuntura.

Entretanto, já foi aparente antes de a missão chegar que seria necessário adaptar o programa porque tínhamos recebidos só uma pequena parte da informação estatística o envio da qual por via de correio electrónico foi solicitado em Novembro de 2001.

o treinamento aconteceu principalmente na explicação, caso por caso, de novos aspectos e resolução de dificuldades. Como todos já trabalham regularmente com EXCEL, este tipo de formação foi o mais adequado, motivando o pessoal também para experimentar e saber como abordar questões novas que possam surgir no dia-a-dia.

A elaboração dum manual completo está previsto para depois o regresso dos membros da missão à Hamburgo, e uma formação mais abrangente, na base deste manual, para a próxima missão.

e) Apoio ao INE na produção das ferramentas dum Inquérito de Conjuntura

O consultor Klaus Roeder trabalhou por uma semana com três pessoas do INE para preparar o conjunto das ferramentas necessárias para iniciar o inquérito em Março de 2002. Os resultados deste trabalho conjunto são os seguintes:

- **Questionários** para os sectores de turismo, construção, comércio formal e comércio informal: Depois de muita discussão construtiva, os questionários são são prontos.
- **Aplicação para a introdução dos dados:** Foi programada pelo Informático do INE, testada pelo Consultor e adaptada para reflectir as últimas alterações dos questionários. O INE dispõe da capacidade técnica para adaptar a aplicação se for necessário.
- **A implementação do inquérito** fica à responsabilidade do INE. O seu pessoal tem o conhecimento e experiência necessários com a organização de tais inquéritos. Junto discutiram-se a metodologia e questões de definição das amostras.
- **Tratamento dos dados:** O Consultor forneceu folhas de EXCEL, uma para cada sector, para a agregação e análise dos resultados do inquérito. Graças a estas folhas, o tratamento será essencialmente automático. As folhas produzem automaticamente mapas agregados e gráficos.
- **Transição dos índices** de apreciação da conjuntura pelos empresários para o MFP: Foi preparado uma folha em EXCEL que recolha os índices. Basta depois passar esta folha à DGP.

Como o trabalho foi feito em conjunto com o pessoal do INE (Fernando Rocha e Christop dos Santos), não foi necessário organizar sessões especiais de formação.

Graças a alta disponibilidade dos dois técnicos do INE, assim como do Francisco Rodrigues enquanto supervisor, a preparação está concluída (menos a tiragem da amostra). Falta agora levar a cabo o inquérito.

O Consultor está disposto para dar ainda algum apoio por via de correio electrónico quando os resultados do primeiro inquérito estarão disponíveis.

e) Support to the INE in the production of the tools of a Business Survey

The consultant Klaus Roeder worked with three people of INE to prepare the set of the tools necessary to initiate the survey in March of 2002. The results of this joint work are the following ones:

- The Questionnaires for the tourism sectors, construction, formal commerce and informal commerce: After much constructive discussion, the questionnaires are ready.
- the Application for the introduction of the data: It was programmed by the computer expert of INE, tested by the Consultant and adapted to reflect the last alterations of the questionnaires. INE makes has the capacity to adapt the application if it will be necessary.
- the Implementation of the inquiry is the responsibility of INE. Its staff has the necessary knowledge and experience with the organization of such inquiries. INE staff and consultant together had discussed methodology and questions of definition of the samples.
- the Treatment of the data: The Consultant supplied appropriate EXCEL files, one each sector, for the aggregation and analysis of the results of the inquiry. Thanks to these files, the treatment will be essentially automatic. The EXCEL files (and macros) produce aggregated and graphical maps automatically.
- the Transistion of the indices. To promote the appreciation of the business survey by the entrepreneurs and for the MFP a EXCEL file was prepared that had summarized the indices. It is enough to pass this file to the DGP.

As the work was made in a team with the staff of INE (Fernando Rocha and Christop Dos Santos), it was not necessary to organize formal or training sessions

Thanks to high availability of the two technicians of INE, as well as of Francisco Rodrigues, the supervisor, the preparation is concluded (less the definition of the sample). What is left now is to handle the inquiry.

The Consultant is ready to give further support by electronic mail when the results of the first inquiry will be available