

**INTERNATIONAL LABOUR ORGANIZATION
SUB-REGIONAL OFFICE FOR EAST ASIA
BANGKOK, THAILAND**

**INFORMAL ECONOMY, POVERTY AND EMPLOYMENT PROJECT
2004 – 2006**

Funded by DFID, the UK Department for International Development

**LIST OF PUBLISHED REPORTS, STUDIES AND TOOLS PRODUCED BY
THE PROJECT**

Available in PDF, print, or on CD upon request

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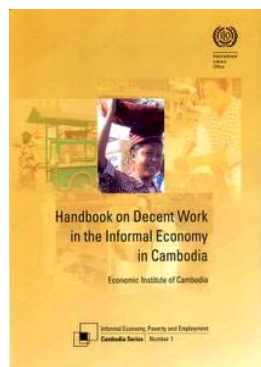
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January 2007

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CAMBODIA SERIES



Handbook on Decent Work in the Informal Economy in Cambodia

Economic Institute of Cambodia

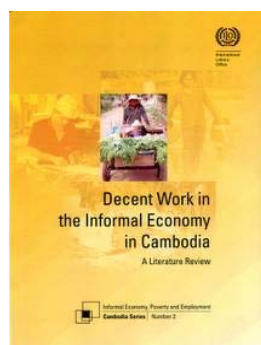
Published 2006, 32 pages

(Khmer version also available)

<http://www.ilo.org/asia/library/download/pub06-13.pdf>

<http://www.ilo.org/asia/library/download/pub06-31.pdf> (Khmer version)

This handbook was designed in response to Cambodian stakeholders' requests for user-friendly information on decent work and the informal economy. Developed within the Cambodian context, the handbook provides a concise and visual presentation of what makes up the informal economy in Cambodia, the importance of having decent work and ways to introduce this in the informal economy. Local and national initiatives illustrate how decent work strategies and approaches enhance working conditions in the informal economy.



Decent Work in the Informal Economy in Cambodia: A Literature Review

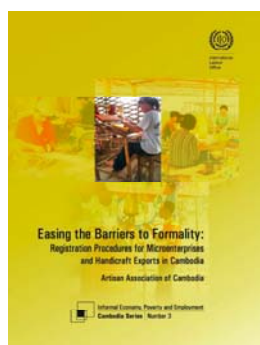
Published 2006, 52 pages

(Khmer version also available)

<http://www.ilo.org/asia/library/download/pub06-10.pdf>

<http://www.ilo.org/asia/library/download/pub06-28.pdf> (Khmer version)

This literature review, completed in 2005, compiles information on the latest definitions of the informal economy, draws a profile of the informal economy in Cambodia and identifies decent work deficits and policies aiming at improving the deficits in the informal economy. Applying recent demographic data from a range of sources, the report evaluates the size and scope of the informal economy. The study also addresses the role that government, workers associations, civil society and individuals play in this process.



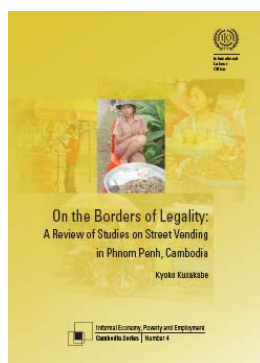
Easing the Barriers to Formality: Registration Procedures for Microenterprises and Handicraft Exports in Cambodia

Artisan Association of Cambodia

Published 2006, 92 pages

Available February 2007 on <http://www.ilo.org/asia/library/download/pub06-41.pdf>

Inappropriate business registration procedures are considered to be one of the obstacles to the formalisation of the informal economy in Cambodia. Conducted with the Artisan Association of Cambodia, this study identifies the political, institutional, administrative and regulatory constraints faced by micro enterprises, especially handicraft producers. It also examines the impact of not being legally registered on their conduct of business both nationally and internationally. Recommendations are provided.



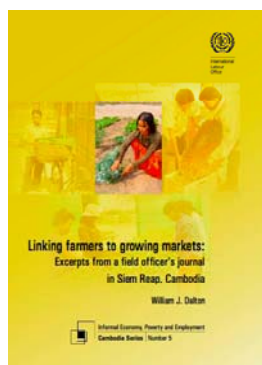
On the Borders of Legality: A Review of Studies on Street Vending in Phnom Penh, Cambodia

Kyoko Kusakabe

Published 2006, 52 pages

<http://www.ilo.org/asia/library/download/pub06-19.pdf>

With no specialised skills being required and offering quick returns, street vending is one of the oldest businesses found in the informal economy, yet incomes and working conditions remain inadequate. Starting with a small capital often gathered by members of the family, women are predominant in this economic activity which is unregulated and unprotected. This study offers a demographic profile of Phnom Penh vendors, evaluates the contingencies vendors face in conducting their business, and provides recommendations for creating a conducive environment for vendors.



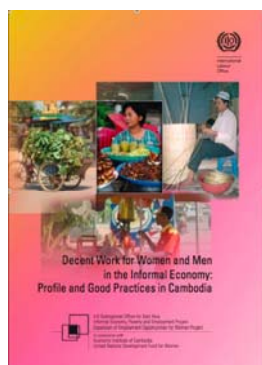
Linking farmers to growing markets: Excerpts from a field officer's journal in Siem Reap, Cambodia

William J. Dalton

Published 2006, 68 pages

Available February 2007 on <http://www.ilo.org/asia/library/download/pub06-40.pdf>

This report traces the development of a capacity building initiative aimed at linking rural Cambodia small farmers in Siem Reap to the expanding hospitality industry generated by world famous Angkor heritage site. Based on the field notes of a resident agronomist, the report documents how smallholder farmers were guided in the production, marketing and sale of quality vegetables, usually imported by the hotels and restaurants of the region from neighbouring countries. Offering elements of a replicable model, the initiative contributed to raising income, stimulating the local economy and enhancing the capacity of local agricultural service providers. The report illustrates successes, setbacks and challenges in facilitating this type of local initiative.



Decent Work for Women and Men in the Informal Economy: Profile and Good Practices in Cambodia

ILO, Economic Institute of Cambodia, and UNIFEM

Published 2006, 95 pages

(Khmer version also available)

<http://www.ilo.org/asia/library/download/pub06-26.pdf>

<http://www.ilo.org/asia/library/download/pub06-30.pdf> (Khmer version)

A collaborative effort between the Economic Institute of Cambodia, UNIFEM and the ILO, this report addresses gender-related issues and trends in the informal economy in Cambodia. Analysing sector-based work through a gender lens, the report documents hours and wage differentials, as reported by women and men in the informal economy. Decent work deficits in the informal economy are experienced differently by women and men and policies addressing these are identified. The report offers recommendations on various decent work enhancing aspects – from skills to social protection – as well as the formalisation of informal economy workers.



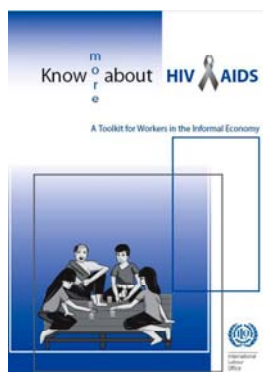
Handicraft Sector Design and Business Development Manual: A Step-by-Step Guide

Bronwyn Blue

Published 2006, 167 pages

<http://www.ilo.org/asia/library/download/pub06-16.pdf>

This is a practical guide for the design of handicraft products, marketing, trade fairs and export procedures in Cambodia. As a result of an effective collaboration with the Artisan Association of Cambodia, the guide offers step by step advice on how to develop a viable handicraft enterprise from the business idea to market research, on to production, costing and marketing. Illustrated with photographs, involving interactive design exercises and web resources, the publication is a user friendly toolkit for handicraft producers.



Know More about HIV/AIDS: a Toolkit for Workers in the Informal Economy (with Picture Cards)

Karolin Holm

Published 2006, 38 pages

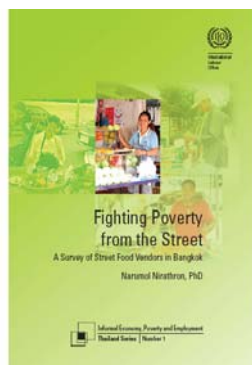
(Khmer version also available, Mongolian version forthcoming)

<http://www.ilo.org/asia/library/download/pub06-27.pdf>

<http://www.ilo.org/asia/library/download/pub06-29.pdf> (Khmer version)

Vulnerability to HIV is often exacerbated by poverty, absence of steady income and lack of social protection - factors which are frequently found in the informal economy. This toolkit of interactive exercises, demonstrations and role-plays for men and women aims at increasing knowledge on HIV prevention, understanding rights and responsibilities and knowing about HIV & AIDS care and community support. The toolkit, which was prepared for Cambodian associations of informal economy workers and communities, is easily adaptable to other national contexts.

THAILAND SERIES



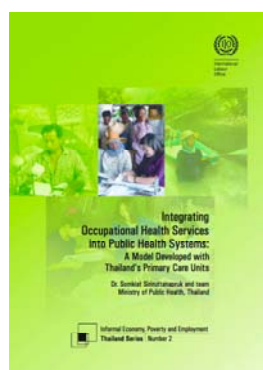
Fighting Poverty from the Street: A Survey of Street Food Vendors in Bangkok

Narumol Nirathron, Ph.D.

Published 2006, 83 pages

<http://www.ilo.org/asia/library/download/pub06-11.pdf>

This report examines the role of street food vending in reducing poverty. It shows how local policies and social attitudes that legitimise street vending can produce benefits not only to vendors, but also to consumers who gain access to cheaper basic goods. Through satisfaction ratings, this research also shows that street vending can provide adequate incomes, mobility across generations and a viable means of livelihood for a city's population. Factors of success are analysed and tested statistically. The research concludes with policy recommendations.



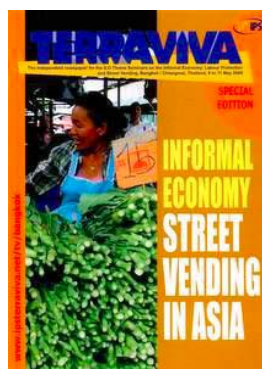
*Integrating Occupational Health Services into Public Health Systems:
a Model Developed with Thailand's Primary Care Units*

Dr. Somkiat Siriruttanaprakand and team, Ministry of Public Health,
Thailand

Published 2006

Available February 2007 on <http://www.ilo.org/asia/library/download/pub06-42.pdf>

In collaboration with ILO, Thailand's Ministry of Public Health (MoPH) developed operational procedures for primary health care units to provide occupational health services. This report documents the ILO-supported process of capacity building 10 primary care units (PCUs) and health personnel in 5 provinces, which-- in addition to their traditional functions of treating and referring patients to hospitals-- promoted good health practices at work, trained workers on occupational health and safety, carried out occupational rehabilitation, and tracked data on health and occupation in order to better identify onsite risks. The model was successfully applied and can serve to inspire other countries to adapt and implement a similar programme.



TERRAVIVA: Informal Economy Street Vending in Asia

Inter Press Service Asia Pacific

Published (by Inter Press Service) 2006, 15 pages

<http://www.ilo.org/asia/library/download/pub06-32.pdf>

A conference newspaper covering the Informal Economy Project's Theme Seminars on Labour Protection Strategies and Street Vending Policies held in Bangkok and Chiang Mai, Thailand in May 2006. Comparing the different socioeconomic realities of Thailand, Cambodia, Malaysia, Mongolia, and India in relation to street vending, it features short articles which highlight labour protection issues vendors face when trying to earn a living in the informal economy. Using information supplied by keynote speakers at the Conference, including professors, researchers, and policy makers, this publication summarises many of the challenges of bringing decent work to the streets.



Get Ahead for Women in Enterprise (Thai)

Susanne Bauer, Gerry Finnegan, Neliën Haspels, Manasnan Pongrasertchai, Sunatree Seng-king

Published 2006, 355 pages

Translated and adapted in Thai from English version

Forthcoming on <http://www.ilo.org/asia/library/pub4c5.htm>

This training package aims to assist women interested in starting or who are already engaged in a small-scale business. Highlighting essential entrepreneurial skills from a gender perspective, it addresses the practical and strategic needs of low-income women by strengthening their basic business and people management skills. Designed as a structured set of modules with practical learning-by-doing exercises, the training methods use the real life experiences of participants and build upon these to illustrate lessons on better business management.



Training Manual: Trade Union and Organizing in the Informal Economy (Thai)

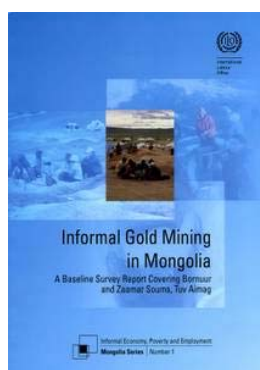
Adapted from an English version by Thailand Trade Unions

Published 2006, 100 pages

<http://www.ilo.org/asia/library/download/pub06-33.pdf>

This manual is designed for use by trainers and leaders of varying levels of responsibility in Thai trade unions. It facilitates better understanding of the challenges that trade unions face. Through discussion materials and interactive sessions, it guides reflection and analyses on trade union priorities, models and strategies that might be adopted for more effective collective bargaining. Ultimately, it aims at promoting organization, representation, and giving voice to workers in the informal economy-- a sphere which has heretofore been unrecognised by many trade unions in Thailand.

MONGOLIA SERIES



Informal Gold Mining in Mongolia: A Baseline Survey Report Covering Bornuur and Zaamar Soums, Tuv Aimag

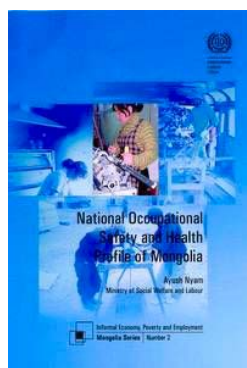
T. Navch, Ts. Bolormaa, B. Enkhtsetdeg, D. Khurelmaa, B. Muckhjargal

Published 2006, 112 pages

(Mongolian version also available)

<http://www.ilo.org/asia/library/download/pub06-12.pdf>

Based on empirical analysis in two mining sites, this study provides a critical examination of the often hazardous informal mining operations that take place in Mongolia. Conducted with the stated purpose of exploring better regulatory procedures to ensure that workers, especially children, are prevented from engaging in dangerous mining activities, a survey queried adult and children workers, local authorities, employers and intermediaries. Using the survey results, the study provides information on demographics, living/working conditions, occupational safety and health, income and productivity, organization and perception of the work, as well as guidance on strategies for future policy on informal gold mining.



National Occupational Safety and Health Profile of Mongolia

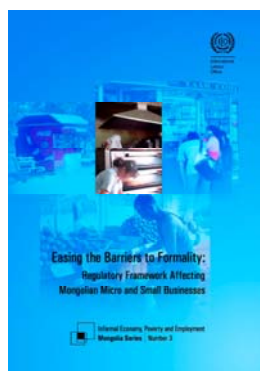
Ayush Nyam

Published 2006, 66 pages

(Mongolian version also available)

<http://www.ilo.org/asia/library/download/pub06-18.pdf>

Mongolia's shift to a market economy was accompanied by the emergence of numerous economic sectors and new forms of work. Occupational safety and health (OSH) takes renewed concern as jobs are created in new settings, in unsuitable premises and using old machinery. This national profile provides a comprehensive view of OSH-related issues in Mongolia, including legal and regulatory framework, institutional responsibilities, cooperation mechanisms, education and training, human resources, statistics and upgrading programmes. Work performed in an informal economy context is included.



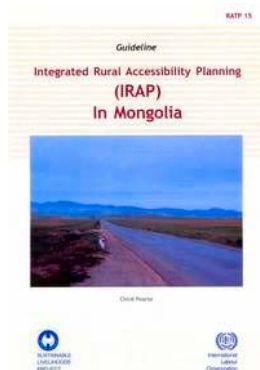
Easing the Barriers to Formality: Regulatory Framework Affecting Mongolian Micro and Small Businesses

Tsetsen Dashtseren

Published 2006, 60 pages

<http://www.ilo.org/asia/library/download/pub06-34.pdf>

Evaluating business registration procedures in its transitioning economy, this report examines the Mongolian legal system as it pertains to business, drawing attention to specific gaps and weaknesses. The report distinguishes between the types of registration permits available, and details the application process associated with each. In addition, it provides recent census data on registered businesses currently operating in Mongolia. Using information from with small business operators within both Mongolia's formal and informal sectors, the study outlines the incentives and disincentives to Mongolian business registration, and offers political and legal recommendations for reform.



Integrated Rural Accessibility Planning (IRAP) In Mongolia

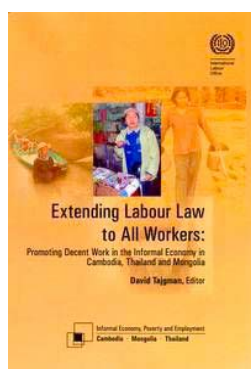
Chloe Pearse

Published (by ILO ASIST- Asia Pacific) 2006, 76 pages

<http://www.ilo.org/asia/library/download/pub06-25.pdf>

This report is the result of collaboration with the ILO's ASIST Programme on community based participatory infrastructure planning and development and with the World Bank-supported Sustainable Livelihoods Support Programme in Mongolia. The initiative demonstrates the benefits of the Integrated Rural Accessibility Planning (IRAP) methodology to assess, score and rank infrastructure deficits and accessibility problems in a participatory manner. The IRAP methodology, used in two rural soums, helped to develop priorities and proposals for local development.

PUBLICATIONS COMPRISING CAMBODIA, THAILAND and MONGOLIA



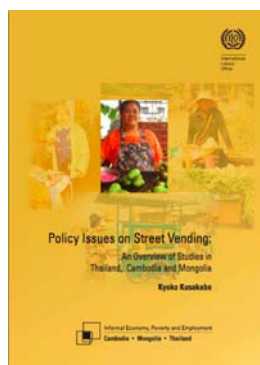
Extending Labour Law to All Workers: Promoting Decent Work in the Informal Economy in Cambodia, Thailand and Mongolia

Edited by David Tajgman

Published 2006, 153 pages

<http://www.ilo.org/asia/library/download/pub06-20.pdf>

This report is based on studies reviewing national labour laws and labour administration in Cambodia, Mongolia and Thailand with the aim of examining their relevance to the informal economy. The studies look at the application and applicability of national labour laws to different group of workers in the informal economy of these countries, with a view to finding ways of extending labour laws' rights to all workers, wherever they work. The report proposes strategies and recommendations for each country, with the hope that they will shape future laws to help workers who do not benefit from rights given under national labour laws.



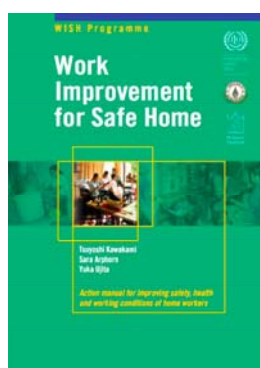
Policy Issues on Street Vending: An Overview of Studies in Thailand, Cambodia and Mongolia

Kyoko Kusakabe

Published 2006, 38 pages

<http://www.ilo.org/asia/library/download/pub06-21.pdf>

This paper synthesises findings different studies on street vending in Thailand, Cambodia, and Mongolia, with a focus on linking these studies to urban development policies and space management systems. It summarises the profiles of the street vending sector in the three countries through a diverse range of indicators, such as macroeconomic significance, place of origin of workers, sex, education, upward mobility, income, reason for vending, and problems faced by vendors. The report investigates how street vending is defined in the national policies and legal framework, often at the expense of vendors who are marginalised from participation. The report recommends that meaningful integration of street vending in urban space is possible only if vendors have a voice as full-fledged stakeholders in urban planning.



Work Improvement for Safe Home (WISH): Action Manual for Improving Safety, Health, and Working Conditions of Homeworkers

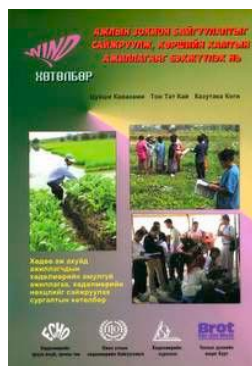
Tsuyoshi Kawakami, Sara Arphorn, Yuka Ujita

Published 2006, 87 pages

(Khmer and Mongolian versions available on CD upon request, Thai version forthcoming 2007)

<http://www.ilo.org/asia/library/download/pub06-22.pdf>

This manual is designed to provide home workers with practical, easy-to-implement ideas to improve their occupational safety and health, contributing to higher productivity and cooperation among home workers in the same workplace or in the same community. The manual is illustrated with diagrams, pictures and checklists to ensure successful training and practice.



Work Improvement for Neighbourhood Development (WIND): Training Programme on Safety, Health, and Working Conditions in Agriculture

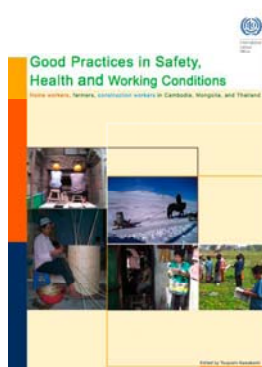
Tsuyoshi Kawakami

Published 2005, 130 pages

(Khmer, Mongolian, and Thai versions available on CD upon request)

Available February 2007 on <http://www.ilo.org/asia/library/download/05-14.pdf>

This training programme provides practical responses to the special problems of agricultural safety and health. It is designed for rapid and sustainable improvements in farmers' safety, health and working conditions through a participatory and action-oriented training approach. This step-by-step manual includes accessible diagrams, examples and checklists emphasising low-cost, practical solutions using locally available materials and expertise.



Good Practices in Safety, Health and Working Conditions: Home workers, farmers, construction workers in Cambodia, Mongolia, and Thailand

Tsuyoshi Kawakami

Published 2006, 20 pages

<http://www.ilo.org/asia/library/download/pub06-24.pdf>

This document presents good practices in safety, health and working conditions made by home workers, farmers and construction workers and managers in Cambodia, Mongolia and Thailand. These workers took participatory steps to find practical solutions and implemented improvements by using locally available, low-cost materials. Using colour photographs to illustrate these improvements, this publication aims to help workers and managers in small and informal economy workplaces to build safe, healthy, and productive work environments.



*Informal Economy, Poverty and Employment Project:
The First Eighteen Months*

Sandra Yu, Tun Sophorn, Shurenchimeg Zokhiolt, and Rakawin
Leechanavanichpan

Printed 2005

<http://www.ilo.org/asia/library/download/pub06-37.pdf>

This is the first 18-month report of the 2.5 year project on the Informal Economy, Employment and Poverty conducted by the ILO in Cambodia, Mongolia and Thailand, with funds from the UK Department for International Development (DFID). The project used an integrated Decent Work approach to address issues in the informal economy, focusing on: i) organisation, representation and voice ii) productivity and market access iii) social protection iv) policy formulation and governance v) awareness raising vi) knowledge sharing - at the micro, meso and macro levels. The specific nature of informality in the three countries, choice of approaches and strategies, and lessons learned are described in this report.



*Informal Economy, Poverty and Employment Project:
Good Practices and Lessons Learned (Final Report)*

Sandra Yu, Tun Sophorn, Shurenchimeg Zokhiolt, and Rakawin
Leechanavanichpan

Printed 2007

Available February 2007 on <http://www.ilo.org/asia/library/download/pub07-01.pdf>

This is the final report of the 2.5 year project on the Informal Economy, Employment and Poverty conducted by the ILO in Cambodia, Mongolia and Thailand, with funds from the UK Department for International Development (DFID). The project used an integrated Decent Work approach to address issues in the informal economy, focusing on: i) organization, representation and voice ii) productivity and market access iii) social protection iv) policy formulation and governance v) awareness raising vi) knowledge sharing - at the micro, meso and macro levels. Good practices and development initiatives are individually documented.



Informal Economy, Poverty and Employment Project: Independent Evaluation

Mei Zegers

2006

Available February 2007 on <http://www.ilo.org/asia/library/download/pub06-43.pdf>

This evaluation was carried out in November and December 2005 following a participatory and consultative approach. Analysing documents prepared by the Project, as well as interviewing project stakeholders and staff, individuals and groups from government at national and local levels, trade unions, employers' groups, NGOs, associations, and IE workers, the evaluation concentrates on assessing the project achievements in reaching its objectives, analysing lessons learned and gaps, and making recommendations.

*Annotations and list of publications
compiled by Matthew Hengesbaugh*