

Agricultural Policy Reform Program
Program Implementation Unit
Contract No 263-C-00-96-00077-00
USAID/Cairo

PDABQ-532

97724

ANNUAL REPORT 1997

Submitted by
DATEX, Inc
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5 June 1998

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Short-Term Technical Assistance Summary

DATEX, Inc.
Agricultural Policy Reform Project - Program Management
Unit (APRP-PMU)
Quarterly Performance Report
November 1, 1996 - March 31, 1997

Contractor DATEX, Inc
Contract # 263-C-00-96-00077-00
Project # 263-0219
Client USAID/Egypt
Dollar Value of Contract \$1,494,553
Obligated Contract Amount \$987,054
Reporting Period November 1, 1996 - March 31, 1997
Submitted by William Polidoro, Senior Project Coordinator, DATEX, Inc

A Narrative

1 Background

The Agriculture Policy Reform Program (APRP) is a \$290 million program which combines annual disbursements with project-related technical assistance, studies and training to support the program. The APRP goal is to increase production, productivity, and incomes in the agriculture and agribusiness sector. Its purpose, to remove the remaining policy barriers to private enterprise in the agricultural sector, would stimulate a competitive marketing system capable of sustaining growth in the agriculture/agribusiness sector.

APRP is being implemented by the Program Planning Committee (PPC). Led by the Ministry of Agriculture and Land Reclamation, the PPC consists of representatives from six ministries and institutions, including the Ministry of Public Works and Water Resources, Ministry of Trade and Supply, Ministry of Public Enterprise, Ministry of Economy and International Cooperation, and the Principal Bank of Development and Agriculture Credit. The PPC, chaired by the APRP Program Director, Dr. Saad Nassar, is responsible for the overall planning, budgeting, execution, monitoring and evaluation of all APRP activities. It is supported by the Program Management Unit (PMU).

The PMU, managed by the Program Coordinator, Engineer Mahmoud Nour, acts as the secretariat for the PPC and the APRP 'nerve center'. The PMU's tasks are

- 1) to coordinate between all the units, ministries, and USAID and to keep a sense of common purpose,
- 2) to provide day-to-day support in operations, administration, and financial management issues,

- 3) to develop and maintain a computerized reporting system which tracks program implementation and provide APRP management, the GOE and USAID with unified reports in a consolidated, meaningful format, and
- 4) to coordinate the activities of APRP Task Forces

2 Expected Results

The expected results are to provide the PMU with the administrative, financial management and technical resources it needs to manage and to coordinate a successful APRP program. The results include a computerized system which will track the multiple program activities and will provide APRP management, the GOE and USAID with the relevant information to manage and assess the program.

3 Current Core Activities

The current core activities are

- 1) To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance,
- 2) To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces,
- 3) To assist the PMU in conducting other APRP activities as required,
- 4) To provide administrative, operational and financial management support to the PMU,
- 5) To provide short term assistance to the PMU as required, and
- 6) To train the PMU staff in program management systems

4 Performance

- 1) *To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance*

The PMU conducts weekly APRP team meetings in its efforts to coordinate the program and disseminate relevant technical and management information. The first step in developing a computerized program tracking system involves identification of program priorities and management needs. The PMU is soliciting input from all parties on program indicators, sources of information, and useful reporting formats. For example, APRP units have designated staff and agreed to procedures regarding a library database which is in development.

Important progress has been made on the computer infrastructure, software, and training which will support the program tracking system. In cooperation with the Reform Design and Implementation Unit (RDI), which had the major procurement responsibilities, the PMU has designed, implemented, and stabilized a local area network providing internet access. The

PMU, working with the other units, is determining the best software platform for the program reporting system

2) *To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces*

In conjunction with USAID, the PMU established administrative procedures, developed budgets and funding guidelines, and determined task force priorities. The two priority task forces will deal with rice and cotton. Task force leaders, members, and consultants have been appointed and briefed on the terms of reference. The task forces will begin to operate and contribute to the APRP goals in the second quarter of 1997.

3) *To assist the PMU in conducting other APRP activities as required*

The PMU conducted significant other activities, including an APRP team-building and orientation workshop January 15-17, 1997. The workshop involved 30 participants, including the APRP Director, professional staff from the four units, and USAID representatives. Facilitated by Mrs. Nadia Haridi, the workshop resulted in a common vision and a clear definition of roles and responsibilities. The PMU, represented by Mr. George Kondos, also facilitated RDI's conference on its annual workplan.

4) *To provide administrative, operational and financial management support to the PMU*

The PMU's most significant contribution during this reporting period has been to assist APRP's mobilization. In APRP's start-up phase, the PMU facilitated and managed the mobilization of three different contractors as well as one grantee. The mobilization involved significant preparation of office facilities and services, procurement of computers and equipment, and coordination of APRP policies and procedures.

With minimal disruption, the PMU prepared office facilities for 50 professional and administrative staff. This task included extensive remodeling, the introduction of 16 new phone lines, and provision of services to the five different organizations housed in APRP's facilities. The PMU also coordinated procurement of computer equipment and infrastructure for a network which will accommodate all units and allow uninterrupted communication via the internet with USAID and other agencies. In addition, the PMU negotiated common policies and procedures designed to improve program efficiency and minimize friction between the various units. Examples include cost-sharing innovations and common personnel policies.

5) *To provide short term assistance to the PMU as required*

Short-term assistance was provided for the team-building workshop (Mrs. Nadia Haridi) and for administrative support for the task forces and APRP structure (Mr. Wilmot Averill). Mr. Averill assisted in designing a coordinated management workplan and reporting system between the APRP, the PPC, and the Task Forces, guidelines for a database and library system, and recommended benchmarks for PBDAC warehouses and storage facilities.

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6) *To train the PMU staff in program management systems*

As from the beginning, the PMU staff continues being trained on project management Policies regarding vehicle utilization, procurement, and financial management provide the framework for monitoring and administrative systems. The PMU staff members not only operate the current systems, but also participate in their continued improvement.

5 Statement of Work

The most obvious challenge for the PMU is to help the GOE and USAID focus and coordinate all the units on APRP goals and purposes. This involves summarizing tremendous amounts of meaningful information in a relevant format. USAID involvement and guidance is critical to success on this task.

Other challenges to overcome include

- 1) Sustaining an efficient computer network. Training and technical support are critical concerns in this area,
- 2) Utilizing program resources at a tremendous rate. Copy machines, for example, are operating above maximum capacity. This area will need proactive management,
- 3) Attracting qualified PMU personnel. While steps have been taken to resolve the most outstanding personnel issue in the PMU, we need to find staff which can provide appropriate professional resources, such as adequate translation capabilities for task force meetings, etc.

B ADMINISTRATIVE INFORMATION (April 1 through June 30, 1997)

1 Contract History

While the contract for this activity was signed on August 20, 1996, field activities for the APRP initiative did not begin in earnest until November, when two other contractors, Development Alternatives, Inc and Abt Associates, who worked with the Research, Design, and Implementation Unit and the Monitoring, Verification, and Evaluation Unit, respectively, fielded implementation teams. During November, the PMU identified significant project requirements for goods and services which had not been specifically addressed in the different contracts and scopes of work. DATEX has addressed these requirements with the Mission, and is awaiting a contract modification based upon mutually agreed upon changes in the scope of work and procurement requirements. In order to facilitate implementation efforts, an agreement was forged between USAID/Cairo and DATEX, permitting the purchase of equipment and services not included in the original contract but included in the proposed contract modification.

2 Contract Data

As per agreement with USAID/Cairo, this first quarterly report covers expenses from the contract signing until March 31, 1997

Summary Information

Total LOE for the base period	39 04 person months
Total estimated cost for the base period	\$1,494,553
Total obligation to date	\$ 987 054

Detailed Information

Level of effort expended to date	5 68
• Field Personnel	4 95
• Home Office	0 73

Unused level of effort	33 36
• Field Personnel	31 05
• Home Office	2 31

Short-term technical assistance level of effort	
Wilmot Averil, Jan 22 - Feb 28, 1997	32 50

Ms Nadia Haridi's services were covered under a purchase order

Expenditures to date	\$ 444,501
Remaining unexpended balance	\$1,050,052
Remaining obligated funds	\$ 542,553

DATEX, Inc.
Agricultural Policy Reform Project - Program Management
Unit (APRP-PMU)
Quarterly Performance Report
April 1, 1997 - June 30, 1997

Contractor DATEX, Inc
Contract # 263-C-00-96-00077-00
Project # 263-0219
Client USAID/Egypt
Dollar Value of Contract \$1,494,553
Obligated Contract Amount \$987,054
Reporting Period April 1, 1997 - June 30, 1997
Submitted by William Polidoro, Senior Project Coordinator, DATEX, Inc

A Narrative

1 Background

The Agriculture Policy Reform Program (APRP) is a \$290 million program which combines annual disbursements with project-related technical assistance, studies and training to support the program. The APRP goal is to increase production, productivity, and incomes in the agriculture and agribusiness sector. Its purpose, to remove the remaining policy barriers to private enterprise in the agricultural sector, would stimulate a competitive marketing system capable of sustaining growth in the agriculture\agribusiness sector.

APRP is being implemented by the Program Planning Committee (PPC). Led by the Ministry of Agriculture and Land Reclamation, the PPC consists of representatives from six ministries and institutions, including the Ministry of Public Works and Water Resources, Ministry of Trade and Supply, Ministry of Public Enterprise, Ministry of Economy and International Cooperation, and the Principal Bank of Development and Agriculture Credit. The PPC, chaired by the APRP Program Director, Dr. Saad Nassar, is responsible for the overall planning, budgeting, execution, monitoring and evaluation of all APRP activities. It is supported by the Program Management Unit (PMU).

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- 1) to coordinate between all the units, ministries, and USAID and to keep a sense of common purpose,
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- 4) to coordinate the activities of APRP Task Forces

2 Expected Results

The expected results are to provide the PMU with the administrative, financial management and technical resources it needs to manage and to coordinate a successful APRP program. The results include a computerized system which will track the multiple program activities and will provide APRP management, the GOE and USAID with the relevant information to manage and assess the program.

3 Current Core Activities

The current core activities include

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- 4) To provide administrative, operational and financial management support to the PMU,
- 5) To provide short term assistance to the PMU as required, and
- 6) To train the PMU staff in program management systems

4 Performance

- 1) *To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance*
The PMU, working in conjunction with USAID, IFPRI, RDI and MVE, began to define essential information and compared the different information being gathered to avoid duplication and multiple data calls for the same information. In discussion with the COTR and USAID, the Lotus Notes Tamis Program was agreed to meet the deliverable requirement of a computerized program tracking system. RDI's TAMIS program is quite sophisticated and has provided a good model. Other information continues to be gathered manually and then summarized. (See Attachment #1 APRP Financial Summary Reports)
- 2) *To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces*
The Rice Task Force was created and began to meet during this quarter. Several meetings were held and the PMU provided the necessary logistical and financial management support. Questions emerged about the effectiveness of the Task Forces and their basic structures.

3) *To assist the PMU in conducting other APRP activities as required*

The most important event during this period was APRP efforts to prepare the Verification Report for Tranche I which was scheduled to end on June 30, 1977. Based on guidance provided by USAID, the PMU coordinated discussions to divide Tranche I into a two stage process. Weekly and special meetings led APRP to identify the benchmarks that would be completed by June 30 and the ones that would be deferred to the second stage of Tranche I. The PMU coordinated an important conference at Ismailiya in late June, so that USAID and the GOE could concur on how to stage the Tranche I process.

4) *To provide administrative, operational and financial management support to the PMU*

A major personnel matter had to be dealt with during this time. The Executive Assistant for the PMU resigned in a very disruptive way, however, this case was eventually resolved to everyone's satisfaction, and the atmosphere in the office improved.

5) *To provide short term assistance to the PMU as required*

Aside from the Task Forces, no short term assistance was required.

6) *To train the PMU staff in program management systems*

In cooperation with RDI, PMU staff attended Lotus Notes training during this period.

5 Statement of Work

The role of the Task Forces continued to be defined and efforts were undertaken to develop successful models. The structure and exact nature of their contributions to the project need further development, although project and program implementation did not suffer significantly as a result. Questions have been raised regarding PMU employees and the exact nature of their employer-employee relationship, obviously this needs to be resolved.

B ADMINISTRATIVE INFORMATION (April 1 through June 30, 1997)

Contract Data

Summary Information

Total LOE for the base period (in months)	39 04
Total estimated cost for the base period	\$1 494,553
Total obligation to date	\$ 987 054

Detailed Information

Level of effort is included as in the original budget. Prior to Modification 1, DATEX was not to treat PMU staff as employees. LOE will be adjusted in reports once billings are approved.

Level of effort expended to date	9 02
• Field Personnel	8 01
• Home Office	1 01
Unused level of effort	30 02
• Field Personnel	27 99
• Home Office	2 03
Expenditures to date	\$556,110 00
Remaining unexpended balance	\$938,443 00
Remaining obligated funds	\$430,944 00

ATTACHMENT 1

**DATEX, INC.
AGRICULTURAL POLICY REFORM PROJECT
PROGRAM MANAGEMENT UNIT
QUARTERLY PERFORMANCE REPORT
APRIL 1, 1997 - JUNE 30, 1997**

263-0129
Agricultural Policy Reform Program

EXPENDITURES

(Through December 31, 1997)

Unit	Contracted Amount	Obligated Amount	Expenditures To Sept. 30, 1997	Expenditures-October 1 to December 31, 1997	Cumulative Expenditures	Remaining Balance
RDI	\$ 9,608,738	\$ 11,031,000	\$ 2,328,486	\$ 240,581	\$ 2,569,067	\$ 8,461,933
MVE	\$ 5,751,000	\$ 5,751,000	\$ 791,595	\$ 255,287	\$ 1,046,882	\$ 4,704,118
IFPRI	\$ 2,999,154	\$ 5,000,000	\$ 1,607,110		\$ 1,607,110	\$ 3,392,890
PMU	\$ 1,494,553	\$ 2,048,000	\$ 706,652	\$ 158,417	\$ 865,069	\$ 1,182,931
GREENCOM	\$ 2,694,487	\$ 1,500,000	\$ 49,570	\$ 161,394	\$ 210,964	\$ 1,289,036
EPIQ	\$ 7,999,054	\$ 4,400,000	\$ 343,283	\$ 319,870	\$ 663,153	\$ 7,335,901
MSM	\$ 3,600,000	\$ 1,000,000	\$ 580,000		\$ 580,000	\$ 420,000
FAO	\$ 1,500,000	\$ 1,500,000	\$ 500,000		\$ 500,000	\$ 1,000,000
WPAU	\$ 100,300	\$ 1,000,000	\$ -		\$ -	\$ 1,000,000
Contingency	\$ 5,059	\$ 1,270,000	\$ -		\$ -	\$ 1,270,000
Grand Total	\$ 35,752,345	\$ 34,500,000	\$ 6,906,697	\$ 1,135,549	\$ 8,042,245	\$ 30,056,809

263-0129
Agricultural Policy Reform Program

EXPENDITURES
(Through September 30, 1997)

Unit	Contracted Amount	Obligated Amount	Expenditures To June 30, 1997	Expenditures-July 1 to September 30, 1997	Cumulative Expenditures	Remaining Balance
RDI	\$ 9 608 738	\$ 11 031 000	\$ 1 417 398	\$ 328 309	\$ 1 745 707	\$ 9 285 293
MVE	\$ 5 751 000	\$ 5 751 000	\$ 607 530	\$ 184 065	\$ 791 595	\$ 4 959 405
IFPRI	\$ 2 999 154	\$ 5 000 000	\$ 1 308 432	\$ 298 678	\$ 1 607 110	\$ 3 392 890
PMU	\$ 1 494 553	\$ 2 048 000	\$ 556 110	\$ 150 542	\$ 706 652	\$ 1 341 348
GREENCOM	\$ 2 694 487	\$ 1 500 000	\$ 92 660	\$ 87 949	\$ 180 609	\$ 1 319 391
EPIQ	\$ 7 999 054	\$ 4 400 000	\$ -	\$ 329 560	\$ 329 560	\$ 4 070 440
MSM	\$ 3 600 000	\$ 1 000 000	\$ 268 957	\$ 311 043	\$ 580 000	\$ 420 000
FAO	\$ 1 500 000	\$ 1 500 000	\$ -	\$ 500 000	\$ 500 000	\$ 1 000 000
WPAU	\$ 100,300	\$ 1 000 000	\$ -	\$ -	\$ -	\$ 1 000 000
Contingency	\$ 5 059	\$ 1,270 000	\$ -	\$ 2,352	\$ -	\$ 1 270 000
Grand Total	\$ 35,752,345	\$ 34,500,000	\$ 4,251,087	\$ 2,192,498	\$ 6,441,233	\$ 28,058,767

F

263-0129
Agricultural Policy Reform Program

EXPENDITURES
(Through June 30, 1997)

Unit	Budgeted Amount	Expenditures To March 31, 1997	Expenditures-April 1 to June 30, 1997	Cumulative Expenditures	Remaining Balance
RDI	\$ 9,608,738	\$ 1,328,051	\$ 89,347	\$ 1,417,398	\$ 8,191,340
MVE	\$ 5,751,000	\$ 333,656	\$ 273,874	\$ 607,530	\$ 5,143,470
IFPRI	\$ 2,999,154	\$ 861,725	\$ 446,707	\$ 1,308,432	\$ 1,690,722
PMU	\$ 1,494,553	\$ 444,501	\$ 111,609	\$ 556,110	\$ 938,443
Grand Total	\$ 19,853,445	\$ 2,967,933	\$ 921,537	\$ 3,889,470	\$ 15,963,975

263-0129
Agricultural Policy Reform Program

EXPENDITURES
(Through 3/31/97)

Unit	Total Expenditures To Date	Total Estimated Costs	Remaining Balance
RDI	\$ 945,752	\$ 9,608,738	\$ 8,662,986
MVE	\$ 350,260	\$ 4,863,532	\$ 4,513,272
IFPRI	\$ 861,725	\$ 2,999,154	\$ 2,137,429
PMU	\$ 444,501	\$ 1,494,553	\$ 1,050,052
Grand Total	\$ 2,602,238	\$ 18,965,977	\$ 16,363,739

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DATEX, Inc.
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4 Performance

- 1) *To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance*
During the conclusion of stage 1 of Tranche I, the PMU prepared a matrix to track the progress on different benchmarks (See Attachment # 2). This tracking matrix proved very helpful in focusing the project on critical action as well as summarizing progress. The matrix also facilitated coordination between RDI and MVE regarding progress and status of benchmarks.
- 2) *To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces*
There were no Task Force meetings during this period partially due to the focus on the Verification Report and the problems in utilizing the task force structures productively.

- 3) *To assist the PMU in conducting other APRP activities as required*
 The Verification Report on Tranche I was submitted in July by the MVE unit. The PMU negotiated the report's review and approval by the PPC and the GOE. The final tally for Tranche I benchmarks showed 40 fully accomplished, 23 partially accomplished, 4 with no progress, and 5 benchmarks showed progress which exceeded expectations. After the GOE submitted the report, USAID approved the disbursement of \$28 million for stage 1 of Tranche I. During August and September, the PMU facilitated the negotiation of the Tranche II MOU which was signed in September.
- 4) *To provide administrative, operational and financial management support to the PMU*
 Routine support continued during this period. PMU consulted with legal and financial authorities to determine the correct legal status for the PMU employees.
- 5) *To provide short term assistance to the PMU as required.*
 No short term assistance was required during this period.
- 6) *To train the PMU staff in program management systems*
 The PMU introduced and prepared a computerized inventory, complete with barcodes, for the APRP project during this period. (See Attachment #3)

5 Statement of Work

The nature and role of the task forces continued to be an unresolved point although there was little, if any, negative impact upon the APRP program. The exact role of PMU employees did raise the issue of a project amendment, and negotiations on this point began with USAID.

B ADMINISTRATIVE INFORMATION (July 1 through Sept 30, 1997)

Contract Data

Summary Information

Total LOE for the base period (in days)	498
Total estimated cost for the base period	\$1,494,553
Total obligation to date	\$ 987,054

Detailed Information

Level of effort expended to date	266 48
• Field Personnel	239 50
• Home Office	26 98

Unused level of effort	231 53
• Field Personnel	192 50
• Home Office	39 03

Expenditures to date	\$716,652 15
Remaining unexpended balance	\$777,901 17

ATTACHMENT 2

**DATEX, INC.
AGRICULTURAL POLICY REFORM PROJECT
PROGRAM MANAGEMENT UNIT
QUARTERLY PERFORMANCE REPORT
JULY 1, 1997 - SEPTEMBER 30, 1997**

Remaining Benchmarks of Tranche 1

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
<i>Policy Benchmarks</i>			
IA 11c Cotton price controls including export prices and prices to mills and all allocation systems currently in use (e.g. lint allocation to spinning mills and seed cotton allocations to gins) are abolished beginning with cotton planted in CY 94	Awaiting MI&S response on 1) Indicative prices and 2) Prices to Mills Allocation no longer an issue	Meet Alcotex Meet PBDAC Meet MI&S Letter to MAIR MI&S	Eng. Mahmoud Nour Dr. Ibrahim Seddik Dr. Edg. Ariza Nino Eng. Mahmoud Nour Eng. Mahmoud Nour Dr. Edg. Ariza Nino to Draft
IA 12b No GOI market restrictions will constrain private sector entities' involvement in cotton domestic marketing ginning exporting and importing	Partial accomplishment Question remains about the constraints upon the domestic marketing	Verification	MVI
IA 14b All cotton pest control direct subsidies will be eliminated (starting with the cotton crop cultivated in CY 1994)	Partial accomplishment Reduced subsidies Farmers now pay 100% more than previously and pay completely for early pests	Verification	MVI
A2 Verify that the practice of allocating lint cotton to spinning mills according to an administrative formula and administering prices is not being implemented and mills acquire lint cotton at free market prices	Awaiting MI&S response on 1) Indicative prices and 2) Prices to Mills	Letter to MI&S	Dr. Edg. Ariza Nino to Draft

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Remaining Benchmarks of Tranche 1

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
IA 4 Eliminate minimum export prices for yarn and woven fabrics	Question: Government set price or Cartel? Awaiting ICI responses	Letter to ICI (Mahmoud Ibrahim)	Dr. Jane Gleason Drafted
IB 1 Reduce the tariff on nitrogen fertilizer (ammonium nitrate and urea) from 30% to 10%	Awaiting tariff reductions in January	Letter to MI&S MAI R MPI	Eng. Mahmoud Nouh /Dr. Kamel Nasser
IB 2 Review ex-factory prices and set them in light of border prices adjusting the price at least once per season. The definition of border prices will be according to the monitoring plan	1) One company (Abou-Qir) with 60% of market has no constraints 2) See Dr. Magdy's study fertilizer is in reasonable range vis a vis international prices	Verification	MVI
B 3 Eliminate government quota allocations of fertilizer except in the case of market failure	Partial accomplishment Theoretical quota is 25% only 10% is actually utilized	Meet PBDAC Letter to MAI R To reduce theoretical allocation	Eng. Mahmoud Nouh /Dr. Kamel Nasser Eng. Mahmoud Nouh
IA 3 Privatize at least one cotton trading company	Trading Companies are being prepared for privatization (debts are being dealt with)	Investigate Matter Verification	Dr. Jane Gleason to Monitoring Verification Unit

Remaining Benchmarks of Tranche I

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
II D 2 Begin implementing the privatization and liberalization plan for rice mills, privatizing one rice mill	Sharkeya Rice mill Kafr El Sheikh Rice mill	Follow up Verification	Mrs. Fawzi Khatab Dr. Kenneth Swenberg MVI
II D 3 Complete the liberalization of the sub-sector by September 30 1996	Previously eleven(11) controls now only one(1) (export subsidy) exists and it is not even applied	Draft Position Paper Arguing BM Superseded/accomplished	Dr. Eric Gleason Drafted
II E 1 Continue to implement the privatization of all seed processing plants Offer, at reasonable prices at least 50% of the seed processing plants for sale to the private sector by September 30 1996	Committee established Ministry letter states intention to sell 4 plants	Combine With Tranche II Benchmarks	MVI
Studies			
A 8 Study the feasibility of eliminating the tariff on imported cotton yarn altogether, analyze the impact on local spinning mills and strengthen safeguards against unfair competition from imports	Study completed Presentation scheduled for Dec 15	Complete Study Nov 25 Workshops	Dr. Edgar Ariza Nino Done
I 3 Conduct a study to identify non tariff barriers to imports and exports of agricultural inputs and commodities, and develop a time phased plan for eliminating these barriers	Presented informally to USAID	USAID approval of position paper	Done Dr. Eric Gleason

Remaining Benchmarks of Tranche I

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
IF1 Assess the market information needs of an open and competitive agricultural marketing system and develop recommendations for developing a marketing information system	In progress Edgar	Conduct Assessment 12/31	Dr Ibrahim Seddik Dr Edouard Atzi Nimo
IF3 Assess the market regulation services needed to be carried out by the GOE and develop recommendations pertinent to a system for regulating non-competitive behavior in agro-industries and marketing of agricultural commodities	IRIS + I - completed	Check MIA&S Studies Check IRIS	Dr Syed Hussem Dr Guy Under
II B 1 Based on the study of fertilizer production to be completed by February 1996, the GOF will adopt a time-phased liberalization and privatization plan or fertilizer production marketing and international trade	No progress Discuss implicit plan and private sector involvement	Obtain P/O plans / input Call Ministry	Mrs Fatma Khatab Dr Kenneth Swenberg RI
II A 1 Develop a revised integrated land and water plan on the basis of a) the comprehensive study of the socioeconomic viability of new land development schemes completed in October 1994, and b) a socio-economic water map being developed in the Strategic Thinking and Planning Init Program of the MPWWR	In progress - Dec 15 Waiting Dr Bayoumi's draft	Complete plan 12/15	Dr Bayoumi
II A 3 Conduct a study of land tenure policy	Report being drafted	Complete Study 12/15	Dr Miv Goldenson Dr Kamel Nasser / Dr Jane Gleason / Dr Syed Hussem

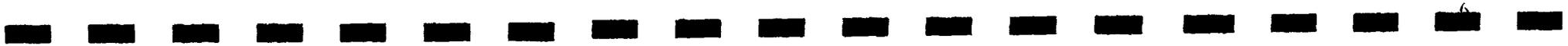
Remaining Benchmarks of Tranche I

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
<p>III C 1 Analyze research and extension institutions during 1995 with the aim being to develop a plan for improving institutional arrangements improving the efficiency of investment and reducing budgetary pressures where possible. Include a review of mechanisms for contracting out services to private sector firms. Develop a benchmark for the 1996/97 MOU which will call for the initiation of institutional reforms that may be identified by the analysis.</p>	<p>TOR Nov 22/23 MARR responding well</p>	<p>Complete Study</p>	<p>Dr. Max Goldenson Dr. Kamel Nasser</p>
<p>III C 2 Conduct a study of non phytosanitary controls on imports of agricultural raw materials and develop a plan to remove unnecessary restrictions to free trade in agricultural raw materials and inputs</p>	<p>Presented informally to USAID</p>	<p>USAID Approval of position paper Follow up</p>	<p>Dr. Eric Gleason</p>
<p>Implementation</p>			
<p>IE 2 Continue to develop delimiting plants for cottonseed and develop a plan to privatize these plants</p>	<p>TOR proposal GIZ involvement</p>	<p>Plan completed To be submitted to Seed Committee</p>	<p>Eng. Mahmoud Nouh Dr. Kamel Nasser Dr. Kenneth Swenberg</p>
<p>II B 2 Develop an implementation plan for a cost-sharing program based on the output of Benchmark III B 1</p>	<p>Meeting to be arranged</p>	<p>EPIQ Action Verification</p>	<p>MVI</p>

2

Remaining Benchmarks of Tranche I

Benchmark	Status Update	Proposed Action/Approach	Responsible Parties
III D 1 Define and finalize administration and institutional procedures required and begin recovering capital costs from farmers who benefited from mesqqa improvements completed under the Irrigation Management Systems Project in accordance with Law No. 213 (1994) amendment to Irrigation & Drainage Law	Discuss practicality/relevance Dennis	I PIQ Action Verification	MVI
III D 2 Develop an implementation plan for allocating & recovering O & M costs	In progress Overlap With Benchmark III B 2	I PIQ Action Verification	MVI



ATTACHMENT 3

**DATEX, INC.
AGRICULTURAL POLICY REFORM PROJECT
PROGRAM MANAGEMENT UNIT
QUARTERLY PERFORMANCE REPORT
JULY 1, 1997 - SEPTEMBER 30, 1997**

**APRP
COSOLIDATED Inventory**

No	Description	Inventory Barcode	Qty	Unit cost In LE	Location	Purchase Date	Company	Category
1	Bulletin Board 90x60cm	BB10	1	100		01/15/97	Int Est For trade and distribution	2
2	Bulletin Board 90x60cm	BB11	1	100		01/15/97	Int Est For trade and distribution	2
3	Bulletin Board 100x75cm	BB12	1	170		01/15/97	Int Est For trade and distribution	2
4	Bulletin Board 100x75cm	BB13	1	170		01/15/97	Int Est For trade and distribution	2
5	Bulletin Board 90x120cm	BB14	1	170		01/15/97	Int Est For trade and distribution	2
6	Bulletin Board 90x120cm	BB15	1	170		01/15/97	Int Est For trade and distribution	2
7	Bulletin Board 90x120cm	BB16	1	170		01/15/97	Int Est For trade and distribution	2
8	Bulletin Board 90x180cm	BB17	1	230		01/15/97	Int Est For trade and distribution	2
9	Bulletin Board 1710x70cm	BB18	1	old		old	Old	2
10	Bulletin Board 120x80cm	BB19	1	old		old	Old	2
11	White (Formica Wood)Board 244x122cm	WFB 10	1	180		01/15/97	Int Est For trade and distribution	2
12	White (Formica Wood)Board 244x122cm	WFB 11	1	180		01/15/97	Int Est For trade and distribution	2
13	White (Formica Wood)Board 244x122cm	WFB 12	1	180		01/15/97	Int Est For trade and distribution	2
14	White (Formica Wood)Board 244x122cm	WFB 13	1	180		01/15/97	Int Est For trade and distribution	2
15	White (Formica Wood)Board 244x122cm	WFB 14	1	180		01/15/97	Int Est For trade and distribution	2
16	White (Formica Wood)Board 110x80cm	WFB 15	1	85		01/15/97	Int Est For trade and distribution	2
17	White (Formica Wood)Board 110x80cm	WFB 16	1	85		01/15/97	Int Est For trade and distribution	2
18	White (Formica Wood)Board 110x80cm	WFB 17	1	85		01/15/97	Int Est For trade and distribution	2
19	White (Formica Wood)Board 110x80cm	WFB 18	1	85		01/15/97	Int Est For trade and distribution	2
20	White (Formica Wood)Board 110x80cm	WFB 19	1	85		01/15/97	Int Est For trade and distribution	2
21	White (Formica Wood)Board 55x120cm	WFB 20	1	70		01/15/97	Int Est For trade and distribution	2
22	White (Formica Wood)Board 90x180cm	WFB 21	1	130		01/15/97	Int Est For trade and distribution	2
23	White (Formica Wood)Board 120x165cm	WFB 22	1	150		01/15/97	Int Est For trade and distribution	2
24	White (Formica Wood)Board 120x165cm	WFB 23	1	150		01/15/97	Int Est For trade and distribution	2
25	White (Formica Wood)Board 120x165cm	WFB 24	1	150		03/06/97	Int Est For trade and distribution	2

Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

26	Woody Brawn Board	WBB	1	39 5	tax Room	01/15/97	Int Est For trade and distribution	2
27	File cabinet 4 drawers	4DFC10	1	555		02/02/97	Nabilco	3
28	File cabinet 4 drawers	4DFC11	1	555		02/02/97	Nabilco	3
29	File cabinet 4 drawers	4DFC12	1	555		02/02/97	Nabilco	3
30	File cabinet- 4 drawers	4DFC13	1	555		02/02/97	Nabilco	3
31	File cabinet 4 drawers	4DFC14	1	555		02/02/97	Nabilco	3
32	File cabinet 4 drawers	4DFC15	1	555		02/02/97	Nabilco	3
33	File cabinet 4 drawers	4DFC16	1	555		02/02/97	Nabilco	3
34	File cabinet 4 drawers	4DFC17	1	555		02/02/97	Nabilco	3
35	File cabinet 4 drawers	4DFC18	1	555		02/02/97	Nabilco	3
36	File cabinet- 4 drawers	4DFC19	1	555		02/02/97	Nabilco	3
37	File cabinet 4 drawers	4DFC20	1	495		08/21/97	Top Leather	3
38	File cabinet 4 drawers	4DFC21	1	495		08/22/97	Top Leather	3
39	Office Chair with high back/ hydraulic	HCWHB10	1	595		03/10/97	Alaa el din	3
40	Office Chair with high back/ hydraulic	HCWHB11	1	595		03/10/97	Alaa el din	3
41	(Saroukh) Chair middle back	SCMB10	1	725		02/02/97	Nabilco	3
42	(Saroukh) Chair middle back	SCMB11	1	725		02/02/97	Nabilco	3
43	(Saroukh) Chair middle back	SCMB12	1	725		02/02/97	Nabilco	3
44	Chair with high back and wheels	CWHBW10	1	782		02/02/97	Nabilco	3
45	Chair with high back and wheels	CWHBW11	1	782		02/02/97	Nabilco	3
46	Chair with high back and wheels	CWHBW12	1	782		02/02/97	Nabilco	3
47	Chair with high back and wheels	CWHBW13	1	782		02/02/97	Nabilco	3
48	Chair with high back and wheels	CWHBW14	1	782		02/02/97	Nabilco	3
49	Chair with high back and wheels	CWHBW15	1	782		02/02/97	Nabilco	3
50	Chair with high back and wheels	CWHBW16	1	782		02/02/97	Nabilco	3
51	Chair with high back and wheels	CWHBW17	1	782		02/02/97	Nabilco	3
52	Chair with high back and wheels	CWHBW18	1	782		02/02/97	Nabilco	3
53	Chair with high back and wheels	CWHBW19	1	782		02/02/97	Nabilco	3
54	Leather Chair with a Seal	LCWS10	1	375		02/02/97	Nabilco	3

**APRP
COSOLIDATED Inventory**

55	Leather Chair with a Seal	LCWS11	1	375		02/02/97	Nabilco	3
56	Leather Chair without Wheels	LCWOW10	1	220		03/02/97	Nabilco	3
57	Leather Chair without Wheels	LCWOW11	1	220		03/03/97	Nabilco	4
58	Leather Chair without Wheels	LCWOW12	1	220		03/04/97	Nabilco	5
59	Leather Chair without Wheels	LCWOW13	1	220		03/05/97	Nabilco	6
60	Leather Chair without Wheels	LCWOW14	1	220		03/06/97	Nabilco	7
61	Leather Chair without Wheels	LCWOW15	1	220		03/07/97	Nabilco	8
62	Leather Chair without Wheels	LCWOW16	1	220		03/08/97	Nabilco	9
63	Leather Chair without Wheels	LCWOW17	1	220		03/09/97	Nabilco	10
64	Leather Chair without Wheels	LCWOW18	1	220		03/10/97	Nabilco	11
65	Leather Chair without Wheels	LCWOW19	1	220		03/11/97	Nabilco	12
66	Leather Chair without Wheels	LCWOW20	1	220		03/12/97	Nabilco	13
67	Leather Chair without Wheels	LCWOW21	1	220		03/13/97	Nabilco	14
68	Leather Chair without Wheels	LCWOW22	1	220		03/14/97	Nabilco	15
69	Leather Chair without Wheels	LCWOW23	1	220		03/15/97	Nabilco	16
70	Leather Chair without Wheels	LCWOW24	1	220		03/16/97	Nabilco	17
71	Leather Chair without Wheels	LCWOW25	1	220		03/17/97	Nabilco	18
72	Leather Chair without Wheels	LCWOW26	1	220		03/18/97	Nabilco	19
73	Leather Chair without Wheels	LCWOW27	1	220		03/19/97	Nabilco	20
74	Mobica ChairVIP	MobicaCVIP 10	1	520	Meeting room	02/02/97	Nabilco	3
75	Mobica ChairVIP	MobicaCVIP 11	1	520	Meeting room	02/02/97	Nabilco	3
76	Mobica ChairVIP	MobicaCVIP 12	1	520	Meeting room	02/02/97	Nabilco	3
77	Mobica ChairVIP	MobicaCVIP 13	1	520	Meeting room	02/02/97	Nabilco	3
78	Mobica ChairVIP	MobicaCVIP 14	1	520	Meeting room	02/02/97	Nabilco	3
79	Mobica ChairVIP	MobicaCVIP 15	1	520	Meeting room	02/02/97	Nabilco	3
80	Mobica ChairVIP	MobicaCVIP 16	1	520	Meeting room	02/02/97	Nabilco	3
81	Mobica ChairVIP	MobicaCVIP 17	1	Old	Meeting room	02/02/97	Nabilco	3
82	Mobica ChairVIP	MobicaCVIP 18	1	Old	Meeting room	02/03/97	Old	4
83	Mobica ChairVIP	MobicaCVIP 19	1	Old	Meeting room	02/04/97	Old	5

Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

05/07/98

**APRP
COSOLIDATED Inventory**

84	Mobica ChairVIP	MobicaCVIP 20	1	Old	Meeting room	02/05/97	Old	6
85	Mobica ChairVIP	MobicaCVIP 21	1	Old	Meeting room	02/06/97	Old	7
86	Mobica ChairVIP	MobicaCVIP 22	1	Old	Meeting room	02/07/97	Old	8
87	Mobica ChairVIP	MobicaCVIP 23	1	Old	Meeting room	02/08/97	Old	9
88	Mobica ChairVIP	MobicaCVIP 24	1	Old	Meeting room	02/09/97	Old	10
89	Mobica ChairVIP	MobicaCVIP 25	1	Old	Meeting room	02/10/97	Old	11
90	Mobica ChairVIP	MobicaCVIP 26	1	Old	Meeting room	02/11/97	Old	12
91	Mobica ChairVIP	MobicaCVIP 27	1	Old	Meeting room	02/12/97	Old	13
92	Mobica ChairVIP	MobicaCVIP 28	1	Old	Meeting room	02/13/97	Old	14
93	Mobica ChairVIP	MobicaCVIP 29	1	Old	Meeting room	02/14/97	Old	15
94	Mobica ChairVIP	MobicaCVIP 30	1	Old	Meeting room	02/15/97	Old	16
95	Mobica ChairVIP	MobicaCVIP 31	1	Old	Meeting room	02/16/97	Old	17
96	Mobica ChairVIP	MobicaCVIP 32	1	Old	Meeting room	02/17/97	Old	18
97	Mobica ChairVIP	MobicaCVIP 33	1	Old	Meeting room	02/18/97	Old	19
98	Wooden Desk 100x60 cm	WD100cm 10	1	300	Fax Room	03/22/98	Top Leather	3
99	Wooden Desk 100x60 cm	WD100cm 11	1	300	Fax Room	03/22/98	Top Leather	3
100	Wooden Desk 100x60 cm	WD100cm 12	1	300	FK	03/22/98	Top Leather	3
101	Wooden Desk 100x60 cm	WD100cm 13	1	300	FK	03/22/98	Top Leather	3
102	Wooden Desk 100x60 cm	WD100cm 14	1	old	Fax room			
103	Wooden Desk 100x60 cm	WD100cm 15	1	old	warehouse			
104	Wooden Desk 160x80 cm	WD160cm 14	1	475	YL	02/02/97	Nabilco	3
105	Wooden Desk 160x80 cm	WD160cm 15	1	475	HS	02/02/97	Nabilco	3
106	Wooden Desk 160x80 cm	WD160cm 16	1	475	JH	02/02/97	Nabilco	3
107	Wooden Desk 160x80 cm	WD160cm 17	1	475	MF	02/02/97	Nabilco	3
108	Wooden Desk 160x80 cm	WD160cm 18	1	475	NS	02/02/97	Nabilco	3
109	Wooden Desk 160x80 cm	WD160cm 19	1	475	AZ	02/02/97	Nabilco	3
110	Wooden Desk 160x80 cm	WD160cm 20	1	475	AM	02/02/97	Nabilco	3
111	Wooden Desk 160x80 cm	WD160cm 21	1	475	RR	02/02/97	Nabilco	3
112	Wooden Desk 150 cm	WD150cm 23	1	OLD	AH	01/05/97	Nabilco	3

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Categorie 1 = Computer / Electrical Equipment Categorie 2 = Office Equipment categorie 3 = Office Furniture Categorie 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

113	Wooden Desk 150 cm	WD150cm 24	1	OLD	AM			
114	Wooden Desk 150 cm	WD150cm 25	1	OLD	AT			
115	Wooden Desk 150 cm	WD150cm 26	1	OLD	MW			
116	Wooden Desk 150 cm	WD150cm 27	1	OLD	Mahmoud			
117	Wooden Desk 150 cm	WD150cm 28	1	OLD	NR			
118	Wooden Desk 150 cm	WD150cm 29	1	OLD	MM			
119	Wooden Desk 120X60 cm	WD120cm 30	1	492	FLORA			
120	Wooden Desk 120X60 cm	WD120cm 31	1	492	AB			
121	Wooden Desk 120X60 cm	WD120cm 32	1	492	MR Naser			
122	Wooden Desk 120X60 cm	WD120cm 33	1	492	AD			
123	Wooden Desk 120X60 cm	WD120cm 34	1	OLD	YA			
124	Wooden Desk 120X60 cm	WD120cm 35	1	OLD	SB			
125	Wooden Desk 120X60 cm	WD120cm 36	1		SJ			
126	Wooden Desk 120X60 cm	WD120cm 37	1		LS			
127	Wooden Desk 120X60 cm	WD120cm 38	1		IFPRI			
128	Wooden Desk 180 cm	WD180cm 23	1	560	Dr saad			
129	Wooden Desk 200cm	WD180cm 24	1	875	MN	01/05/97	Nabilco	3
130	Wooden Desk 200cm	WD180cm 25	1	875	SH			
131	Wooden Desk 200cm	WD180cm 26	1	875	MG			
132	Wooden Desk 180 cm	WD180cm 27	1	OLD	KN			
133	Wooden Desk 180 cm	WD180cm 28	1	OLD	RP			
134	Wooden Desk 180 cm	WD180cm 29	1	OLD	FK			
135	Wooden Desk 180 cm	WD180cm 30	1	OLD	KS			
136	Wooden Desk 180 cm	WD180cm 31	1	OLD	IS			
137	Wooden Desk 180 cm	WD180cm 32	1	OLD	EA			
138	Wooden Desk 180 cm	WD180cm 33	1	OLD	HH			
139	Wooden Desk 180 cm	WD180cm 34	1	OLD	AA			
140	Wooden Desk 180 cm	WD180cm 35	1	OLD	GK			
141	Wooden Desk 180 cm	WD180cm 36	1	OLD				

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**APRP
COSOLIDATED Inventory**

142	Wooden Desk 140 cm	WD140cm 40	1		Fax Room			
143	Wooden Desk 140 cm	WD140cm 41	1		IFPRI			
144	Wooden table 250*120 cm	WD240cm 42	1	old	Fax Room			
145	Wooden Side Table	WST 10	1	224		02/02/97	Nabilco	3
146	Wooden Side Table	WST 11	1	224		02/02/97	Nabilco	3
147	Wooden Side Table	WST 12	1	224		02/02/97	Nabilco	3
148	Wooden Side Table	WST 13	1	224		02/02/97	Nabilco	3
149	Wooden Side Table	WST 14	1	224		02/02/97	Nabilco	3
150	Wooden Side Table	WST 15	1	224		02/02/97	Nabilco	3
151	Wooden Side Table	WST 16	1	224		02/02/97	Nabilco	3
152	Wooden Side Table	WST 17	1	224		02/02/97	Nabilco	3
153	Wooden Computer Table	WCTable 10	1	360		02/02/97	Nabilco	3
154	Wooden Computer Table	WCTable 11	1	360		02/02/97	Nabilco	3
155	Wooden Computer Table	WCTable 12	1	360		02/02/97	Nabilco	3
156	Wooden Computer Table	WCTable 13	1	360		02/02/97	Nabilco	3
157	Wooden Computer Table	WCTable 14	1	360		02/02/97	Nabilco	3
158	Wooden Computer Table	WCTable 15	1	360		02/02/97	Nabilco	3
159	Wooden Computer Table	WCTable 16	1	360		02/02/97	Nabilco	3
160	Wooden Computer Table	WCTable 17	1	360		02/02/97	Nabilco	3
161	Wooden Computer Table	WCTable 18	1	360		02/02/97	Nabilco	3
162	Wooden Computer Table	WCTable 19	1	360		02/02/97	Nabilco	3
163	Wooden Computer Table	WCTable 20	1	360		02/02/97	Nabilco	3
164	Wooden Computer Table	WCTable 21	1	360		02/02/97	Nabilco	3
165	Wooden Computer Table	WCTable 22	1	360		02/02/97	Nabilco	3
166	Wooden Computer Table	WCTable 23	1	360		02/02/97	Nabilco	3
167	Wooden Computer Table	WCTable 24	1	360		02/02/97	Nabilco	3
168	Wooden Computer Table	WCTable 25	1	425		08/14/98	Toska	3
169	Wooden Computer Table	WCTable 26	1	375		03/22/98	Top Leather	3
170	Fixed Wooden Computer Table	WCTable 32	1	275		02/11/97	Top Leather	

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 Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

171	Fixed Wooden Computer Table	WCTable 33	1	275		02/11/97	Top Leather	
172	Wooden Computer Table	WCTable 27	1	old				
173	Wooden Computer Table	WCTable 28	1	old				
174	Wooden Computer Table	WCTable 29	1	old				
175	Wooden Computer Table	WCTable 30	1	old				
176	Wooden Computer Table	WCTable 31	1	old				
177	Wooden Computer Table	WCTable 34	1	old				
178	Wooden Computer Table	WCTable 35	1	old				
179	Wooden Computer Table	WCTable 36	1	old				
180	Wooden Computer Table	WCTable 37	1	old				
181	Wooden Computer Table	WCTable 38	1	old				
182	Conference Table	Conf T	1	5 500		02/02/97	Nabilco	3
183	Drawers Unit with 3 Drawers	DU3D10	1	379		02/02/97	Nabilco	3
184	Drawers Unit with 3 Drawers	DU3D11	1	379		02/02/97	Nabilco	3
185	Drawers Unit with 3 Drawers	DU3D12	1	379		02/02/97	Nabilco	3
186	Drawers Unit with 3 Drawers	DU3D13	1	379		02/02/97	Nabilco	3
187	Drawers Unit with 3 Drawers	DU3D14	1	379		02/02/97	Nabilco	3
188	Drawers Unit with 3 Drawers	DU3D15	1	379		02/02/97	Nabilco	3
189	Drawers Unit with 3 Drawers	DU3D16	1	379		02/02/97	Nabilco	0
190	Drawers Unit with 3 Drawers	DU3D17	1	379		02/02/97	Nabilco	3
191	Drawers Unit with 3 Drawers	DU3D18	1	379		02/02/97	Nabilco	3
192	Drawers Unit with 3 Drawers	DU3D19	1	379		02/02/97	Nabilco	3
193	Drawers Unit with 3 Drawers	DU3D20	1	379		02/02/97	Nabilco	3
194	Drawers Unit with 3 Drawers	DU3D21	1	379		02/02/97	Nabilco	3
195	Drawers Unit with 3 Drawers	DU3D22	1	379		02/02/97	Nabilco	3
196	Drawers Unit with 3 Drawers	DU3D23	1	379		02/02/97	Nabilco	3
197	Drawers Unit with 3 Drawers	DU3D24	1	379		02/02/97	Nabilco	3
198	Drawers Unit with 3 Drawers	DU3D25	1	379		02/03/97	Nabilco	3
199	Drawers Unit with 3 Drawers	DU3D26	1	379		02/04/97	Nabilco	3

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**APRP
COSOLIDATED Inventory**

200	Drawers Unit with 3 Drawers	DU3D27	1	379		02/05/97	Nabilco	3
201	Drawers Unit with 3 Drawers	DU3D28	1	379		02/06/97	Nabilco	3
202	Drawers Unit with 3 Drawers	DU3D29	1	379		02/07/97	Nabilco	3
203	Drawers Unit with 3 Drawers	DU3D30	1	379		02/08/97	Nabilco	3
204	Drawers Unit with 3 Drawers	DU3D31	1	379		02/09/97	Nabilco	3
205	Drawers Unit with 3 Drawers	DU3D32	1	379		02/10/97	Nabilco	3
206	Drawers Unit with 3 Drawers	DU3D33	1	379		02/11/97	Nabilco	3
207	Drawers Unit with 3 Drawers	DU3D34	1	379		02/12/97	Nabilco	3
208	Drawers Unit with 3 Drawers	DU3D35	1	379		02/13/97	Nabilco	3
209	Drawers Unit with 3 Drawers	DU3D36	1	379		02/14/97	Nabilco	3
210	Drawers Unit with 3 Drawers	DU3D37	1	305		03/22/98	Top leather	3
211	Drawers Unit with 3 Drawers	DU3D38	1	305		03/22/98	Top leather	3
212	Drawers Unit with 3 Drawers	DU3D39	1	305		03/22/98	Top leather	3
213	Drawers Unit with 3 Drawers	DU3D40	1	old		old	old	3
214	Drawers Unit with 3 Drawers	DU3D41	1	old		old	old	3
215	Drawers Unit with 3 Drawers	DU3D42	1	old		old	old	3
216	Drawers Unit with 3 Drawers	DU3D43	1	old		old	old	3
217	Drawers Unit with 3 Drawers	DU3D44	1	old		old	old	3
218	Drawers Unit with 3 Drawers	DU3D45	1	old		old	old	3
219	Drawers Unit with 3 Drawers	DU3D46	1	old		old	old	3
220	Drawers Unit with 3 Drawers	DU3D47	1	old		old	old	3
221	Drawers Unit with 3 Drawers	DU3D48	1	old		old	old	3
222	Drawers Unit with 3 Drawers	DU3D49	1	old		old	old	3
223	Drawers Unit with 3 Drawers	DU3D50	1	old		old	old	3
224	Drawers Unit with 3 Drawers	DU3D51	1	old		old	old	3
225	Drawers Unit with 3 Drawers	DU3D52	1	old		old	old	3
226	Drawers Unit with 3 Drawers	DU3D53	1	old		old	old	3
227	Drawers Unit with 3 Drawers	DU3D54	1	old		old	old	3
228	Drawers Unit with 3 Drawers	DU3D55	1	old		old	old	3

**APRP
COSOLIDATED Inventory**

229	Drawers Unit with 3 Drawers	DU3D56	1	old		old	old	3
230	Drawers Unit with 3 Drawers	DU3D57	1	old		old	old	3
231	Drawers Unit with 3 Drawers	DU3D58	1	old		old	old	3
232	Drawers Unit with 3 Drawers	DU3D59	1	old		old	old	3
233	Drawers Unit with 3 Drawers	DU3D60	1	old		old	old	3
234	Drawers Unit with 3 Drawers	DU3D61	1	old		old	old	3
235	Drawers Unit with 3 Drawers	DU3D62	1	old		old	old	3
236	Drawers Unit with 3 Drawers	DU3D63	1	old		old	old	3
237	Drawers Unit with 3 Drawers	DU3D64	1	old		old	old	3
238	Drawers Unit with 3 Drawers	DU3D65	1	old		old	old	3
239	Drawers Unit with 2 Drawers	DU2D40	1	old		old	old	3
240	Drawers Unit with 2 Drawers	DU2D41	2	old		old	old	3
241	Drawers Unit with 4 Drawers	DU4D42	1	old		old	old	3
242	Drawers Unit with 4 Drawers	DU4D43	2	old		old	old	3
243	Drawers Unit with 4 Drawers	DU4D44	3	old		old	old	3
244	Bookshelves w/Glass Doors	BSWGD 11	1	923		02/02/97	Nabilco	3
245	Bookshelves w/Glass Doors	BSWGD 12	1	923		02/02/97	Nabilco	3
246	Bookshelves w/Glass Doors	BSWGD 13	1	923		02/02/97	Nabilco	3
247	Bookshelves w/Glass Doors	BSWGD 14	1	923		02/02/97	Nabilco	3
248	Bookshelves w/Glass Doors	BSWGD 15	1	923		02/02/97	Nabilco	3
249	Bookshelves w/Glass Doors	BSWGD 16	1	923		03/22/98	Top Leather	3
250	Bookshelves w/Glass Doors	BSWGD 17	1	923		03/22/98	Top Leather	3
251	Bookshelves w/Glass Doors	BSWGD 18	1	923		03/22/98	Top Leather	3
252	Hoover Vacuum 1000 W Canister	HVACU10	1	955	Kitchen	08/11/97	Future Home	1
253	Hoover Vacuum 1000 W upright	HVACU11	1	1,150		08/12/97	Future Home	1
254	Complete (Saroukh) Desk	CSD	1	2,550	Dr saad	02/02/97	Nabilco	3
255	Leather Partition	LetherPart	1	300	HS	02/02/97	Nabilco	3
256	Wooden Side Table	WST 18	1	old		old	old	3
257	Wooden Side Table	WST 19	1	old		old	old	3

Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

258	Wooden Side Table	WST 20	1	old		old	old	3
259	Wooden Side Table	WST 21	1	old		old	old	3
260	Wooden Side Table	WST 22	1	old		old	old	3
261	Wooden Side Table	WST 23	1	old		old	old	3
262	Wooden Side Table	WST 24	1	old		old	old	3
263	Wooden Side Table	WST 25	1	old		old	old	3
264	Wooden Side Table	WST 26	1	old		old	old	3
265	Wooden Side Table	WST 27	1	old		old	old	3
266	Wooden Side Table	WST 28	1	old		old	old	3
267	Wooden Side Table	WST 29	1	old		old	old	3
268	Wooden Side Table	WST 30	1	old		old	old	3
269	Wooden Side Table	WST 31	1	old		old	old	3
270	Storage Cabinets 4 shelves	WCW4Sh 10	1	800		02/02/96	Nabilco	3
271	Storage Cabinets 4 shelves	WCW4Sh 11	1	800		02/02/96	Nabilco	3
272	Storage Cabinets 4 shelves	WCW4Sh 12	1	800		02/02/96	Nabilco	3
273	Storage Cabinets 4 shelves	WCW4Sh 13	1	800		02/02/96	Nabilco	3
274	Storage Cabinets 4 shelves	WCW4Sh 14	1	800		02/02/96	Nabilco	3
275	Storage Cabinets 4 shelves	WCW4Sh 15	1	800		02/02/96	Nabilco	3
276	Storage Cabinets 4 shelves	WCW4Sh 16	1	800		02/02/96	Nabilco	3
277	Storage Cabinets 4 shelves	WCW4Sh 17	1	800		02/02/96	Nabilco	3
278	Storage Cabinets 4 shelves	WCW4Sh 18	1	800		02/02/96	Nabilco	3
279	Storage Cabinets 4 shelves	WCW4Sh 19	1	old		old	old	3
280	Storage Cabinets 4 shelves	WCW4Sh 20	1	old		old	old	3
281	Storage Cabinets 4 shelves	WCW4Sh 21	1	old		old	old	3
282	Storage Cabinets 4 shelves	WCW4Sh 22	1	old		old	old	3
283	Storage Cabinets 4 shelves	WCW4Sh 23	1	old		old	old	3
284	Storage Cabinets 4 shelves	WCW4Sh 24	1	old		old	old	3
285	Storage Cabinets 4 shelves	WCW4Sh 25	1	old		old	old	3
286	Storage Cabinets 4 shelves	WCW4Sh 26	1	old		old	old	3

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 Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

287	Storage Cabinets 4 shelves	WCW4Sh 27	1	old		old	old	3
288	Storage Cabinets 4 shelves	WCW4Sh 28	1	old		old	old	3
289	Storage Cabinets 4 shelves	WCW4Sh 29	1	old		old	old	3
290	Storage Cabinets 4 shelves	WCW4Sh 30	1	old		old	old	3
291	Storage Cabinets 4 shelves	WCW4Sh 31	1	old		old	old	3
292	Storage Cabinets 4 shelves	WCW4Sh 32	1	old		old	old	3
293	Storage Cabinets 4 shelves	WCW4Sh 33	1	old		old	old	3
294	Storage Cabinets 4 shelves	WCW4Sh 34	1	old		old	old	3
295	Storage Cabinets 4 shelves	WCW4Sh 35	1	old		old	old	3
296	Post Book shelf 2 pieces	PBS2P	1	RDI			Nabilco	3
297	Wooden cupboard with 2 Sides	WCW2S 10	1	875		02/02/97	Nabilco	3
298	Wooden cupboard with 2 Sides	WCW2S 11	1	875		02/02/97	Nabilco	3
299	Wooden cupboard with 2 Sides	WCW2S 12	1	875		02/02/97	Nabilco	3
300	Wooden cupboard with 2 Sides	WCW2S 13	1	875		02/02/97	Nabilco	3
301	Wooden cupboard with 2 Sides	WCW2S 14	1	875		02/02/97	Nabilco	3
302	Wooden cupboard with 2 Sides	WCW2S 15	1	875		02/02/97	Nabilco	3
303	Wooden cupboard with 2 Sides/3shelves	WCW2/3S 16	1	old		old	old	3
304	Wooden cupboard with 2 Sides/3shelves	WCW2/3S 17	1	old		old	old	3
305	Wooden cupboard with 2 Sides/4shelves	WCW2/4S 18	1	old		old	old	3
306	Wooden cupboard with 2 Sides/4shelves	WCW2/4S 19	1	old		old	old	3
307	Safe	Safe 10	1	450		02/17/97	Shaher & Romny	3
308	Safe	Safe 11	1	450		02/17/97	Shaher & Romny	3
309	Safe	Safe 12	1	450		02/17/97	Shaher & Romny	3
310	Wooden partition (Arabisc)	WP(Arabisc)	1	977		02/22/97	Omar Efendy ahmed Oraby	3
311	Office Furniture Set	S2CHK	1	2,650		03/18/97	Alaa el din	3
312	Natural Gas Bottle	GASTANK	1	250		02/26/97	Badawi stores - Imbaba	3
313	AC Carrier with remote control	ACCRC10	1	3,865		03/01/97		1
314	AC Carrier with remote control	ACCRC11	1	3,865		03/01/97		1
315	Binding Machine GBC 2000	BMGBC2000	1	1,050		12/10/97	Machinery & Desk Supplies	2

Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

316	Binding Machine GBC 2001	BMGBC2001	1	960		03/22/98	Karaman	2
317	Briefcase	Brief	1	175		03/15/97	Boutic El helba	2
318	Calculator Casio	Ccasio	1	29		12/01/96	Int Establishment	2
319	Calculator Sharp	Csharp	1	15		11/10/96	Int Establishment	2
320	Car Jack	Carlift10	1	225		11/04/96	Shampelon	4
321	Car Jack	Carlift11	1	225		11/04/96	Shampelon	4
322	Chloride Car Battery	CCarBatt10	1	195		11/05/96	Five Stars	4
323	Chloride Car Battery	CCarBatt11	1	195		11/05/96	Five Stars	4
324	Exhaust Fan	EXHFAN10	1	120		12/17/96	Al Sweedy	3
325	Exhaust Fan	EXHFAN11	1	120		12/17/96	Al Sweedy	3
326	Ideal Refrigerator	IREF12F	1	1,290		03/08/97	Sidnawy - El Ataba	3
327	Metal Flip Chart	MetalFchart 10	1	625		11/09/96	Dar Saad for Arts	2
328	Metal Flip Chart	MetalFchart 11	1	860		11/09/96	Shaher	2
329	Metal Flip Chart	MetalFchart 12	1	860		11/09/96	Shaher	2
330	Refrigerator metal Base	RefMetalBase	1	48		03/08/97	Sidnawy - El Ataba	3
331	Switch card 4 Direct lines-Panasonic	SC4DLPanasonic 10	1	500		04/01/97	Seif electric	1
332	Switch card 4 Direct lines-Panasonic	SC4DLPanasonic 11	1	500		04/01/97	Seif electric	1
333	Switch card 4 Direct lines-Panasonic	SC4DLPanasonic 12	1	500		04/01/97	Seif electric	1
334	Switch card 4 Direct lines-Panasonic	SC4DLPanasonic 13	1	500		04/01/97	Seif electric	1
335	Switch card 8 Direct lines-Panasonic	SC4DLPanasonic 14	1	685		04/01/97	Seif electric	1
336	Switch card 8 Direct lines Panasonic	SC4DLPanasonic 15	1	685		04/01/97	Seif electric	1
337	Universal Oven	UNO4	1	793		02/19/97	Omar Efendy ahmed Oraby	3
338	Shredder Machine GPC	ShMGPC	1	795		12/17/96	sinness Machines & Office Equipme	1
339	Printer(6 HP)	PHP6 10	1	\$ 1,620		12/31/96	Act	1
340	Printer(6 HP)	PHP6 11	1	\$ 1 620		12/31/96	Act	1
341	Printer(III P)	PHP 3 12	1	old		old	old	1
342	Xerox Fax Machine	XeroxFax	1	4,500		12/15/96	Xerox	1
343	Xerox Photocopier 5065	XPC5065	1	RDI		01/12/97	Xerox	1
344	Xerox Photocopier 5343	XPC5065	1	RDI		05/21/97	Xerox	1

of
 Category 1 = Computer / Electrical Equipment Category 2 = Office Equipment category 3 = Office Furniture Category 4 = Automotive equipment

**APRP
COSOLIDATED Inventory**

345	Printer(5SI HP)	PHP5SI	1	\$ 4 270		12/31/96	Act	1
346	UPS 650 smart	UPS1	1	700		02/23/97	Transcad	1
347	UPS 400 Back	UPS2	1	618		02/23/97	Transcad	1
348	UPS 400 Back	UPS3	1	618		02/23/97	Transcad	1
349	UPS 400 Back	UPS4	1	618		02/23/97	Transcad	1
350	UPS 400 Back	UPS5	1	618		02/23/97	Transcad	1
351	UPS 2200 Incl A P C	UPS6	1	4,400	server	04/15/98	Pharous Technology	1
352	UPS APC 500 Back	UPS7	1	810		03/12/98	Pharous Technology	1
353	UPS APC 500 Back	UPS8	1	810		03/12/98	Pharous Technology	1
354	UPS APC 500 Back	UPS9	1	810		03/12/98	Pharous Technology	1
355	Compaq P C Deskpro	CompacPC10	1	\$ 2 080	RP	12/31/96	ACT	1
356	Compaq P C Deskpro	CompacPC11	1	\$ 2 080	RR	12/31/96	ACT	1
357	Compaq P C Deskpro	CompacPC12	1	\$ 2,080	AM	12/31/96	ACT	1
358	Compaq P C Deskpro	CompacPC13	1	\$ 2 080	Amira	12/31/96	ACT	1
359	Compaq P C Deskpro	CompacPC14	1	\$ 2,080	MF	12/31/96	ACT	1
360	Compaq P C Deskpro	CompacPC15	1	\$ 2 080	YL	12/31/96	ACT	1
361	Compaq P C Deskpro	CompacPC16	1	\$ 2 080	DB	12/31/96	ACT	1
362	Compaq P C Deskpro	CompacPC17	1	\$ 2 080	MW	12/31/96	ACT	1
363	Compaq P C Deskpro	CompacPC18	1	\$ 2 080	AM	12/31/96	ACT	1
364	Compaq P C Deskpro	CompacPC19	1	\$ 2,080	HA	12/31/96	ACT	1
365	Compaq P C Deskpro	CompacPC20	1	\$ 2,080	ASZ	12/31/96	ACT	1
366	Compaq P C Deskpro	CompacPC21	1	\$ 2,080	KN	12/31/96	ACT	1
367	Compaq P C Deskpro	CompacPC22	1	\$ 2 080	MG	12/31/96	ACT	1
368	Compaq P C Deskpro	CompacPC23	1	\$ 2 080	HH	12/31/96	ACT	1
369	Compaq P C Deskpro	CompacPC24	1	\$ 2,080	IS	12/31/96	ACT	1
370	Compaq P C Deskpro	CompacPC25	1	\$ 2,080	MM	12/31/96	ACT	1
371	Compaq P C Deskpro	CompacPC26	1	\$ 2,080	NR	12/31/96	ACT	1
372	Compaq P C Deskpro	CompacPC27	1	\$ 1,600	LS	02/17/97	ACT	1
373	Compaq P C Deskpro	CompacPC28	1	\$ 1 600	NS	02/17/97	ACT	1

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05/07/98

**APRP
COSOLIDATED Inventory**

374	Compaq P C Deskpro	CompacPC29	1	\$ 1,600	AA	02/17/97	ACT	1
375	Compaq P C Prosignia 300	Server 10	1	\$ 8,370	Server	12/31/96	ACT	1
376	Dell Laptop	DELL 10	1	RDI	JH	10/28/97	ACT	1
377	Dell Laptop	DELL 11	1	RDI	GE	10/28/97	ACT	1
378	Dell Laptop	DELL 12	1	RDI	SH	10/28/97	ACT	1
379	Dell Laptop	DELL 13	1	RDI	KS	10/28/97	ACT	1
380	Dell Laptop	DELL 14	1	RDI	FK	10/28/97	ACT	1
381	Compaq Armada Laptop	Laptop 10	1	\$ 4,350	JG	12/31/96	ACT	1
382	Compaq Armada Laptop	Laptop 11	1	\$ 4,350	SJ	12/31/96	ACT	1
383	Compaq Armada Laptop	Laptop 12	1	\$ 4,350	RP	12/31/96	ACT	1
384	Compaq Armada Laptop	Laptop 13	1	\$ 4,350	EA	12/31/96	ACT	1
385	Compaq Armada Laptop	Laptop 14	1	\$ 4,350	PMU	12/31/96	ACT	1
386	Dell power Edge 4200	Server 11	1	\$ 40,800	server	02/19/98	Pharous Technology	1
387	Gateway 2000 386	Gateway 10	1	2,140	SB	old	old	1
388	Gateway 2000 386	Gateway 11	1	2,140	Nasr	old	old	1
389	Gateway 2000 386	Gateway 12	1	\$ 2,388	NS			1
390	Gateway 2000 386	Gateway 13	1	\$ 2,388	AH			1

DATEX, Inc.
Agricultural Policy Reform Project - Program Management
Unit (APRP-PMU)
Quarterly Performance Report
October 1, 1997 - December 31, 1997

Contractor DATEX, Inc
Contract # 263-C-00-96-00077-00
Project # 263-0219
Client USAID/Egypt
Dollar Value of Contract \$1,494,553
Obligated Contract Amount \$987,054
Reporting Period October 1, 1997 - December 31, 1997
Submitted by William Polidoro, Senior Project Coordinator, DATEX, Inc

A NARRATIVE

1 Background

The Agriculture Policy Reform Program (APRP) is a \$290 million program which combines annual disbursements with project-related technical assistance studies and training. The APRP goal is to increase production, productivity, and incomes in the agriculture and agribusiness sector. Its purpose, to remove the remaining policy barriers to private enterprise in the agricultural sector, would stimulate a competitive marketing system capable of sustaining growth in the agriculture/agribusiness sector.

APRP is being implemented by the Program Planning Committee (PPC). Led by the Ministry of Agriculture and Land Reclamation, the PPC consists of representatives from six ministries and institutions, including Ministry of Public Works and Water Resources, Ministry of Trade and Supply, Ministry of Public Enterprise, Ministry of Economy and International Cooperation, and the Principal Bank of Development and Agriculture Credit. The PPC, chaired by the APRP Program Director, Dr. Saad Nassar, is responsible for the overall planning, budgeting, execution, monitoring and evaluation of all APRP activities. It is supported by the Program Management Unit (PMU).

The PMU, managed by the Program Coordinator, Engineer Mahmoud Nour, acts as the secretariat for the PPC and the APRP 'nerve center'. The PMU's tasks are

- 1) to coordinate between all the units, ministries and USAID and to keep a sense of common purpose,
- 2) to provide day-to-day support in operations, administration and issues,

- 3) to develop and maintain a computerized reporting system which tracks program implementation and provide APRP management, the GOE and USAID with unified reports in a consolidated, meaningful format, and
- 4) to coordinate the activities of APRP Task Forces

2 Expected Results

The expected results are to provide the PMU with the administrative, and technical resources it needs to manage and to coordinate a successful APRP program. The results include a computerized system which will track the multiple program activities and provide APRP management, and the GOE and USAID with the relevant information to manage and assess the program.

3 Current Core Activities

The current core activities include

- 1) To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance,
- 2) To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces,
- 3) To assist the PMU in conducting other APRP activities as required,
- 4) To provide administrative, operational and financial management support to the PMU,
- 5) To provide short term assistance to the PMU as required, and
- 6) To train the PMU staff in program management systems

4 Performance

- 1) *To develop and maintain a computerized program tracking system which summarizes and reports on APRP performance*
During this quarter and within the first year of the program, the computerized tracking system was firmly established and modified to meet the needs of APRP management. Cooperating with RDI and MVE, and utilizing RDI's in-house expertise, the Lotus Notes system was expanded modified for daily use by the APRP components on the 15th floor. (See Attachment #4 for the forms and a summary report on the tracking system.)
- 2) *To assist the APRP Program Director and the Program Coordinator in managing the activities of the APRP Task Forces*
There was no change in the status of APRP task forces during this period.
- 3) *To assist the PMU in conducting other APRP activities as required*
APRP concluded Tranche I on December 31 as it dealt with the 25 benchmarks which were carried over to stage 2. At the same time, implementation continued on the Tranche II.

benchmarks The PMU facilitated these activities between the different units, USAID and the GOE In conjunction with RDI, the PMU helped design and produce a brochure which introduced and summarized APRP goals and activities (See Attachment #5)

- 4) *To provide administrative, operational and support to the PMU*
The status of PMU employees was finalized to DATEX and USAID's satisfaction during this quarter by the contract amendment
- 5) *To provide short term assistance to the PMU as required*
DATEX consultant Jim McMeekin provided critical TDY assistance by lending the necessary expertise to expand and upgrade the APRP LAN network This TDY was coordinated with RDI consultants and is another example of the tremendous cooperation on APRP between the different units and companies
- 6) *To train the PMU staff in program management systems*
With USAID's encouragement, the PMU hosted a Financial Management workshop provided by USAID's Financial Directorate The workshop was held at the Shepherd's Hotel, people from all APRP units attended, and feedback indicated that all participants were very pleased by the amount of information and expertise they gained from the event

5 Statement of Work

The Datex contract was amended in November to provide the additional funds needed for adequate start-up services and equipment In addition, the amendment resolved the delicate issue of PMU employee status and tax liabilities There were no critical outstanding issues

B ADMINISTRATIVE INFORMATION (Oct 1 through Dec 31, 1997)

Contract Data

Summary Information

Total LOE for the base period (in days)	498
Total estimated cost for the base period	\$1,494,553
Total obligation to date	\$ 987,054

Detailed Information

Level of effort expended to date	337 60
• Field Personnel	306 50
• Home Office	31 10

45

Unused level of effort	160 40
• Field Personnel	125 50
• Home Office	34 90

Short-term technical assistance level of effort	
Jim McMeekin, November 17-22, 1997	4 00

Expenditures to date	\$865,069 27
Remaining unexpended balance	\$629,484 05

46

ATTACHMENT 4

**DATEX, INC.
AGRICULTURAL POLICY REFORM PROJECT
PROGRAM MANAGEMENT UNIT
QUARTERLY PERFORMANCE REPORT
OCTOBER 1, 1997 - DECEMBER 31, 1997**

PMU TAMIS
Final Report

by

Tanya R. Torres
Lotus Notes Application Development Specialist
Development Alternatives Inc (DAI)

December 4 1997

Background

Lotus Notes is a client server platform for developing and deploying groupware applications and is currently the world's leading messaging and groupware product. Lotus Notes allows network users to access, track, share and organize document-oriented information. The power of Lotus Notes lies in its consistent user interface to all other people, resources and information located anywhere on the network, the flexibility to manage compound documents containing multiple data types, its application development environment which allows for the rapid development of workgroup applications, its advanced security which offers the flexibility to control access to information, and the use of replication to give all users access to up-to-date information located anywhere within the extended network, including remote locations. Large organizations such as the World Bank have adopted Lotus Notes as their messaging and information-sharing software.

In 1992, DAI made a strategic decision to use Lotus Notes as the platform for their corporate communications and project management. In 1993, TAMIS was designed and launched -- TAMIS is DAI's Lotus NOTES Technical and Administrative Management Information System. TAMIS was designed as a methodology to address three basic functions of development project management: workplan management, impact and performance monitoring, and project administration. TAMIS can be easily customized to meet the unique tracking, impact and performance monitoring and reporting needs of most development projects.

Objective

The objective of this short-term technical assistance was to customize the TAMIS database to meet the needs of the Project Management Unit (PMU) of the Agricultural Policy Reform Project (APRP) and provide user training to project staff.

Tasks/Methodology

Upon arrival in Cairo, Ms. Torres met with the Chief of Party, Randall Parks, to discuss the proposed scope of work and get initial guidance on the prioritization of tasks. Through a series of daily meetings to discuss changes and refinements, the initial customization of workplan forms/views was completed during the first week. She reviewed and customized the DAI Technical and Administrative Management Information System (TAMIS) to reflect current PMU plans and activities, as well as the priorities and information requirements of the COP, and other members of PMU staff.

An initial presentation of the PMU TAMIS was conducted on Sunday, November 30th. The presentation focused on an overview of the PMU TAMIS, illustrating the way in which project information could be obtained from the other units TAMIS', shared and presented.

Follow-up one-on-one training sessions were provided on an as-needed basis. Each session provided a more detailed "how-to" demonstration for use by the specific user. With this group trained in using TAMIS, the PMU was able to start data-entry and begin beta-testing of the TAMIS.

A second presentation of Lotus NOTES was conducted on Wednesday, December 3rd. This session focused on the booklet entitled 'Helpful Hints from Lotus NOTES' (see Annex C) which was collated from the Lotus Notes Help Database, which provides 'how-to' information on common topics/problems encountered by users. The session provided information on searching, printing, and an overview of the design features Lotus NOTES.

The PMU TAMIS is now fully functional and populated with the initial data from some of the units. The designer, Tanya Torres, is available to provide on-line support to the PMU for additional design changes and/or to address problems on an as-needed basis (e-mail address: tanya_torres@daicom.com).

Outputs

A customized TAMIS database that meets the information and reporting needs of the Project Management Unit (PMU) of the Agricultural Policy Reform Project (APRP), and a core group of PMU staff that have been trained in use of the PMU TAMIS.

Two documents from the PMU TAMIS are included in Annex A of this report. The 'About the PMU TAMIS' document provides an overview of the database, and the 'Using the PMU TAMIS' provides more detailed information on the forms and views in the database. Annex B contains several printed views from PMU TAMIS that can be used for reporting purposes.

Additionally, in collaboration with Mrs. Heba Hosny from the Reform, Design and Implementation (RDI) Unit, a booklet entitled "Helpful Hints from Lotus NOTES" (see Annex C) was collated from the Lotus Notes Help Database, which provides "how-to" information on common topics/problems encountered by users.

Conclusion and Follow up

The PMU TAMIS is an unusual database in that very little data is actually created within TAMIS itself; rather, its purpose is to collect and summarize data from other sources (other unit's TAMIS, and/or from hardcopy documents). After a period of beta-testing (approximately one month), it is suggested that the Chief of Party and other PMU TAMIS users re-visit the original design and make recommendations for improvement of the initial forms and views.

A brief overview of the design aspects of Lotus NOTES was provided to the PMU TAMIS users. However, because of the complexities of programming in Lotus NOTES, it is imperative that care be taken when revising forms and views. Although there are many ways to accomplish a task in Lotus NOTES, as is true of any software package, the logic must follow through from form to all views that address that form. For example, if a variable name is changed, or a new variable is added to a form, views and all forms that use that variable must be revised. Not following through will cause views to not work at all, or present incorrect information.

Additionally, having a number of people work on a system could easily lead to confusion in the logic that was developed in the initial design of the system. To

make sure that the system remains able to achieve what it is intended to do it is strongly recommended that the number of people contributing to the programming effort remain very limited or work in close coordination to that design changes can be accurately and effectively implemented

As a future improvement to the PMU TAMIS once the proposed upgraded network infrastructure is in place the PMU may want to considered automating some of the information flows from the MVE and RDI TAMIS (as opposed to the manual cut/paste method currently being used) However, until the PMU TAMIS undergoes substantial beta-testing by users it is recommended that the addition of such automation features be explored at a later date

ABOUT THE PMU TAMIS DATABASE



WHAT IS TAMIS?

TAMIS is DAI's Lotus NOTES Technical and Administrative Management Information System. TAMIS was designed as an information management methodology to address three basic functions of development project management: workplan management, monitoring and evaluation, and project administration. TAMIS can be easily customized to meet the unique tracking, monitoring and evaluation and reporting needs of most development projects.

ABOUT THE PROJECT MANAGEMENT UNIT (PMU) TAMIS

The PMU TAMIS acts as a central repository for select task and/or activity information from each of the individual Agricultural Policy Program (APRP) units, thus providing information about the program as a whole. The PMU TAMIS is designed to provide a summary or overview of benchmark status, technical assistance, training, reporting and financial information for the APRP.

TAMIS provides project management with many options for tracking workplan activities. It can be used as a planning tool in building the initial workplan. If properly used by the entire technical assistance team as they execute the project, it provides a "living" workplan that continually reflects the current status of project implementation.

The purpose of impact and performance monitoring in development projects is to provide information to the Chief of Party, the TA team, and the donor that will help them to draw up workplans and allocate project resources in ways that are most likely to achieve project outcomes effectively and efficiently, and to track and report progress. TAMIS provides the data necessary for both the TA team and the donor to monitor and evaluate project implementation. Therefore, the impact and performance monitoring plan is integrally linked with TAMIS and it is not necessary to devise a separate impact and performance monitoring "system". The TAMIS impact and performance monitoring component consists of four modules:

- Benchmark Status
- Financial/Obligation Information
- Level of Effort Tracking
- Reporting

Benchmark Status, and Financial/Obligation and Level of Effort Information

Essentially, this type of monitoring means tracking the benchmarks to ensure that the implementation and verification of planned project activities occur on time, and that planned project impact/results are achieved. TAMIS provides the data needed to monitor the workplan because its structure is defined specifically by the workplan. Although TAMIS is not a financial tracking system, it has been designed for use by the PMU to monitor each unit's planned use of financial, level of effort and other resources (inputs) for workplan activities, and then report the actual use of those resources.

During initial workplan preparation, the technical assistance team, in conjunction with the

donor can define the full set impact/results that define performance TAMIS provides specific tracking of expected outputs both in tabular achievement reports and in discussion pieces designed for insertion into quarterly reports

Reporting Performance TAMIS automatically produces the reports required by the project as the data contained in those reports are updated and changed Thus, although printed copies are available at any time the reports can also be viewed continuously on the computer screen This feature facilitates progress reporting and greatly reduces the time necessary for quarterly and annual report preparation

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USING THE PMU TAMIS DATABASE



CONTENTS

- 1 The First Step Filling Out the Basic Project Information
- 2 A Tip For Using This Help Document
- 3 Finding Information Quickly and Easily Navigating Views
- 4 When To Use Each View
- 5 Adding and Editing Information Composing forms
- 6 Printing Forms and Views

1 The First Step Filling Out the Basic Project Information

You can customize TAMIS for your project by filling out the basic information about your project (click on the icon to get to the Project Information Form ). By filling out this form you provide TAMIS with the necessary information to customize other forms and views for your project. The Project Information Form contains current data on

- Project Name and Acronym
- Contract Number
- DAI Project Number
- Team Leader
- Counterpart Project Manager (name and contact information)
- Donor Project Officer (name and contact information)
- Donor Contract Officer (name and contact information)
- Brief Project Description

This information should be kept up to date in order for TAMIS to work correctly

2 A Tip For Using This Help Document

You can word search this document to find help on a particular topic. For example, if you would like to find information on how and when to compose an STTA form, search for the phrase STTA

- a To do this select Edit Find and Replace (but you will not have the rights to replace)
- b In the dialog box enter the word you are searching for in the Find field. In our example this is the word STTA. Click on Find Next
- c The system will take you to the first instance of the word and highlight it. You can continue to Find Next (the next instance of the word) using the dialog box

TIP Cancel the dialog box and use Ctrl+G to find the next instance. You will be able to see more of your screen this way. The system will continue to remember your last entry until you make a new one

3 Finding Information Quickly and Easily Navigating Views

The trick to finding the information you are looking for quickly and easily is to first select the right view. This means that if you are looking for detailed information on training, you will most likely want to begin looking in a training view. There are also views that create reports -- you just need to print the right view to obtain a hard copy of the report you want. There are over 18 different views in the database. The views are categorized into five modules -- Verification, Technical Assistance, Training, Reporting and Financial-- to make selection easier.

After you have selected the appropriate view, the next step is to navigate quickly to the information you seek. In some cases, collapsing the view will help you to find the information more quickly. For example, if you are looking at the STTA view and want to look at just one unit, you might want to collapse the view and then expand just that one unit's information. In other cases, an expanded view will be more useful.

TIP Pay attention to the '+'s in the left hand margin of the view. These '+'s tell you when there is more information in the view. Expanding the view will reveal the information.

TIP The View Navigation icons will help you the most. These icons

 will be particularly useful.

It is frequently easier to find in a collapsed view. To collapse a view, use the View Collapse All icon  (or Shift -) if you are in the Training Module\Quarterly Training view and you are looking for a specific unit, just type the letter of the unit, for example 'P' for "PMU" and you will go to the first category beginning with the letter 'P'.

Note If you try typing the ␣ and just get a "beep" your view is not active. Click once anywhere in the view and the highlight bar will darken. You now have an active view and can type 'P'.

TIP Once you have placed the highlight bar on the category that you are interested in (in this case, PMU) you may press Enter to expand one layer (you will also have to move down one level each time you press Enter) OR to save time, try using the View Expand icon  (or * on the number keyboard. Shift 8 expands all the levels) to expand the levels under that one category. You will now be able to see all the information under 'PMU' but the rest of the view (the other units' documents) will remain collapsed.

4 When To Use Each View

Views in Lotus NOTES display the data entered in the forms. They are essentially reports. The number of views that can be generated from the forms in a NOTES database is infinite, limited only by the imagination of the users. The PMU TAMIS has 18 views at present. It is expected that the number will vary for each project as the system is customized for individual projects and users decide which views are most helpful in managing the project. The following table presents descriptions of the TAMIS views.

TAMIS VIEWS

CATEGORY	TITLE	DESCRIPTION
VERIFICATION MODULE	MOU Tranche I Benchmarks	Lists all the Tranche I benchmarks as they appear in the MOU, as well as the status update of the benchmark the proposed approach or action for verifying the benchmark and the responsible parties.
	MOU Tranche II Benchmarks	Lists all the Tranche II benchmarks as they appear in the MOU, as well as the status update of the benchmark the proposed approach or action for verifying the benchmark and the responsible parties.
	MOU Tranche III Benchmarks	Lists all the Tranche III benchmarks as they appear in the MOU, as well as the status update of the benchmark, the proposed approach or action for verifying the benchmark and the responsible parties.
	MOU Tranche IV Benchmarks	Lists all the Tranche IV benchmarks as they appear in the MOU, as well as the status update of the benchmark, the proposed approach or action for verifying the benchmark and the responsible parties.
TECHNICAL ASSISTANCE MODULE	STTA Information	Lists by status, unit, component and tasks the dates consultant name position, and days associated with each STTA assignment.
TRAINING MODULE	Training by Status Type and Location	Lists all training events by current status type and location.
	Quarterly Training Report	Lists all training events by quarter, type and location with participant weeks and percent female participants.
REPORTING MODULE	Success Stones	Lists all Success Stones by date.
	Quarterly Reports	Lists all quarterly reports by unit and quarter.
	Quarterly Meeting Report	Lists all meetings by quarter and unit.
	Project Information Form	Lists all the project information.
FINANCIAL MODULE	Units - General Information	Lists all the units, contractors, and provides general information on contract level of effort (STTA, LTTA and Totals), budget and obligation to date status.
	Units - Obligation Information	Lists all the units, contractors, and obligation information per fiscal year and totals to date.
	Financial Status by Quarter	By quarter, lists all the units, contractors, contract amount obligated amount, amount spent to date, expenditure for the quarter and remaining amounts.
	Financial Status by Unit	By unit lists all the quarters' contract amount, obligated amount, amount spent to date, expenditure for the quarter and remaining amounts.
	LOE Status by Quarter	By quarter, lists all the contract LOE LOE expended to date LOE for the quarter and LOE remaining (LTTA, STTA and Totals).

BEST AVAILABLE COPY

5 Adding and Editing Information Composing and Editing Forms

It is very important when adding information to have your highlight bar on the correct document. This is because frequently the information you are adding will inherit text from a pre-existing document. The only way for that text to be inherited correctly is for your highlight bar to be in the correct place. This means that you will also want to be in the right view when adding information. In the table below the TAMIS forms are listed with a general description and the view and cursor position you should use to create documents.

Also whenever you are adding or editing information remember that useful help is provided in the Field Help window. The Field Help window is shown immediately above the Status Bar at the bottom of your screen whenever you are in Edit mode (remember you are only in edit mode when there are brackets indicating fields). If you do not have any field help showing, you may need to activate it. To do this:

- a Edit any document
- b From the Menu bar select View Show and click on Field Help
- c This will "toggle" your field help and turn it on. You can only see field help when you are in edit mode.

To create any form select the choice from the Create menu on the Menu bar. Note that anytime you create a new document the author, author date, editor and editor date will be entered for you. Frequently other fields such as the component, program area or activity name will also be completed for you.

To edit a form that already exists go to the view that displays the form. Double click on the form you wish to edit and it should appear on your screen. Double click again and you will be in edit mode and able to change the information on that form.

When you finish filling in or editing the form you must save it. To save the form but remain in it select File Save or if you wish to go on to another form press ESC and click yes.

TAMIS FORMS

MODULE	FORM	CONTENT	VIEW AND CURSOR POSITION TO CREATE
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VERIFICATION MODULE	Benchmark Status Form	Descriptive elements about the benchmark status proposed action/approach and responsible party	Use the appropriate MOU Tranche Benchmark view cursor position not important Use the action buttons at the top of the screen to go to the MVE TAMIS and copy/paste the selected benchmarks into the PMU TAMIS or create a new benchmark
TECHNICAL ASSISTANCE MODULE	STTA Information and Scope of Work	Name of the consultant position start and end dates level of effort (days and calculated person months) an STTA status checklist the contractor or subcontractor and purpose of the STTA	STTA Information View use the action buttons at the top of the screen to go to the RDI and MVE TAMIS and copy/paste STTA forms in the PMU TAMIS or create a new STTA form
TRAINING MODULE	Training Activity	Training title type category (in-country regional US) the location start and end dates, institution offering the training number of participants by gender estimated and actual cost and a training logistics checklist	Training by Type View use the action buttons at the top of the screen to go to the RDI and MVE TAMIS and copy/paste Training forms from the RDI and MVE TAMIS or create a new Training form
REPORTING MODULE	Quarterly Report	Information can be updated in the USAID format	Quarterly Report View cursor position not important
	Success Stones	Success stories in a format which can be directly submitted to USAID	Success Story View use the action buttons at the top of the screen to go to the RDI TAMIS and copy/paste success stories from the RDI or create a new success story cursor position not important
	Project Information Form	A form to record all the project information – VERY IMPORTANT This form is the cornerstone of the TAMIS customization and must be filled out first and kept current	Project Information View double click on the form to view the information and double click again while in the form to get into edit mode

	Meeting Report	Date attendees location and minutes of meetings	Meeting Report View use the action buttons at the top of the screen to go to the RDI and MVE TAMIS and copy/paste copy/paste Meeting Reports in the PMU TAMIS or create a new Meeting Report
FINANCIAL MODULE	General Unit Information	Details of units contact information contract budget obligation and LOE information	Units - General Information View position of cursor is not important Use action buttons at the top of the screen to compose new unit information
	Unit Quarterly Status	Quarterly status information on each unit's contract budget obligation and LOE information	Units - General Information View position on the appropriate unit Use action buttons at the top of the screen to compose quarterly unit status form

6 Printing Forms and Views

Printing in Lotus NOTES can be challenging. However, once you figure it out, it is relatively straightforward. Here are some tips for printing forms and views. Before you begin printing, however, it is necessary to select the paper size and orientation. To do so, select File Print Printer Setup Paper. You may be using A4 paper in your printer and will need to select it. You also need to select the orientation you wish, portrait or landscape. After you have selected the paper size and orientation, click the Apply button, then OK.

NOTE THE PAPER SIZE AND ORIENTATION WILL REMAIN AS IT IS NOW UNTIL YOU RESET IT. TO RESET, JUST FOLLOW THE ABOVE DIRECTIONS AND CHOOSE ANOTHER SETTING. THIS IS IMPORTANT BECAUSE MOST FORMS ARE PRINTED IN PORTRAIT ORIENTATION AND MOST VIEWS ARE PRINTED IN LANDSCAPE ORIENTATION.

Forms

Printing forms is easier than printing views. NOTES allows you to set headers and footers for your forms or documents in several ways. You can read about using form headers and footers in the help guide. There are two ways to print a document:

- 1) Go into the document you wish to Print, select File Print OK.
- 2) Go to a view that displays the document(s) you want to print and click in the left margin of the document. A check should appear. You can select multiple documents. Then select File Print OK. All the documents you have selected will print.

Views can also set headers for views. You will usually find that you will want to do this because it gives a title to your report. To set a header for the view you wish to print, you must select File Database Properties and then the printer icon tab. Type in the header or footer as you wish it to appear, select the font size you want, and bold if you wish it to be so. Then click OK. Now to print this view, go into the view you wish to print, select File Print, and make sure you click the Print View button. Then click OK.

You may find that you will have to adjust the column sizes to get the printing exactly as you would like it to appear. This is easy to do. Just put your cursor on the column border at the top and the cursor will change to an arrow. Drag the cursor to make the column the size you want.

NOTE: THIS HEADER, SINCE IT IS A DATABASE HEADER, WILL NOW APPEAR ON EVERY DOCUMENT AND VIEW THAT YOU PRINT. THEREFORE, WHEN YOU FINISH PRINTING THE VIEW YOU WANT, YOU MUST REPEAT THE PROCEDURE ABOVE AND DELETE THE HEADER AND/OR FOOTER.

A Final Tip: Given these complexities, it is most efficient to schedule your printing to print all the forms at one time, with the headers you wish, and then switch to landscape mode and print the views, editing the header before printing each view.

Area Benchmark

Status Update

Proposed Action/Approach

Parties Responsible

Tranche I Benchmarks As They Appear In The MOU

I Prices/Marketing and Trade Cotton

I A 1 1 e Cotton price controls including export prices and prices to mills and all allocation systems currently in use (e.g. lint allocation to spinning mills and seed cotton allocations to gins) are abolished beginning with the cotton planted in CY 1994

Test status

test action

test party

I A 1 2 b No GOE market restrictions will constrain private sector entities involvement in cotton domestic marketing ginning exporting and importing

I A 1 4 b All cotton pest control direct subsidies will be eliminated starting with the CY 1994 cotton

I A 2 Verify that the practice of allocating lint cotton to spinning mills according to an administrative formula and administering prices is not being implemented and mills acquire lint cotton at free market prices

I A 4 Eliminate minimum export prices for yarn and woven fabrics

I A 8 Study the feasibility of eliminating the tariff on imported cotton yarn altogether analyze the impact on local spinning mills and strengthen safeguards against unfair competition from imports

I A 8 Study the feasibility of eliminating the tariff on imported cotton yarn altogether analyze the impact on local spinning mills and strengthen safeguards against unfair competition from imports

I Prices/Marketing and Trade Fertilizer

I B 1 Reduce the tariff on nitrogen fertilizer (ammonium nitrate and urea) from 30% to 10%

I B 2 Review ex factory prices and set them in light of border prices adjusting the price at least once per season The definition of border prices will be according to the monitoring plan

I B 3 Eliminate government quota allocations of fertilizer except in the case of market failure

I Prices/Marketing and Trade Tariffs and Trade

I E 3 Conduct a study to identify non tariff barriers to imports and exports of agricultural inputs and commodities and develop a time phased plan for eliminating these barriers

I Prices/Marketing and Trade Government Services in Marketing

I F 1 Assess the market information needs of an open and competitive agricultural marketing system and develop recommendations for developing a marketing information system

I F 3 Assess the market regulation services needed to be carried out by the GOE and develop recommendations pertinent to a system for regulating non competitive behavior in agro industries and marketing of agricultural commodities

II Private Investment and Privatization Cotton

II A 3 Privatize at least one cotton trading company

II Private Investment and Privatization Fertilizer

II B 1 Based on the study of fertilizer production to be completed by February 1996 the GOE will adopt a time phased liberalization and privatization plan for fertilizer production marketing and international trade

II Private Investment and Privatization Rice

PMU TAMIS - 2 Technical Assistance Module\1 STTA Information

Unit	Dates	Type	Days	Firm	Name	Position
1 Upcoming			24 0			
RDI			24 0			
Seed Sector Quality Control, Licensing and Ins	02/01/98 - 05/31/98		24 0	CTS	Dr James 'Curt' Delouche	Seed Certification Policy Spe
2 On-Going			51 0			
PMU			20 0			
Customize TAMIS for RDI Unit	11/23/97 - 12/04/97	Expatriate	20 0		Tanya Torres	Information Systems Advisor
RDI			31 0			
Develop scope of work for GAMS update	10/25/97 - 12/20/97		31 0	DAI	Filmore Bender	Update Manager
3 Completed			93 0			
RDI			49 0			
Conduct Study on Cotton Phytosanitary	03/24/97 - 04/30/97	Local/TCN	25 0	NCF	Bakir Oteifa	Agricultural Economist
Install Network	01/26/97 - 03/28/97		24 0	DAI	James McMeekin	Computer Specialist
			44 0			
Customize TAMIS for RDI Unit	11/02/97 - 11/30/97	Expat	20 0		James McMeekin and Tan	Information Systems Advisor
Select Team to Conduct Cotton Phytosanitary	04/21/97 - 05/17/97	Expat	24 0	CTS	Loren Parks	Ag Economist Team Leader
			168 0			

12/04/97

PMU TAMIS - 3 Training Module2 Quarterly Training Report

Year	Unit	Qtr	Part Weeks	Title	Location	Dates	Days	Participants	% Female
1997			135 2				-		
	PMU		12 0				-		
		Y 1 Quarter 2	12 0				-		
				OTJ Training Short Season Cotton Study	Cairo Sohag	02/01/97 - 03/31/97	60	1	0 0%
		Y 2 Quarter 1	0 0				-		
	RDI		123 2				-		
		Y 1 Quarter 2	106 2				-		
				Benefit Cost Analysis	Cairo	12/02/97 - 12/20/97	10		NA
				OTJ Training Road Map Techniques	Cairo	01/12/97 - 03/15/97	60	4	50 0%
				Support prices incentive prices and stabilization Funds sem	15th floor APRP Office	01/13/97 - 01/13/97	1	58	8 6%
				On the Job Training as part of Cotton Phytosanitary Study	Egypt	02/01/97 - 03/16/97	30	1	0 0%
				OTJ Training Short Season Cotton Study	Cairo Sohag	02/01/97 - 03/31/97	60	1	0 0%
				Work plan Workshop	Cairo Nile Hilton	02/20/97 - 02/20/97	1	44	18 2%
				Rice Marketing Regulatory & Procedural Constraints	APRP Conference room	03/11/97 - 03/11/97	1	48	10 4%
				Cotton Road Map of Regulatory and Pcedural Constraints	APRP Conference Roo	03/13/97 - 03/13/97	1	51	13 7%
		Y 1 Quarter 4	7 6				-		
				Privatization Planning Workshop for Cotton and Trade HC	Cairo	09/30/97 - 09/30/97	1	38	10 5%
		Y 2 Quarter 1	9 4				-		
				CALCOTT Colton marketing tour	California Arizona Wa	10/11/97 - 10/25/97	14		NA
				Hong Kong Textile Marketing Tour	Hong Kong	10/13/97 - 10/20/97	10		NA
				Agricultural Extension in Egypt Seminar on Past and Preset	5th Floor Conference	10/19/97 - 10/19/97	1	30	6 7%
				Agricultural Extension in Egypt Seminar on Past and Presd	5th Floor Conference	10/20/97 - 10/20/97	1		NA
				Seminar on High Count Yarns	APRP Conference Roo	11/17/97 - 11/17/97	1	17	5 9%
				Library Management	USA Chicago and Wa	11/28/97 - 12/15/97	15		ERROR Incorre
				Seminar on Marketing and Price Policies for Nitrogen Fertiliz	5th Floor Conference	12/11/97 - 12/11/97	1		NA
1998			0 0				-		
	PMU		0 0				-		
		Y 2 Quarter 2	0 0				-		
						01/03/98 - 03/03/98	3		NA
	RDI		0 0				-		
		Y 2 Quarter 2	0 0				-		
				GTAP trade analysis course	South Africa	01/23/98 - 01/31/98	8		NA
			135 2				-		

PMU TAMIS - 5 Financial Module\1 Units - General Information

Unit Information	Contractor	Contract Budget	Obligation to Date	LTTA LOE	STTA LOE	Total LOE
A Monitoring, Verification and Evaluation Unit (MVE)	Abt Associates	\$5,751 000	\$5,751,000	192 0	60 0	152 0
B Reform, Design and Implementation Unit (RDI)	Development Alternatives Inc (DAI)	\$9 608 738	\$11,031,000	384 0	100 0	484 0
C Project Management Unit (PMU)	Datex	\$1 494 553	\$2,048 000			
D Food Security Research Unit ()	International Food Research Policy Institute (IFPRI)	\$16 854 291	\$5 000 000 \$23 830 000	576 0	160 0	636 0

PMU TAMIS

Complete Set of Forms and Views

PMU TAMIS - 1 Verification Module\1 MOU Tranche I Benchmarks

Area Benchmark	Status Update	Proposed Action/Approach	Parties Responsible
Tranche I Benchmarks As They Appear In The MOU			
I Prices/Marketing and Trade Cotton			
<p>I A 1 1 e Cotton price controls including export prices and prices to mills and all allocation systems currently in use (e g lint allocation to spinning mills and seed cotton allocations to gins) are abolished beginning with the cotton planted in CY 1994</p> <p>I A 1 2 b No GOE market restrictions will constrain private sector entities involvement in cotton domestic marketing ginning exporting and importing</p> <p>I A 1 4 b All cotton pest control direct subsidies will be eliminated starting with the CY 1994 cotton</p> <p>I A 2 Verify that the practice of allocating lint cotton to spinning mills according to an administrative formula and administering prices is not being implemented and mills acquire lint cotton at free market prices</p> <p>I A 4 Eliminate minimum export prices for yarn and woven fabrics</p> <p>I A 8 Study the feasibility of eliminating the tariff on imported cotton yarn altogether analyze the impact on local spinning mills and strengthen safeguards against unfair competition from imports</p> <p>I A 8 Study the feasibility of eliminating the tariff on imported cotton yarn altogether analyze the impact on local spinning mills and strengthen safeguards against unfair competition from imports</p>	Test status	test action	test party
I Prices/Marketing and Trade Fertilizer			
<p>I B 1 Reduce the tariff on nitrogen fertilizer (ammonium nitrate and urea) from 30% to 10%</p> <p>I B 2 Review ex factory prices and set them in light of border prices adjusting the price at least once per season The definition of border prices will be according to the monitoring plan</p> <p>I B 3 Eliminate government quota allocations of fertilizer except in the case of market failure</p>			
I Prices/Marketing and Trade Tariffs and Trade			
<p>I E 3 Conduct a study to identify non tariff barriers to imports and exports of agricultural inputs and commodities and develop a time phased plan for eliminating these barriers</p>			
I Prices/Marketing and Trade Government Services in Marketing			
<p>I F 1 Assess the market information needs of an open and competitive agricultural marketing system and develop recommendations for developing a marketing information system</p> <p>I F 3 Assess the market regulation services needed to be carried out by the GOE and develop recommendations pertinent to a system for regulating non competitive behavior in agro industries and marketing of agricultural commodities</p>			
II Private Investment and Privatization Cotton			
<p>II A 3 Privatize at least one cotton trading company</p>			
II Private Investment and Privatization Fertilizer			
<p>II B 1 Based on the study of fertilizer production to be completed by February 1996 the GOE will adopt a time phased liberalization and privatization plan for fertilizer production marketing and international trade</p>			
II Private Investment and Privatization Rice			

PMU TAMIS - 1 Verification Module1 MOU Tranche I Benchmarks

Area	Benchmark	Status Update	Proposed Action/Approach	Parties Responsible
	II D 3 Complete the liberalization of the sub sector by September 30 1996			
	II Private Investment and Privatization Seed			
	II E 1 Continue to implement the privatization of all seed processing plants Offer at reasonable prices at least 50% of the seed processing plants for sale to the private sector by September 30 1996			
	II E 2 Continue to develop delinting plants for cottonseed and develop a plan to privatize these plants			
	III Public Investment Policy and Sustainability Land and Water			
	III A 1 Develop a revised integrated land and water plan on the basis of a) the comprehensive study of the socioeconomic viability of new land development schemes completed in October 1994 and b) a socio economic water map being developed in the Strategic Thinking and Planning Unit Program of the MPWWR			
	III A 3 Conduct a study of land tenure policy			
	III Public Investment Policy and Sustainability Water Management Policy			
	III B 2 Develop an implementation plan for a cost sharing program based on the output of Benchmark III B 1			
	III Public Investment Policy and Sustainability Investment in Research/Extension and Other			
	III C 1 Analyze research and extension institutions during 1995 with the aim being to develop a plan for improving institutional arrangements improving the efficiency of investment and reducing budgetary pressures where possible Include a review of mechanisms for contracting out services to private sector firms Develop a benchmark for the 1996/97 MOU			
	III C 2 Conduct a study of phytosanitary controls on imports of agricultural raw materials and develop a plan to remove unnecessary restrictions to free trade in agricultural raw materials and inputs			
	III Public Investment Policy and Sustainability Farmer Cost Sharing			
	III D 1 Define and finalize administration and institutional procedures required and begin recovering capital costs from farmers who benefited from mesqa improvements completed under the Irrigation Management Systems Project in accordance with Law No 213 (1994) amendment to the Irrigation and Drainage Law			
	III D 2 Develop an implementation plan for allocating and recovering O & M costs			

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APRP BENCHMARK STATUS

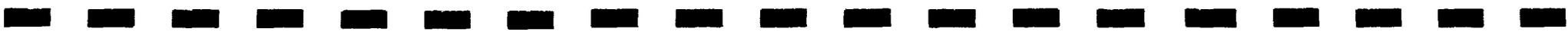
COMPOSED BY Tanva Torres DATE 11/05/97 10:11 AM
LAST EDITED BY Tanva Torres DATE 11/25/97 02:51 PM

TRANCHE ● I II III IV
AREA I Prices/Marketing and Trade
COMMODITY/ISSUE Cotton
BENCHMARK I A 1 1 a Cotton producers are allowed to freely choose cotton area planted and to sell their cotton and by-products (except seeds for planting) to any registered buyers without restrictions in transporting, ginning and trading
ABBREVIATED NAME FOR BENCHMARK Cotton Producers' Freedom to Plant & Sell Cotton
STATUS UPDATE
PROPOSED ACTION/APPROACH
RESPONSIBLE PARTIES

PMU TAMIS - 2 Technical Assistance Module1 STTA Information

Unit	Dates	Type	Days	Firm	Name	Position
Completed			49 0			
RDI			25 0			
Conduct Study on Cotton Phytosanitary			25 0			
	03/24/97 - 04/30/97	Local/TCN	25 0	NCF	Bakir Otefa	Agricultural Economist
			24 0			
Select Team to Conduct Cotton Phytosanitary			24 0			
	04/21/97 - 05/17/97	Expatriate	24 0	CTS	Loren Parks	Ag Economist Team Leader
			49 0			

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APRP SHORT-TERM TECHNICAL ASSISTANCE (STTA)

COMPOSED BY Heba Hosny DATE 05/18/97 10 01 AM
LAST EDITED BY Tanya Torres DATE 11/29/97 02 50 PM

NAME Bakır Oteifa UNIT RDI

GENERAL INFORMATION

Task Conduct Study on Cotton Phytosanitary
Component III Design and Conduct Policy Analyses and Studies

LOE COUNT Yes No

TYPE Expatriate Local/TCN

CONTRACTOR NCF

POSITION Agricultural Economist

START DATE 03/24/97 END DATE 04/30/97

APPROVED LOE 25 Days

PURPOSE OF SOW

Conduct study on phytosanitary requirements for import of cotton lint

PMU TAMIS - 3 Training Module\1 Training by Status Type and Loc

Unit	Type	Training Title	Location	Participants	Dates	Days	PMs	Total Part	% Female	
RDI	Completed	On the Job Training	OTJ Training	Short Season Cotton Study	Cairo Sohag MALR	02/01/97 - 03/31/97	59	27	1	
								27	1	
								27	1	
								27	1	
								27	1	
							1	0.0%		

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PMU TAMIS - 3 Training Module2 Quarterly Training Report

Year	Unit	Qtr	Part Weeks	Title	Location	Dates	Days	Participants	% Female
1997			12 0			-			
	RDI		12 0			-			
		Y 1 Quarter 3	12 0			-			
				OTJ Training Short Season Cotton Study	Cairo Sohag	02/01/97 - 03/31/97	60	1	0 0%
			12 0						

APRP TRAINING LOGISTICS

COMPOSED BY MD Goldensohn DATE 03/06/97 04 18 PM
LAST EDITED BY Tanya Torres DATE 11/29/97 02 31 PM

Task On The Job Training
Component VIII Arrange In-Country and Off-Shore Training Activities

GENERAL INFORMATION

UNIT RDI

TITLE OTJ Training Short Season Cotton Study

TRAINING TYPE On the Job Training
 Policy Workshop
 Policy Seminar
 Observational Tour
 Short Term Course
 Invitational Travel

CATEGORY In-country
 Regional
 U S

OBJECTIVES

Learn techniques to study resource economic issues

COURSE CONTENT/PHASES

Study short season cotton with RDI ResourceEconomics Unit

TRAINING RECIPIENTS MALR

LOCATION Cairo Sohag

START DATE 02/01/97 **END DATE** 03/31/97

DURATION 60 0 days

TRAINER/RESOURCE PERSON Dr Sayed Husein Dr Jane Gleason

ESTIMATED NUMBER OF PARTICIPANTS 1

FINAL NUMBER OF PARTICIPANTS 1

NUMBER OF FEMALE PARTICIPANTS 0

NUMBER OF MALE PARTICIPANTS 1

PARTICIPANT LIST

Abdel Wakel Mohammed Abou Taleb

Date **Success Story Title**

06/09/97 TAMIS Helps Verify Benchmarks for Program Payments

**Agricultural Policy Reform Program
(APRP)**

SUCCESS STORY

TAMIS Helps Verify Benchmarks for Program Payments

June 9, 1997

The APRP/RDI Unit works closely with the other APRP Units to ensure smooth implementation of all aspects of our project. To this end, we have made our RDI Unit TAMIS accessible to all the other Units, including the Monitoring, Verification and Evaluation Unit (MVE) managed by Abt Associates. The MVE Unit's task is to check on the extent to which the Government of Egypt has met the policy benchmarks negotiated between them and USAID. If they meet these Benchmarks, the GOE receives Grant Fund payments from USAID. The total available under Tranche I of APRP is US\$50,000,000.

The RDI Unit records notes of all meetings and reports on all official trips in the TAMIS. These notes include the observations of the public and private sector decision-makers, policy-makers, and managers with whom we meet, as well as those of farmers, workers, and other important participants in the country's agricultural economy. They include data on company and farm performance and on institutional capacity, as well as research data for the RDI Unit studies.

The MVE Unit made extensive use of the information in the RDI TAMIS to prepare their first verification report. This very useful demonstration of the value of TAMIS should encourage all APRP and USAID staff to use the system regularly and frequently.

Year	Date	Subject	Location	Type of Meeting/Participants
1997	Quarter 9 Meeting	05/04/97 Discuss findings of study team	JG SH KN Loren Parks Eric Josep Max	

APRP MEETING REPORT

COMPOSED BY MD Goldensohn DATE 05/04/97 04 10 PM
LAST EDITED BY DAI_APRP DATE 11/30/97 12 31 PM

TYPE ● Meeting
 ○ Discussion
 ○ Telephone Conversation
 ○ Conference Participation

TASK Conduct Study on Cotton Phytosanitary

DATE 05/04/97 TIME

SUBJECT Discuss findings of study team

LOCATION

ATTENDEES

JG SH KN Loren Parks Eric Joseph Tony Treen, Max

CONCLUSIONS AND FOLLOW-UP ACTIONS

NOTES

After some discussion, the following consensus emerged

- 1 The law now states that **no cotton lint can be imported** This is the same law we have in the USA
- 2 Thus **all imports are the subject of exceptional dexcrees** Each shipment requires a decree The US allows exceptions in the same way
- 3 To date commercial imports (i.e. not trial shipments) have come only from the US (CA and AZ only) and from the Sudan
- 4 Before all imports were by the GOE for SOEs Now, the private sector can import Thus we need formal regulations which are public, clear consistent Anyone should be able to follow them
- 5 This system should be administered by the CAPQ
- 6 The problems are not in the physical facilities in the ports these seem fine
- 7 We need both a short-term objective policies we can develop and implement now and a long-term objective - the best possible system
- 8 Dr Bakir said HE will want to know a) Is the cotton acceptable in its country of origin, and B) can we treat the lint effectively here?

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- 9 The role of the MALR agencies should include quality control programs to minimize the risk that importers will lose their shipments because of failure to respect phytosanitary requirements This requires clear codes and well-publicized regulations
- 10 The cotton traders today all know all the details of the requirements imposed for recent imports from Sudan and the USA They may say they do not know but they know They know whom to contact in the MALR and the CAPQ Most come directly to Dr taha
- 11 Exporters usually get their information through their commercial attaches in the diplomatic missions here These attaches come to the MALR
- 12 The CAPQ/MALR know what is required for importation, but we need to set up a clear,p,ublic checklist for all potential importers This should be codified and made official
- 13 The issue of the existence of alarge/small inventory of unsold cotton is irrelevant to the study we start with teh assumption that certain kinds of imports may be necessary whether we use LS/ELS for export or for high-quality productioun within Egypt
- 14 The report will outline proposed regulations and procedures to carry out detailed risk assessments for both economic and phytosanitary risks
- 15 Can we get the exporting countries to pay for the phyto inspection in their country? The Japanese do this for food exports to Japan

PMU TAMIS - 4 Reporting Module4 Project Information Form

Double click on the form to view or edit

Project Information Form Last Edited 11/24/97 09 35 30 AM

PROJECT INFORMATION

Country/Region /
Project Name
Contract Number
Chief of Party/Team Leader
Designation

Project Acronym or Short Name
PMU/APRP
DAI Project Number
Name of Local Currency
Symbol for Local Currency

Client Counterpart

Technical Reference - Project Officer

Full Name	Title
Dept. /Div	
Organization	
Street	
Mail Address	
Phone	Fax
Email	

Donor

Contract Reference

Full Name	Title
Dept. /Div	
Organization	
Street	
Mail Address	
Phone	Fax
Email	

Technical Reference

Full Name	Title
Dept. /Div	
Organization	
Street	
Mail Address	
Phone	Fax
Email	

Project Description

PMU TAMIS - 5 Financial Module\1 Units - General Information

Unit Information	Contractor	Contract Budget	Obligation to Date	LTTA LOE	STTA LOE	Total LOE
A Monitoring, Verification and Evaluation Unit (MVE)	Abt Associates	\$5 751 000	\$5 751 000	192 0	60 0	152 0
B Reform, Design and Implementation Unit (RDI)	Development Alternatives Inc (DAI)	\$9 608 738	\$11 031 000	384 0	100 0	484 0
C Project Management Unit (PMU)	Datex	\$1 494 553	\$2 048 000			
D Food Security Research Unit ()	International Food Research Policy Institute (IFPRI)	\$16,854 291	\$5 000 000 \$23 830 000	576 0	160 0	636 0

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PMU TAMIS 5 Financial Module\2 Units - Obligation Information

Unit Information	Contractor	Original Obligation	FY 1996 Obligation	FY 1996 Reallocation	FY 1997 Obligation	FY 1997 Reallocation	Obligation to Date	Future Obligation	Projected LOP Funding	Host Country Contribution
A Monitoring Verification and Evaluation Unit (MVE)	Abt Associates	\$5 751 000	\$0	\$0	\$0	\$0	\$5 751 000	\$0	\$5 751 000	\$1 438 000
B Reform Design and Implementation Unit (RDI)	Development Alternatives Inc (DAI)	\$5 531 000	\$1 000 000	\$0	\$4 500 000	\$0	\$11 031 000	\$4 644 000	\$15 675 000	\$2 794 000
C Project Management Unit (PMU)	Datex	\$1 048 000	\$0	\$1 000 000	\$0	\$0	\$2 048 000	\$0	\$2 048 000	\$262 000
D Food Security Research Unit ()	International Food Research Policy Institute (IFPRI)	\$7 400 000	\$0	(\$1 000 000)	\$0	(\$1 400 000)	\$5 000 000	\$0	\$5 000 000	\$1 850 000
		\$19 730 000	\$1 000 000	\$0	\$4 500 000	\$1 400 000	\$18 000 000	\$4 644 000	\$18 444 000	\$6 341 000

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**PMU/APRP
GENERAL INFORMATION FOR MVE UNIT**

COMPOSED BY Tanya Torres
LAST EDITED BY Tanya Torres

DATE 11/26/97
DATE 11/26/97

GENERAL INFORMATION

FULL UNIT NAME Monitoring Verification and Evaluation Unit

SHORT NAME MVE

Order A

CONTRACTOR Abt Associates

CONTACT Gary Ender

ADDRESS 7 Nadi El Seisl St Dokki Giza

TELEPHONE 337-0337/0592/0378

FAX 349-9278

E-MAIL gender@agpolicy.com

UNIT DESCRIPTION

Monitors policy reform programs verifys benchmark accomplishments and assesses impact of policy reform programs on agricultural production producer and consumer income market efficiency and private investment

LEVEL OF EFFORT DETAILS

BEGIN DATE 10/14/96 **END DATE** 06/30/2000

TOTAL UNIT LOE 152 PMS

LTTA LOE 192 PMS

STTA LOE 60 PMS

FINANCIAL DETAILS

CONTRACT AMOUNT \$5 751 000

OBLIGATED AMOUNTS

Original Obligation	\$5 751 000
FY 1996 Obligation	\$0
FY 1996 Reallocation	\$0
FY 1997 Obligation	\$0

Unit Information Monitoring Verification and Evaluation Unit

FY 1997 Reallocation	\$0	
FY 1998 Obligation	\$0	
FY 1998 Reallocation	\$0	
FY 1999 Obligation	\$0	
FY 1999 Reallocation	\$0	
FY 2000 Obligation	\$0	
FY 2000 Reallocation	\$0	
Obligation to Date	\$5,751,000	(Press F9 to calculate totals)
Future Obligation	\$0	
Projected LOP Funding	\$5,751,000	
Host Country Contribution	\$1 438 000	

FULL BUDGET (attached file)

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PMU TAMIS - 5 Financial Module\3 Financial Status by Quarter

Unit	Contract Budget	Obligated Budget	Total Through Last Quarter	Expenditure This Quarter	Cumulative Expenditures	Remaining Contract Amount
Quarter 1	\$15 359 738	\$6 536 751	\$945 752	\$0	\$945 752	\$14 413 986
A MVE	\$5,751 000	\$5 751	\$0	\$0	\$0	\$5 751 000
B RDI	\$9 608 738	\$6 531 000	\$945 752	\$0	\$945 752	\$8 662,986
Quarter 2	\$9 608 738	\$6,531 000	\$1,328 051	\$89 347	\$1,417,398	\$8,191 340
B RDI	\$9 608 738	\$6 531 000	\$1 328 051	\$89 347	\$1 417 398	\$8 191 340
	\$24 968 476	\$13,067 751	\$2,273 803	\$89 347	\$2 363 150	\$22 605 326

PMU TAMIS 5 Financial Module\4 Financial Status by Unit

Unit	Quarter	Contract Budget	Obligated Budget	Total Through Last Quarter	Expenditure This Quarter	Cumulative Expenditures	Remaining Contract Amount
A MVE		\$5 751 000	\$5 751	\$0	\$0	\$0	\$5 751 000
	03/31/97 - Q 1	\$5 751 000	\$5 751	\$0	\$0	\$0	\$5 751 000
B RDI		\$19 217,476	\$13 062 000	\$2 273 803	\$89 347	\$2 363 150	\$16 854 326
	03/31/97 - Q 1	\$9 608 738	\$6 531 000	\$945 752	\$0	\$945 752	\$8 662 986
	06/30/97 - Q 2	\$9 608 738	\$6 531 000	\$1 328 051	\$89 347	\$1 417 398	\$8 191 340
		\$24 968 476	\$13 067 751	\$2 273 803	\$89 347	\$2 363 150	\$22 605 326

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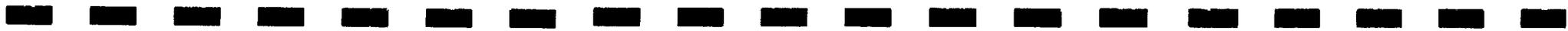
PMU TAMIS - 5 Financial Module\5 LOE Status by Quarter

Quarter	Unit	Contract LOE Total	Contract LTTA Total	Contract STTA Total	Cumulative LOE Last Quarter	Cumulative LTTA LOE Last Quarter	Cumulative STTA LOE Last Quarter	Total LOE Expended This Quarter	LTTA LOE This Quarter	STTA LOE This Quarter	Remaining Total LOE Amount	Remaining LTTA LOE	Remaining ST LOE
Quarter 1		636 0	576 0	160 0	5 0	2 0	3 0	58 0	38 0	20 0	573 0	536 0	137 0
	A MVE	152 0	192 0	60 0	5 0	2 0	3 0	6 0	2 0	4 0	141 0	188 0	53 0
	B RDI	484 0	384 0	100 0	0 0	0 0	0 0	52 0	36 0	16 0	432 0	348 0	84 0
Quarter 2		484 0	384 0	100 0	52 0	36 0	16 0	36 6	24 0	12 6	395 4	324 0	71 4
	B RDI	484 0	384 0	100 0	52 0	36 0	16 0	36 6	24 0	12 6	395 4	324 0	71 4
		1 120 0	960 0	260 0	57 0	38 0	19 0	94 6	62 0	32 6	968 4	860 0	208 4

PMU TAMIS - 5 Financial Module\6 LOE Status by Unit

Unit	Quarter	Contract LOE Total	Contract LTTA Total	Contract STTA Total	Cumulative LOE Last Quarter	Cumulative LTTA LOE Last Quarter	Cumulative STTA LOE Last Quarter	Total LOE Expended This Quarter	LTTA LOE This Quarter	STTA LOE This Quarter	Remaining Total LOE Amount	Remaining LTTA LOE	Remaining STTA LOE
A MVE		152 0	192 0	60 0	5 0	2 0	3 0	6 0	2 0	4 0	141 0	188 0	53 0
	03/31/97 Q 1	152 0	192 0	60 0	5 0	2 0	3 0	6 0	2 0	4 0	141 0	188 0	53 0
B RDI		968 0	768 0	200 0	52 0	36 0	16 0	88 6	60 0	28 6	827 4	672 0	155 4
	03/31/97 Q 1	484 0	384 0	100 0	0 0	0 0	0 0	52 0	36 0	16 0	432 0	348 0	84 0
	06/30/97 Q 2	484 0	384 0	100 0	52 0	36 0	16 0	36 6	24 0	12 6	395 4	324 0	71 4
		1 120 0	960 0	260 0	57 0	38 0	19 0	94 6	62 0	32 6	968 4	860 0	208 4

for



PMU/APRP QUARTERLY STATUS REPORT FOR UNIT

COMPOSED BY Tanya Torres
LAST EDITED BY Tanya Torres

DATE 11/26/97
DATE 11/26/97

QUARTER 1, Through 03/31/97

GENERAL INFORMATION

FULL SUBCONTRACTOR NAME Reform Design and Implementation Unit
SHORT NAME RDI Order B

LEVEL OF EFFORT DETAILS

OVERALL CONTRACT/GRANT

BEGIN DATE	10/14/96	END DATE	06/30/2000
LT TA LOE	384 PMS	ST TA LOE	100 PMS
TOTAL UNIT LOE	484 PMS		

PREVIOUS STATUS - LEVEL OF EFFORT LAST QUARTER

LT TA LOE	0 PMS	ST TA LOE	0 PMS
TOTAL LOE	0 PMS		

CURRENT STATUS - LEVEL OF EFFORT THIS QUARTER

LT TA LOE	36 PMS	ST TA LOE	16 PMS
TOTAL LOE	52 PMS		

EXPENDITURE DETAILS

CURRENT STATUS

CONTRACT AMOUNT \$9 608 738 OBLIGATED AMOUNT \$6 531 000
BUDGET AMOUNT EXPENDED PREVIOUS QUARTER \$945 752 00
BUDGET AMOUNT EXPENDED THIS QUARTER \$0 00

ATTACHMENT 5

**DATEX, INC.
AGRICULTURAL POLICY REFORM PROJECT
PROGRAM MANAGEMENT UNIT
QUARTERLY PERFORMANCE REPORT
OCTOBER 1, 1997 - DECEMBER 31, 1997**

برنامج إصلاح السياسات الزراعية

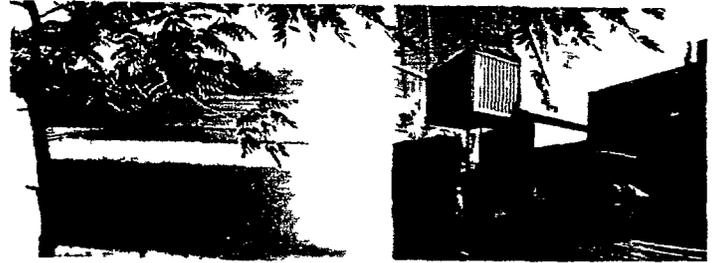
-APRP-



وزارة الزراعة و استصلاح الاراضي (MALR)
الوكالة الامريكية للتنمية الدولية (USAID)

AGRICULTURAL POLICY
REFORM PROGRAM

-APRP-



Ministry of Agriculture and Land Reclamation (MALR)
U S Agency for International Development (USAID)

The overall goal of the Agricultural Policy Reform Program (APRP) is to develop and help implement policy reform recommendations in support of private enterprise in agriculture and agribusiness

In support of this goal, APRP assists the Government of Egypt to (1) identify remaining policy barriers to private enterprise in agriculture and agribusiness, (2) create a liberal competitive marketing system, (3) encourage competition among all entities involved (4) increase employment and income in the agricultural sector and agricultural-related activities (5) improve efficiency of land and water use in old and new settlement areas and (6) target food subsidies to the poor to improve their food security

As a broad-based reform program, several ministries in the GOE actively participate. They include Ministry of Agriculture and Land Reclamation, Ministry of Trade and Supply, Ministry of Public Enterprises, Ministry of Public Works and Water Resources, and Ministry of International Cooperation

For further information, contact

APRP,
7, Nadi El Said Street
Dokki, Giza, Egypt
Telephone (202) 3358879
(202) 3499279
Fax (202) 3499278
E-mail First initial last name@agpolicy.com
(i.e. Max Goldensohn would be
mgoldensohn@agpolicy.com)

Components

Program Management and Coordination

The Agricultural Policy Reform Program (APRP) is sponsored by the Ministry of Agriculture and Land Reclamation (MALR) and by the United States Agency for International Development (USAID)

The Program Planning Committee (PPC) coordinates the activities of the ministries, and supervises overall implementation of APRP. The PPC is headed by the APRP Project Director who also represents the MALR, the Project's implementing agency. The PPC includes senior representatives from the various ministries participating in the Program.

Day to day program management is provided by the APRP Program Management Unit (PMU) which also coordinates the services of three technical units within APRP: the Reform Design and Implementation (RDI) Unit for which Development Alternatives Inc (DAI) is responsible; the Monitoring, Verification and Evaluation (MVE)

Unit for which Abt Associates Inc has prime responsibility, and the Food Security Research (FSR) Unit, which is managed through a grant to International Food Policy Research Institute (IFPRI), has prime responsibility. The PMU is supported by Datex, Inc.

Policy recommendations in the water sector are the product of five complementary activities. The Environmental Policy and Institutional IQC (EPIQ) technical assistance team and the Water Policy Advisory Unit (WPAU) of the Ministry of Public Works and Water Resources (MPWWR) lead this effort. In addition, the MPWWR Telemetry Program and Nile Forecast Center contribute key technical information in support of policy recommendations. The MPWWR Water Communication Unit (WCU) receives technical assistance from GreenCom to focus on public awareness to promote improved policy and water conservation measures.

The APRP supports policy reform efforts with technical assistance in several areas

Reform Design and Implementation

Provide technical assistance in resource economics, marketing and agribusiness, privatization institutional analysis and public administration

Conduct studies to clarify policy issues and constraints, and to propose possible solutions

- Recommend policies in support of a private sector-led liberalized economy
- Implement public awareness programs, including workshops designed to build a common understanding of liberalization within the MALR and other concerned ministries and institutions
- Sponsor a wide range of training courses to provide the skills needed to support a free market system
- Develop plans for divesting economic and commercial activities to the private sector, as well as promoting private sector economic activity, and investment in agriculture and agribusiness

Monitoring, Verification and Evaluation

- Provide technical assistance to verify the accomplishment of policy reforms, monitor the impact of reforms on the policy environment, and the economy
- Determine the impact of reforms on the economic welfare of agricultural producers and consumers and on economic operations of marketing agents
- Detect problems in policy implementation and offer approaches to policy constraints
- Conduct rapid appraisals and market/farm surveys -- for example, to verify increases in private sector participation in market operations
- Evaluate policy implementation activities developed under APRP

Food Security Research

- Develop a more cost-effective food subsidy system that protects vulnerable households and individuals, and is socially and politically feasible
- Recommend policy options to stimulate rural employment and income generation
- Identify policy options for wheat market liberalization
- Provide extensive data bases on Egyptian household income, consumption, and nutrition, and wheat trading

as

Water Policy Development

- Formulate new strategies and policies to improve water use efficiency on existing irrigated lands
- Assess environmental effects of agricultural drainage reuse
- Provide an inventory of non-conventional water resources (treated municipal and industrial wastewater, and brackish surface and ground water)
- Develop policies on drainage water reuse, and reuse of non-conventional water resources

Water Policy Communication

- Develop the Water Communication Unit and participatory communication program of the MPWWR
- Improve MPWWR field staff communication with water users
- Increase farmer participation in management of irrigation systems
- Increase decision makers' knowledge and understanding of water allocation issues
- Increase awareness and encourage water conservation and pollution prevention, particularly among farmers

تطوير سياسات المياه

- وضع استراتيجيات وسياسات جديدة لتحسين كفاءة استخدام المياه في الأراضي التي تروى بالعمر
- تقدير الآثار البيئية لإعادة استخدام مياه الصرف الزراعي
- اعداد بيان عن مصادر المياه غير التقليدية (مياه الصرف المعالجة من الاستخدام المنزلي والصناعي و المياه السطحية غير العذبة والمياه الجوفية)
- اعداد سياسات حول إعادة استخدام مياه الصرف واعاده استخدام مصادر المياه غير التقليدية

الإعلام الخاص بسياسات المياه

- اسماء وحده الاعلام الماسى وبرامج الإعلام الخاص بوزارة الاسعال العامة والموارد المائية
- انجاد سبل تقوية الصلة بين العاملين الميدانيين بوزارة الاسعال العامة والموارد المائية ومستخدمى المياه
- ريادة مساركة المزارعين فى إدارة نظم الري
- رياده معرفة متحدى القرار بقضايا تخصيص المياه
- سمية الوعي بقضايا المياه وتشجيع المحافظة عليها وممع تلوتها وخاصة من المزارعين

التعرف على المشاكل التي تواجه تنفيذ السياسات
وتقديم المصالح الملائمة لإزالة المعوقات
إجراء دراسات تقييم سريعة ومسح ميداني للسوق
والمرعة وذلك بهدف التحقق من ريادة مشاركة القطاع
الخاص في العمليات التسويقيه
تقييم أثر تنفيذ السياسات التي يعدها برنامج اصلاح
السياسات الزراعيه

بحوث الأمن الغذائي

إعداد نظام دعم غذائي بأقل التكاليف لحماية الأسر
والأفراد محدودى الدخل - بحيث يكون النظام قابلاً
للتطبيق من الناحية الاجتماعية والسياسيه
التوصيه بعدة بدائل لسياسات تسييط العماله وتوليد
الدخل فى القطاع الريفي
تحديد عدة بدائل لسياسة تحرير تسويق القمح
توفير قواعد بيانات مستفيضة حول دخل الأسرة
المصريه واستهلاكها للعداء وكذلك خاره القمح

التوصيه بالسياسات التي تعزز الاخاه نحو اقتصاد حر
يكون الدور الأساسى فيه للقطاع الخاص
تنفيذ برامج توعيه عامه مما فى ذلك ورش العمل
والدوات لإيجاد فهم عام لعملية التحرر الاقتصادى
داخل وزارة الزراعيه واستصلاح الأراضى والوزارات
والمؤسسات الأخرى المعنيه
سفيد وتمويل عدد من الدورات التدريبية لأكساب
المشاركين المهارات اللازمه لتعزير الإخاه نحو نظام
السوق الحر

إعداد الخطط والبرامج لتحلى الحكومه والقطاع العام
عن مراولة الأنشطة الاقتصادية والتجارية ليتولاها
القطاع الخاص ويشجع أنشطة القطاع الخاص
الاقتصاديه واستثماره فى الزراعيه والمنتروعات الزراعيه

المتابعة والتحقق والتقييم

تقديم الدعم الفنى للتحقق من إقرار سياسات الإصلاح
ومتابعة آثار الإصلاحات على مناح السياسات
والاقتصاد القومى
تقدير آثار الإصلاحات على الرفاهية الاقتصادية
لمتحمين الزراعيين والمستهلكين وعلى العمليات
الاقتصاديه للمسوقين

يهدف مشروع إصلاح السياسات الزراعية (APRP) الى إعداد والمساعدة في تنفيذ توصيات إصلاح السياسات دعماً للمشروعات الخاصة بالزراعة والمشروعات الزراعية وتحقيقاً لهذا الهدف يساعد المشروع الحكومة المصرية على

- ١ - تحديد ما تبقى من عقبات لتحرير السوق والمحخصة وزيادة مساهمة القطاع الخاص بالزراعة والمشروعات الزراعية
- ٢ - خلق نظام تسويق تنافسي حر
- ٣ - تشجيع المنافسة بين كل الاطراف المشاركة
- ٤ - زيادة فرص العمل والدخل في القطاع الزراعي والمشروعات الزراعية
- ٥ - تحسين كفاءة استخدام الأراضي والمياه في الأراضي المدمية(الوادي والدلتا) والأراضي الجديدة
- ٦ - توجيه دعم العداة لمحدودي الدخل لرفع مستوى الأمن العدائي لديهم

وبطراً لاتساع نطاق الإصلاحات فإن عدة وارات تتشارك مشاركة فعالة في برنامج اصلاح السياسات وهي وزارة الزراعة واستصلاح الاراضي ووزارة التجارة والسموي ووزارة قطاع الاعمال العام ووزارة الأنتعال العامة والموارد المائية ووزارة المعاون الدولي

لمريد من المعلومات عن المشروع برجاء الإتصال
بالعنوان التالي

برنامج إصلاح السياسات الزراعية
٧ شارع نادی الصيد - الدقى - الخيرة - مصر

الاتصال الليموى ٣٣٥٨٨٧٩ (٢ ٢)

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First initial last name@agpolicy.com

الماكس
البريد الإلكتروني

DATEX, Inc.
Agricultural Policy Reform Project - Program Management
Unit (APRP-PMU)
Short-Term Technical Assistance
November 1996 - December 1997

Contractor DATEX, Inc
Contract # 263-C-00-96-00077-00
Project # 263-0219
Client USAID/Egypt
Dollar Value of Contract \$1,494,553
Obligated Contract Amount \$987,054
Reporting Period November 1, 1996 - December 31, 1997
Submitted by William Polidoro, Senior Project Coordinator, DATEX, Inc

Summary

Short-term technical assistance for the APRP-PMU from project start-up to the end of 1997 consisted of administrative, workshop facilitation, and computer networking assistance

The administrative assistance was provided by Mr Wilmot Averill, a consultant His services consisted of a study and recommendations to APRP-PMU to develop administrative procedures Mr Averill assisted in designing and establishing a unified and coordinated management workplan and reporting system between the APRP, the PPC, and the Task Forces, developing guidelines for a data base and integrated library system, and developing recommended benchmarks for PBDAC warehouses and storage facilities This consultancy resulted in a report summarizing the coordination of workplans and reporting mechanisms, standard guidelines for APRP policy, implementation, and verification scopes of work, and a report of PBDAC benchmarks for future APRP benchmarks His total LOE for the period was 32.5 person-days from January 22 - February 28, 1997

Workshop facilitation during the January 15-17, 1997 APRP workshop in Alexandria was provided by Ms Nadia Haridi The workshop served to orient APRP units and consultants, define APRP internal and external relationships, and establish a shared vision Thirty participants, including the APRP Director, all professional staff from the four units, and USAID representatives attended the workshop Ms Haridi's assistance was covered under a purchase order

Mr James McMeekin assisted with the LAN server maintenance, upgrade and expansion This TDY was to improve the day-to-day functioning of the network, which experienced problems every few days Mr McMeekin's total LOE for the period was 4 person-days from November 17 - 22, 1997

Total Level of Effort November 1, 1996 - December 31, 1997

Wilmot Averill	32 5 days
James McMeekin	4 0
Total LOE	36 5 days