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# AGRI BUSINESS CELL

*Federal Ministry of Food, Agriculture  
& Cooperatives, Government of Pakistan*

## AGRO-INDUSTRY INFORMATION SYSTEM

*Foreword & Acknowledgements*

*Prepared by*

RONCO Consulting Corporation  
*in collaboration with*  
AGRI-BI-CON International (Pvt.) Ltd.  
Analysis of Corporate Sector Constraints in Agriculture (ACSCA) Project

September 1991  
Islamabad, Pakistan

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## FOREWORD

In January 1989, at the request of the Government of Pakistan, the United States Agency for International Development (USAID) entered into a contract with the RONCO Consulting Corporation, which collaborated with AGRI-BI-CON International (Pvt.) Limited, a Pakistani consulting firm, to carry out the Analysis of Corporate Sector Constraints in Agriculture (ACSCA) project. The purpose of ACSCA is to identify constraints, capabilities and opportunities affecting the formation and growth of private sector agribusiness in Pakistan.

The work undertaken initially required considerable time and effort to assemble data and information about the agro-industry sector. By the end of the first six months of the project, it was clear that the development of an agro-industry data base would be an important achievement under ACSCA.

Since agribusiness was not perceived to be a key component of agricultural policy formation in itself, we found very little previous research had been undertaken in Pakistan focused specifically on agribusiness formation and development. This reality forced ACSCA to shift from a secondary research focus to primary field research to understand and document the constraints and opportunities affecting agro-industry development in Pakistan.

Over time, a substantial amount of discreet data and information began to emerge in the project about the status, role and impact of agribusiness on the agricultural economy. Preceding from analyses of food and fiber markets to the production of agricultural commodities, ACSCA consultants gradually began understanding the structure and functions of agro-industry activity within the business environment of Pakistan.

To clearly document and assess the strengths and limitations of agribusiness, the research methodology adopted combined sharply focused empirical evaluations of six agro-industry sectors with a more macro assessment of policy issues and economic conditions affecting business development generally in Pakistan. The results of this research discipline are reflected in the ACSCA **Assessment of the National Agribusiness Environment** report completed in 1990. The data and information presented in this primary ACSCA report was supported by the empirical research findings and conclusions presented in the six ACSCA agro-industry research reports.

The initial presentation and limited dissemination of these ACSCA reports at some 14 seminars convened throughout Pakistan resulted in a sudden and rapidly increasing demand for widely varied technical and business data and information on the agricultural sector, state owned enterprises, agro-industry technologies, food and fiber markets, policy issues and agribusiness investment constraints and opportunities. Our contacts with government officials, donor agencies representatives, economic analysts, private sector organizations, local and foreign business persons mushroomed dramatically.

In our efforts to respond to their inquiries, we encountered two major problems. The first was the fact that while we had indeed assembled a great deal of information in carrying out our research, the knowledge gained was embodied in the minds, offices and files of our researchers. Secondly we found that what appeared to be simple requests for information required us to assemble a highly complex array of discreet data to provide accurate and useful information to our colleagues. In so doing, we were trying to avoid the pitfalls associated with the adage that "a little knowledge is a dangerous thing". Thus we had to systematically organize and implement this information service component of ACSCA.

The results of our efforts are embodied in the ACSCA **Agro-industry Information System** described herein, and the hard copy library we have transferred to the AgriBusiness Cell (ABC) office at the Ministry of Food, Agriculture and Cooperatives. Over two thousand reports, documents, directories and monographs have been painstakingly assembled and codified by agribusiness sector and functional business activity.

The system is not only comprehensive, it works. We have confirmed that by disseminating thousands of copies of the documents we assembled, and by using the system ourselves to prepare individual responses to hundreds of requests for information on specific policy issues, agribusiness operations and commodity sectors.

This information system includes over 30 primary reports prepared under ACSCA. These reports are the foundation on which the system was built. We trust that the ABC and its clients will benefit as much as we have from assembling and using this valuable ACSCA resource.

George L. Metcalfe  
Chief of Party  
RONCO/ACSCA Project

M. Fazil Janjua  
President  
AGRI-BI-CON International (Pvt.) Ltd

## ACKNOWLEDGEMENTS

Agro-industry Information System is one of the most important achievements of the ACSCA project. It represents both a record of project results, and demonstrates the enormous effort and discipline of our RONCO and AGRI-BI-CON technical and support staff to preserve that record for the benefit of and use by our Pakistani and development professional peers.

To Mr. Gordon Kunde, RONCO's Corporate Agribusiness Specialist under ACSCA and Ms. Yasmin Syed, Senior Management Executive, we extend our sincere appreciation for their creativity and leadership in designing and managing the development of the system. To Mr. Asad Khan, Director of Project Development, Mr. R.M.U. Suleman, Senior Economic Advisor, and Dr. Leon Hesser, former Chief of Party of ACSCA, and the many short term RONCO and AGRI-BI-CON consultants who painstakingly sourced, assembled and prepared most of the data and information in the system, we offer our special thanks for making this ACSCA product possible.

The extraordinary effort and discipline of Ms. Alya Khalil, the ACSCA Information System Coordinator, deserves special mention. She provided the day-to-day leadership and management necessary, over the last 10 month period of the project, to accomplish what sometimes appeared to be the impossible task of organizing and codifying the documents in the system. She and her colleagues also simultaneously spent many hours assembling and responding to the hundreds of requests for information received by ACSCA in an effective and timely manner.

Ms. Khalil was very ably assisted by Ms. Ayesha Muzaffar, Financial and Research Assistant, Mr. Suleman Mansoor, Data Base Specialist and Ms. Arifa Hamza Ali, Research Assistant to complete this highly important component of ACSCA. The manuals that explain the system were prepared by individual members of the system development team. Gordon Kunde wrote the Research Guide, Yasmin Syed prepared the Bibliography, Suleman Mansoor and Yasmin Syed wrote the Operations Manual, and Alya Khalil and Yasmin Syed prepared the Directory of Reference sources.

This team also received the dedicated support and assistance of Waqar Mahmood, Kamran Rafi, Riaz Hussain Shah, Sohail Kyani, Mohammad Ashraf and Mohammad Hanif to carry out and complete this task and disseminate system materials to those requesting information from ACSCA.

Our colleagues at USAID and the Ministry of Food, Agriculture and Cooperatives, who encouraged, facilitated and advised us to prepare the system also deserves special recognition. Dr. Patrick Peterson, Dr. Tom Olson and Mr. Ahsan Tayyab helped us recognize the importance of the ACSCA data base and urged us to develop it as comprehensively as possible. Dr. Arnold Radi, Mr. Dennis Weller, Mr. Ahmed Jameel and Dr. Gary Ender provided us with the much needed encouragement, time and support we required in the last months of the project to complete the system and transfer it intact to the ABC.

Dr. Imtizaj Husain, Agricultural Development Commissioner and Chairman of the ABC, Mr. Shahid Najam, former Deputy Secretary International Cooperation and Secretary of the ABC, and Mr. Amer Raza, ABC Coordinator, demonstrated the system would be effectively used by the Government of Pakistan, and, through their expressions of thanks to the ACSCA team for the assistance received, they encouraged us to complete this task as effectively as possible.

Last but not least, we are extremely grateful to the numerous people, companies and institutions that provided the primary and secondary data and information embodied in the system. Over 200 companies, and as many donor and governmental agencies, contributed materials and generously allocated staff time to our colleagues to make the development of this data base possible. We trust that the system we created adequately demonstrates our reciprocity and thanks.

George L. Metcalfe  
Chief of Party  
RONCO/ACSCA Project  
September 1991

M. Fazil Janjua  
President  
AGRI-BI-CON International (Pvt.) Ltd

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## **INTRODUCTION - The emergence of agro-industry as a vital, unique, and separate sector within the economy of Pakistan**

The **Agro-Industry Information System** of the AgriBusiness Cell is a resource for professionals engaged in policy formation, agribusiness analysis and decision making. It is also designed to provide the data and information needed by private sector agro-industry investors and agribusiness companies operating in Pakistan.

The constraints and opportunities affecting agricultural development in Pakistan has gradually increased awareness about the importance of agribusiness and demonstrated that it can no longer be considered to be secondary to industrial sector or separate from farming. As a business activity, it cuts across the traditional domains of agriculture, industry, commerce, and finance. As a key business component of the economy, agribusiness functions as a bridge between farmers and consumers. Therefore, it is vital to the future growth and prosperity of Pakistan that profitable agribusiness formation and investment be fostered to ensure the growth of a dynamic agricultural sector.

Certain basic facts underscore the importance of agribusiness. The increase in cultivable area at the end of the last decade was only 0.3% per year, while population is increasing at a 3% rate. Population density per square kilometer of cropped land has doubled over the past 40 years to over 50 persons per hectare. Increased farm production through the expansion of land under cultivation has reached a plateau. Future agricultural sector growth is now dependent upon improved yields and incomes, which in turn require improved inputs and technologies, pulled by improved markets and prices. It is clear, therefore, that improving economic and social progress in rural areas, increasing agro-based export earnings, and expanding domestic food supplies for the rapidly increasing population, is largely dependent on the growth of a dynamic agro-industry sector comprised of viable agribusiness enterprises.

The establishment of a competitive and entrepreneurial agro-industry sector is now essential to achieve the structural adjustment of the agricultural economy. Events world wide dramatically confirm that the private sector is the essential force required to harness human and material resources to achieve agro-industrial progress. Entrepreneurial risk taking and managerial capability is vital to the achievement of efficient resource transfers in favour of agricultural sector development. But to realize its full potential, agribusiness in Pakistan must be transformed to become more market driven and competitive in terms of product quality, price and responsiveness to meet the needs of local and foreign consumers.

To achieve this transformation, government and the private sector, through pragmatic policy formation and investment, must create an agribusiness environment which stimulates and disciplines the agribusiness sector. The **Agro-Industry Information System** assembled and codified under ACSCA is a major data and information resource to be used to continuously evaluate and facilitate the agro-industry transformation process required.

# AGRIBUSINESS CELL

*Federal Ministry of Food, Agriculture  
& Cooperatives, Government of Pakistan*

## AGRO-INDUSTRY INFORMATION SYSTEM

### *Research Guide*

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## **INTRODUCTION - The emergence of agro-industry as a vital, unique, and separate sector within the economy of Pakistan**

Recent events and the evolution of government agricultural policy has increased the awareness of agribusiness and demonstrated that it can no longer be buried within either the agricultural or the industrial sector. As an activity, it cuts across the traditional domains of agriculture, industry, commerce, and finance. As a key business link within the economy it functions as a bridge between farmers and consumers, the two largest population groups in the country. Therefore, it is vital for the future growth and prosperity of Pakistan that there be a multiplication of profitable and growing agribusinesses within a dynamic agro-industry sector.

Certain basic facts underscore the importance of agribusiness. Increases in farm production through the expansion of land under cultivation has reached a plateau, so that future growth is dependent upon improved yields and incomes, which in turn require improved inputs and technologies, pulled by improved markets and prices. The increase in cultivable area at the end of the last decade was only 0.3% per year, while the population is now increasing at a 3% rate. Population density per square kilometer of cropped land has doubled over the past 40 years to over 50 persons per hectare. Therefore, in the future economic and social progress in rural areas, increases in export earnings, and expanded domestic food supplies for a ballooning population, can only be generated by a dynamic agro-industry composed of viable agribusiness enterprises.

A vital and entrepreneurial agro-industry is also important in order to support and advance the private sector emphasis which is now beginning to characterize the overall direction of Pakistan's economy. Events world wide dramatically confirm that only the private sector can become the dynamo for agro-industrial progress because of its strength in harnessing entrepreneurial risk and managerial capability in the service of resource efficiency. To realize its potential Pakistan's agribusinesses must be transformed and become more market driven and competitive in terms of quality, price, and timely delivery in both the local and foreign markets.

To achieve this transformation government, through its legitimate policy making responsibilities, must define the environment which guides and disciplines the agribusiness sector. The importance of agro-industry is now well recognized in government pronouncements and the burden of government subsidies and non profitable public companies is beginning to be addressed, but many needed policy actions are still as yet over the horizon.

In summary, what is required under the present circumstances are progressive changes from two directions: (1) An improved agribusiness playing field brought about by policies that release the market and the private agribusiness sector; and, (2) A growing number of profitable firms that are reinvesting in improved equipment, technologies, and management.

The Agro-Industry Information System of the AgriBusiness Cell is a resource for professionals engaged in policy formulation, agribusiness analysis and decision making.

## **BACKGROUND The origin of the Agro-Industry Information System**

In January, with the concurrence of the Government of Pakistan, the United States Agency for International Development entered into a contract with the RONCO Consulting Corporation for a project called The Analysis of Corporate Sector Constraints in Agriculture (ACSCA). In the course of this project six major agro-industries were researched and analyzed:

- Fertilizer and Pesticides
- Farm Machinery and Implements
- Seed Production and Distribution
- Edible Oil Manufacturing
- Livestock and Poultry Feed
- Food Processing

Based on these studies a National Agro-Industry Assessment Report was prepared, followed by a National Action Plan for Agro-Industry. The project later set forth several specific steps to be taken in order to support the development of a viable agro-industry sector.

One of the recommendations contained in the Action Plan was the establishment of an Agribusiness Cell (ABC), which would be a unit operating within the Ministry of Food, Agriculture and Cooperatives (MINFA). The primary responsibility of the ABC would be to further address the policy constraints for MINFA, and to act as a mediator between the private agribusiness sector and the Government.

During the course of the research and analysis carried out by the RONCO Corporation a substantial quantity of written materials were collected or prepared. Over 2,000 volumes, reports, and papers were accumulated that were to be passed over to the ABC at the conclusion of the ACSCA project.

However, in order for these written materials to be accessible it was soon recognized by USAID, the GOP, and the project staff that they would need to be organized into an information system that could be maintained, expanded, and accessed. A team of computer, library, and agribusiness professionals thus embarked on the (what eventually became 6 months) task of codifying, computerizing, labeling, and boxing the documents that no make up the ABC Agro-Industry Information System.

## **WHO SHOULD USE THE SYSTEM**

It is designed for the Government and agribusinesses. Whether it is in the formation of government agro-industry policy or in the making of an agribusiness investment decision for the expansion or start up of a new enterprise, there is a need for informed analysis. Considerable evidence exists, that is well known in government, banking and business circles, of the results

of policies, private investments, and development loans made without fact, figures, or informed thinking.

Instead politicians must require of their civil servants, and owners, investors, or bankers must require of their staff informed analysis. Such will not automatically make the policy or business decisions any easier. In fact, the choices often multiply, and what appeared to be a simple matter is exposed, revealing a layer of complexities. And yet, in the end when a decision is made to change a government policy or build a plant the result is more likely to be successful because alternatives have been evaluated and costs accurately forecasted.

Therefore, it is intended that those books, reports, and papers which are of use will find their way on to the desks of government technical staff responsible for recommending actions to their Secretaries and Ministers, and into the briefcases of business CEOs, finance managers, and engineers responsible for investing, building and spending a company's resources.

## COMPOSITION

**The structure and content of the system is focused on agribusiness.** The uniqueness of this information system is in its content, its organization, and its classification structure.

This information network is cross-referenced according to agro-industry topics and business functions, so that titles can be identified through a simple menu driven data base and written materials retrieved in a plainly labeled library. To simplify the coding, all materials are given a numerical code for primary and secondary agro-industry topics and an alphabetic code for business functions.

The 17 primary topics are the major subjects addressed and researched during the ACSCA project and cover approximately 55% of the material in the library. Secondary topics, covering the remaining items, were not as important in the project, but are listed in order to provide classification for future materials.

### Primary Topics

<u>Code</u>	<u>Description</u>
0100	Agribusiness Sector Assessment and Analysis
0200	Agribusiness Sector Planning
0300	Pakistan Agricultural Sector Model
0400	Farm Chemicals Industry
0500	Food Processing Industry
0600	Seed Agro-Industry
0700	Edible Oil Agro-industry

0800	Livestock Feed Agro-Industry
0900	Farm Machinery and Implements Agro-Industry
1000	Oilseed Commodity System
1100	ACSCA Publications/Contractors
1200	Agribusiness Cell (Trade & Invest. Missions)
1300	Development Finance Institutions (AIMS)
1400	State Owned Enterprises and Privatization
1500	Agricultural Research Institutions/Information
1600	Agricultural Surveys, Plans, Reports, Statistics
1700	Agricultural Policies and Regulations

Secondary topics include materials classified by type of commodity (e.g. poultry), or province (e.g. Sind), or organization (e.g. ADB), or activity (e.g. economic planning).

### Functions

<u>Code</u>	<u>Description</u>
IND	Industry Profile
MKT	Market Analysis
PDN	Production Analysis
INV	Investment Analysis
POL	Policy
FIN	Financial Analysis
CPT	Computer Technology & Analysis
TRG	Training
COD	Company Data
REC	Findings, Conclusions, Recommendations
MGM	Management and Organization
PRE	Private Enterprise Development
STA	Statistics
MIS	Miscellaneous
AGC	Agricultural Credit
RRL	Rules, Regulations, & Laws
DIR	Directory/Addresses

Within each function are anywhere from 3 to 8 sub-functions which further break down and classify the available material. These can be expanded further as additional material is added to the system and library.

With these topic and function codes it is, therefore, possible for a researcher to determine and locate written documents within the Agro-Industry Information System by proceeding from two directions to where the references cross. For example, if the financial manager of an oil extraction plant was seeking available data on the feasibility of an investment in a new plant he would inquire using the following codes:

For Primary topic....0700 Edible Oil  
For Function.....INV Investment  
For Sub-function.....RES Feasibility

If a staff of the MINFA was instructed by his superior to prepare a summary and brief for a meeting on policy formulation for the Tractor Industry he would proceed along the lines of the following topics and functions:

For Primary topic....0900 Farm Machinery  
For Function.....POL Policy

Using these two cross referenced codes will selectively locate any document within the system, and identify its access number which can easily be found on the library shelves.

## HOW TO BEGIN

**There are 3 steps to obtaining information.**

1. The researcher defines what information he needs in order to answer the business or policy question before him.
2. He then contacts the ABC with his requirements, so that the ABC Information System Manager can assist in selecting the proper topic and function categories. If he knows the appropriate topic and function he can ask the ABC Information Manager to do a computerized search in the system and communicate the titles located.

(A more time consuming method would be for the researcher to request a complete list of titles and go through it line by line, item by item, marking documents which might be of interest. As the system expands this will become more difficult. The complete listing according to function/sub-function is now almost 60 pages.)

3. Finally, the researcher either comes to the ABC library to examine the in-house copies of those titles which were listed by the search, or if they are not too numerous, asks that they be copied. Usually there will be a fee to cover the cost of making the copies.

AGRO-INDUSTRY INFORMATION SYSTEM

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CALL NO.	TITLE	DATE	DOCUMENT TYPE	SOURCE	ACC NO.
0100/AGC/-	Role Of Agricultural Credit In Promotion Of Self-Employment In Rural Sector		Journal	ADBP	1769
0100/INV/FES	ADBP Analysis Of Financing Opportunities In Agro-Industry Sector	1990	Report	ADBP	2344
0100/INV/PTN	Agribusiness Competitiveness For Venture Capital		Article		2317, 2318
0100/INV/SNT	Sanctioning Procedure For New Projects In Agri-Business	August 02, 1989	Report	USAID	2412
0100/MGM/-	Agribusiness Management Resource Materials Agribusiness (Asian Case Studies) Part II		Book		1206
0100/MIS/-	Agribusiness Competitiveness For Venture Capital	1991	Article		2691
0100/MIS/-	Analyzing An Agribusiness Statement Of Cash Flows	1991	Article		2090, 2312, 2313, 2314, 2315, 2316
0100/MIS/-	Interview with A.R. Kemal (PIDE)	May 14, 1989	Article	USAID	2226, 2227
0100/MIS/-	List Of Studies Done At The Lahore University Of Management Sciences Related To Agribusiness		Article	LUHS	2213, 2214, 2215
0100/MKT/DMA	Agribusiness An International Journal	January 1989	Journal		1789
0100/POL/ANL	Agribusiness Development In Asia And The Near East: Strategic Issues And A Plan For Action		Report	USAID	760, 897
0100/REC/-	ACSCA National Agribusiness Assessment Report 1990		Report	USAID; GOP	2152
0100/REC/-	Agribusiness An International Journal	July 1991	Journal		2326
0100/REC/-	Agro-Industries Development Constraints	April 06, 1990	Article		954, 1087
0200/INV/INC	Package Of Incentives For Agricultural Sector	May 1991	Report	USAID; GOP	2187
0200/INV/PTN	Doing Agribusiness In Pakistan (Investment Procedures Manual)	1991	Report	USAID; GOP	2188
0200/POL/ANL	ACSCA Agribusiness Industry Case Study Report (Draft) 1990	December 1990	Report	USAID; GOP	2189
0200/POL/ANL	ACSCA National Agribusiness Action Plan	November 14, 1990	Report	USAID; GOP	2190
0200/POL/ANL	Country Paper On Policies And Strategies For Agro-Industry		Article	PARC	2191

	ial Development In Pakistan				
0200/POL/ANL	The Agro-Industry Development Policy	August 1991	Report	USAID; GOP	2183
0200/PRE/-	Proposal Agroville Enterprise Development	June 27, 1991	Report	USAID; GOP	2186
0300/CPT/LPH	A Linear Programming Model Developed for The ACSA Project	June 30, 1991	Report	USAID; GOP	2167
0300/CPT/LPH	Estimates Of Selected Coefficients From Pakistan Agricultural Sector Model (PASH)	May 28, 1991	Report		2162
0300/CPT/LPH	Linear Programming Formulations And Graphical Solution, Algebraic Solution		Misc		645
0300/CPT/LPH	Mathematical Programming For Economic Analysis In Agriculture		Report		1766
0300/CPT/LPH	Modelling Agribusiness In Pakistan A Linear Programming Agricultural Sector Model		Seminar	USAID; GOP	648
0300/CPT/LPH	Oilseed Commodity System Simulations		Report	USAID; GOP	2163
0300/CPT/LPH	Preliminary Results Of The PASH (PAKISH) Model Of The Agricultural Sector Of Pakistan	October 1989	Report	USAID; GOP	2162
0300/CPT/LPH	Status Of The PASH Model	April 1991	Report	USAID; GOP	2164
0300/CPT/LPH	Supply Response Of Major Crops In Pakistan: A Simultaneous Equation Approach	1988	Report	USAID; GOP	410, 411
0300/CPT/DTH	The Pakistan Agricultural Research Network (ARN)	December 1990	Report	USAID; MART; WINDROCK; PARC	1239
0300/IND/SP	A Simulation Study Of The Fertilizer Industry In Pakistan	June 30, 1991	Report	USAID; GOP	2166
0300/IND/SP	Livestock In Pakistan's Agricultural Sector Model PASH (PAKISH)	May 28, 1991	Report	USAID; GOP	2165
0400/COD/ANR	Ferozsons Laboratories Ltd Annual Report 1989		Report		1926
0400/COD/ANR	Ferozsons Laboratories Ltd Annual Report 1986		Report		1923
0400/COD/ANR	Exxon Chemicals Pakistan Ltd Annual Report 1989		Report		524
0400/COD/ANR	Sandoz (Pakistan) Ltd Annual Report 1986		Report		505, 1395
0400/COD/ANR	ICI Pakistan Ltd Annual Report 1987		Report		510, 1908
0400/COD/ANR	Sandoz (Pakistan) Ltd Annual Report 1985		Report		533, 1574
0400/COD/ANR	Exxon Chemical Annual Report 1987		Report		1824
0400/COD/ANR	Ferozsons Laboratories Ltd Annual Report 1985		Report		566
0400/COD/ANR	Ferozsons Laboratories Ltd Annual Report 1987		Report		1924
0400/COD/ANR	Ferozsons Laboratories Ltd Annual Report 1988		Report		1925
0400/COD/ANR	Exxon Chemicals Pakistan Ltd		Report		505
0400/COD/ANR	Hoechst Pakistan Ltd Annual Report 1986		Report		512, 1514

0400/COD/ANR	Hoechst Pakistan Ltd Annual Report 1988	Report	1907, 1910
0400/COD/ANR	Sandoz Pakistan Ltd Annual Report 1988	Report	1878, 1899
0400/COD/ANR	Sandoz Pakistan Ltd Annual Report 1987	Report	1896, 1897
0400/COD/ANR	ICI Annual Report 1985	Report	1907, 1908
0400/COD/ANR	Hoechst Pakistan Ltd Annual Report 1989	Report	643, 19 11
0400/COD/ANR	ICI Annual Report 1986	Report	1905, 1906
0400/COD/ANR	ICI Annual Report 1989	Report	1901, 1902
0400/COD/ANR	ICI Annual Report 1988	Report	1903, 1904
0400/COD/ANR	Cyanamid Pakistan Ltd Annual Report 1987	Report	1921
0400/COD/ANR	Cyanamid Pakistan Ltd Annual Report 1986	Report	1920
0400/COD/ANR	Cyanamid Pakistan Ltd Annual Report 1988	Report	1922
0400/COD/ANR	Dawood Hercules Annual Report 1984	Report	1891
0400/COD/ANR	Dawood Hercules Annual Report 1983	Report	1889
0400/COD/ANR	CIBA-Geigy Annual Report 1985	Report	1913, 1916
0400/COD/ANR	CIBA-GEIGY (Pakistan) Ltd Annual Report 1986	Report	516, 19 17
0400/COD/ANR	CIBA-Geigy Annual Report 1987	Report	1914, 1919
0400/COD/ANR	CYANAMID (Pakistan) Ltd Annual Report 1985	Report	569
0400/COD/ANR	CIBA-Geigy Annual Report 1988	Report	1915, 1918
0400/COD/ANR	Exxon Chemical Annual Report 1982	Report	1885
0400/COD/ANR	Engro-Exxon Annual Report 1984	Report	1883
0400/COD/ANR	Exxon Chemical Annual Report 1983	Report	1886
0400/COD/ANR	Exxon Chemical Annual Report 1986	Report	1865
0400/COD/ANR	Exxon Chemical Annual Report 1985	Report	1887
0400/COD/ANR	Dawood Hercules Annual Report 1986	Report	1893
0400/COD/ANR	Dawood Hercules Annual Report 1985	Report	1892
0400/COD/ANR	Dawood Hercules Chemicals Ltd Annual Report 1988	Report	635
0400/COD/ANR	ENGRO (Exxon Chemicals Pakistan Ltd) Annual Report 1988	Report	636, 17

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0400/COD/ANR	Dawood Hercules Chemicals Ltd Annual Report 1987			Report			522, 18 90
0400/COD/COP	Profile Of Fauji Fertilizer Company			Report			644
0400/COD/FDT	Government Sponsored Corporations 1984-85			Tables	GOP		637
0400/COD/FDT	National Fertilizer Corporation Of Pakistan (Pvt) Limited			Report			654
0400/COD/FDT	Fauji Fertilizer Company			Brochure			634
0400/COD/FDT	Fauji Fertilizer Company Ltd Performance Report Dec 1990	February 03, 1991		Report	Fauji Fertilizer Company Ltd-Pakistan		1876
0400/DIR/-	Directory Of Fertilizer Manufacturing, Marketing And Transport Companies And Agencies - II			Article			2109
0400/DIR/-	Directory Of Fertilizer Manufacturing, Marketing And Transport Companies And Agencies - I			Article			2110, 2111
0400/IND/OMA	The Farm Chemicals Agro-Industry Research Report	1990		Report	USAID; GOP		2161
0400/IND/OMA	Fertilizer Industry-Market Research Projects/Reports			Report			2226
0400/IND/OMA	Fertilizer Industry Briefing	October 20, 1987		Report			1618
0400/IND/SP	Phosphatic Fertilizer Industry In Pakistan	March 30, 1989		Report	Industrial Research Service		1254
0400/IND/SP	Review Of Constraints On Agro-Industrial Development Fertilizers And Pesticides	April 1985		Report	ADBP		387, 17 62
0400/IND/SP	Fertilizer Industry In Pakistan			Report	Industrial Research Service		1253
0400/IND/SP	Case Study On Fertilizer Industry Public Sector Dominance In The Fertilizer Industry			Report			627, 63 0, 632, 665
0400/IND/SP	Exxon And Farm Chemical Companies			Report			655
0400/INV/FES	Feasibility Report On 1000 Tons Per Day Diammonium Phosphate (DAP) Complex In Pakistan	1981		Report	Al-Noor Fertilizer Industries		388
0400/INV/PTH	The Planning Of Investment Programs In The Fertilizer Industry			Book	The World Bank		379
0400/MKT/DIS	Fertilizer Procurement & Distribution Inside Afghanistan Experiences And Lessons Learned	April 1990		Report	USAID-Afghanistan		576
0400/MKT/DIS	Intensive Farmers Study Distribution & Use Of Fertilizer In Pakistan	1978		Report	NFC		382
0400/MKT/DIS	Distribution & Use Of Fertilizer In Pakistan A National Survey Study	1976		Report	NFC		359
0400/MKT/DIS	Distribution And Use Of Fertilizer In Pakistan Follow-On Study			Report	USAID		386
0400/MKT/OMA	Fertilizer Marketing In Pakistan Some Lessons Learned From Recent Bangladesh Experience	May 03, 1991		Report	USAID; GOP		2181

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0400/MKT/DHA	Fertilizer Data	1989	Article		2415
0400/MKT/DHA	Agro-Chemicals News In Brief	July 1991	Article	ESCAP; FAO; UNI DO	2225
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0700/STA/-	List Of Oil Manufacturers (Date Of Establishment, Capacity Installed)		Report		220
0700/STA/-	Study On Marketing Margins In Agribusiness		Report	USAID	196
0700/STA/-	Vegetable Products Exempted From Tax 1986-87	1987	Misc	GOP	245

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0700/STA/-	Agricultural Statistics Of Pakistan 1988-89 Data On Edible Oil		Tables	GOP	233
0700/STA/-	Data For Edible Oil		Tables		219
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0800/COD/PRL	Vandhana Brochures		Brochure		293
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0800/PDN/QLC	Lab Results Of Poultry Feed		Report		294
0800/PDN/R&D	Pakistan Poultry Feed Situation		Report	USAID; GOP	277
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0800/PDN/R&D	Fattening Of Ruminants Under Feedlot System In Pakistan	1986	Report		304
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0800/STA/-	Import Duties		Misc	GOP	402
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0800/STA/-	Average Wholesale Prices Of Agricultural And Livestock Products (F.A.Q.) At Karachi During April 1990		Tables		299
0800/STA/-	Animal Feedstuffs & Inputs Import Data 1985-1987		Report	GOP	399
0800/STA/-	Feed Manufacturing Industry Estimated Assets, Costs, Taxes Etc.	1985	Report		306
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0900/STA/-	Pakistan Census Of Agricultural Machinery 1984	1984	Report	GOP	163, 173
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1000/DIR/-	List Of Oil Extraction Plants		Report		242, 243, 244

1000/DIR/-	Equipment & Packing Machinery Addresses		Article		2402
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1000/IND/SP	Review Of Constraints On Agro-Industrial Development Cotton, Oilseeds And Jute	April 1985	Report	ADBP	197
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1300/COD/ANR	LAAD-Our 20th Year 1989 Annual Report		Report		2280
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1300/IND/PP	Identified Agro-Projects ADBP	1989	Report	ADBP	598, 91 5
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1300/IND/PP	ADBP Agro-Project-Profile Production Of Paper Board	February 1984	Report	ADBP	618
1300/IND/PP	ADBP Agro-Project-Profile Abattoir	June 1987	Report	ADBP	682
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1300/MGH/-	Banking In Pakistan		Article	LUHS	2263, 2264
1300/MIS/-	Practice And Law Of Banking In Pakistan		Book		471
1300/MIS/-	Financial Institutions In Pakistan Operational And Procedural Aspects		Book		1208
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1300/POL/AHL	Bank's Use Of International Prices In Project Appraisal And Policy Analysis		Report		2245

1300/POL/LOA	National Development Finance Corporation Application Form For Medium And Long Term Financial Assistance		Report		1829
1300/POL/LOA	Project-Wise Summary Of Project Loans As On 30-06-91		Article	ADBP	2188
1300/POL/LOA	ADBP Agribusiness Loans FY 1980 To FY 1988		Report	ADBP	674
1300/POL/LOA	Guidelines For Procurement Of Machinery And Equipment Under NDFC Foreign Currency Loan	February 1986	Report		1120
1300/REC/-	Pakistani Banks In A State Of Crisis The Deposit Scenario		Article		710, 22 46
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1400/COD/ANR	Public Sector Industries Annual Report 1985-86 Volume II		Book	Ministry of Production	2001
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1400/COD/FDT	Utility Stores Corporation	1987	Report	GOP	528
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1400/COD/FDT	Pakistan Industrial Development Corporation		Brochure		526
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1400/POL/PRI	Privatization And Public Participation In Pakistan	May 1989	Report	IFC	757, 96 7
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1600/AGC/-	Credit Requirements Of Farmers In Pakistan		Report		1245
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4000/IND/PP	Rice Sheller		Report	ADB	606
4000/IND/PP	ADB Agro-Project-Profile Solvent Oil Extraction From Rice Bran	June 1987	Report	ADB	700
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4000/IND/PP	ADB Agro-Project-Profile Milling Of Parboiled Rice	February 1984	Report	ADB	614
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4000/IND/PP	ADB Agro-Project-Profile Milling Of Parboiled Rice	June 1987	Report	ADB	703
4000/MKT/FRT	Rice Export Marketing Study	March 27, 1990	Seminar	USAID; GOP	1765
4000/PDN/R&D	Adoption Of Basmali-368: Implications For Land Conflicts In The Rice-Wheat Cropping System Of Punjab		Report	PARC; CIMMYT	353, 477
4010/IND/DMA	A Brief On The Flour Milling Industry In The Wake Of Deregulation	April 1989	Report	GOP	2120
4010/IND/SP	The Wheat Marketing Activity In Pakistan		Report	PIDE	370
4010/IND/SP	The Wheat Economy Of Pakistan: Settings And Prospects	1987	Report	USAID	345, 346, 409

4010/MKT/CPC	The Wheat Trade In Pakistan		Article	LUHS	2201
4010/MKT/DIS	The Demand For Public Storage Of Wheat In Pakistan	December 1989	Report		1757
4010/MKT/DIS	The Demand For Public Storage Of Wheat In Pakistan IFPRI Abstract		Report		1148, 2119
4010/MKT/DIS	Development Activities In The Postharvest Wheat Sector Of Pakistan	April 1990	Report		1756
4010/MKT/FRT	Financial Aspects Of International Grain Merchandising	May 1989	Seminar	U.S. Feed Grains Council	1608, 1800
4010/MKT/SP	Reference Manual Grain Grading, Handling, Storing And Marketing Of Cereal Grains		Book		404
4010/PDN/QLC	U.S. Feed Grains Council News	April 1991	Brochure		2065
4010/PDN/QLC	Seminar On Flour Milling Industry	1989	Seminar		350
4010/PDN/R&D	Wheat Research And Development In Pakistan		Book	PARC; CIMMYT	349, 436
4010/PDN/R&D	Wheat Varietal Diffusion In The Irrigated Punjab: Results From 1988-89	1989	Report	PARC; CIMMYT	488
4010/PDN/R&D	Irrigated Wheat In North West Frontier Province: A Synthesis Of On-Farm Research Results 1983-86	1990	Report	PARC; CIMMYT	355
4010/PDN/R&D	Wheat In The Rice-Wheat Cropping System Of The Punjab: A Synthesis Of On-Farm Research Results	1989	Report	PARC; CIMMYT	127, 351, 352, 484, 485
4010/PDN/TEC	Wheat Technologies And The Impact Of AKRSP Wheat Development In The Double Cropping Zone Of Gilgit, 1988-89	1990	Report	PARC; CIMMYT	487
4010/PDN/TEC	The KSU Shortflow Flour Milling Unit		Report		2287
4010/POL/ANL	Policy Briefing Paper On Wheat	August 1987	Report	GOP	651, 922
4010/REC/-	Management Of Rice Stem Borers And The Feasibility Of Adopting No-Tillage In Wheat		Book	HARC; PARC-Islamabad	1776
4010/STA/-	Wheat Situation And Outlook Report For Pakistan	May 1991	Report	GOP	1329, 2396
4020/MKT/OHA	Contributions And Inter Linkages Of The Food And Fibre System In Pakistan's Economy	July 1989	Report	USAID; GOP	420, 1859
4020/REC/-	The Farming Systems Approach To Research		Brochure		1291
4020/REC/-	Farming Systems Research And HARC Master Plan Implementation	November 1990	Report	USAID	456
4020/REC/-	Contract Farming And Outgrower Schemes In East And Southern Africa		Report		1764
4030/COD/ANR	The American Business Council Of Pakistan		Report		1169
4030/INV/FIV	Symposium On Promotion Of Foreign Investment In Pakistan - May 21st & 22nd 1987		Correspondence	USAID; GOP	2223, 2343
4030/INV/FIV	Promoting Multinational Investment In Pakistan Agribusiness	August 05, 1990	Report	USAID; GOP	2176

4030/INV/FIV	The Promotion Of Foreign Investment In Pakistan Background Paper	May 22, 1989	Report		1269, 1270, 1271, 1272
4030/INV/FIV	Symposium On The Promotion Of Foreign Investment In Pakistan	May 22, 1989	Report	GOP	1104
4030/INV/FIV	Foreign Liabilities & Assets And Foreign Investment In Pakistan 1987	1987	Tables	GOP	950, 951, 952, 953, 1109
4030/INV/FIV	Foreign Investment: Working Toward A New Climate	1988	Article		745, 772
4030/INV/FIV	Investment & Marketing		Article		1227
4030/INV/FIV	Foreign Private Investment In Pakistan		Article		1290, 1291, 1292, 1293, 1294
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4030/INV/INC	Guide To Investors Series-How To Invest In Pakistan A Procedural Guide	March 1990	Article		2229
4030/INV/PTN	PSD Trade And Investment Concept/Discussion Paper	February 08, 1990	Report		900
4030/INV/PTN	Visit Of Pakistan Delegation To The Dutch National Fair January 29 To February 2, 1991		Report	MINFAC	2310, 2311
4030/INV/PTN	Investment Climate And Potential Areas For Foreign Collaboration	October 1986	Report	GOP	2327
4030/INV/PTN	Marketing A Country: Promotion As A Tool For Attracting Foreign Investment	1990	Report	IFC	758, 790, 1135
4030/INV/RSK	Measurement Of The Investment Climate For International Business 1983-1987	September 08, 1989	Report	USAID	988, 989, 990, 991, 992, 993, 2345
4030/INV/RSK	Measurement Of The Investment Climate For International Business	September 06, 1988	Report	USAID	1007, 1008, 1009, 1010, 1011, 1012
4030/INV/SHT	Project Application		Misc		2222
4040/PDN/R&D	Inter-Regional Farm Efficiency In Pakistan's Punjab A Frontier Production Function Study		Article		649
4040/STA/-	Farm Accounts, Family Budgets Of Rural Families And Cost Of Production Of Major Crops In Punjab: 1986-87	October 1988	Report		1325
4060/STA/-	Agricultural Statistics Of North-West Frontier Province For 1987-88		Book		1327

4070/IND/PP	Feed Resources Development Project Of Baluchistan	April 1990	Report; Diskette Media	FAO	448
4070/IND/SP	Fish Industry Of Baluchistan		Report		455
4070/INV/PTN	Private Sector Investment Climate Assessment Of Baluchistan	July 07, 1990	Report	USAID	437, 433
4070/INV/PTN	Industrial Development Opportunities For Baluchistan	July 1988	Report	Pakistan Banking Council	434
4070/REC/-	Socio Economic Survey Of The Makran Division Of Baluchistan		Report	USAID	435, 1100
4070/REC/-	Agriculture And Society In Makran	March 1989	Report	USAID	433
4070/STA/-	Report On Fruit Trees Census	1986	Report	USAID	132
4080/IND/PP	Program Assistance Review Document Agriculture Sector Support Program	January 15, 1987	Report	USAID	720
4080/MGM/-	Islamic Republic Of Pakistan-Micro Enterprise Project (Loan And Project Summary)		Report		2321
4080/HKT/PP	Agricultural Extension In Punjab		Brochure		1877
4080/POL/ASC	Program In Support Of Agriculture And Rural Development		Report	USAID	429, 429, 430, 431, 933, 934, 725, 1123, 2022
4080/RRL/-	First Amending Agreement To Program Grant Agreement Between The President Of The Islamic Republic Of Pakistan And The United States Of America For Agricultural Sector Support Program	August 30, 1990	Article		2421
4090/COD/COP	Management And Financial Applications (Private) Limited Capability Profile		Report		2417
4090/COD/COP	Financial And Management Services (FMS)	1990	Report		2330
4090/COD/COP	DYCON Enterprises		Report		2321
4090/COD/PRL	Investors' Service		Book		1825
4090/COD/PRL	Travers Morgan Consulting Group		Brochure		2322
4090/COD/PRL	Travers Morgan Consulting Group-Rural Economics And Regional Development		Brochure		2375
4090/COD/PRL	Cattle Ranching And Dairy Farming In Pakistan		Brochure		1326
4090/COD/PRL	Cotton Textile Industry In Pakistan		Brochure		1827
4090/COD/PRL	Huque Associates (Agro-Consultants)		Brochure		2323
4090/DIR/-	Pakistan Institute Of Development Economics-Price List Of Available Publications	April 1989	Article		1755
4090/DIR/-	Number Of Agricultural Business Firms In Pakistan		Tables		916
4090/DIR/-	Publications-Government Of Pakistan	February 12,	Article		1753

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4090/DIR/-	Publications On Agribusiness	February 28, 1989	Article		1752
4090/DIR/-	List And Addresses Of Private Sector Agri-Business Establishments In Pakistan	June 20, 1990	Tables	PARC	539
4090/DIR/-	Addendum To List And Addresses Of Private Sector Agri-business Establishments In Pakistan	March 30, 1989	Report		914
4090/DIR/-	List Of Agribusiness Publications		Article		1754
4090/DIR/-	List And Addresses Of Private Sector Companies And Establishments In Pakistan	December 1987	Report	USAID; PARC	549, 737
4090/IND/PP	Proposed Financial Restructuring Of Zulshan Engineering Works Limited An Analysis		Report		2333
4090/MGH/-	Characteristics Required For Success In Management Of Agribusiness Firms: An International Perspective		Article		730
4090/MIS/-	Agribusiness An International Journal	March 1990	Journal		731
4090/MIS/-	Agri-Business Projects Course Applied Methods Of Agricultural Projects Evaluation	September 1985	Report	Investment Projects Center (CPI)	1226
5000/MIS/-	Speeches And Statements Volume 1 Mhltarma Benazir Bhutto Prime Minister of Pakistan	1989	Book	GOP	2343
5000/RRL/-	The Companies Ordinance, 1984	1984	Book	GOP	906
5000/RRL/-	The Income Tax Rules, 1982	1982	Book		907
5000/RRL/-	Wealth Tax Manual	1986	Book	GOP	908
5000/RRL/-	Complete Set Of Labour Laws Twelfth Edition Amended Upto June 15, 1988		Book		2073
5000/RRL/-	Harmonized Customs Tariff & Trade Controls Rates & Exemptions Eleventh Edition 1989-90		Book		2071
5000/RRL/-	Law Of Industrial Relations (Commentary On The Industrial Relations Ordinance 1986)		Book		2072
5000/STA/-	Catalogue Of Publications Nineteenth Issue	January 1987	Book	GOP	1865
5010/MIS/-	A.I.D. Policy Paper Financial Markets Development	August 1988	Report	USAID	1161, 1249
5010/MIS/-	Development Finance Institutions A Discussion Of Donor Experiences	July 1990	Report	A.I.D.-Washington	2416
5010/MIS/-	Joint Communique Economic/Commercial Sub-Commission Of The Pakistan-U.S. Joint Commission January 23-24, 1990 Islamabad	January 24, 1990	Report	USAID; GOP	593
5010/MIS/-	Office Of The United States Trade Representative		Report	USAID	804
5010/MIS/-	Trade And Development Program		Report	USAID	803
5010/POL/AHL	Trade And Investment Promotion-Is A.I.D. Pursuing The Right Strategies ?	April 1990	Article	USAID	725, 761
5010/POL/AHL	USAID-GOP Annual Economic Policy Review	April 02, 1989	Report	USAID	1183

5010/POL/ASC	Agricultural Policy analysis And Planning: A Summary Of Two Recent Analysis Of A.I.D.-Supported Projects Worldwide	August 1988	Report	USAID	1131, 1238
5010/POL/ASC	Assistance To Support Agricultural Export Development	September 13, 1986	Report	USAID	801, 89 8, 1156
5010/POL/PRI	Implementing A.I.D. Privatization Objectives	June 16, 1986	Report	USAID	774, 79 6, 1281 , 1282, 1283, 1284, 1285, 1286, 1287, 1288, 1289
5010/PRE/-	A.I.D. Policy Paper Private Enterprise Development	March 1985	Report	USAID	776, 79 4, 795, 1155, 1250, 1251, 1252
5010/PRE/-	Correspondence		Correspondence	USAID	762
5010/REC/-	Foreign Economic Trends And Their Implications For The United States	December 1988	Book		1788
5010/REC/-	Trade And Investment Concepts With The Democratic Pluralism Of Framework	February 08, 1990	Report	USAID	802
5010/RRL/-	Commodity Credit Corporation Regulations		Report		1612
5010/RRL/-	Invest In Your Future-Useful Facts About The Pakistan-U.S. Import Program For Agricultural And Energy Equipment, Machinery & Commodities		Brochure	USAID; GOP	1622
5020/AGC/-	Report And Recommendation Of The President Of The International Bank For Reconstruction And Development To The Executive Director On A Proposed Agricultural Sector Adjustment Loan In An Amount Equivalent To US \$200 Million To The Islamic Republic Of Pakistan	July 08, 1988	Report		2281
5020/COD/ANR	International Finance Corporation Annual Report 1989	1989	Report	IFC	1105
5020/COD/ANR	The World Bank Annual Report 1989	1989	Report	The World Bank	808
5020/COD/PRL	The World Bank		Brochure	The World Bank	2237
5020/COD/PRL	United Nations Publications-New Publications March 1991		Brochure	UN	2259
5020/COD/PRL	United Nations Publications-New Publications April 1991	April 1991	Brochure	UN	2260
5020/COD/PRL	What IFC Does		Brochure	The World Bank	2236
5020/DIR/-	Publications Catalogue 1990-1991		Book	UN	1105
5020/DIR/-	United Nations Publications		Brochure	UN	2035
5020/DIR/-	World Bank Listings		Tables	The World Bank	1751, 2319

5020/IND/PP	Appraisal Of The Small-Scale Industry Project In Pakistan	1988	Report	ADB	556
5020/INV/FES	Manual For The Preparation Of Industrial Feasibility Studies		Report	UNIDO	1236
5020/INV/FIV	IFC To Invest In Pakistan Auto Industry	January 31, 1990	Article	IFC	849
5020/INV/IHC	Investment Incentives For Industry Some Guidelines For Developing Countries		Report	The World Bank	759, 779, 828, 1176
5020/MIS/-	Food Outlook	February 1989	Article	FAO; UN	1217
5020/MIS/-	IFC Offers New Technology Service	December 1989	Article	IFC	843
5020/MIS/-	Index Of Publications	January 1990	Book	The World Bank	2327
5020/MIS/-	The Bank's World	May 1990	Journal	The World Bank	718
5020/MIS/-	The Development Contribution Of IFC Operations		Report	IFC	765
5020/MIS/-	World Bank News	April 05, 1990	Report	The World Bank-USA	1784
5020/MKT/CPC	Price Prospects For Major Primary Commodities	July 1982	Book		1334
5020/MKT/CPC	Transnational Corporations And Primary Commodity Exports From Asia And The Pacific		Book	UN	1214
5020/POL/ASC	Bank Policy On The Financing Of Primary Commodities	December 28, 1988	Report	The World Bank	2279
5020/POL/ASC	FY 88 Annual Sector Review Agriculture	October 1988	Report	The World Bank; IBRD	855, 856, 857
5020/POL/ASC	Needed A New Agricultural Strategy (The Bank's World)		Article	The World Bank	711
5020/POL/LOA	ADB Approves Technical Assistance To Pakistan For Restructuring The Investment Promotion Bureau	January 30, 1990	Article	ADB	957
5020/POL/LOA	Appraisal Of The Second Loan To The Agricultural Development Bank Of Pakistan	November 1986	Report	ADB	493
5020/POL/LOA	Report And Recommendation Of The President Of The IBRD To The Executive Directors On Proposed Agricultural Sector Adjustment Loans To Pakistan	July 08, 1988	Report	The World Bank	1114
5020/POL/LOA	Proposed Pakistan Transport Sector Adjustment/Railway Assistance Loan	October 26, 1987	Report	The World Bank	675
5020/POL/LCA	Report And Recommendation Of The President To The Board Of Directors On A Proposed Loan And Technical Assistance To The Islamic Republic Of Pakistan For The Small-Scale Industry Project	August 26, 1988	Report	ADB	1115
5020/POL/LOA	FY 83 Annual Sector Review Agriculture	October 1988	Report	The World Bank	712
5020/POL/PRI	Techniques Of Privatization Of State-Owned Enterprises		Report	The World Bank	756
5020/POL/PRI	IFC Investment Review Privatization In Developing Countries	February 1990	Brochure	The World Bank	751
5020/PRE/-	The International Finance Corporation Partner To The Private Sector In Development	May 1988	Report	IFC	759, 841, 845

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5020/PRE/-	Venture Capital For Micro Enterprise Development		Report	USAID; IBRD	721
5020/PRE/-	Venture Capital For Micro Enterprise Development The VCNT Model		Report	USAID	1152
5020/PRE/-	Redefining Privatization	April 1988	Article	IFC	742
5020/PRE/-	Developing The Private Sector A Challenge For The World Bank Group		Report	The World Bank	754, 767, 791, 809, 870, 871, 872, 1129, 1159
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5020/PRE/-	Promoting Private Enterprise In Developing Countries	1990	Book	OECD	717, 1317
5020/REC/	Pakistan And The World Bank Partners In Progress		Report	The World Bank	1113, 1215, 1327
5020/STA/-	Standard International Trade Classification Revision-3		Book	UN	546
5020/STA/-	Statistical Yearbook For Asia And Pacific		Book	UN	500
5020/STA/-	Trends In Private Investment In Thirty Developing Countries		Report	IFC	770, 896, 875, 876, 877, 878, 1127, 1304, 1305, 1306, 1307
5020/STA/-	FAO Year Book Production 1988	1988	Book	UN	1777
5020/STA/-	International Trade Statistics Yearbook	1989	Book	UN	501
5020/STA/	Monthly Bulletin Of Statistics	December 1989	Report		1768
5030/COD/FAB	The Transkei Development Corporation Umata, Republic Of Transkei, Southern Africa	April 07, 1990	Brochure		2331
5030/COD/FAB	Project Hibernia The Welsh Development Agency	July 26, 1989	Report		150E
5030/COD/FAB	VIRA Vermont Industrial Development Authority	November 10, 1985	Report		1527
5030/COD/FAB	WDA Report And Accounts 1987-1988	1988	Report		1505
5030/COD/FAB	W.D.A. Textline	1989	Report		1507

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5030/COD/FAB	Jebel Ali Port Corporation Decade Of Development	January 02, 1990	Article		2351
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5030/COD/FAB	Organizational Structure, Mission, And Functions Of The Department Of Development		Report		1518
5030/COD/FAB	New Jersey Department of Commerce, Energy & Economic Development		Report		1457
5030/CPI/DTM	CHAC A Programming Model For Mexican Agriculture		Misc		646
5030/DIR/FAB	Resource Directory For Small Business		Brochure		1384
5030/DIR/FAB	SBA Directory Of Business Development Publications	August 31, 1988	Article		1475
5030/DIR/FAB	Operating A Home-Based Business In Washington State		Report		1349
5030/DIR/FAB	New Jersey County Clerk's Offices		Article		1457
5030/DIR/FAB	New Jersey Industrial Business Office Parks Directory		Book	Department of Commerce, Energy and Economic Development-New Jersey USA	1453
5030/DIR/FAB	Selling To The Government In Washington State	February 1987	Report		1351
5030/DIR/FAB	U.S. Small Business Administration New Jersey Score Chapters Free Counseling For Small Business		Article	New Jersey Department of Commerce, Energy and Economic Development-USA	1463
5030/DIR/FAB	Wisconsin Financing Alternatives	February 1989	Book		1517
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5030/DIR/FAB	Services Directory California Department Of Commerce	March 1988	Brochure		1534
5030/DIR/FAB	Starting A Business ? Here's Help		Article		1519
5030/DIR/FAB	National Directories For Use In Marketing	November 1981	Article		1601
5030/DIR/FAB	Business Help Directory State Of Wisconsin		Brochure		1513
5030/DIR/FAB	Directory Of Local Sources Of Export Trade Assistance In Washington State	September 1987	Book		1357
5030/DIR/FAB	Business Development Network Directory		Book		1439
5030/DIR/FAB	A Profile Of Whitman County		Article		1345
5030/DIR/FAB	Arizona 1987-88 Directory Of High Technology Companies	April 1987	Misc		1543
5030/DIR/FAB	Discover The Excellence CCBPC		Brochure		1653
5030/DIR/FAB	Increase Sales California Companies Can Receive Up To 2,00		Brochure		1535

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5030/DIR/FAB	Introduction To Exporting Guidelines For Entrepreneurs			Book	1355
5030/DIR/FAB	How Can We Help You?			Brochure	1433
5030/DIR/FAB	Establishing A Business In Connecticut	1988		Brochure	1533
5030/DIR/FAB	HHH Home Business Network	July 1987		Brochure	1350
5030/FIN/FAB	New Jersey Facts & Facets Of The Economy Of New Jersey Tax Facts			Article	1441
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5030/FIN/FAB	New Jersey Facts & Facets Tax Abatement For Business	September 1983		Article	1447
5030/FIN/FAB	Taxes In South Carolina	December 1988		Brochure	1377
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5030/FIN/FAB	Alabama Competitive Taxes Cut Out For Business	1985		Brochure	1487
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5030/FIN/FAB	Business Climate Statement			Report	1521
5030/FIN/FAB	Nebraska Breaking New Ground Personal And Corporate Income Tax Incentives			Brochure	1496
5030/FIN/FAB	Delaware Tax Incentives			Brochure	1577
5030/IND/FAB	Food Processing Center			Brochure	1493
5030/IND/FRI	Costa Rica Issues And Policy Options For Non-Traditional Exports	May 1987		Report	The World Bank 214, 11 72, 123 4
5030/INV/FAB	Doing Business In Indonesia			Book	2044
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5030/INV/FAB	Creating The Future: Opportunity, Innovation And Growth In The Massachusetts Economy			Report	1405
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5030/INV/FAB	Executive Planning Summary The Missouri Advantage			Book	1650
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5030/INV/FAB	Family Farm Debt Stabilization Program			Brochure	1532

5030/INV/FAB	Economic Development Programs South Dakota Programs Available To Assist Business And Communities Help Themselves		Report	1390
5030/INV/FAB	Economics Of The Missouri Advantage		Brochure	1649
5030/INV/FAB	Entrepreneurial Opportunities In West Virginia	April 1988	Report	1364
5030/INV/FAB	Colorado		Brochure	1532
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5030/INV/FAB	Business Financing Programs		Book	1499
5030/INV/FAB	South Dakota		Report	1396
5030/INV/FAB	State Of Washington Office Of Minority And Women's Business Enterprises Application For Certification	June 1984	Correspondence	1352
5030/INV/FAB	Starting A Small Business In Pennsylvania		Brochure	1386
5030/INV/FAB	In South Dakota We Are REDI The Revolving Economic Development & Initiative Fund		Brochure	1394
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5030/INV/FAB	Vermont Financing Programs		Brochure	1544
5030/INV/FAB	South Carolina		Report	1393
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5030/INV/FAB	Finally, There's Something That Major Corporations Agree On. New Jersey		Brochure	State of New Jersey-USA	1606
5030/INV/FAB	How To Prepare A Business Plan Guidelines For Entrepreneurs		Report		1346
5030/INV/FAB	Financial Programs Available To New Jersey Businesses		Book		1439
5030/INV/FAB	Indiana/We'll Help You Make It		Report		1480
5030/INV/FAB	In Delaware Your Business Has All The Right Connections		Brochure	State of Delaware-USA	1577
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5030/INV/FAB	Profile Ohio Financial Assistance For New And Expanding Business	November 1988	Brochure	State of Ohio-USA	1663
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5030/INV/FAB	New Jersey And You Perfect Together (Until Now, This Was The Chase People Went On To Get Licensing And Certification For Their New Business)		Article		1455
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5040/REC/-	The Pakistan Development Review	December 1985	Journal	PIDE	1153
5040/REC/-	Inflation & Growth: An Analysis Of Recent Trends In Pakistan		Report	PIDE	451

5040/REC/-	Framework For Rapid And Effective Industrialization Of Pakistan	December 06, 1990	Article		542
5040/REC/-	The Pakistan Development Review	December 1987	Journal	PIDE	1152
5040/REC/-	The Econogram	December 1988	Journal	USAID; GOP	1670, 2304
5040/REC/-	The Pakistan Development Review	December 1986	Journal	PIDE	1153
5040/REC/-	The Econogram	October 1988	Journal	USAID; GOP	1817, 2307
5040/REC/-	The Econogram	October 1986	Journal	USAID; GOP	1635
5040/REC/-	The Econogram	June 1987	Journal	USAID; GOP	1681, 1823, 2305
5040/REC/-	The Econogram	June 1988	Journal	USAID; GOP	1673, 1674, 2277
5040/REC/-	The Econogram	February 1990	Journal	USAID; GOP	1666
5040/REC/-	The Econogram	February 1989	Journal	USAID; GOP	1668, 1669, 1824, 2302, 2303
5040/REC/-	The Pakistan Development Review	July 1985	Journal	PIDE	1170
5040/REC/-	The Econogram	February 1987	Journal	USAID; GOP	1688
5040/REC/-	The Econogram	February 1988	Journal	USAID; GOP	2078
5040/REC/-	Pakistan, Afghanistan Country Report Analysis Of Economic And Political Trends	1987	Report		802, 811, 994, 1002, 1003, 1004, 1005, 1006, 1120, 1261, 1262, 1263, 1264
5040/REC/-	Pakistan Economic And Social Development Prospects	February 18, 1986	Report	The World Bank	586
5040/REC/-	Agriculture Targets And Yields	July 23, 1990	Journal		1794
5040/REC/	A Brief Perspective On The Pakistan National Economy	January 18, 1990	Report	USAID	637
5040/REC/-	Distortions In Pakistan Economy		Book	Shiraz, Y.H.	561
5040/REC/-	Development Of Updating Procedures For And Analysis Of Pakistan Interindustry Relationships		Report	USAID; GOP	1124
5040/REC/-	The Econogram	December 1987	Journal	USAID; GOP	1677, 2297

5040/REC/-	The Econogram	August 1988	Journal	USAID; GOP	1671, 1672, 2373
5040/REC/-	The Econogram	December 1986	Journal	USAID; GOP	1624, 2308
5040/REC/-	The Econogram	December 1989	Journal	USAID; GOP	1667
5040/REC/-	The Econogram	April 1987	Journal	USAID; GOP	1682, 2296
5040/REC/-	Pakistan, Afghanistan Country Report Analysis Of Economic And Political Trends	1990	Report		702, 96 1, 962, 963, 96 4, 965, 1121
5040/REC/-	The Econogram	August 1987	Journal	USAID; GOP	1679, 1680, 1815, 1818, 2301
5040/REC/-	The Econogram	April 1988	Journal	USAID; GOP	1675, 1676, 1816, 2306
5040/RRL/-	The Gazette Of Pakistan Imports And Exports (Control) Act		Misc	GOP	2220
5040/RRL/-	Memorandum On The Finance Act 1990 and The Trade Policy 1990		Report		1130, 1131, 1132, 1133, 1134, 1135, 1136
5040/RRL/-	List Of Specified Industries	November 19, 1987	Report	GOP	2244
5040/STA/-	Monthly Statistical Bulletin December, 1988	December 1988	Book	GOP	1092
5040/STA/-	Monthly Statistical Bulletin December, 1990	December 1990	Book	GOP	1057
5040/STA/-	Monthly Statistical Bulletin August, 1989	August 1989	Book	GOP	1061, 1075
5040/STA/-	Monthly Statistical Bulletin December, 1989	December 1989	Book	GOP	1080
5040/STA/-	Monthly Statistical Bulletin February, 1989	February 1989	Book	GOP	1052, 1077
5040/STA/-	Monthly Statistical Bulletin February, 1991	February 1991	Book	GOP	1056
5040/STA/-	Monthly Statistical Bulletin February, 1990	February 1990	Book	GOP	1067
5040/STA/-	Monthly Statistical Bulletin February, 1987	February 1987	Book	GOP	1037
5040/STA/-	Monthly Statistical Bulletin February, 1988	February 1988	Book	GOP	1087
5040/STA/-	Monthly Statistical Bulletin April 1991		Book	GOP	1997
5040/STA/-	Monthly Statistical Bulletin April, 1987	April 1987	Book	GOP	1037

5040/STA/-	Labour Force Survey 1986-87		Book	GOP	2078
5040/STA/-	Monthly Economic Statistics Jul-Sep 1989 Quarter		Report	GOP; Finance Division	1782
5040/STA/-	Monthly Statistical Bulletin April, 1988	April 1988	Book	GOP	1085
5040/STA/-	Monthly Statistical Bulletin August, 1987	August 1987	Book	GOP	1047
5040/STA/-	Monthly Statistical Bulletin August, 1988	August 1988	Book	GOP	1090
5040/STA/-	Monthly Statistical Bulletin April, 1989	April 1989	Book	GOP	1050, 1070
5040/STA/-	Monthly Statistical Bulletin April, 1990	April 1990	Book	GOP	1065
5040/STA/-	Monthly Statistical Bulletin January, 1987	January 1987	Book	GOP	1040
5040/STA/-	Monthly Statistical Bulletin June, 1990	June 1990	Book	GOP	1063
5040/STA/-	Monthly Statistical Bulletin March 1991		Book	GOP	1991
5040/STA/-	Monthly Statistical Bulletin June, 1988	June 1988	Book	GOP	1083
5040/STA/-	Monthly Statistical Bulletin June, 1989	June 1989	Book	GOP	1048, 1077
5040/STA/-	Monthly Statistical Bulletin March, 1987	March 1987	Book	GOP	1038
5040/STA/-	Monthly Statistical Bulletin March, 1990	March 1990	Book	GOP	1066
5040/STA/-	Monthly Statistical Bulletin May 1991		Book	GOP	1993
5040/STA/-	Monthly Statistical Bulletin March, 1988	March 1988	Book	GOP	1086
5040/STA/-	Monthly Statistical Bulletin March, 1989	March 1989	Book	GOP	1051, 1071
5040/STA/-	Monthly Statistical Bulletin January, 1990	January 1990	Book	GOP	1068
5040/STA/-	Monthly Statistical Bulletin January, 1991	January 1991	Book	GOP	1078
5040/STA/-	Monthly Statistical Bulletin January, 1988	January 1988	Book	GOP	1088
5040/STA/-	Monthly Statistical Bulletin January, 1989	January 1989	Book	GOP	1053, 1073
5040/STA/-	Monthly Statistical Bulletin July, 1987	July 1987	Book	GOP	1046
5040/STA/-	Monthly Statistical Bulletin July, 1990	July 1990	Book	GOP	1062
5040/STA/-	Monthly Statistical Bulletin June, 1987	June 1987	Book	GOP	1042
5040/STA/-	Monthly Statistical Bulletin July, 1988	July 1988	Book	GOP	1071
5040/STA/-	Monthly Statistical Bulletin July, 1989	July 1989	Book	GOP	1041, 1076
5040/STA/-	Income Statistics Of Pakistan		Tables	GOP	1766
5040/STA/-	Foreign Trade December, 1989	December 1989	Book	GOP	1024
5040/STA/-	Foreign Trade December, 1990	December 1990	Book	GOP	1026
5040/STA/-	Foreign Trade August, 1989	August 1989	Book	GOP	1020

5040/STA/-	Foreign Trade August, 1990	August 1990	Book	GOP	1030
5040/STA/-	Foreign Trade February, 1989	February 1989	Book	GOP	1015
5040/STA/-	Foreign Trade January, 1990	January 1990	Book	GOP	1036
5040/STA/-	Foreign Trade January, 1991	January 1991	Book	GOP	1025
5040/STA/-	Foreign Trade February, 1990	February 1990	Book	GOP	1035
5040/STA/-	Foreign Trade January, 1989	January 1989	Book	GOP	1014
5040/STA/-	Economic Survey 1985-86		Book		1849
5040/STA/-	Economic Survey 1989-90		Book	GOP; Ministry of Finance	1054, 1055, 2253
5040/STA/-	Census Of Manufacturing Industries 1984-85		Book	GOP	2036
5040/STA/-	Economic Indicators Of Pakistan	October 1986	Report	GOP	2029
5040/STA/-	Economic Survey 1990-91		Book	GOP; Finance Division	2255
5040/STA/-	Foreign Trade April, 1989	April 1989	Book	GOP	1017
5040/STA/-	Foreign Trade April, 1990	April 1990	Book	GOP	1033
5040/STA/-	Foreign Trade	February 1991	Book	GOP	2019
5040/STA/-	Foreign Trade	March 1991	Book		2020
5040/STA/-	Foreign Trade July, 1989	July 1989	Book	GOP	1019
5040/STA/-	Foreign Trade September, 1989	September 1989	Book	GOP	1021
5040/STA/-	Foreign Trade September, 1990	September 1990	Book	GOP	1029
5040/STA/-	Foreign Trade Of Pakistan (Country By Commodity) For The Years (July-June) 1986-87 & (July-June) 1987-88		Report		1116
5040/STA/-	Foreign Trade Of Pakistan (Country By Commodity) For The Years 1986-87, 1987-88		Book		401
5040/STA/-	Foreign Trade Statistics For Pakistan Imports April-June, 1988 (Extracts)		Tables	GOP	403
5040/STA/-	Foreign Trade Statistics Of Pakistan Imports April-June, 1988		Book	GOP	1095, 1096
5040/STA/-	Foreign Trade Statistics Of Pakistan Imports April-June, 1989		Book	GOP	1097
5040/STA/-	Foreign Trade Statistics Of Pakistan Exports & Re-Exports April-June, 1989		Book	GOP	1098
5040/STA/-	Foreign Trade Statistics Of Pakistan Exports & Re-Exports April-June, 1988		Book	GOP	1099
5040/STA/-	Foreign Trade March, 1990	March 1990	Book	GOP	1034
5040/STA/-	Foreign Trade May, 1989	May 1989	Book	GOP	1018

5040/STA/-	Foreign Trade July, 1990	July 1990	Book	GOP	1031
5040/STA/-	Foreign Trade March, 1989	March 1989	Book	GOP	1016
5040/STA/-	Foreign Trade May, 1990	May 1990	Book	GOP	1032
5040/STA/-	Foreign Trade October, 1989	October 1989	Book	GOP	1023
5040/STA/-	Foreign Trade October, 1990	October 1990	Book	GOP	1028
5040/STA/-	Foreign Trade November, 1989	November 1989	Book	GOP	1023
5040/STA/-	Foreign Trade November, 1990	November 1990	Book	GOP	1027
5040/STA/-	Monthly Statistical Bulletin May, 1987	May 1987	Book	GOP	1043
5040/STA/-	Monthly Statistical Bulletin May, 1988	May 1988	Book	GOP	1084
5040/STA/-	Monthly Statistical Bulletin May, 1989	May 1989	Book	GOP	1049, 1059
5040/STA/-	Monthly Statistical Bulletin May, 1990	May 1990	Book	GOP	1064
5040/STA/-	Monthly Statistical Bulletin November 1987	November 1987	Book	GOP	1044
5040/STA/-	Monthly Statistical Bulletin November, 1989	November 1989	Book	GOP	1081
5040/STA/-	Monthly Statistical Bulletin November, 1988	November 1988	Book	GOP	1093
5040/STA/-	Monthly Statistical Bulletin November, 1990	November 1990	Book	GOP	1059
5040/STA/-	Monthly Statistical Bulletin October, 1987	October 1987	Book	GOP	1045
5040/STA/-	Monthly Statistical Bulletin October, 1988	October 1988	Book	GOP	1089
5040/STA/-	Monthly Statistical Bulletin October, 1989	October 1989	Book	GOP	1082
5040/STA/-	Monthly Statistical Bulletin October, 1990	October 1990	Book	GOP	1059
5040/STA/-	Monthly Statistical Bulletin September, 1989	September 1989	Book	GOP	1074
5040/STA/-	Monthly Statistical Bulletin September, 1990	September 1990	Book	GOP	1060
5040/STA/-	National Accounts Of Pakistan (Product & Expenditure 1987-88)		Book	Federal Bureau of Statistics	2074
5040/STA/-	Pakistan At A Glance 1989		Brochure		1876
5040/STA/-	Pakistan In Figures 1988		Brochure	GOP	1707
5040/STA/-	Pakistan Standard Trade Classification Revision-3		Book	GOP	547
5040/STA/-	Pakistan Standard Trade Classification Revision-2		Book	GOP	545
5040/STA/-	Pakistan Statistical Yearbook 1988		Book	GOP	1079
5040/STA/-	Pakistan's Export Of Principal Commodities For The Year (July-June) 1987-88		Report		1117
5040/STA/-	Population Growth Survey		Book	GOP	2037
5040/STA/-	Quarterly Economic Indicators (Annual Issue)	December 1988	Book	ADBP	393, 23 36

5040/STA/-	Survey Of Mechanized Road Transport 1984-85		Book	GOP	2031
5040/STA/-	The State Of Pakistan's Trade 1988-89	1989	Book	GOP	1118
5040/STA/-	Wholesale Price-Index Numbers Of Pakistan 1975-76 = 100		Book	GOP	2038
5050/COD/PRL	TRDC		Misc		1702
5050/IND/FRI	Pakistan Prospects For Non-Traditional Agricultural And Agro-Industrial Exports	April 1984	Report		1188
5050/MIS/-	Export Promotion Policies		Book	The World Bank	1222
5050/MKT/CPC	Export Duties, Restrictions	February 12, 1990	Report		749
5050/MKT/OMA	A Brief Overview Of Merchandising And Government Constraints Of Non-Traditional Exports An Outline For Discussion	February 11, 1990	Report	USAID; GOP	2294
5050/POL/ANL	Comments On Your Agricultural Exports Restriction Study	April 20, 1990	Correspondence	USAID	2256
5050/REC/-	Brief Overview Of Merchandising And Government Constraints Of Non-Traditional Exports-An Outline For Discussion	February 11, 1990	Report	USAID	883
5050/REC/-	Trade Controls And Restrictions On Exports		Report		882
5050/RRL/-	Export Promotion Bureau Program	August 21, 1990	Report	USAID	2268
5050/RRL/-	Export Promotion Bureau-Export Notices (Breeding Animals, Red Chillies, Duties)	February 12, 1990	Correspondence	USAID	2293
5050/RRL/-	Trade Controls And Restrictions On Exports		Report		2295
5050/STA/-	Graphs-(Production Relative To Export By Selected Products) (Dates, Apricots Production And Exports) 1979/88-1988/89		Report		2267
5060/PRE/-	Mehreen Ahmed Groceries		Report	Lahore Business School	2356
5060/PRE/-	Nasir Farms		Report	Lahore Business School	2358
5060/REC/-	The Kaghan Valley		Report	Lahore Business School	2357
5070/COD/COP	The Financial Management Course March 4-9, 1989 Lahore University Of Management Sciences		Book	LUMS	2195, 2196
5070/COD/COP	The Management Control Course July 22-27, 1989		Report	LUMS	2195, 2197
5070/COD/COP	The MBA Programme Graduate School Of Business Administration The Lahore University Of Management Sciences		Report	LUMS	2197
5070/CPT/OTH	Sci-Mate Software System The Manager & Installation	August 1985	Book	ISI-USA	1716
5070/CPT/OTH	Sci-Mate Software System The Editor	January 1986	Book	ISI-USA	1717
5070/CPT/OTH	Dbase III Plus Quick Reference Guide Support And Services Guide Programming With Dbase III Plus Networking With Dbase III Plus	1987	Book	Ashton-Tate	1715

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5070/CPT/OTM	Getting Started Dbase III Plus & Dbase Bridge Dbase III Plus	1987	Book	Ashton-Late	1714
5070/MGM/-	Management Of Human Resources In Agricultural Research		Report		1139
5070/MIS/-	Thunderbird American Graduate School Of International Management		Brochure		2350
5070/MIS/-	Thunderbird Graduates Spring, 1991 Resume Book		Book		2329
5070/MIS/-	IBA: Institute Of Business Administration, University Of Karachi		Brochure		2352
5070/MIS/-	LUHS-Graduate School Of Business Administration Resumes		Article		2359
5070/PRE/-	Follow-Up/Evaluation Of The 1986 & 1987 MINFAC/USAID Private Sector Agribusiness Training Program		Report	USAID; WINROCK	1140
5070/TRG/GNL	Training Manual on Vertebrate Pest Management		Book	PARC	427
5070/TRG/GNL	A Short Course In Agricultural Research Planning	December 1990	Report	USAID	457
5070/TRG/TCH	Training Of Training Coordinators Principles And Techniques Of Continuing Adult Education	January 1991	Report	USAID	458
5080/CPT/LPM	Economics Of Past And Prospective O & M Investments In The Canal Irrigation System In Pakistan's Punjab	December 1988	Report	USAID; GOP	421, 422
5080/CPT/OTM	Measuring Benefits To Operation And Maintenance Expenditure In The Canal Irrigation System Of Pakistan A Simulation Analysis		Article	USAID; GOP	917, 2292
5080/INV/FES	Introducing Sprinkle/Drip Irrigation System Thai-Development Project		Report		557
5080/POL/AHL	Rationalization Of Irrigation Water Charges In Pakistan Answers To Some Policy Questions	November 1988	Report	USAID; GOP	415, 416, 417, 418, 925
5080/POL/PRI	Privatization Of SCARP Tubewells Some Economic Considerations	September 1989	Report	USAID; GOP	533, 534
5090/COD/COP	Introducing EAN		Brochure		1623
5090/DIR/-	EAN Membership Directory 1989		Book	USAID; GOP	432
5090/DIR/-	EAN Project Publications		Article		2193
5090/DIR/-	Office Of Procurement Ordering Information Directory	June 1990	Book	USAID	2258
5090/DIR/-	Catalogue On Private Sector Activities		Misc	USAID	800, 903, 904, 705, 1265, 1266, 1267, 1268
5090/DIR/-	EAN Membership Directory 1988		Book	USAID	1126
5090/DIR/-	EAN Membership Directory 1988	May 1988	Book	USAID; GOP	424, 425, 426
5090/INV/FIV	American Business Council		Book	American Business Council	1130

5090/INV/INC	Promoting Trade And Investment In Constrained Environments: A.I.D. Experience In Latin America And The Caribbean	May 1990	Report	USAID	2348, 2349
5090/MGM/-	Food Security Management Project Semiannual Report	December 1990	Book	Kansas State University	1792
5090/MIS/-	Pakistan Economic Analysis Network Project Fourth Annual Work Plan	December 21, 1988	Report	USAID; GOP	584
5090/MIS/-	Pakistan Economic Analysis Network Project Fifth Annual Work Plan	April 25, 1989	Report	USAID; GOP	585
5090/MIS/-	Directory Of U.S. Training Resources For Latin American And Caribbean Scholars		Book	USAID	591
5090/HKT/FRT	Non-Traditional Agricultural Export Project Statement Of Work	December 1989	Article		541, 2338
5090/PRE/-	The Private Financial Sector And USAID In-Country Program : A Personal Viewpoint		Report		724
5090/PRE/-	Small Loans For Micro Enterprise Anti-Poverty And Pro-Productivity	September 1987	Report	USAID	722, 1163
5090/REC/-	Final Report-Final Evaluation Of Pakistan FSM And Midterm Evaluation Of TA Sub-ASSP Program USAID Project No. 391-0491	July 10, 1991	Book	WINROCK	2262
6000/COD/PRL	Investment Advisory Centre Of Pakistan		Book		1165
6000/FIN/TAX	CBR-Role In Poor It Collections		Article		554
6000/INV/SHT	Establishment Of A Board Of Investment And A Committee Of Investment	April 19, 1989	Correspondence	GOP	2224
6000/MGM/-	What Pakistan Standards Offer You ?		Report	Pakistan Standards Institution -Karachi	1697, 1698
6000/MGM/-	Pakistan Standards Institution A Brief On Pakistan Standards Institution		Report		1699, 1700
6000/PRE/-	Report On Rural Employment Project	September 1975	Book	GOP	2337
6010/CPT/OTM	Input/Output Models		Brochure		1871
6010/CPT/OTM	Econometrics		Brochure		1872
6010/INV/FES	Feasibility Study Of A Calcium Silicate Brick Manufacturing Unit		Report		1248
6010/INV/RSK	Assessing The Investment Climate		Report		1173
6010/MIS/-	U.S. Farmers, Congress And The Multilateral Development Banks	March 01, 1988	Report	The World Bank	813
6010/MIS/-	Unemployment Insurance And Short-Time Compensation The Effect On Layoffs, Hours Per Worker And Wages	December 1989	Article		557
6010/MIS/-	Pakistan Journal Of American Studies	March 1987	Book		1209
6010/MIS/-	Recent Trends In LDC Military Expenditure	1989	Article		1831
6010/MIS/-	World Development October 1989	October 1989	Journal		1827

6010/MIS/-	World Trade		Report		793, 1235
6010/MIS/-	Why Monopolistic Prefer To Make Their Goods Less Durable		Article		2092
6010/MIS/-	World Development	September 1989	Journal		732
6010/MIS/-	Economic Forecasting Service		Brochure		1829
6010/MIS/-	Economic Review Pakistan's Journal Of Economic Development		Brochure		1828
6010/MIS/-	Durable-Goods Monopoly With Discrete Demand	December 1989	Article		558
6010/MIS/-	Economic Development And Cultural Change		Book		734
6010/MIS/-	Iraq-A Political and Economic Forecast		Report		2261
6010/MIS/-	Organizational Economics And Institutions As Missing Elements In Economic Development Analysis		Article		736
6010/MIS/-	Four Decades Of Economic Development What Have We Learned ?	December 06, 1989	Report		754, 984, 985, 986, 987
6010/MIS/-	Growth, Poverty And Real Wages In Labour Abundant Countries	December 1989	Report	The World Bank	744
6010/MKT/DMA	World Development December 1989	December 1989	Journal		1813
6010/MKT/DMA	Advertising & Marketing News	April 1990	Journal		2342
6010/MKT/DMA	A Survey Of Airconditioner User Preferences Using Profile Analysis	October 05, 1986	Book		2238
6010/POL/ANL	The Economist A Survey Of The Third World Poor Man's Burden		Article		763, 946, 947, 948, 949
6010/POL/ANL	Protectionism		Brochure		1870
6010/POL/ANL	Industrial Restructuring Policy And Practice		Report	The World Bank	1157, 1162
6010/POL/PRI	Privatization In The Third World		Article		1171
6010/PRE/-	World Development November 1989	November 1989	Journal		1814

# AGRIBUSINESS CELL

*Federal Ministry of Food, Agriculture  
& Cooperatives, Government of Pakistan*

## AGRO-INDUSTRY INFORMATION SYSTEM

*Directory of  
Reference Sources  
by Topic and Function*

*Prepared by*

RONCO Consulting Corporation  
*in collaboration with*  
AGRI-BI-CON International (Pvt.) Ltd.  
Analysis of Corporate Sector Constraints in Agriculture (ACSCA) Project

September 1991  
Islamabad, Pakistan

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## PREFACE

### INTRODUCTION

In January 1989, at the request of the Government of Pakistan (GOP), the United States Agency for International Development (USAID), entered into a contract with the RONCO Consulting Corporation (RONCO), to identify and Analyze Corporate Sector Constraints in Agriculture (ACSCA), and recommend solutions to these constraints. In the course of the project six major agro-industries were researched and analyzed:

- a) Fertilizer and Pesticides
- b) Farm Machinery and Implements
- c) Seed Production and Distribution
- d) Edible Oil Manufacturing
- e) Livestock Feed
- f) Food Processing

Based on these studies a National Agribusiness Assessment Report and a National Action Plan for Agro-industry was prepared. During 1991 RONCO was further requested to implement some of the recommendations presented in the National Action Plan. One of these required the establishment of an AgriBusiness Cell (ABC), a unit in the Ministry of Food, Agriculture and Cooperatives (MinFAC). The primary responsibility of the ABC would be to further address the policy constraints for MinFAC, and to act as mediator between the private agribusiness sector and the Government.

### ABC MANAGEMENT INFORMATION SYSTEM

During the course of the research and analysis carried out by the RONCO Corporation, a substantial quantity of written materials were collected and prepared. Over 2,000 volumes covering a wide range of agribusiness topics had been gathered during the course of the project. An Agro-industry Information System was designed and organized consisting of a "library" of data, a codified data base tying back to the library, and a manual of instructions for the user. The uniqueness of this information system is in its content, its organization, and its classification system. By providing an agro-industry information network that is cross-referenced according to agro-industry topics and business functions, interested professionals from both the public and private sector can have easy access to agro-industry resource material that can serve to inform and improve policy formulation, investment analysis, and management decisions. The agribusiness data base of the ABC Agro-Industry Information System (AIIS) can be updated and further expanded to include data researched beyond 1991. This data would then be a major source of reference for the ABC in responding to requests from the GOP, and to private sector firms seeking investment opportunities in Pakistan.

## METHODOLOGY OR OUTLINE

The AIIS was developed under the ISI SCI-MATE package. The ISI SCI-MATE system is a database system designed for library applications.

The initial process of the AIIS begins by filling a data input sheet. The format for the Data Input Sheet (Insert 3) has all the relevant information on the data; Document Type, Author, Topic, Function, Sub-Function, Title, Agency etc.,. This information is then typed into the system while the data input sheet is used for back-up and record purposes. All data on the system is retrieved by the CALL NO. Each document is coded and has a call number.

The call number is a code comprising of three segments categorized by **topic, function and sub-function**. Each category is separated by slashes to form the call number. This call number is critical for each document since it is used as both a means of orderly filing in the ABC library, and of systematically categorizing the data in the database.

The AIIS uses a series of major **topics**, primary and secondary (insert 1) for referencing. The primary topics refer to the major subjects addressed and researched during the project, covering approximately 55% of total documents available in the ACSCA library. The secondary topics refer to the data which was not necessarily referred to but was assembled and collected during the project. The primary and secondary topics have been coded by numbers (0100 - 6050).

The primary and secondary topics have been cross-referenced with a list of common business **functions** (insert 2) which repeatedly appeared in our research reports. The functions are further divided into **sub-functions** which further classify the material. Each function is coded by a three letter word for example, the code for the sub-function Overall Market Analysis is OMA.

Four manuals were developed to facilitate the use of AIIS. Each deals with a specific objective.

1. The AIIS User's Manual provides a reference guide for users;
2. The AIIS Bibliography deals consists of the data in the form of citations;
3. The AIIS Reference Sources by Topic and Function is a quick reference by Topic and Function;
4. The AIIS Research Guide.

The AIIS Reference Sources by Topic and Function (Insert 4) is used mainly for manual retrieval of the data and information from the AIIS Library by the user. This is also used for the verification and manual filing of the records by the Manager of the library. The AIIS Reference Sources by Topic and Function lists: Call number, Title, Date, Document Type, Source and Access number. These fields have been extracted from the Data Input Sheet while the other remaining fields were not included mainly due to software limitations.

## **HOW TO USE THE AIIS REFERENCE SOURCES BY TOPIC AND FUNCTION MANUAL**

The first step in information retrieval from the ABC AIIS Library is to refer to the Primary and Secondary topics (Insert 1) so as to determine the category required to fulfill the request for information. The second step is to refer to the Functions and Sub-functions (Insert 2) for further classification of the data. The third step is to refer the Topic number/function/sub-function to the AIIS Reference Sources by Topic and Function Manual (Insert 4).

Example 1: Investment in the Vegetable Oil Industry

- Primary topic would be **0700 - Edible Oil**
- Function would be **INV - Investment**
- Sub-function would be **FES - Feasibility**

**0700/INV/FES** is the call number that should be looked at in the Agro-industry Information System Reference Sources by Topic and Function Manual (Insert 4). This would list all the data pertaining to Investment and Feasibility under the Edible Oil topic. The Call number, Title and Access number of the document to be retrieved can be noted from this manual and given to the manager for manual retrieval from the library.

## **CONTENTS OF THE MANUAL**

This manual has the following inserts:

- Insert 1: **Primary Topics & Secondary Topics**
- Insert 2: **Functions and Sub-Functions**
- Insert 3: **Format for Data Input Sheet**
- Insert 4: **AIIS Reference Sources by Topic and Function**



PRIMARY TOPICS

<u>CODE</u>	<u>DESCRIPTION</u>
0100	AGRIBUSINESS SECTOR ASSESSMENT AND ANALYSIS
0200	AGRIBUSINESS SECTOR PLANNING
0300	PAKISTAN AGRICULTURAL SECTOR MODEL
0400	FARM CHEMICALS AGRO-INDUSTRY
0500	FOOD PROCESSING AGRO-INDUSTRY
0600	SEED INDUSTRY AGRO-INDUSTRY
0700	EDIBLE OIL AGRO-INDUSTRY
0800	LIVESTOCK FEED AGRO-INDUSTRY
0900	FARM MACHINERY & IMPLEMENTS AGRO-INDUSTRY
1000	OILSEED COMMODITY SYSTEM
1100	ACSCA PUBLICATIONS/CONTRACTORS
1200	AGRIBUSINESS CELL (INCL. TRADE & INVEST. PROMO. MISSIONS)
1300	DEVELOPMENT FINANCE INSTITUTIONS (INCLUDES AIMS)
1400	SOE's <sup>1</sup>
1500	AGRICULTURAL RESEARCH INSTITUTIONS/INFORMATION
1600	AGRICULTURAL SECTOR SURVEYS, PLANS, REPORTS, STATISTICS
1700	AGRICULTURAL SECTOR POLICIES AND REGULATIONS

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<sup>1</sup> Privatization issues are included in SOE's.

SECONDARY TOPICS

<u>CODE</u>	<u>DESCRIPTION</u>
3010	FLOWERS AND FOLIAGE
3015	FISHERIES & FORESTRY
3020	POTATOES
3030	MAIZE
3040	POULTRY
3050	CATTLE (LIVESTOCK)
3060	FRESH FRUIT AND VEGETABLES
3070	DAIRY
3080	COTTON
3090	SUGAR
4000	RICE
4010	WHEAT
4020	FARMING SYSTEMS
4030	FOREIGN INVESTMENT
4040	PUNJAB
4050	SIND
4060	NWFP
4070	BALUCHISTAN
4080	AGRICULTURAL PROGRAMS/ASSISTANCE

SECONDARY TOPICS (Continued)

<u>CODE</u>	<u>DESCRIPTION</u>
4090	AGRIBUSINESS SERVICES
5000	GOVERNMENT OF PAKISTAN
5010	U.S. GOVERNMENT/AGENCIES
5020	WORLD BANK/ADB/UN/OECD
5030	INTERNATIONAL BUSINESS INCENTIVES/POLICIES
5040	PAKISTAN ECONOMY/ECONOMIC PLANNING <sup>2</sup>
5050	EXPORT PROMOTION
5060	RESEARCH PROGRAMS/INFORMATION
5070	EDUCATION AND TRAINING
5080	IRRIGATION
5090	USAID PROJECT
6000	GOVERNMENT DEPARTMENTS/MINISTRIES
6010	OTHER ECONOMIC ISSUES
*6020	PRIVATE SECTOR OF PAKISTAN
*6030	RESEARCH DEVELOPMENT/TECHNOLOGY
*6040	INDUSTRIAL SECTOR POLICIES, REGULATIONS & ISSUES
.6050	OTHERS

\*For newspaper articles only.

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<sup>2</sup> Budget, taxes, economic policy issues, trade, rules & laws, regulations, statistic & surveys (General) capital markets, policy, plans, surveys, transport, aid, private enterprise (direct & indirect).

FUNCTIONS AND SUB-FUNCTIONS  
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FUNCTIONS		SUB-FUNCTION	
IND	=	INDUSTRY PROFILE	CPC = COMMODITY PRICE AND TRADE CONTROL
MKT	=	MARKET ANALYSIS	FRT = FOREIGN TRADE
			REG = MARKET REGULATION/DEREGULATION
			DIS = TRANSPORTATION DISTRIBUTION
			PP = PROJECT PROFILE
			OMA = OVERALL MARKET ANALYSIS
			SP = SECTOR PROFILE
			FAB = FOREIGN BUSINESS PRACTICES
PDN	=	PRODUCTION ANALYSIS	QLC = PRODUCTION STANDARDS/QUALITY CONTROL
			R&D = RESEARCH AND DEVELOPMENT
			TEC = TECHNOLOGY
			FAB = FOREIGN BUSINESS PRACTICES
INV	=	INVESTMENT	FIV = FOREIGN INVESTORS
			INC = INVESTMENT INCENTIVES
			RSK = POLITICAL INVESTMENT RISK ANALYSIS
			PTN = POTENTIAL INVESTORS
			SNT = SANCTIONING AND INVESTMENT
			FES = FEASIBILITY STUDIES
			QUO = QUOTATIONS
			FAB = FOREIGN BUSINESS PRACTICES
POL	=	POLICY	ASC = AGRICULTURE SECTOR
			PRI = DENATIONALIZATION/PRIVATIZATION
			ANL = POLICY ANALYSIS/FORMATION
			PUB = PUBLIC ENTERPRISE DEVELOPMENT
			PVP = PUBLIC VS PRIVATE SECTOR BUSINESS/INVESTMENT
			LOA = LOANS & ASSISTANCE
			FAB = FOREIGN BUSINESS PRACTICES
FIN	=	FINANCIAL ANALYSIS	TAX = TAXES
			GEN = GENERAL
			FAB = FOREIGN BUSINESS PRACTICES
CPT	=	COMPUTER TECHNOLOGY & ANALYSIS	LPM = LINEAR PROGRAMMING MODEL
			OTM = OTHER MODELS
			FAB = FOREIGN BUSINESS PRACTICES
TRG	=	TRAINING	GNL = GENERAL
			TCH = TECHNICAL
			FAB = FOREIGN BUSINESS PRACTICES

FUNCTIONS AND SUB-FUNCTIONS  
\*\*\*\*\*

FUNCTIONS		SUB-FUNCTION	
COD	= COMPANY DATA	ANR	= ANNUAL REPORTS
		COP	= COMPANY PROFILE
		PRL	= PROMOTIONAL LITERATURE
		FDT	= FINANCIAL DATA
		FAB	= FOREIGN BUSINESS PRACTICES
REC	= FINDINGS, CONCLUSIONS, RECOMMENDATIONS OPPORTUNITIES & CONSTRAINTS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
MGM	= MANAGEMENT & ORGANIZATION	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
PRE	= PRIVATE ENTERPRISE DEV.	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
STA	= STATISTICS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
MIS	= MISCELLANEOUS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
AGC	= AGRICULTURAL CREDIT	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
RRL	= RULES, REGULATIONS & LAWS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
DIR	= DIRECTORY/ADDRESSES	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES

LISTING OF CODES

NAME	DESCRIPTION	FORMAT
DOCUMENT TYPE	:CORRESPONDENCE, BOOK, REPORT <sup>1</sup> , ARTICLE, JOURNAL, SEMINAR, TABLES, DISKETTE MEDIA/YEAR, BROCHURE	AA <sup>2</sup>
AUTHOR	:NAME(S)	AAA*; AAA*; AAA*
TOPIC	:See Insert 1	AAAAAAAAAAAAAAAAAA*
FUNCTION	:See Insert 2	AAAAAAAAAAAAAAAAAA*
SUB-FUNCTION	:See Insert 3	AAAAAAAAAAAAAAAAAA*
TITLE	:	AAAAAAAAAAAAAAAAAA*
AGENCY	:Name	AAAAAAAAAAAAAAAAAA*
PUBLISHER	:Name	AAAAAAAAAAAAAAAAAA*
VOLUME	:Volume	NNN <sup>3</sup>
DATE	:	AAA* NN, NNNN
CALL NO.	:TOPIC/FUNCTION/SUB FUNCTION	NNNN/AAA/AAA
LOCATION NO.	:Shelf Number	AAAA
NOC	:Number of Copies	NN
ABSTRACT	:Central Idea	AAAAAAAAAAAAAAAAAA*

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<sup>1</sup>CORRESPONDENCE : CR, BOOK : BK, REPORT : RP, ARTICLE : AT,  
 JOURNAL : JL, SEMINAR : SR, DISKETTE MEDIA : DK,  
 TABLES : TB, BROCHURE : BR, FORM : FM, MAP : MT

<sup>2</sup>A: ALPHA NUMERIC, n: NUMERIC,

<sup>3</sup>N: NUMERIC

# AGRI BUSINESS CELL

*Federal Ministry of Food, Agriculture  
& Cooperatives, Government of Pakistan*

## AGRO-INDUSTRY INFORMATION SYSTEM

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*Prepared by*

**RONCO Consulting Corporation**  
*in collaboration with*  
**AGRI-BI-CON International (Pvt.) Ltd.**  
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September 1991  
Islamabad, Pakistan

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## INTRODUCTION

In January 1989, at the request of the Government of Pakistan (GOP), the United States Agency for International Development (USAID) entered into a contract with RONCO Consulting Corporation (RONCO), to identify and Analyze Corporate Sector Constraints in Agriculture (ACSCA), and recommend solutions to these constraints in Pakistan. During the two years commencing January 1989 ACSCA's main research was focused on policy analysis and economic assessment of the agribusiness environment. Within this context, six field research reports were compiled on the following agro-industry sectors:

- i) Fertilizer and Pesticides
- ii) Farm Machinery and Implements
- iii) Seed Production and Distribution
- iv) Edible Oil Manufacturing
- v) Livestock Feed
- vi) Food Processing

The results of these ACSCA research reports were used to formulate viable policies and present the findings and recommendations to the Government of Pakistan in the form of the National Agribusiness Action Plan. As a result of these findings, the GOP and USAID requested RONCO to continue the work of ACSCA for an additional year in collaboration with the newly established Agribusiness Cell (ABC), a component of the Ministry of Food, Agriculture and Cooperatives. At this point the ACSCA objectives shifted from an analysis role to that of an implementation one. This began by assisting the ABC, and presenting practical solutions to the GOP in an effort to improve the agribusiness environment, hence creating a climate conducive to agro-industry development in Pakistan.

The Agro-Industry Information System (AIIS) consists of data in the form of citations<sup>1</sup>, divided into two major groups. Part I consists of 16 categories known as Primary Topics while Part II consists of 30 categories known as Secondary Topics. Each topic is broken down into functions (sub-topics) and the citations in each function are sorted into sub-functions and then further into sub-functions. The sub-function dictates the order and presentation of the documents. Each topic in the bibliography is given at the beginning of each chapter, underlined in large letters, while the function within each topic is written as a sub-heading. The distinction between the sub-function within each function can be identified by the last part of the call number (for further explanation, refer to section (1) below).

### **I. FORMAT OF DATA IN CITATIONS:**

The format used for citations in the bibliography when printed is described as follows:

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<sup>1</sup> Records in bibliographic form.

## **AUTHOR**

- Author(s) is/are printed in the normal text, not bold, with the first letter of each word beginning with a capital letter;
- The last name is printed first separated by a comma (,) and a blank space, from the first name/initial and middle name/initial.
- Where there are initials, middle or first, these are printed in capital letters separated from the next initial by a full stop (.). There is no space between the first name initial and middle name initial.
- If there is more than three authors, these will be separated by a semi-colon (;) and a blank space;
- If there are two authors, these will be separated by a blank space, an '&' and a blank space again.
- Where there is a formal title e.g. Dr., this appears within a parenthesis at the end of the name.

Example 1: Sharif, M.; Longmire, J.; Shafique, M.

Example 2: Scold, M.D. & Nobel, K.C.

- A comma (,) and two blank spaces are inserted at the end of the author(s) name just before the title of the document.

## **TITLE**

- Titles appear in bold upper case letters within double inverted commas (").

Example: "A BRIEF PERSPECTIVE ON THE PAKISTAN AGRICULTURAL ECONOMY"

- Following the title is a comma and blank space.

## **VOLUME NUMBER**

- Volume numbers appear in bold, lower case letters.
- The volume number is written in numeric digit(s) preceded by a three letter word vol, a full stop (.) and a blank space.

Example:     **vol. 7**

- After the volume number, there is a comma (,) and blank space.

## **DOCUMENT TYPE**

- This appears within parenthesis, in upper case, normal letters after the volume number.

Example:     (REPORT)

- Following the document type there is a comma (,) and two blank spaces.

## **AGENCY**

- Agency/agencies appear within single inverted commas (') in normal text.
- The first letter of each word is a capital letter.
- Abbreviated forms appear in all upper case.
- Where there is more than one agency to a document, each one is separated by a semi-colon (;) and a blank space.
- For agencies with locations, the location precedes the agency separated by a hyphen (-).

Example 1:   USAID-Afghanistan

Example 2:   USAID; GOP

Example 3:   The World Bank

- After the agency names, there is a comma (,) and blank space.

## **PUBLISHER**

- Publisher appears in normal text, with the first letter of each word in upper case excluding supporting words, e.g. is, a, an, the, for, etc. which remain in lower case.
- In cases of more than one publisher, there is a semi-colon (;) and blank space between each.
- Where an abbreviation of a publisher has been given, this appears in all upper case letters.
- Where the location of a publisher is also given, this appears after the publisher name, separated by a hyphen (-).

Example 1: ACSCA; RONCO; Agri-Bi-Con

Example 2: Food & Grain Institute-Kansas

- Following the publisher there is a comma (,) and blank space.

## **DATE**

- The date of publication appears in normal text.
- The order is month, day and year; month appears in full with the first letter in upper case; day is given in two numeric digits and year of publication is given in four numeric digits.
- The day and year are separated with a comma (,) and blank space. The comma is omitted only if the month and year of publication are given.

Example 1: August 27, 1990

Example 2: November 1989

Example 3: 1990

Note: In cases where the day and(or) month and(or) year is omitted due to incomplete information of date being provided on the document.

- Following the date, there is a comma (,) and blank space.

## ABSTRACT

- The abstract appears in italic within square brackets
- The first letter of each word is in upper case, excluding supporting words e.g., is, a, an, the, for, etc. which remains in lower case.
- Each complete sentence is separated by a semi-colon (;) and two spaces.
- With newspaper articles, the title and its date of publication is considered a complete sentence. The title of the newspaper article is separated from the date by a comma (,) and blank space.

Example:     [Abstract=*Total Production of each Implement 1985-86 (all Pakistan);  
Agricultural Machinery Manufacturers & Production (for Punjab);  
Agricultural Machinery Manufacturers & Production (for Sind);  
Agricultural Machinery Manufacturers & Production (for NWFP)*].

- Following the abstracts there is a comma (,) and blank space.

## CALL NUMBER

- The call number appears in normal text within square brackets.
- The three part call number consists of four numeric digits, three alpha-numeric codes, and three alpha-numeric all separated by obliques (/).

Example:     [0800/POL/ANL]

- Following the call number is a comma (,) and blank space.

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- 14 Cassem, M.: **"PSD TRADE AND INVESTMENT CONCEPT/DISCUSSION PAPER"**, (REPORT), February 08, 1990, [4030/INV/PTN].
- 15 **"VISIT OF PAKISTAN DELEGATION TO THE DUTCH NATIONAL FAIR JANUARY 29 TO FEBRUARY 2, 1991"**, (REPORT), 'MINFAC', ABC, [4030/INV/PTN].
- 16 **"MEASUREMENT OF THE INVESTMENT CLIMATE FOR INTERNATIONAL BUSINESS"**, (REPORT), 'USAID', Frost & Sullivan, Inc., September 06, 1988, [4030/INV/RSK].
- 17 **"MEASUREMENT OF THE INVESTMENT CLIMATE FOR INTERNATIONAL BUSINESS 1983-1987"**, (REPORT), 'USAID', Frost & Sullivan, Inc., September 08, 1989, [4030/INV/RSK].
- 18 **"PROJECT APPLICATION"**, (MISC), GOP; Investment Promotion Bureau, [4030/INV/SNT].

## PUNJAB

### PRODUCTION ANALYSIS

- 1 Ali, M. & Chaudhry, M.A.: **"INTER-REGIONAL FARM EFFICIENCY IN PAKISTAN'S PUNJAB A FRONTIER PRODUCTION FUNCTION STUDY"**, (ARTICLE), Journal of Agricultural Economics, [4040/PDN/R&D].

### STATISTICS

- 2 Haque, M.; Sarwar, M.; Saleem, M.A.: **"FARM ACCOUNTS, FAMILY BUDGETS OF RURAL FAMILIES AND COST OF PRODUCTION OF MAJOR CROPS IN PUNJAB: 1986-87"**, (REPORT), Punjab Economic Research Institute, October 1988, [4040/STA/-].

## NWFP

### STATISTICS

- 1 **"AGRICULTURAL STATISTICS OF NORTH-WEST FRONTIER PROVINCE FOR 1987-88", (BOOK), Agriculture Department-Peshawar, [4060/STA/-].**

## BALUCHISTAN

### INDUSTRY PROFILE

- 1 Akhtar, A.S. (Dr.): **"FEED RESOURCES DEVELOPMENT PROJECT OF BALUCHISTAN"**, (REPORT; DISKETTE MEDIA), 'FAO', April 1990, [4070/IND/PP].
- 2 Bashir, J.: **"FISH INDUSTRY OF BALUCHISTAN"**, (REPORT), Fisheries Department-Baluchistan, [4070/IND/SP].

### INVESTMENT

- 3 **"INDUSTRIAL DEVELOPMENT OPPORTUNITIES FOR BALUCHISTAN"**, (REPORT), 'Pakistan Banking Council', July 1988, [4070/INV/PTN].
- 4 Silcox, S.C. & Lane, G.P.: **"PRIVATE SECTOR INVESTMENT CLIMATE ASSESSMENT OF BALUCHISTAN"**, (REPORT), 'USAID', July 07, 1990, [4070/INV/PTN].

### FINDINGS, CONCLUSIONS, RECOMMENDATIONS, OPPORTUNITIES & CONSTRAINTS

- 5 Upreti, B.P.: **"AGRICULTURE AND SOCIETY IN MAKRAN"**, (REPORT), 'USAID', March 1989, [4070/REC/-].
- 6 Byzdar, N.: **"SOCIO ECONOMIC SURVEY OF THE MAKRAN DIVISION OF BALUCHISTAN"**, (REPORT), 'USAID', [4070/REC/-].

### STATISTICS

- 7 **"REPORT ON FRUIT TREES CENSUS"**, (REPORT), 'USAID', 1986, [4070/STA/-].

## AGRICULTURAL PROGRAMS/ASSISTANCE

### INDUSTRY PROFILE

- 1 **"PROGRAM ASSISTANCE REVIEW DOCUMENT AGRICULTURE SECTOR SUPPORT PROGRAM"**, (REPORT), 'USAID', January 15, 1987, [4080/IND/PP].

### MANAGEMENT & ORGANIZATION

- 2 **"ISLAMIC REPUBLIC OF PAKISTAN-MICRO ENTERPRISE PROJECT (LOAN AND PROJECT SUMMARY)"**, (REPORT), [4080/MGM/-].

### MARKET ANALYSIS

- 3 **"AGRICULTURAL EXTENSION IN PUNJAB"**, (BROCHURE), Government of Punjab; Agriculture Department, [4080/MKT/PP].

### POLICY

- 4 **"PROGRAM IN SUPPORT OF AGRICULTURE AND RURAL DEVELOPMENT"**, (REPORT), 'USAID', [4080/POL/ASC].

### RULES, REGULATIONS & LAWS

- 5 **"FIRST AMENDATORY AGREEMENT TO PROGRAM GRANT AGREEMENT BETWEEN THE PRESIDENT OF THE ISLAMIC REPUBLIC OF PAKISTAN AND THE UNITED STATES OF AMERICA FOR AGRICULTURAL SECTOR SUPPORT PROGRAM"**, (ARTICLE), August 30, 1990, [4080/RRL/-].

## AGRIBUSINESS SERVICES

### COMPANY DATA

- 1 **"DYCON ENTERPRISES"**, (REPORT), DYCON Enterprises, [4090/COD/COP].
- 2 **"FINANCIAL AND MANAGEMENT SERVICES (FMS)"**, (REPORT), FMS, 1990, [4090/COD/COP].
- 3 **"MANAGEMENT AND FINANCIAL APPLICATIONS (PRIVATE) LIMITED CAPABILITY PROFILE"**, (REPORT), MFA (Pvt) Ltd, [4090/COD/COP].
- 4 **"CATTLE RANCHING AND DAIRY FARMING IN PAKISTAN"**, (BROCHURE), Industrial Research Service, [4090/COD/PRL].
- 5 **"COTTON TEXTILE INDUSTRY IN PAKISTAN"**, (BROCHURE), Industrial Research Service, [4090/COD/PRL].
- 6 **"HUQUE ASSOCIATES (AGRO-CONSULTANTS)"**, (BROCHURE), Huque Associates, [4090/COD/PRL].
- 7 **"INVESTORS' SERVICE"**, (BOOK), Industrial Research Service, [4090/COD/PRL].
- 8 **"TRAVERS MORGAN CONSULTING GROUP"**, (BROCHURE), [4090/COD/PRL].
- 9 **"TRAVERS MORGAN CONSULTING GROUP-RURAL ECONOMICS AND REGIONAL DEVELOPMENT"**, (BROCHURE), Travers Morgan Consulting Group, [4090/COD/PRL].

### DIRECTORY/ADDRESSES

- 10 **"ADDENDUM TO LIST AND ADDRESSES OF PRIVATE SECTOR AGRI-BUSINESS ESTABLISHMENTS IN PAKISTAN"**, (REPORT), PARC, March 30, 1989, [4090/DIR/-].
- 11 **"LIST AND ADDRESSES OF PRIVATE SECTOR AGRI-BUSINESS ESTABLISHMENTS IN PAKISTAN"**, (TABLES), 'PARC', Agri-Business Relation Committee, June 20, 1990, [4090/DIR/-].
- 12 Ahmed, M. (Dr.): **"LIST AND ADDRESSES OF PRIVATE SECTOR COMPANIES AND ESTABLISHMENTS IN PAKISTAN"**, (REPORT), 'USAID; PARC', December 1987, [4090/DIR/-].
- 13 **"LIST OF AGRIBUSINESS PUBLICATIONS"**, (ARTICLE), [4090/DIR/-].

- 14 **"NUMBER OF AGRICULTURAL BUSINESS FIRMS IN PAKISTAN", (TABLES), [4090/DIR/-].**
- 15 **"PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS-PRICE LIST OF AVAILABLE PUBLICATIONS", (ARTICLE), April 1989, [4090/DIR/-].**
- 16 Khan, R.A.: **"PUBLICATIONS ON AGRIBUSINESS", (ARTICLE), February 28, 1989, [4090/DIR/-].**
- 17 Khan, R.: **"PUBLICATIONS-GOVERNMENT OF PAKISTAN", (ARTICLE), February 12, 1989, [4090/DIR/-].**

#### INDUSTRY PROFILE

- 18 **"PROPOSED FINANCIAL RESTRUCTURING OF ZULSHAM ENGINEERING WORKS LIMITED AN ANALYSIS", (REPORT), Management and Financial Applications, [4090/IND/PP].**

#### MANAGEMENT & ORGANIZATION

- 19 Howard, W.H.; Litsenberg, K.K.; Schneider, V.: **"CHARACTERISTICS REQUIRED FOR SUCCESS IN MANAGEMENT OF AGRIBUSINESS FIRMS: AN INTERNATIONAL PERSPECTIVE", (ARTICLE), [4090/MGM/-].**

#### MISCELLANEOUS

- 20 **"AGRI-BUSINESS PROJECTS COURSE APPLIED METHODS OF AGRICULTURAL PROJECTS EVALUATION", (REPORT), 'Investment Projects Center (CEPI)', September 1985, [4090/MIS/-].**
- 21 **"AGRIBUSINESS AN INTERNATIONAL JOURNAL", (JOURNAL), Wiley-Interscience, March 1990, [4090/MIS/-].**

## GOVERNMENT OF PAKISTAN

### MISCELLANEOUS

- 1 **"SPEECHES AND STATEMENTS VOLUME I MOHTARMA BENAZIR BHUTTO PRIME MINISTER OF PAKISTAN"**, (BOOK), 'GOP', Ministry of Information, 1989, [5000/MIS/-].

### RULES, REGULATIONS & LAWS

- 2 **"COMPLETE SET OF LABOUR LAWS TWELFTH EDITION AMENDED UPTO JUNE 15, 1988"**, (BOOK), Bureau of Labour Publications, [5000/RRL/-].
- 3 Chaudhry, N.A.: **"HARMONIZED CUSTOMS TARIFF & TRADE CONTROLS RATES & EXEMPTIONS ELEVENTH EDITION 1989-90"**, (BOOK), Tariq Najib Corporation, [5000/RRL/-].
- 4 **"LAW OF INDUSTRIAL RELATIONS (COMMENTARY ON THE INDUSTRIAL RELATIONS ORDINANCE 1986)"**, (BOOK), Bureau of Labour Publications, [5000/RRL/-].
- 5 **"THE COMPANIES ORDINANCE, 1984"**, (BOOK), 'GOP', GOP, 1984, [5000/RRL/-].
- 6 **"THE INCOME TAX RULES, 1982"**, (BOOK), The Ideal Publishers, 1982, [5000/RRL/-].
- 7 **"WEALTH TAX MANUAL"**, (BOOK), 'GOP', GOP, 1986, [5000/RRL/-].

### STATISTICS

- 8 **"CATALOGUE OF PUBLICATIONS NINETEENTH ISSUE"**, (BOOK), 'GOP', Federal Bureau of Statistics, January 1987, [5000/STA/-].

## U.S. GOVERNMENT/AGENCIES

### MISCELLANEOUS

- 1        **"A.I.D. POLICY PAPER FINANCIAL MARKETS DEVELOPMENT"**, (REPORT), 'USAID', Bureau for Program and Policy Coordination, August 1988, [5010/MIS/-].
- 2        **"DEVELOPMENT FINANCE INSTITUTIONS A DISCUSSION OF DONOR EXPERIENCES"**, (REPORT), 'A.I.D.-Washington', July 1990, [5010/MIS/-].
- 3        **"JOINT COMMUNIQUE ECONOMIC/COMMERCIAL SUB-COMMISSION OF THE PAKISTAN-U.S. JOINT COMMISSION JANUARY 23-24, 1990 ISLAMABAD"**, (REPORT), 'USAID; GOP', January 24, 1990, [5010/MIS/-].
- 4        **"OFFICE OF THE UNITED STATES TRADE REPRESENTATIVE"**, (REPORT), 'USAID', [5010/MIS/-].
- 5        **"TRADE AND DEVELOPMENT PROGRAM"**, (REPORT), 'USAID', [5010/MIS/-].

### POLICY

- 6        Tilney(Jr.), J.S. & Riordan, J.T.: **"AGRICULTURAL POLICY ANALYSIS AND PLANNING: A SUMMARY OF TWO RECENT ANALYSIS OF A.I.D.-SUPPORTED PROJECTS WORLDWIDE"**, (REPORT), 'USAID', August 1988, [5010/POL/ASC].
- 7        **"ASSISTANCE TO SUPPORT AGRICULTURAL EXPORT DEVELOPMENT"**, (REPORT), 'USAID', September 13, 1986, [5010/POL/ASC].
- 8        **"TRADE AND INVESTMENT PROMOTION-IS A.I.D. PURSUING THE RIGHT STRATEGIES ?"**, (ARTICLE), 'USAID', April 1990, [5010/POL/ANL].
- 9        **"USAID-GOP ANNUAL ECONOMIC POLICY REVIEW"**, (REPORT), 'USAID', April 02, 1989, [5010/POL/ANL].
- 10       **"IMPLEMENTING A.I.D. PRIVATIZATION OBJECTIVES"**, (REPORT), 'USAID', June 16, 1986, [5010/POL/PR1].

### PRIVATE ENTERPRISE DEVELOPMENT

- 11       **"A.I.D. POLICY PAPER PRIVATE ENTERPRISE DEVELOPMENT"**, (REPORT), 'USAID', March 1985, [5010/PRE/-].

12 **"CORRESPONDENCE"**, (CORRESPONDENCE), 'USAID', [5010/PRE/-].

FINDINGS, CONCLUSIONS, RECOMMENDATIONS, OPPORTUNITIES &  
CONSTRAINTS

13 **"FOREIGN ECONOMIC TRENDS AND THEIR IMPLICATIONS FOR THE UNITED STATES"**, (BOOK), U.S. Department of Commerce, December 1988, [5010/REC/-].

14 **"TRADE AND INVESTMENT CONCEPTS WITH THE DEMOCRATIC PLURALISM OF FRAMEWORK"**, (REPORT), 'USAID', February 08, 1990, [5010/REC/-].

RULES, REGULATIONS & LAWS

15 **"COMMODITY CREDIT CORPORATION REGULATIONS"**, (REPORT), United States Department of Agriculture, [5010/RRL/-].

16 **"INVEST IN YOUR FUTURE-USEFUL FACTS ABOUT THE PAKISTAN-U.S. IMPORT PROGRAM FOR AGRICULTURAL AND ENERGY EQUIPMENT, MACHINERY & COMMODITIES"**, (BROCHURE), 'USAID; GOP', Finance and Economic Affairs, [5010/RRL/-].

This options is not used in the ABC AIIS, therefore it is not discussed in this manual. For details refer to the SCI-MATE manual.

4. RETURN TO THE MANAGER MENU
-------------------------------

**Method:**

- 1) Type '4' and press enter (↵).

The system will return to the MANAGER Menu.

## Chapter 8

### BIBLIOGRAPHY FORMATION

To prepare a bibliography in the ABC AHS, the following steps must be taken:

- 1) Selected records should be retrieved from the main User file, using the **SEARCH** menu, for details refer to Chapter 5.
- 2) These records should be sorted using the Sort Procedure, (refer to the **DISPLAY/PROCESS HITS** menu for details, Chapter 5, Section 4.).
- 3) The sorted records should be copied to a work file using **Copy Hits to WORK File<sup>8</sup>** (refer to Chapter 5, Section 4.3. for details).

Once a WORK File has been created, only then can the user continue to use or create a bibliography using the **EDITOR**.

---

<sup>8</sup> Data from the master file can only be transferred to a bibliography by means of a work file.

## **Chapter 9**

### **EDITOR**

#### **ENTER NEW CITATIONS**

This option is not used in the ABC AIIS are is not discussed in this manual. For details on usage, refer to the SCI-MATE Manual.

## Chapter 10

### EDITOR

#### DISPLAY OR EDIT CITATIONS

---

#### EDIT OR DISPLAY CITATIONS

---

1. Display/Edit a Citation
  2. Print List of Citations by Alpha-numeric Key
  3. Print List of Citations by Author(s)
  
  4. Return to the EDITOR Menu
- 

1. DISPLAY/EDIT A CITATION
----------------------------

#### Method:

- 1) Type '1', press enter (↵). The system prompts:

#### Enter Accession Number:

- 2) Enter the bibliography accession number of the citation(record) which you want to be displayed or edited, and press enter (↵). (The accession number is found on every data input sheet). Press ESC key to return to the DISPLAY/EDIT menu.

The citation(record) will be displayed with processing commands and citation accession number, date and the initial of the source of entry of citation.

<u>Key</u>	<u>Resultant</u>
N or n	Displays next citation
B or b	Displays previous citation
E or e	Edits citation

<b>S or s</b>	Stops displaying citations and returns the user to the DISPLAY/EDIT Menu.
<b>P or p</b>	Prints current citation.
<b>D or d</b>	Deletes citation. When this option is selected, the system reconfirms with the user before deleting.

The commands 'T=Tag Doc Type' and 'K=Enter New Key' are used to mark document type and initials of the author of publication. Since these are not used in the ABC AIIS, they are not discussed in this manual.

For details on editing and cursor control keys to be used during edit, refer to chapter 5, Section x.

2. PRINT LIST OF CITATIONS BY ALPHA-NUMERIC KEY

This option is not used in the ABC AIIS, therefore it is not discussed in this manual. For details on this option, refer to the SCI-MATE Manual.

3. PRINT LIST OF CITATIONS BY AUTHOR(S)

This option is not used in the ABC AIIS, therefore it is not discussed in this manual. For details on this option, refer to the SCI-MATE Manual.

4. RETURN TO THE EDITOR MENU

**Method:**

- 1) Type '4', press enter (↵), to return to the EDITOR Menu.

## BIBLIOGRAPHIC FORMAT SPECIFICATIONS FOR OUTPUT FIELDS

The format used for citations in the bibliography when printed are described below in the order that they take precedence in the bibliography:

### AUTHOR

- All author(s) is/are printed in normal text, not bold, with the first letter of each word beginning with a capital letter;
- The last name is printed first separated by a comma (,) and a blank space, from the first name/initial and middle name/initial.
- Where there are initials, middle or first, these are printed in capital letter separated from the next initial by a full stop (.). There is no space between first name initial and middle name initial.
- If there is more three authors, these will be separated by a semi-colon (;) and a blank space
- If there are two authors, these will be separated by a blank space, an '&' and a blank space again.
- Where there is a formal title e.g. Dr., this appears within a parenthesis at the end of the name .

Example 1: Sharif, M.; Longmire, J.; Shafique, M.

Example 2: Scold, M.D. & Nobe, K.C.

- A comma (,) and two blank spaces are inserted at the end of the author(s) name just before the title of the document.

### TITLE

- Titles are in bold upper case letters within double inverted commas (")..

Example: "A BRIEF PERSPECTIVE ON THE PAKISTAN AGRICULTURAL ECONOMY"

- Following the title is a comma and blank space.

## VOLUME NUMBER

- Volume numbers appear in bold lower case letters.
- The volume number is written in numeric digit(s) preceded by a three letter word vol, a full stop (.) and a blank space.

Example: **vol. 7**

- After the volume number, there is a comma (,) and blank space.

## DOCUMENT TYPE

- This appears within parenthesis, in upper case, normal letters after the volume number.

Example: (REPORT)

- Following the document type there is a comma and two blank spaces.

## AGENCY

- Agency/agencies appear within single inverted commas (') in normal text.
- The first letter of each word is a capital letter.
- Abbreviated forms appear in all upper case.
- Where there are more than one agencies to a document, each one separated by a semi-colon (;) and a blank space.
- For agencies with locations, the location comes written after the the agency separated by a hyphen (-).

Example 1: USAID-Afghanistan

Example 2: USAID; GOP

Example 3: The World Bank

- After the agency names, there is a comma(,) and blank space.

## **PUBLISHER**

- Publisher appears in normal text, with the first letter of each word in upper case excluding supporting words, e.g. is, a, an, the, for, etc. which remain in lower case.
- For more than one publisher, there is a semi-colon(;) and blank space in between.
- Where an abbreviation of a publisher has been given, this appears in all upper case letters.
- Where the location of a publisher is also given, this appears after the publisher name, separated by a hyphen(-).

Example 1: ACSCA; RONCO; Agri-Bi-Con

Example 2: Food & Grain Institute-Kansas

- Following the publisher there is a comma and blank space.

## **DATE**

- The date of publication appears in normal text.
- The order is month, day and year; month appears in full with the first letter in upper case; day is given in two numeric digits; year of publication is given in four numeric digits.
- The day and year are separated with a comma(,) and blank space. The comma is omitted if only the month year of publication are given.

Example 1: August 27, 1990

Example 2: November 1989

Example 3: 1990

Note:-In some case the day and(or) the month and(or) the year may be missing due to the incomplete information of date being provided on the document.

- Following date there is a comma and blank space.

## **ABSTRACT**

- The abstract appears in italic within square brackets

- The first letter of each word is in upper case, excluding supporting words e.g. is, a, an, the, for, etc. which remain in lower case.
- Each complete sentence is separated by a semi-colon (;) and two spaces.
- With newspaper articles, the title and its date of publication is considered a complete sentence. The title of the newspaper article is separated from the date by a comma (,) and blank space.

Example: [Abstract=Total Production of each Implement 1985-86 (all Pakistan); Agricultural Machinery Manufacturers & Production (for Punjab); Agricultural Machinery Manufacturers & Production (for Sind); Agricultural Machinery Manufacturers & Production (for NWFP)].

Example 2: Agriculture Statistics Vital to Future Development, April 22, 1990; Agriculture to be Mechanized Says Majid, February 23, 1991.

- Following the abstracts there is a comma and blank space.

## CALL NUMBER

- The call number appears in normal text within square brackets.
- The three part call number is constituted by four numeric digits, three alpha-numeric codes, and three alpha-numeric all separated by obliques(/).

Example: [0800/POL/ANL]

- Following the call number is a comma and blank space.

## SHELF NUMBER

- The shelf number appears in normal text with the first two letters alpha-numeric and the last two numeric.

Example: AA23

## Chapter 11

### EDITOR

#### IMPORT/EXPORT CITATIONS VIA THE WORK FILE

---

#### WORK FILE SUBSYSTEM

---

Options available:

1. Add Text Files to the WORK File
2. Display or Tag the WORK File
3. Copy from WORK File to Bibliography
4. Sort the WORK File
5. Erase the WORK File
6. Create a Text File
  
7. Return to the EDITOR Menu

---

1. ADD TEXT FILES TO THE WORK FILE
------------------------------------

**Method:**

- 1) Select '1', press enter (↵), to add a text file, from an external word processing software, to the work file. This option is not used in the ABC AIIS, therefore it is not discussed in this manual. (for details, refer to the SCI-MATE manual.

2. DISPLAY OR TAG THE WORK FILE
---------------------------------

**Method:**

- 1) Type '2', press enter (↵), to display or tag the work file. This option is not used in the ABC AIIS, therefore, it is not discussed in this manual.

<b>3. COPY RECORDS FROM WORK FILE TO BIBLIOGRAPHY</b>
---

**Method:**

- 1) Type '3' and press enter (↵). The COPY WORK FILE TO BIBLIOGRAPHY menu, is displayed as follows

---

**COPY WORK FILE TO BIBLIOGRAPHY**

---

1. Examine and Copy One Record at a Time
2. Copy All Records from WORK File to BIBLIOGRAPHY
3. Return to the WORK FILE SUBSYSTEM Menu

---

**3.1 Examine and Copy One Record at a Time**

**Method:**

- 1) Type '1' and press enter (↵), to display the records of the work file one at a time.

This allows the user to print or copy the records at a time.

**Note:** This process of copying records from the work file to the bibliography is slow and not recommended. Use the

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### 3.2 Copy All Records from WORK File to Bibliography

**Method:**

- 1) Type '2' and press enter (↵), to copy all records without displaying them on the screen.
  - During the copy process the system displays the number of records copied and provides the user with the option to stop copying at any time by hitting the ESC key.

Upon completion the system displays the range of accession number(s) of the new citations(records) added to the bibliography file and displays the prompt:

**Do You Want to Erase the Work File ?(Y/N)**

- 2) Type 'N' or 'n' and press enter (↵). The system will return to the WORK FILE SUBSYSTEM menu.

### 3.3 Return to the WORK FILE SUBSYSTEM Menu

**Method:**

- 1) Type '3' and press enter (↵).

4. SORT THE WORK FILE
-----------------------

**Method:**

- 1) Type '4' and press enter (↵).

This displays a list of templates available and the following prompt:

**Number of Template for Specifying Sort Fields (If none enter <CR>) :**

- 2) Type '10' and press enter (↵) for the ABCFORM and prompts:

**Do You Want Template Override ? (Y/N) :**

- 3) Press enter (↵).

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The work file is sorted and displays THE SORT WORKFILE screen (refer to Chapter 5, Section 4.2, for details) with the field names and their numbers under the ABCFORM template. The system prompts:

**Enter Number of Primary Sort Key Field:**

- 4) Enter the required field number, for primary sort. The system prompt's:

**Enter Number of Secondary Sort Key Field (If none Enter <CR>):**

Enter the required field number for secondary sort. The system starts the process.

On completion of the sort the WORK FILE SUBSYSTEM menu is displayed.

- 5) Type '7' and press enter (↵). The system will return to the EDITOR menu.

Note: It is not recommended to sort the work file by this option. Work files can be sorted, if required, by choosing option number '3' to Sort USER/WORK File, of the Manager menu because it gives more thorough and complete sorting.

5. ERASE THE WORK FILE

This option is used to erase the WORK File, however, it is not used in the ABC AIIS system, therefore it is not discussed in this manual. (For details on this option, refer to the SCI-MATE manual).

6. CREATE A TEXT FILE

This option is used to create a new text file for external word processing software, however, it is not used in the ABC AIIS system, therefore it is not discussed in this manual. (For details on this option, refer to the SCI-MATE manual).

7. RETURN TO THE EDITOR MENU

**Method:**

- 1) Select '7' and press enter (↵), to return to the EDITOR Main Menu.

## Chapter 12

### EDITOR

#### SORT, PRINT, OR MERGE BIBLIOGRAPHY

---

#### SORT, PRINT, OR MERGE BIBLIOGRAPHY

---

1. Sort the Bibliography
2. Print the Bibliography
3. Write the Bibliography
4. Merge Citations into a Manuscript or Note File
5. Select Citation Manuscript
  
6. Return to the EDITOR Menu

---

1. SORT THE BIBLIOGRAPHY
--------------------------

Sorting of the citations(records) in the work file, can be done efficiently in the MANAGER, prior to copying it over to the bibliography, sorting is not discussed here. (Refer to Chapter 5, Section 4.2, for details on sorting the workfile).

2. PRINT THE BIBLIOGRAPHY
---------------------------

**Method:**

- 1) Type '2' and press enter (↵).

If the bibliography is not sorted, a message to that effect will be displayed on the screen with the following prompt:

Enter "Y" to continue, any other character to exit :

- 2) Type 'Y' or 'y' if you wish to print the bibliography unsorted. Otherwise, press any character and sort the work file under Manager before transferring it the EDITOR.

The system displays the following:

In order to ensure proper page control please:

- 1) Turn off your printer
- 2) Position the printhead at a page-perforation
- 3) Turn on your printer again

ENTER <CR> to Continue:

- 3) Turn the printer off, position the printer print-head on the page perforation and turn the printer on again.
- 4) Press Enter (↵), to begin printing.
- 5) Type '6' press enter (↵), to return to the EDITOR Menu.

3. WRITE THE BIBLIOGRAPHY
---------------------------

Method:

- 1) Type '3', press enter (↵).

If the bibliography is not sorted, the system will prompt:

Enter "Y" to continue, any other character to exit:

- 2) Type 'Y' or 'y' and press enter (↵). The system prompts:

Do you want word-processor control characters included in the printable bibliography?  
(Y/N):

- 3) Type 'Y' or 'y', and press enter (↵). The system will prompt:

**Do you want the printable Bibliography saved on a non-default disk?**

**If so, enter the drive, else enter <CR> :**

- 4) Place a diskette in drive A:, and type 'A' to direct the bibliography to the A: c
- 5) Once the bibliography file has been copied to drive A:, press enter (↵).

The system will return to the SORT, PRINT, OR MERGE Menu.

4. MERGE CITATIONS INTO A MANUSCRIPT OR NOTE FILE

This option is not used in the ABC AIIS, therefore it is not discussed in this manual. For details on this option, refer to the SCI-MATE Manual.

5. SELECT CITATION MANUSCRIPT

This option is not used in the ABC AIIS, therefore it is not discussed in this manual. For details on this option, refer to the SCI-MATE Manual.

6. RETURN TO THE EDITOR MENU

**Method:**

- 1) Type '6', press enter (↵), to return to the EDITOR Menu.

## Chapter 13

### EDITOR

#### CREATE OR SELECT ANOTHER BIBLIOGRAPHY

---

Options available are:

1. Select An Existing BIBLIOGRAPHY File
  2. Delete An Existing BIBLIOGRAPHY File
  3. Create A New BIBLIOGRAPHY File
  4. Change Data Diskette
  
  5. Return to the EDITOR Menu
- 

1. SELECT AN EXISTING BIBLIOGRAPHY FILE
---

#### Method:

- 1) Select '1', press enter (↵). The system prompts you:

**Enter BIBLIOGRAPHY File Name (max. 8 characters):**

A listing of bibliographies already created will be listed on the top of the screen.

- 2) Enter the name of the bibliography file, not exceeding 8 characters in length.

The system returns you to the EDITOR Menu. You must now select a style sheet to print your bibliography.

## 2. DELETE AN EXISTING BIBLIOGRAPHY FILE

### Method:

- 1) Select '2', press enter (↵). The system prompts you:

**Enter the Name of the BIBLIOGRAPHY File to be Deleted:**

- 2) Type the name of the the bibliography file from the list given on your screen, then press enter. The system prompts:

**Are You Sure You Want to Delete (filename) Y/N :**

- 3) Type 'Y' or 'y' to confirm deletion and press enter (↵).

The system returns you to the EDITOR Menu.

## 3. CREATE A NEW BIBLIOGRAPHY FILE

### Method:

- 1) Select '3', press enter (↵). The system prompts you:

**Enter BIBLIOGRAPHY File Name (max. 8 characters):**

- 2) Enter the name of a bibliography file you want to create, the filename should not exceed 8 characters in length.

The system opens a new bibliography file and displays the EDITOR menu with the name of this new file on the top right corner of the screen.

To use this bibliography, you must refer to Chapter 9, Import/Export Citations via the WORK File.

#### 4. CHANGE DATA DISKETTE

**Method:**

1) Type '4', press enter (↵). The system prompts:

**Insert The New Data Diskette in Drive**

2) Type the drive letter (A, B or C) which contains the data. The system prompts:

**Enter <CR> to Continue:**

3) Press enter (↵).

The system returns you to the EDITOR Menu

#### 5. RETURN TO THE EDITOR MENU

**Method:**

1) Type '5', press enter (↵), to return to the EDITOR Main Menu.

## Chapter 14

### EDITOR

#### SELECT OR MODIFY A STYLE SHEET.

Bibliographies cannot be printed unless they have a Style Sheet (format specifications for printing) assigned. These control the layout for displaying/printing the bibliography.

This is option number 6 from the EDITOR menu. The following options are available:

- 
1. Select a full Style Sheet
  2. Examine or Revise General Settings
  3. Create, Examine, or Revise Citation Formats
  4. Return to the EDITOR Menu
- 

1. SELECT A FULL STYLE SHEET
------------------------------

#### Method:

- 1) Type '1' and press enter (↵). A list of Style Sheets already created along with their numbers will be displayed on the screen. The following prompt is displayed on the bottom of the screen:

Which Style Sheet should be used with this bibliography?

Select a number :

- 2) Type '1', and press enter (↵), to select ABCSTYLE, (the style sheet used for preparing the ABC AHS bibliography).

The system returns the user to the STYLE SHEET Menu. The top right corner of the screen displays Format Group is : ABCSTYLE.

## 2. EXAMINE OR REVISE GENERAL SETTINGS

### Method:

- 1) Type '2', press enter (↵). The system will display the GENERAL SETTING Menu.
- 2) Type '5', Header, Line, and Page Control and press enter (↵).
- 3) Type '6', No header has been assigned to the bibliography and press enter (↵).
- 4) Type the new heading for the bibliographic report and press enter (↵).
- 5) Type '4', press enter (↵), to return to the EDITOR Menu.

This option is used for general editing of printout/screen formats and are not important for the users. The option above will be the only selection used. For details on this option, refer to the SCI-MATE Manual.

## 3. CREATE, EXAMINE, OR REVISE CITATION FORMATS

This option is used for general editing of printout/screen formats and are not important for the users. For details on this option, refer to the SCI-MATE Manual.

## 4. RETURN TO THE EDITOR MENU

### Method:

- 1) Type '4' and press enter (↵), to return to the EDITOR Menu.

## **Chapter 15**

### **EDITOR**

#### **CREATE OR UPDATE TEMPLATI**

This option is not used in the ABC AIIS are not discussed in this manual. For details on usage, refer to the SCI-MATE Manual.

**DESCRIPTIVE LIST OF PRIMARY AND SECONDARY TOPICS**

This list serves the following purposes:-

1. It is a guideline to the agribusiness data coded in the ABC library giving an outline of the type of material included within each topic.
2. It explains the rationale for dividing the data into primary and secondary topic.
3. It is a reference for future coding of data.

**PRIMARY TOPICS**

The primary topics from 0100 to 1700 deal with data collected, assembled and referred to while conducting the research studies and other project reports and papers.

0100 Agribusiness Sector Assessment and Analysis

- Data on the analysis and assessment of agribusiness development in Pakistan and other relevant material dealing with agribusiness constraints, resources, etc., in Pakistan.
- The ACSCA National Agribusiness Assessment report and the ACSCA Agribusiness Case Study report.

0200 Agribusiness Sector Planning

- Data on national agribusiness policy and agribusiness development planning.
- ACSCA National Action Plan and all related research data and statistics used as reference material.

0300 Pakistan Agricultural Sector Model

- The ACSCA Fertilizer Industry and ACSCA Oilseed Commodity System Simulations.
- Data which deals with the Linear and Mathematical programming used for economic analysis of the agricultural economy.

0400 Farm Chemicals

- The ACSCA Farm Chemicals Research report and all related research data and statistics used as reference material during the study.
- Data on the farm chemicals industry in Pakistan and information on production, marketing and distribution of pesticides and fertilizer in Pakistan.
- Profiles of companies manufacturing and marketing pesticides and fertilizers in Pakistan.

0500 Food Processing

- The ACSCA Food Processing Research report and all related research data and statistics used as reference material during the study.
- Data on the fruit and vegetable industry in Pakistan. This includes information on all stages of processing of fruits and vegetables after cultivation and harvesting e.g. packaging, storage, transportation etc.
- Material on food, horticulture, grading and testing standards for processed food and its marketing in Pakistan and abroad.

0600 Seed Agro-Industry

- The ACSCA Seed Industry Research report and all related research data and statistics used as reference material during the study
- Data on Seed industry in Pakistan.
- Material on Seed research and development including maize, wheat, rice and cotton seed development in Pakistan and abroad.

#### 0700 Edible Oil

- The ACSCA Edible Oil Industry Research report and all related research data and statistics used as reference material during the study.
- Data on the edible oil industry in Pakistan.
- Material on cultivation and processing of maize, mustard, soybean, palm oil, rapeseed and other oilseeds.
- Data on manufacture, production and marketing of various oilseeds, its marketing in local and global markets, and profiles of companies involved in the industry.
- Standards and specifications for edible oil and oilseed.

#### 0800 Livestock Feed

- The ACSCA Livestock Feed Industry Research report and all related research data and statistics used as reference material during the study.
- Data on the livestock feed industry of Pakistan which includes feed meal production, processing, usage and quality control.
- Data on the impact of availability of animal feedstuffs on the poultry and cattle farming industries.
- Statistics on feed input prices, quality production, trade and research and development.

#### 0900 Farm Machinery and Implements

- The ACSCA Farm Machinery and Implements Research report and all related research data and statistics used as reference material during the study.
- Profiles of companies manufacturing and marketing farm machinery and implements.
- Data on the impact of mechanization on farm production and data on production, usage, pricing and trade.

1000 Oilseed Commodity System

- The Integrated Oilseed Commodity System report and all related research data and statistics used as reference material during the study.
- Oilseed Production (local and global), sunflower production, solvent extraction, post harvest, bulk storage and handling of oilseeds.

1100 ACSCA Publications/Contractors

- ACSCA papers and investment concept papers that were done during the course of the RONCO/ACSCA project.

1200 AgriBusiness Cell (Incl. Trade & Invest., Promo. Missions)

- Data and information on agribusiness investment constraints and opportunities, domestic and export markets for agro-based products, technology transfer and management training, foreign local joint venture prospects and financial markets and GOP agro- industrial policies, priorities and promotional effects.

1300 Development Finance Institution

- Information on DFI's and commercial banks in Pakistan.
- Annual reports, credit and loan policies of DFI's.
- ADBP project profiles.

1400 State Owned Enterprises

- Information on state owned corporations and semi-autonomous bodies in Pakistan.
- Reports on policy issues dealing with the public sector, e.g. privatization and deregulation.

1500 Agricultural Research Institutions/Information

- Reports, books, journals and other publications dealing with Agricultural Research in Pakistan.

- Research papers written by NARC, PARC, IFPRI, CIMMYT.
- Research papers written by eminent agricultural social scientists in Pakistan and abroad.

1600 Agricultural Sector Surveys, Plans, Reports, Statistics

- Reports by the Government and private sector on the state of agriculture in general.
- Information on agricultural marketing, agri-trade, and agricultural credit and other agricultural statistics.

1700 Agricultural Sector Policies and Regulations

- Data on various policy issues relating to agriculture in Pakistan including pricing, subsidies, taxes, tariffs, development strategies, etc.

## SECONDARY TOPICS

NOTE: Secondary Topics from 3010 to 6010 contain reports and data which cannot be included in any of the primary topics because they deal specifically and comprehensively with their respective topics. These topics also contain data which was collected during the course of the ACSCA project but not necessarily referred to in the case studies.

### 3010 Flowers and Foliage

- Reports dealing specifically with flowers, plants, shrubs and foliage. (Includes pre-planting and planting phases).

### 3015 Fisheries & Forestry

- Reports dealing with data not necessarily referred to during the project but accumulated while conducting the research and analysis.

### 3020 Potatoes

- Data on cultivation and processing of potatoes in Pakistan.
- Information regarding pricing and other policy issues.

### 3030 Maize

- Data on growth and cultivation of maize in various areas of Pakistan.

### 3040 Poultry

- Information on the poultry industry including policy issues.
- Data on poultry production and marketing.
- Profiles of various poultry projects.

3050 Cattle (Livestock)

- Data and statistics on cattle and livestock in Pakistan.
- Profiles of various cattle and meat processing projects.

3060 Fresh Fruit and Vegetables

- Data on pre-planting and cultivation of fruits and vegetables in Pakistan and abroad. (Harvesting and processing is included in Food Processing Agro-industry.)

3070 Dairy

- Information on all aspects of the dairy industry in Pakistan e.g. raw materials, manufacturing and production, marketing and storage.

3080 Cotton

- Data on cotton cultivation and the cotton processing industry of Pakistan.

3090 Sugar

- Data on sugar cultivation and processing and marketing of sugarcane.

4000 Rice

- Information on rice cultivation, harvesting, post-harvesting, rice research and trade.

4010 Wheat

- Material on wheat farming, harvesting, post harvesting wheat research, flour-milling, wheat marketing and international grain merchandising.
- Information on other grains, e.g. millet, bajra, jawar etc.

4020 Farming Systems

- Data on the economic activities involved in farming and agricultural business e.g. Food and Fiber System of Pakistan.

4030 Foreign Investment

- Private/Government direct and indirect foreign investment in various sectors of the economy in Pakistan.
- Institutions and foreign D.F.I's which have funded various projects in Pakistan.
- Assessment of government policies and business climate vis-a-vis foreign investment.

4040 Punjab

- Agricultural and other data dealing specifically with Punjab and the characteristics, opportunities and constraints peculiar to it.

4050 Sind

- Agricultural and other data dealing specifically with Sind and the characteristics, opportunities and constraints peculiar to it.

4060 NWFP

- Agricultural and other data dealing specifically with NWFP and the characteristics, opportunities and constraints peculiar to it.

4070 Balochistan

- Agricultural and other data dealing specifically with Balochistan and the characteristics, opportunities and constraints peculiar to it e.g fishing on the Makran coast.

4080 Agricultural Programs/Assistance

- Data on various foreign funded agricultural projects in Pakistan e.g. USAID projects.

4090 Agribusiness Services

- Material on agricultural marketing, storage and other agribusiness companies.
- Names and addresses of private sector agribusiness companies and private companies providing agribusiness services, marketing, storage, etc.

5000 Government of Pakistan

- Government of Pakistan publications, e.g. rules and regulations dealing with the corporate sector, tax laws etc.

5010 US Government/Agencies

- Reports and books published by various U.S. Government agencies, e.g. U.S. Department of Trade.
- U.S. Government policies concerning projects funded by USAID etc.

5020 IBRD/ADB/UN/OECD

- Reports and publications of these agencies with respect to various policy issues, e.g. investment, privatization, foreign loans, etc.
- International statistics and data published by these agencies.

5030 International Business Incentives/Policies

- Business and economic data on countries other than Pakistan.
- Data on trade, investment and business opportunities in each of the 50 U.S. states.

5040 Pakistan Economy/Economic Planning

- Reports, books and statistics on economic policy issues, e.g. import policies, budget information, etc.
- Data on trade, industry, local and foreign investment, sanctioning, private enterprises, public policy and economic institutions of Pakistan.
- Chambers of Commerce, Government and Non-government policy analysis and planning documents, e.g. economic surveys.

5050 Export Promotion

- Data on steps taken by Government to boost Pakistani exports, e.g. incentives, duties and tariff structures relating to exports.

5060 Research Programs/Information

- Data on non-agricultural research programs/institutions. (See also 1500 Agricultural Research Institutions).

5070 Education and Training

- Training manuals concerning various agricultural and non-agricultural topics, e.g. pest control, adult education, etc.

5080 Irrigation

- Irrigation systems being used in Pakistan and abroad, e.g. canal irrigation system.

5090 USAID Projects

- USAID funded programs and projects being implemented in Pakistan and abroad, e.g. Economic Affairs Networks, etc.

6000 Government Departments/Ministries

- Data published by various government and semi-government departments.

6010 Other Economic Issues

- Miscellaneous economic data, e.g. economic theory and development economics.

6020 Private Sector of Pakistan

- Data on the steps taken by the government to encourage private enterprise development in Pakistan.
- Profiles of the private sector organizations in Pakistan.

6030 Research Development/Technology

- Includes non-agricultural research reports, data and research papers.

6040 Industrial Sector Policies, Regulations & Issues

- Information on Government trade and industry policies in Pakistan.
- Issues relating to industrialization of the economy.

6050 Others

- Includes miscellaneous subjects.

FUNCTIONS AND SUB-FUNCTIONS  
\*\*\*\*\*

FUNCTIONS		SUB-FUNCTION	
IND	=	INDUSTRY PROFILE	
MKT	=	MARKET ANALYSIS	
		CPC	=
		FRT	=
		REG	=
		DIS	=
		PP	=
		OMA	=
		SP	=
		FAB	=
PDN	=	PRODUCTION ANALYSIS	
		QLC	=
		R&D	=
		TEC	=
		FAB	=
INV	=	INVESTMENT	
		FIV	=
		INC	=
		RSK	=
		PTN	=
		SNT	=
		FES	=
		QUO	=
		FAB	=
POL	=	POLICY	
		ASC	=
		PRI	=
		ANL	=
		PUB	=
		PVP	=
		LOA	=
		FAB	=
FIN	=	FINANCIAL ANALYSIS	
		TAX	=
		GEN	=
		FAB	=
CPT	=	COMPUTER TECHNOLOGY & ANALYSIS	
		LPM	=
		OTH	=
		FAB	=
TRG	=	TRAINING	
		GNL	=
		TCH	=
		FAB	=

FUNCTIONS AND SUB-FUNCTIONS  
 \*\*\*\*\*

FUNCTIONS		SUB-FUNCTION	
COO	= COMPANY DATA	ANR	= ANNUAL REPORTS
		COP	= COMPANY PROFILE
		PRL	= PROMOTIONAL LITERATURE
		FDT	= FINANCIAL DATA
		FAB	= FOREIGN BUSINESS PRACTICES
REC	= FINDINGS, CONCLUSIONS, RECOMMENDATIONS OPPORTUNITIES & CONSTRAINTS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
MGM	= MANAGEMENT & ORGANIZATION	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
PRE	= PRIVATE ENTERPRISE DEV.	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
STA	= STATISTICS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
MIS	= MISCELLANEOUS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
AGC	= AGRICULTURAL CREDIT	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
RRL	= RULES, REGULATIONS & LAWS	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES
DIR	= DIRECTORY/ADDRESSES	N/APPLICABLE	
		FAB	= FOREIGN BUSINESS PRACTICES

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## WORLD BANK/ADB/UN/OECD

### AGRICULTURAL CREDIT

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- 3 **"THE WORLD BANK ANNUAL REPORT 1989", (REPORT), 'The World Bank', 1989, [5020/COD/ANR].**
- 4 **"THE WORLD BANK", (BROCHURE), 'The World Bank', [5020/COD/PRL].**
- 5 **"UNITED NATIONS PUBLICATIONS-NEW PUBLICATIONS APRIL 1991", (BROCHURE), 'UN', UN, April 1991, [5020/COD/PRL].**
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- 15 **"FOOD OUTLOOK"**, (ARTICLE), 'FAO; UN', February 1989, [Abstract=*Global Information and Early Warning System on Food and Agriculture*], [5020/MIS/-].
- 16 Caminis, A.: **"IFC OFFERS NEW TECHNOLOGY SERVICE"**, (ARTICLE), 'IFC', December 1989, [5020/MIS/-].
- 17 **"INDEX OF PUBLICATIONS"**, (BOOK), 'The World Bank', January 1990, [5020/MIS/-].
- 18 **"THE BANK'S WORLD"**, (JOURNAL), 'The World Bank', IBRD, May 1990, [5020/MIS/-].
- 19 **"THE DEVELOPMENT CONTRIBUTION OF IFC OPERATIONS"**, (REPORT), 'IFC', [5020/MIS/-].
- 20 **"WORLD BANK NEWS"**, vol. 9, (REPORT), 'The World Bank-USA', The World Bank-USA, April 05, 1990, [5020/MIS/-].

#### MARKET ANALYSIS

- 21 **"PRICE PROSPECTS FOR MAJOR PRIMARY COMMODITIES"**, (BOOK), IBRD, July 1982, [5020/MKT/CPC].
- 22 **"TRANSNATIONAL CORPORATIONS AND PRIMARY COMMODITY EXPORTS FROM ASIA AND THE PACIFIC"**, (BOOK), 'UN', [5020/MKT/CPC].

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- 23      **"BANK POLICY ON THE FINANCING OF PRIMARY COMMODITIES"**, (REPORT), 'The World Bank', Decenber 28, 1988, [5020/POL/ASC].
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- 25      Petit, M.: **"NEEDED A NEW AGRICULTURAL STRATEGY (THE BANK'S WORLD)"**, (ARTICLE), 'The World Bank', IBRD, [5020/POL/ASC].
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- 29      **"PROPOSED PAKISTAN TRANSPORT SECTOR ADJUSTMENT/RAILWAY ASSISTANCE LOAN"**, (REPORT), 'The World Bank', IBRD, October 26, 1989, [5020/POL/LOA].
- 30      **"REPORT AND RECOMMENDATION OF THE PRESIDENT OF THE IBRD TO THE EXECUTIVE DIRECTORS ON PROPOSED AGRICULTURAL SECTOR ADJUSTMENT LOANS TO PAKISTAN"**, (REPORT), 'The World Bank', IBRD, July 08, 1988, [5020/POL/LOA].
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- 34      **"DEVELOPING THE PRIVATE SECTOR A CHALLENGE FOR THE WORLD BANK GROUP"**, (REPORT), 'The World Bank', IBRD, [5020/PRE/-].
- 35      Pfeffermann, G.P.: **"PRIVATE BUSINESS IN DEVELOPING COUNTRIES IMPROVED PROSPECTS"**, (REPORT), 'IFC', [5020/PRE/-].

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- 37 May, D.: **"REDEFINING PRIVATIZATION"**, (ARTICLE), 'IFC', April 1988, [5020/PRE/-].
- 38 **"THE INTERNATIONAL FINANCE CORPORATION PARTNER TO THE PRIVATE SECTOR IN DEVELOPMENT"**, (REPORT), 'IFC', May 1988, [5020/PRE/-].
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- 1       **"JEBEL ALI PORT CORPORATION DECADE OF DEVELOPMENT"**, (ARTICLE),  
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- 2       **"KENTUCKY'S FOOD & KINDRED PRODUCTS INDUSTRY"**, (REPORT),  
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- 3       **"KENTUCKY'S METALWORKING MACHINERY INDUSTRY"**, (REPORT),  
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- 8       **"THE TRANSKEI DEVELOPMENT CORPORATION UMTATA, REPUBLIC OF  
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- 10       **"W.D.A. TEXTLINE"**, (REPORT), WDA-Wales England, 1989, [5030/COD/FAB].
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- 13 **"A PROFILE OF WHITMAN COUNTY"**, (ARTICLE), Small Business Development Center-Washington USA, [5030/DIR/FAB].
- 14 **"ARIZONA 1987-88 DIRECTORY OF HIGH TECHNOLOGY COMPANIES"**, (MISC), Business and Trade Program Arizona Department of Commerce-USA, April 1987, [5030/DIR/FAB].
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- 16 **"BUSINESS HELP DIRECTORY STATE OF WISCONSIN"**, (BROCHURE), U.S. Small Business Administration-USA, [5030/DIR/FAB].
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# AGRIBUSINESS CELL

*Federal Ministry of Food, Agriculture  
& Cooperatives, Government of Pakistan*

## AGRO-INDUSTRY INFORMATION SYSTEM

### *Operator's Manual*

*Prepared by*

**RONCO Consulting Corporation**  
*in collaboration with*  
**AGRI-BI-CON International (Pvt.) Ltd.**  
**Analysis of Corporate Sector Constraints in Agriculture (ACSCA) Project**

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## Chapter 1

### INTRODUCTION

In January 1989, at the request of the Government of Pakistan (GOP), the United States Agency for International Development (USAID) entered into a contract with the RONCO Consulting Corporation (RONCO) to identify and Analyze Corporate Sector Constraints in Agriculture (ACSCA), and recommend solutions to these constraints.

Six major case study reports were planned and researched during the period of January 1989 thru December 1990 of the following specific agro-industrial sectors:

- a) Fertilizer and Pesticides
- b) Farm Machinery and Implements
- c) Seed Production and Distribution
- d) Edible Oil Manufacturing
- e) Livestock Feed
- f) Food Processing

In addition, a National Assessment report depicting the overall agribusiness environment in Pakistan, and subsequently a National Action Plan were submitted to USAID. The National Action Plan set forth the steps to be taken to bring agriculture and business together in a viable, efficient and effective manner and accelerate the progress of agribusiness in Pakistan, ultimately improving the overall economy.

During 1991 RONCO was requested to further the achievement of ACSCA by implementing some of the recommendations presented in the National Action Plan. One of these recommendations required the establishment of an AgriBusiness Cell (ABC), a unit in the Ministry of Food, Agriculture and Cooperatives (MinFAC). The primary responsibility of the ABC would be to address the constraints encountered by the private sector in agro-industry and to act as a mediator between the private sector and the Government of Pakistan (GOP) in alleviating these constraints and promote agribusiness investment in an effort to achieve increased private sector participation in agriculture.

In its assistance to the newly created ABC the ACSCA project, as part of its contractual obligations, was required to pass on the agro-industry resource materials which had been accumulated and utilized during the preparation of the case studies and other reports. Over 2,000 volumes covering a wide range of agribusiness topics had been gathered during the course of the project.

USAID, the GOP and ACSCA project staff soon recognized that to provide for maximum future utilization of this large quantity of information materials it would be necessary to organize and classify it. Hence, an Agro-Industry Information System was designed and organized consisting of a "library" of data, a codified data base tying back to the library, and a manual of instructions for the user.

The uniqueness of this information system is in its content, its organization, and its classification system. Currently in Pakistan the concept of agro-industry as an economic sub-sector distinct from both agriculture and industry is only beginning to surface. By providing an agro-industry information network that is cross referenced according to agro-industry topics and business functions, interested professionals from both the public and private sector can have easy access to agro-industry resource material that can serve to inform and improve policy formulation, investment analysis, and management decisions.

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## Chapter 2

### THE ROLE AND PURPOSE OF THE ABC AGRO-INDUSTRY INFORMATION SYSTEM

One of the objectives of the ABC Agro-Industry Information System is to develop an agribusiness data base using data accumulated during the course of the ACSCA Project. This, in addition to data collected in the future by the ABC, would then provide a base for the agribusiness information network that can further be expanded to include data researched beyond 1991. This data would then be a major source of reference for the ABC in responding to requests from the GOP, and to private sector firms seeking investment opportunities in Pakistan.

### OUTLINE OF THE ABC AGRO-INDUSTRY INFORMATION SYSTEM

To simplify the process of referencing and cross-referencing for the user, a system was devised using a series of major topics, primary and secondary. The primary segment covers approximately 55% of total documents available in the ACSCA library. The topics are major subjects addressed and researched during the project. (A complete listing of Primary Topics with detailed descriptions is found in Appendix I). Currently, there are 17 primary topics as listed below :

#### Primary Topics

<u>Code</u>	<u>Description</u>
0100	Agribusiness Sector Assessment and Analysis
0200	Agribusiness Sector Planning
0300	Pakistan Agricultural Sector Model
0400	Farm Chemicals Agro-Industry
0500	Food Processing Agro-Industry
0600	Seed Industry Agro-Industry
0700	Edible Oil Agro-Industry
0800	Livestock Feed Agro-Industry
0900	Farm Machinery & Implements Agro-Industry
1000	Oilseed Commodity System
1100	ACSCA Publications/Contractors
1200	Agribusiness Cell (incl. Trade & Invest. Promo. Missions)
1300	Development Finance Institutions (includes AIMS)
1400	State Owned Enterprises <sup>1</sup>
1500	Agricultural Research Institutions/Information

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<sup>1</sup> Privatization issues are included in SOE's.

1500	Agricultural Research Institutions/Information
1600	Agricultural Sector Surveys, Plans, Reports, Statistics
1700	Agricultural Sector Policies and Regulations

In addition to a list of primary topics, a list of secondary topics containing data assembled under the ACSCA Project comprise the remaining 45%. (A complete listing of Secondary Topics with detailed descriptions is found in Appendix I). The list of secondary topics are as follows:

### Secondary Topics

<u>Code</u>	<u>Description</u>
3010	Flowers and Foliage
3015	Fisheries & Forestry
3020	Potatoes
3030	Maize
3040	Poultry
3050	Cattle (Livestock)
3060	Fresh Fruit and Vegetables
3070	Dairy
3080	Cotton
3090	Sugar
4000	Rice
4010	Wheat
4020	Farming Systems
4030	Foreign Investment
4040	Punjab
4050	Sind
4060	NWFP
4070	Balochistan
4080	Agricultural Programs/Assistance
4090	Agribusiness Services
5000	Government of Pakistan
5010	U.S. Government/Agencies
5020	World Bank/ADB/UN/OECD
5030	International Business Incentives/Policies
5040	Pakistan Economy/Economic Planning <sup>2</sup>

---

<sup>2</sup> Budget, taxes, economic policy issues, trade, rules & laws, regulations, statistic & surveys (General) capital markets, policy, plans, surveys, transport, aid, private enterprise (direct & indirect).

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5060	Research Programs/Information
5070	Education and Training
5080	Irrigation
5090	USAID Project
6000	Government Departments/Ministries
6010*	Other Economic Issues
6020*	Private Sector of Pakistan
6030*	Research Development/Technology
6040*	Industrial Sector Policies, Regulations & Issues
6050*	Others

\*For newspaper articles only.

The list of topics are cross referenced with a list of common business functions which repeatedly appeared in our research reports, National Assessment report and National Action Plan during the course of the project. (A complete listing of functions/sub-functions is found in Appendix II). The listing of functions are as provided below:

### Functions

<u>Code</u>	<u>Description</u>
IND	Industry Profile
MKT	Market Analysis
PDN	Production Analysis
INV	Investment
POL	Policy
FIN	Financial Analysis
CPT	Computer Technology & Analysis
TRG	Training
COD	Company Data
REC	Findings, Conclusions, Recommendations, Opportunities & Constraints
MGM	Management & Organization
PRE	Private Enterprise Development
STA	Statistics
MIS	Miscellaneous
AGC	Agricultural Credit
RRL	Rules, Regulations & Laws
DIR	Directory/Addresses

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Below are two examples of requests for data to illustrate the method described above.

**Example 1: LISTING ON OIL EXTRACTION PLANTS**

- The primary topic would be **1000 - Oilseed Commodity System**
- The function would be **DIR - Directory/Addresses**

Directory/Addresses are not cross-referenced further.

**Example 2: INVESTMENT IN THE VEGETABLE OIL INDUSTRY**

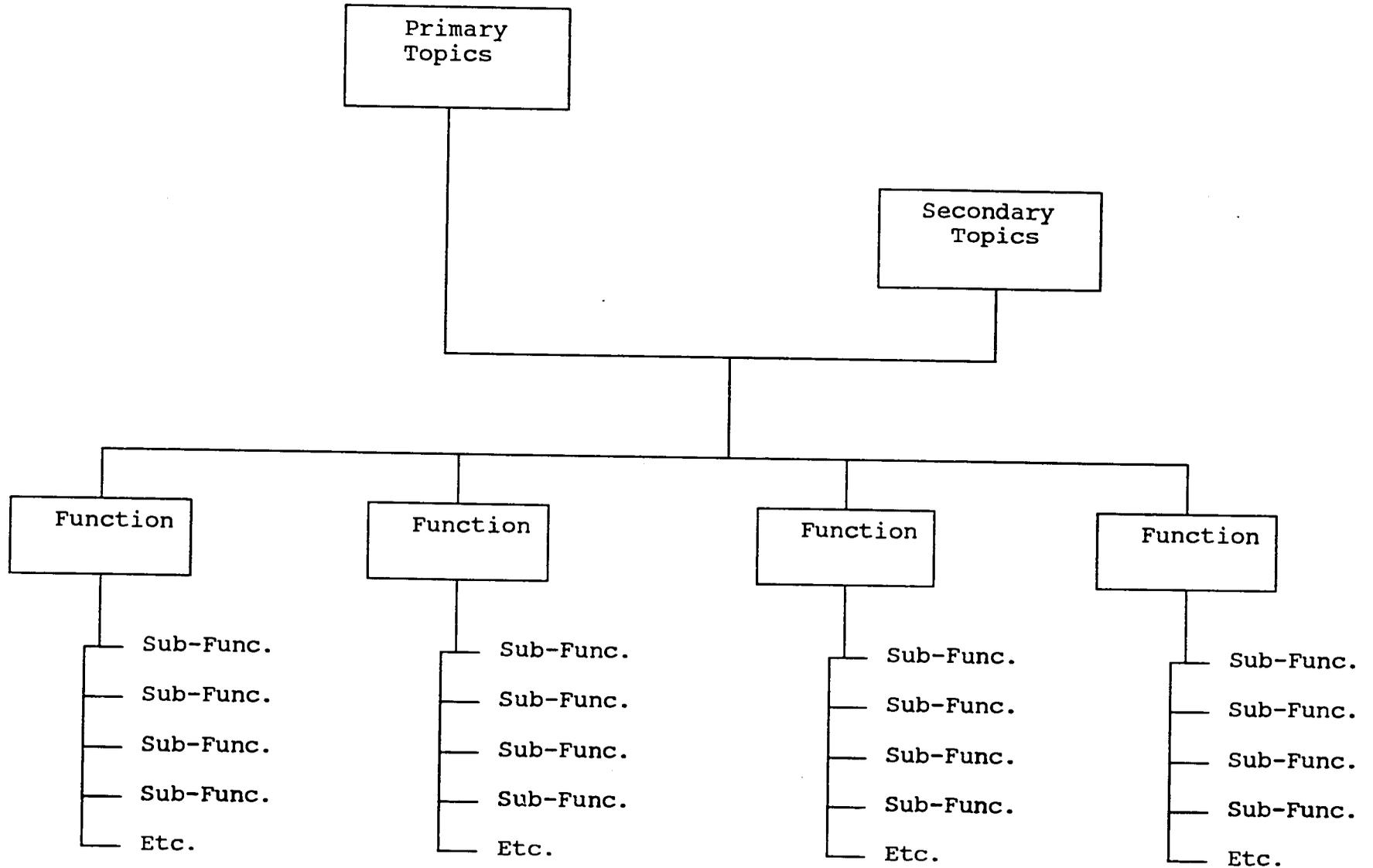
- Primary topic would be **0700 - Edible Oil**
- Function would be **INV - Investment**
- Sub-function would be **FES - Feasibility**

A flow diagram illustrating this relationship is shown in Figure 1.

Fig. 1

AGRIBUSINESS CELL  
MANAGEMENT INFORMATION SYSTEM  
SAMPLE CODING SCHEME - HIERARCHIAL RELATIONSHIP

7



1500  
b

## THE ABC AGRO-INDUSTRY INFORMATION SYSTEM

This manual was developed to facilitate the use of the Agro-Industry Information System (AIIS), developed under the ISI SCI-MATE package. The ISI SCI-MATE system is a database system designed for library applications. The AIIS manual is organized according to menus presented in the SCI-MATE system. This manual provides a quick reference guide for users, it does not describe every function in the ISI SCI-MATE software.

The first step in the AIIS is to code each document, the code and access number (serial number) is written onto each document. Details of the document i.e. Title, Publisher, Call No., etc., are recorded onto the data input sheet. Once a series of input sheets are prepared, the data specialist enters this data into the system. On completion, a report can be output using the EDITOR Menu, Chapter 7.

Data retrieval can be accomplished in various ways. Usually requests for data will be performed using the Manager, Search the USER File, Chapter 5. Basically, a request is made by issuing a search statement. The system searches the master file for records<sup>3</sup> which satisfy the search criteria, those records which match are retained in a temporary work file. The work file may then be sorted/printed. Subsequently the report is used to extract documents from the library.

The ABC Agro-Industry User's manual consists of fifteen chapters; Chapters 1 thru 3 explain in detail the overall outline of the system and defines the terms used for each item on the data input sheet. Chapter 4, explains the SCI-MATE Main Menu, and the choices available. Since there are only two options which are used most frequently in the ABC Agro-Industry Information System, Manager and Editor, these are explained in detail.

Chapters 5 thru 7 deal with the Manager, each chapter corresponds to an option from the Manager Main Menu. Where an option has minimum utilization, little reference is made to it, or the user is referred to the ISI SCI-MATE manual.

Chapters 8 thru 15 deal with the Editor. Here again, each chapter describes a selection from the Editor Main Menu. These chapters are bibliography oriented and describe the functions to print/display data in a bibliographic format. Once a final bibliography listing has been produced, there will be little need to print a second unless a substantial amount of additional data has been entered into the system since the last bibliography report. Those options with minimum utilization are not described in detail, or the user is referred to the ISI SCI-MATE manual.

Figure 2 on the following page illustrates the Agro-Industry Information System as described above.

---

<sup>3</sup> A record is a unit of related fields.

# AGRO-INDUSTRY INFORMATION SYSTEM DATA FLOW

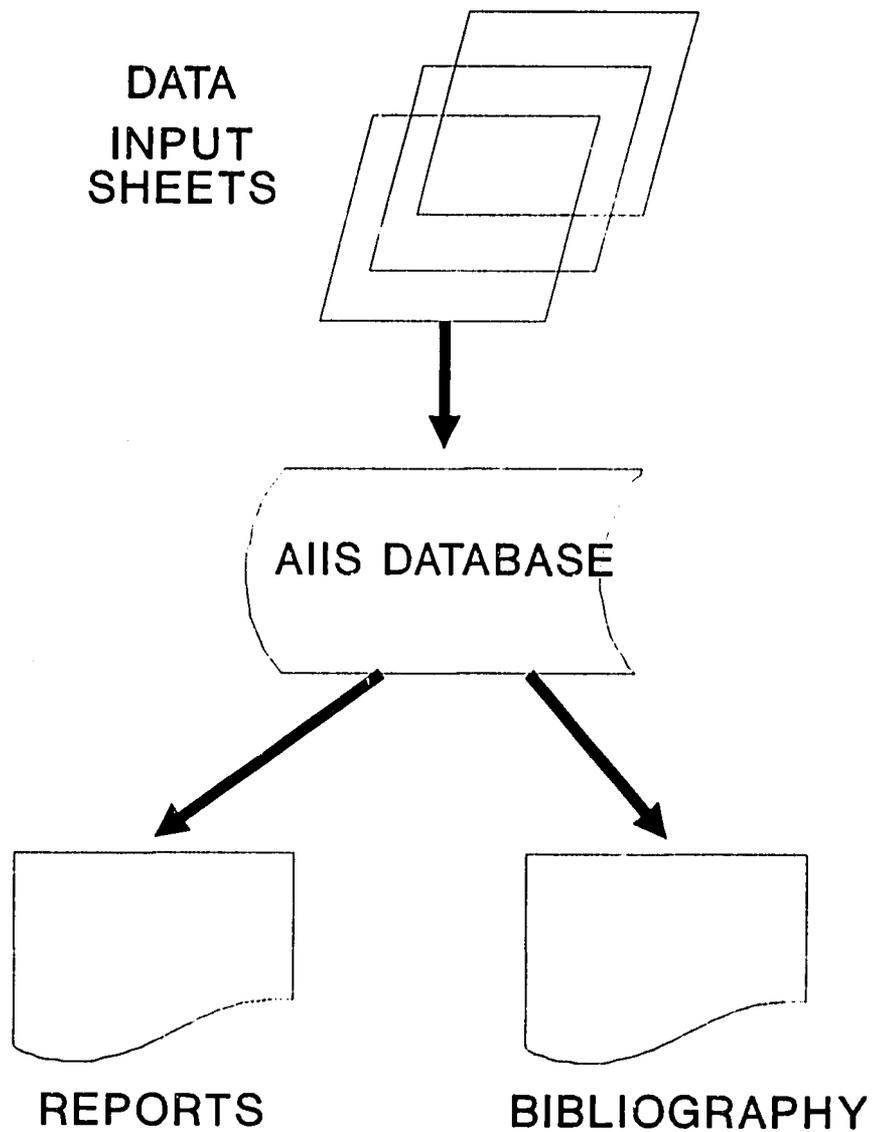


Figure 2

## Chapter 3

### DATA ENTRY

#### THE DATA INPUT SHEET

The initial process of the AIIS begins by filling a data input sheet. Each article/document/book/report is coded and the data entered onto a data input sheet (Appendix III). The following section defines the terms of each item on the Data Input Sheet.

**CALL NO:** This is a code comprised of three segments categorized by topic, function and sub-function. Each category is coded as described below and separated by slashes to form the call number. This call number is critical for each document since it is used as both a means of orderly filing in the ABC library, and of systematically categorizing the data in the database.

**TOPIC:** Each article in the AIIS is first categorized into a topic, primary and secondary. Approximately 55% of all documents currently existing in the ACSCA library fall under one of the 17 primary topics. The majority of primary topics are directly related to the ACSCA project research and have been a major item of research during the course of the project. For simplicity's sake these topics have been coded by numbers from 0100 to 1700. This code number constitutes the first section of the three-part call number.

The secondary topics are divided into 31 categories, (36 in the case of newspaper articles), and constitute the remaining 45% of documents in the library. The secondary topics although not directly related to the six specific agro-industry sub-sectors studied during the course of ACSCA are positively relevant to the field of agriculture and comprise secondary data assembled during the project. These topics have been coded from 3010 to 6010. (3010 to 6050 for newspaper articles).

**FUNCTION:** Cross-referenced to each topic, primary and secondary, are the business functions (a complete list of functions are provided in Appendix II). In total there are 17 different functions. Each function being coded by a three letter word. This constitutes the second part of the call number.

**SUB-FUNCTION:** Each function is further sub-divided into one or more sub-categories called sub-functions, of which there are 31 in total (a complete list of functions and sub-functions are found in Appendix II). Here again, each sub-function is coded with a three letter word. This forms the final part of the call number.

**DATE:** The date of publication of the article/report should be written with the month, date and year.

**Example:** The DATE of a document is **August 27, 1990**

**Note:**-In some cases the day and/or month and/or year may be missing due to the incomplete information of data being provided on the document. If only the year of publication is specified then write the year and leave the space specified for the day and month fields empty.

**TITLE:** This would simply be the title of the document/publication as is provided on the cover page. In the case of newspaper articles the title would be left blank, but indicated as newspaper article in the Document Type (refer to ABSTRACT below for full description).

**AUTHOR:** This is the name(s) of the people that wrote the document/publication. The format for entering this on the data sheet is last name first, first initial then middle initial separated by a comma. Not more than three authors should be recorded, with each author separated by a semicolon.

**Example:** If the AUTHOR of the document is **Davies, S.P.; Parwar, J.R.**, then there are two authors of the particular document with Davies being the last name and the S.P. being the first and middle initial of the first author. Similarly Parwar is last name and J.R. the first and middle name initial of the second author.

**AGENCY:** The agency is the donor or the institution that has funded the publication. Full names or acronyms may be used here (listing of acronyms available are provided in Appendix IV).

**Example 1:** If the AGENCY of a document is **USAID; GOP**, then the funds were provided by the USAID (United States Agency for International Development) and the GOP (Government of Pakistan).

**Example 2:** If the AGENCY of a document is **USAID-Afghanistan**, then the funds were provided by the United States Agency for International located in Afghanistan.

**PUBLISHER:** The name of the project and/or company/organization which executes the project or research study and/or publishes the document. Full names or abbreviations may be recorded here. (The list of available abbreviations along with their description are given in the Appendix V).

**Example 1:** If The PUBLSHR is The Ideal Publishers, the book was published by The Ideal Publishers.

**Example 2:** If The PUBLSHR is written as EAN; Chemonics International Consulting Division, the publisher was EAN (Pakistan Economic Analysis Network Project) and that the project was executed and results of the project were published by the Chemonics International Consulting Division.

**DOC-TYPE:** The document type classifies the type of the document being coded i.e. article, publication and report are just some of the types of documents (a listing of document types are given in the Appendix V).

**VOLUME:** The volume describes whether the document is the first edition, second edition, etc, or that there are a series of document which comprise the whole publication.

**Example:** If VOLUME is written as vol. 2, then it represents that it is a 2nd part of the document.

**NOC:** This is abbreviated for the Number Of Copies. If the document being coded is a duplicate, NOC would be 2.

**SHELF-NO:** This field is primarily to assist the librarian to replace extracted documents from the library to their original location. At present, this field is not used.

**ACCESS-N:** All articles, documents and reports have a serial number recorded on the cover. This field serves a two-fold purpose: one, to have a list of total documents entered into the system; two, to record duplicate copies.

**Example:** If ACCESS-N is written as 155, 159, this signifies that there are two copies of the same document present in the library.

**ABSTRACT:** This field will initially be used for newspaper articles, i.e. the headings of articles which have the same topic, function and sub-function. It may also be used as a miscellaneous field to record any item of relevance which any of the above fields do not accommodate.

**Example:** Total Production of each Implement 1985-86 (all Pakistan);  
Agricultural Machinery Manufacturers & Production (for Punjab);  
Agricultural Machinery Manufacturers & Production (for Sind);  
Agricultural Machinery Manufacturers & Production (for NWFP).

## Chapter 4

### HOW TO BEGIN

Turn on the computer and wait 5 to 10 seconds until the system prompts you for information. The system prompt looks like:

```
C:\>
```

Where 'C' denotes the current drive of the system.

Type SC at the prompt and press enter<sup>4</sup>. Note: SC may be in either upper or lower case. SCI-MATE Main Menu appears on the screen:

```
*****
*           WELCOME TO THE ISI SCI-MATE SYSTEM           *
*                                                         *
*           Today's date:           {current date}        *
*                                                         *
*           WORK file status:       Work file does not exist *
*                                                         *
*           Do you want to:                                     *
*                                                         *
*           1. Use the Searcher -- for Online Databases    *
*           2. Use the Manager -- for Your Files           *
*           3. Use the Editor -- for Bibliographies        *
*           4. Enter or Change Today's Date               *
*           5. Receive instructions on SCI-MATE           *
*           6. Leave the SCI-MATE System                  *
*                                                         *
*           Select a number or enter ? for help:          *
*                                                         *
*           SCI-MATE(R)V2.0 Copyright 1985 Institute For Scientific Information (R) *
*****
```

---

<sup>4</sup> The word ENTER with the symbol (↵) is used throughout the manual, this instructs the user to press the enter key located on the right side of the keyboard to execute a command.

1. SEARCHER

Option number '1' of the SCI-MATE System Main Menu is the Searcher for Online Databases. In essence this component is used when networking the database, however, since the AIIS is not configured for a network, it will not be mentioned in this manual. (This module is not installed in the AIIS).

Press the ESC key if option number '1' is entered accidentally to exit from the Searcher.

2. MANAGER

---

MANAGER                      Current USER File :

---

You May:

1. Search the USER File
2. Enter a New Record
3. Sort USER/WORK File
4. Display/Copy WORK File Records
5. Select/Create Another USER File
  
6. Create and Update Templates
7. Generate Forms and Reports
  
8. Return to the SCI-MATE Menu

Select a number:

---

2/6/87

The name of the menu (i.e, Manager Menu in this case) appears at the top left-hand corner "Current User File" appears at the top right. The options along with their numbers are displayed below the dotted line. The Manager is discussed in chapters 5 thru 7 of this manual.

3. EDITOR
-----------

-----  
EDITOR

Current USER File : ABCDATA  
-----

You May:

1. Enter New Citations
2. Display or Edit Citations
3. Import/Export Citations via the WORK File
  
4. Sort, Print, or Merge Bibliography
  
5. Create or Select Another Bibliography
6. Select or Modify a Style Sheet
7. Create or Update Templates
  
8. Return to the SCI-MATE Menu

-----  
The name of the menu (i.e, Editor Menu in this case) appears at the top left-hand corner and the Current User File (in this case ABCDATA) appears at the top right. The options along with their numbers are displayed below the dotted line. The Editor is discussed in Chapters 8 thru 15 of this manual.

4. ENTER OR CHANGE TODAY'S DATE

This option of the SCI-MATE System Main Menu is self explanatory and need not be explained.

5. RECEIVE INSTRUCTIONS ON SCI-MATE

This option of the SCI-MATE System Main Menu is self explanatory and need not be explained.

6. LEAVE THE SCI-MATE SYSTEM

This option of the SCI-MATE System Main Menu is self explanatory and need not be explained.

## Chapter 5

### MANAGER

#### SEARCH THE USER FILE

---

Options available are as follows:

##### SEARCH BY ACCESSION NUMBER

1. Display Single Records
2. Assemble List of Records

##### SEARCH FOR TEXT

3. Search Entire File Before Display
  4. Display Hits as Retrieved
  
  5. Return to the MANAGER Menu
- 

#### SEARCH BY ACCESSION NUMBER

1. DISPLAY SINGLE RECORDS
---------------------------

##### Method:

- 1) Select '1' and press enter (↵). The system will prompt:

##### Enter Accession Number:

- 2) Enter the system accession number of the record that has to be edited/displayed and press enter.

NOTE: When a new record<sup>5</sup> is entered into the system, an accession number is automatically generated, this number is written on each data input sheet and can

---

<sup>5</sup> A record is a unit of related fields.

be referred to in Chapter 2, Data Entry, during this process.

- 3) - Press 'E' or 'e' to **EDIT** the record.
- Press 'N' or 'n' to **DISPLAY** the next record.
- Press 'S' or 's' to save and **EXIT**, the system will return you to the **SEARCH Menu**.

For details on editing the record and cursor movement keys, refer to Chapter 2, Data Entry).

2. ASSEMBLE LIST OF RECORDS
-----------------------------

**Method:**

- 1) Select '2' and press enter (↵). The system prompts the user:  
**Enter start of range (or <CR> to end entries):**
- 2) Enter the system accession number from the first data input sheet used to enter records and press enter (↵). The system prompts:  
**Enter end of range (or <CR> if same as start):**
- 3) Enter the system accession number from the last data input sheet used to enter records. The system again prompts the user to:  
**Enter start of range (or <CR> to end entries):**
- 4) Hit the enter (↵) key, the **DISPLAY/PROCESS HITS** menu is displayed.  
  
**NOTE:** The first and last accession numbers do not necessarily have to be the first and last records in the file, it can be a range of records within the file.
- 5) Select '1' and press enter (↵) to **Display and Edit Hits** (refer to section 4.1 **Display and Edit Hits** for further details).

## SEARCH FOR TEXT

### 3. SEARCH ENTIRE FILE BEFORE DISPLAY

#### Method:

- 1) Select '3' and press enter (↵), the following prompt is displayed:

**Enter a Search Statement or ? for Help**

- 2) Enter the required search statement. Table 1 describes the types of search statements possible.

If one or more record(s) are retrieved by the system using any of the above search statements, the system automatically moves to the **DISPLAY/PROCESS HITS Menu** explained in section 4.1.

If none of the records in the entire user file meet the search criteria, the SEARCH menu will display following message at the top of the screen:

**Records searched : {number of records searched}**

**Records retrieved : 0**

At this point you may start a new search by pressing 6.

#### 4. DISPLAY HITS\* AS RETRIEVED

##### Method:

- 1) Select '4' and press enter, the following prompt is displayed:

**Enter a Search Statement or ? for Help**

##### DISPLAY AND PROCESS HITS MENU

---

Options available are:

1. Display and Edit Hits ({Number} on list)
  2. Sort Hits
  3. Copy Hits to WORK file
  4. Generate a Columnar Report for the Hits
  5. Generate Labels from the Hits
  
  6. Begin A New Search
  7. Return to the MANAGER Menu
- 

Records are retrieved by the search statement as described in the Table 1 and can be displayed, edited, sorted, printed or copied to a work file for transfer of data between user files, external software(s) or to form a bibliography file for generating reports/labels with the help of the DISPLAY/PROCESS HITS menu described in detail in section 4.1.

Select '6' to go to the Search User File.

- Hits are records whose text meet the required search criteria given in the search statement.

SEARCH STATEMENT TABLE

=====

SEARCH STATEMENT	EXAMPLE	DESCRIPTION	SAMPLE RESULTS
1   EMPTY	Press ENTER	Blank	All Records
2   SIMPLE	Brief Overview of Merchandising	Searches in all fields of every record for the string which matches exactly the string and retrieves a list of hit records which fit the criteria. After retrieval of records, the system displays the DISPLAY/PROCESS HITS menu.	<ul style="list-style-type: none"> <li>- Brief Overview of Merchandising in the U.S.</li> <li>- Concepts: A Brief Overview of Merchandising</li> <li>- A BRIEF OVERVIEW OF MERCHANDISING COMMODITIES</li> </ul>
3   WILDCARD	<p>Example 1: ----- process#</p> <p>Example 2: ----- #cess</p> <p>Example 3: ----- Pro#ess</p>	Searches for the word process with any number of characters or blanks at the beginning or at the end of the word. If the search statement consists of the symbol '#' in the middle of the word then the word( ) searched for, will contain any one character in place of '#' and the number of the random characters depends upon the number of the '#' symbols present in the word of the character statement.	<p>Searches for any field of any records which contain</p> <ul style="list-style-type: none"> <li>- Process</li> <li>- Processes</li> <li>- Processing</li> <li>- Processor</li> <li>- PROCESS</li> <li>- Recess</li> <li>- Process</li> <li>- PROCESS</li> <li>- Profess</li> <li>- Process</li> </ul>

SEARCH STATEMENT TABLE

=====

SEARCH STATEMENT	EXAMPLE	DESCRIPTION	SAMPLE RESULTS
			- Prowess - PROCESS
4 FIELD DIRECTED	Examples ----- 3=Irrigation TOPIC=Irrigation T0=Irrigation	The system searches in the topic field of every record, and retrieves those records that match the character string 'irrigation', in their topic field.	Retrieves any record with the word IRRIGATION in the TOPIC field
5 BOOLEAN OPERATORS:		This type of search statement consists of two or more required character strings, where each character string is separated by a boolean operator. Boolean operators are used in the search statement to make the search more specific. There are five types of boolean operator search statements.	
a) x AND y	Restriction AND Government of Pakistan	Search retrieves each record which contains the words 'Restriction' and 'Government of Pakistan' in the same record.	
b) x OR y	Policies OR Government of Pakistan	Retrieves those records which contain either 'Policies' or the words 'Government of Pakistan' or both, in the record.	

SEARCH STATEMENT TABLE

=====

SEARCH STATEMENT	EXAMPLE	DESCRIPTION	SAMPLE RESULTS
c) x ANDNOT y	Statistics ANDNOT Federal Bureau of Statistics	Retrieves those records which contain the word 'Statistics' but not the words 'Federal Bureau of Statistics', in their text.	
d) x ORNOT y	Bureau ORNOT Pakistan	Retrieves those records which contain the word 'Bureau' but not the word 'Pakistan' in their text.	
e) Multiple Boolean Operators:	Statistics ANDNOT Federal Bureau of Statistics ORNOT Pakistan	Retrieves records with the word 'Statistics' but not the words 'Bureau of Statistics or any other record which does not contain the word 'Pakistan' in their text.	

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- (1) The SCI-MATE system does not distinguish between upper and lower case letters used in the search statement and retrieves the records which contain the word or group of words which match exactly with the character string in the search statement.
- (2) It is always recommended to use wildcards in a search statement since it helps to alleviate the problem of spelling errors in the character string and it helps in retrieving those records with character strings containing similar words which probably have more precise information i.e., if the user wants to search records for 'agriculture' and he enters 'Agriculture' all records with the word AGRICULTURE will be retrieved, however, words like AGRICULTURAL will be overlooked. Whereas if the user enters the word 'AGRICULTUR#' in the search statement, the system retrieves records containing both AGRICULTURE and AGRICULTURAL.
- (3) Although the field directed search is faster than the free text search (the search in which the system searches text from all the fields in every record for a particular character string), but in this case the user might miss the record with the necessary information, as the required character string might be present in any field of record other than the field specified in the field designator e.g. if the user needs a document on 'Rice-Wheat Cropping System' and entered 'Topic=Rice' he would miss the required record since the topic of this record is 'Wheat'.

#### 4.1. Display and Edit Hits

##### Method:

- 1) Select '1' and press enter (↵), the records retrieved from a search operation will be displayed one at a time.

While reviewing data use the editing keys listed below.

<u>Key</u>	<u>Resultant</u>
------------	------------------

<b>N</b> or <b>n</b>	- displays following record
<b>B</b> or <b>b</b>	- displays preceding record
<b>P</b> or <b>p</b>	- prints record on screen
<b>D</b> or <b>d</b>	- deletes record from the original data file
<b>E</b> or <b>e</b>	- edits record from the original data file
<b>L</b> or <b>l</b>	- deletes record from hit list file

- 2) Select '7' and press enter (↵) to return to the **MANAGER Menu**.

NOTE: Displaying record(s) with this option helps the user to assess the usefulness of the data searched prior to printing. When this option is used, the first record is displayed on the screen with the respective field names<sup>6</sup>. The top of the screen displays additional record information.

#### 4.2. Sort Hits

##### Method:

- 1) Select '2' and press enter (↵), a list of templates are displayed with their corresponding numbers. The following prompt then appears on the screen:

**Number of Template for Specifying Sort Fields (If none enter <CR>):**

- 2) Select **ABCFORM (10)**, for the ABC AIIS template. The following system will then display:

---

<sup>6</sup> A field is an individual data item in a record. A series of fields constitute a record.



## Description of the Sort Table

**KEY** - Valid values are from 1 thru 6. The number dictates the order of precedence each field will take during the sort process. E.g., a '1' in the key field specifies that the field given in the Field/Date column should be sorted first, and so on.

**FIELD/DATE** - Valid entries are any field number from the template on the screen.

**ORDER** - Sorts data in collating sequence.

'A' sorts with numeric digits first 0 to 9 and then A to Z.

'D' sorts with A thru Z and then numeric digits 0 to 9.

Example: sorting the following records by title in ascending order:

<u>Record #</u>	<u>Title</u>
1:	2 Years
2:	1 Day
3:	Asia Pacific Food Processing Packaging
4:	Addendum to Support price policy For Rapeseed & Mustard 1982-83

would produce:

<u>Record #</u>	<u>Title</u>
1:	1 Day
2:	2 Years
3:	Addendum to Support Price Policy For Rapeseed & Mustard 1982-83
4:	Asia Pacific Food Processing Packaging

Entering 'D' in the Order column would give the reverse of the above.

**SIZE** - Specifies that the field being sorted should take into account the first (x) letters/numbers of the field, where (x) is the size.

Example: If the size of the title field is chosen to be 30 then the system will sort the records according to the first 30 letters of the text of the title field.

Note: The maximum cumulative size of characters of all the fields specified in the FLD/DATE column of the sort table is 60.

**CHARS. AVAIL.** - This column maintains a running total of the characters available which can be used in the size field. The maximum is 60 characters, this is deducted as a number is entered in the size column for each field to be sorted.

After completing the sort table, press 'E' or 'e' to start the sorting process.

Example: If the sort table is filled as follows:

KEY	FLD/DATE	ORDER	SIZE	(Chars. Avail.)
---	-----	----	----	-----
1	1	A	10	
2	6	D	45	
3				

- a) Sorts the first 10 letters of text from field 1, i.e, CALL-NO and sort in ascending order.
- b) For every identical CALL-NO the system then sorts those records using the first 45 characters of the text in the title field into descending order.

Note: Sorting of the Main User file can be done, by the same process as described above, by selecting the option number '3' i.e, 'Sort USER/WORK file' of the Manager menu. Users are requested not to use this option since sorting the user file could cause problems in editing the data at a later stage.

#### 4.3. Copy Hits to WORK File

Refer to the SCI-MATE Manual for details.

#### 4.4. Generate a Columnar Report for the Hits

Refer to Chapter 3, Section 1.0 of **Generate Forms and Reports** for details.

#### 4.5. Generate Labels from the Hits

This option is not used in the entire ABC AIIS system therefore it is not referred to. For details refer to the SCI-MATE Manual.

#### **4.6. Begin a New Search**

This option is used to return to the Search User Menu.

#### **4.7. Return to the Manager Menu**

**Method:**

- 1) Type '7' and press enter (↵), to return to the Manager Menu.

## Chapter 6

### MANAGER

#### ENTER A NEW RECORD

1. ENTER A NEW RECORD
-----------------------

The information from the data input sheet explained in Chapter 3 has to be entered into the system.

**Method:**

- 1) Select '2' and press enter (↵), to add new records in the AIIS, the following prompt appears:

**Enter Source of Data:**

- 2) Type the two character initials of the data entry operator and press enter. The system will then prompt you:

**Enter Template Number:**

- 3) Enter number '10' and press enter (↵) to select the Agro-Industry Information System form ABCFORM, the screen appears as follows:

---

**NEW RECORD AN {NO.}: INSERT TEXT**    <^J> Next Field    <^P> Print  
 <^K> Delete line    <^T> Change Text    <^F> Flags    <^E> Help  
 <^L> Split Line    <^O> Clear Edit    <^S> Save    <ESC> End Edit (No Save)  
 <^ = CONTROL KEY>

CALL-NO ■  
 DATE  
 TOPIC  
 FUNCTION  
 SUB-FUNC  
 TITLE  
 AUTHIOR  
 AGENCY  
 PUBLSHR  
 DOC-TYPE  
 VOLUME  
 NOC  
 SHELF-NO  
 ACCESS-N  
 ABSTRACT

---

The top of the screen automatically assigns the next consecutive accession number to the new record along with the message 'INSERT TEXT'. This with the different editing/modifying commands used for text entry are displayed at the top of the screen, with the names of the fields on the left side of the screen. The cursor is positioned adjacent to the first field, CALL-NO, ready for you to enter text.

### DATA FORMAT SPECIFICATIONS FOR EACH FIELD

Using the data from the data input sheet you may now begin entering the records. Most data should be entered as provided on the data input sheet, for details refer to Chapter 3, The Data Input Sheet.

**CALL NO:** Should be as written on the input sheet. If no Sub-Function exists for a particular record leave the space empty.

Example: 0100/MGM

The Function and Sub-Function will be blank for newspaper articles.

**DATE:** Month, day and year should be separated by a blank space and the day and year by a comma (,) and blank space. When only the month and year of publication

is provided, separate the two with a space only.

**Month:** Enter the full name of the month i.e, September.

**Day:** Enter two numeric digits for day i.e, 23, for the 23rd day of the month.

**Year:** Enter four numeric digits for year i.e, 1989.

Example: If the date of publication of a document is 2nd July, 1990, it should be entered as **July 02, 1990**

**TOPIC:** The first letter of each word should be a capital letter.

Example: **E**dible **O**il **A**gro-**I**ndustry

**FUNCTION:** The first letter of each word should be a capital letter.

Example: **P**roduction **A**nalysis

**SUB-FUNC:** The first letter of each word should be written with a capital letter.

Example: **P**roduction **S**tandards/**Q**uality **C**ontrol

Note: If the sub-function is blank leave this section empty.

**TITLE:** The first letter of each word should be a capital letter. When the title does not fit on one line, be sure to leave a blank space at the end of each line of text entered before going onto the next line to continue the rest of the title. This is to ensure that the last word on the end of the line will not come together with the first word at the beginning of the next line.

Note: In the case of newspaper articles the title will be written as 'Newspaper Articles'

**AUTHOR:** Last name first separated by a comma (,) and a blank space, first initial and middle name/initial with no space in between. The name of the author, first/middle/last, should each precede with a capital letter. The names of up to three authors may be entered into the system each separated by a semi-colon (;) and a blank space.

If conventional titles such as Mr. or Dr. are used. These should be entered

within parenthesis following the author's name.

Example: If a document is written by four authors on the data input sheet as follows:

**Stephen P. Davies, Amalia R. Davies, Dr. Faiz Mohammad and Mubarik Ali**

should be entered as:

**Davies, S.P.; Davies, A.R.; Mohammad, F.(Dr.)**

notice the name of the fourth author is ignored.

**AGENCY:** Should be entered with each word beginning with a capital letter, this excludes supporting words e.g. is, a, an, the, for, etc., which remain in lower case letters. Use abbreviations for the names of the agencies wherever possible, a list of major agencies with their abbreviations are provided in Appendix IV). If there are more than one agencies to a document with each agency separated by a semi-colon (;). Certain agencies will include their location, in this case enter agency and the location with a hyphen(-) in between.

Example 1: **USAID-Afghanistan** (Agency w/location)

Example 2: **USAID; GOP** (2 Agencies)

Example 3: **The World Bank** (Agency)

**PUBLISHER:** The first letter of each word should be a capital letter. For more than one publisher, separate each publisher with a semi-colon (;). All supporting words e.g. is, a, an, the, for, etc.), remain lowercase.

Abbreviations should be used wherever possible, a list of publishers with their abbreviated versions are provided in Appendix IV). If publisher location is provided, put a hyphen (-) in between.

Example 1: **ACSCA; RONCO; Agri-Bi-Conn**

Example 2: **Food & Grain Institute-Kansas**

**DOC-TYPE:** The first letter of each word should be a capital letter. A list of document types is provided in Appendix V.

Examples: **Book, Report, Journal and Article etc.**

**VOLUME:** Enter the volume number preceded by 'vol.' in lower case.  
Example: **vol. 1**

**NOC:** Enter the number of copies in numeric digits.

Example: **4**

**SHELF-NO:** Enter with the first two characters capital letters and the last two as numbers.

Example: **AA23**

**ACCESS-N:** Enter the Accession number in numeric digits. When more than one accession number is given enter in Ascending order, with each separated by a comma (,) and blank space.

Example: If there two copies of a document having ccession numbers 159 and 155 then enter these in the following as follows:

**155, 159**

**ABSTRACT:** Should be entered with the first letter of each word as a capital letter. All supporting words e.g. is, a, an, the, for, etc., remain in lower case.

Each complete sentence should be separated by a semi-colon and two spaces. In the case of newspaper articles the title and it's date of publication is considered as a complete sentence. The title should end with a comma (,) and blank space before the date.

Example 1:

**Total Production of each Implement 1985-86 (all Pakistan); Agricultural Machinery Manufacturers & Production (for Punjab); Agricultural Machinery Manufacturers & Production (for Sind); Agricultural Machinery Manufacturers & Production (for NWFP).**

Example 2:

**Agriculture Statistics Vital to Future Development, April 22, 1990;  
Agriculture to be Mechanized Says Majid, February 23, 1991.**

Note: For newspaper articles, only four fields should contain data: Topic, Title, Doc-Type and Abstract, the remaining fields are blank.

## EDITING/MODIFYING DATA USING CURSOR CONTROL KEYS

Note: The carat (^) is the same as the Control key. To invoke any of the commands below, hold the Control key and press the character key to execute that particular command.

- <^J> Next Field**                      **Moves the cursor to the next field.** When the cursor is positioned in the last field of the record, invoking the command will display the message 'No More Fields', and the cursor will remain in its original position.
- <^P> Print**                              **Prints the current record** with the field names, as displayed on the screen.
- <^K> Delete Line**                      **Deletes the line of text** from the field where the cursor is currently located.
- <^T> Change Text/  
Insert Text**                              **Changes the mode of entry from insert to replace.** Certain keys will take on a different function in either modes. Below is a detail outlining the functions.

<u>Key</u>	<u>Insert Mode</u>	<u>Change Mode</u>
New Text	Inserts text by shifting characters already in the field to the right to make way for the new text.	Overwrites text already in the record.
← (Backspace)	Deletes character and shifts all text to the right of cursor to the left.	Deletes character but text to the right of the cursor remains in its original position.
↵ (Enter)	Blank line generated at the point of the cursor.	Moves cursor to the next line/field.

<b>^K</b>	Deletes the current line and moves the rest of the text in the field up one line	Deletes the current line and holds cursor at the beginning of the now blank line that replaces it.
<b>&lt;^F&gt; Flags</b>	Since this option is not used in the AIIS, it will not be explained in this manual.	
<b>&lt;^E&gt; Help</b>	The <b>Help</b> screen is displayed listing the editing commands and their meaning.	
<b>&lt;^L&gt; Split Line</b>	Splits a line pushing the text on the right hand side of the cursor to the beginning of the next line.	
<b>&lt;^O&gt; Clear Edit</b>	Clears text from all fields of the record, leaving an empty record on the screen.	
<b>&lt;^S&gt; Save</b>	Saves the current record on the screen and goes to the next record.	
<b>&lt;ESC&gt; End Edit (No Save)</b>	Exits the record without saving any changes made in the current record.	

In addition to the above, the movement control keys i.e. the four arrow keys can be used to move the cursor right, left, up or down.

After codifying the data in one record, write the system accession number on the data input sheet<sup>7</sup> before codifying next data input sheet, in this system. After codifying the data from 40-50 data input sheets, hit the **ESC** key to exit the data entry mode and the system will return to the **MANAGER** menu.

---

<sup>7</sup>Entering the system accession number on the data input sheet will help in locating the record(s) by system accession number, for editing, in the **SEARCH** menu

**Chapter 7**

**MANAGER**

**GENERATE FORMS AND REPORTS**

---

**FORMS AND REPORTS**

---

Options available are as follows:

1. Generate Columnar Report
2. Generate Labels
3. Generate Flag Status Report
  
4. Return to the MANAGER Menu

Select a number:

---

1. GENERATE COLUMNAR REPORT
-----------------------------

From the **FORMS AND REPORTS** Menu, select option number '1' to **Generate Columnar Report**, the **COLUMNAR REPORT** menu is displayed as follows:

---

Options available are:

1. Print A Report/Change an Existing Format
  2. Create A New Report Format
  3. Delete A Report Format
  
  4. Return to the **FORMS AND REPORTS** Menu
-

### 1.1. Print A Report/Change an Existing Format

#### Method:

- 1) Enter '1', press enter (↵) to Print A Report/Change An Existing Format, the system will prompt:

Enter the Name of the Report Format That You Want :

Note: There are two report formats used in ABC Management Information System "ALIST" and "DLIST". The report format of ALIST is:

---

#### RONCO/ACSCA TECHNICAL REFERENCE SOURCES (PARTIAL LISTING)

{Current Date}

---

: CALL :	TITLE	: DATE	: AUTHOR	: AGENCY	: ACC	:
: NO. :		:	:	:	: NO	:
-----	-----	-----	-----	-----	-----	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:

---

the report format of DLIST is:

---

#### RONCO/ACSCA TECHNICAL REFERENCE SOURCES (PARTIAL LISTING)

{Current Date}

---

: CALL :	TITLE	: DATE	: AGENCY	: DOCUMENT	: ACC	:
: NO. :		:	:	: TYPE	: NO	:
-----	-----	-----	-----	-----	-----	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:

---

These report formats are already established in the information system. Either one of these formats may be selected. The difference between ALIST and DLIST is that the sixth column of ALIST is headed AUTHOR, while the sixth column of DLIST is headed DOCUMENT TYPE. Descriptions of each heading/field are found in chapter 2, Data Entry.

- 2) Select DLIST or ALIST and press enter, the system will then display the selected report format with the REPORT FORMAT menu as follows:

- 
1. Generate The Report Using This Format
  2. Change This Report Format
  3. Get Another Report Format
  4. Return to COLUMNAR REPORT Menu
- 

#### 1.1.1. Generate The Report Using This Format

##### Method:

- 1) Select '1', press enter (↵). The following prompt will appear:

**Do you want one or multiple lines of each record (1/M) ?**

M - Prints the field in multiple lines when its text is longer than the length of the space specified for that column.

1 - Prints the field in one line, any text which is longer than the size of the report column is truncated.

- 2) Select M, the system prompts:

**Do you want a blank line between records (Y/N) ?**

- 3) Type Y or y to create a blank line between each record of the printed report.

The following two options are available at this point:

- 
1. The Entire User File
  2. The List of Hits from your Last Search
- 

#### **1.1.1.1. The Entire User File**

##### **Method:**

- 1) Select '1', press enter (↵) to print the selected text from main user file. This option should not be used with large user files and should be avoided by new users.

#### **1.1.1.2. The List of Hits from your Last Search**

##### **Method:**

- 1) Select '2', press enter (↵), to print the selected text from the file extracted using the hits list.

Once the reports are printed, the system returns to the **Columnar Report Menu**

#### **1.1.2. Change This Report Format**

This option is not recommended for use by a new user and, therefore, it is not discussed in this manual.

#### **1.1.3. Get Another Report Format**

##### **Method:**

- 1) Select '3', press enter (↵), to get another report format.

#### 1.1.4. Return to Columnar Report Menu.

**Method:**

- 1) Select '4', press enter (↵), to return to the Columnar Report Menu.

#### 1.2. Create A New Report Format

Since this is not a part of ABC information system, it will not be discussed in this manual. For details on this option, refer to the SCI-MATE manual.

#### 1.3. Delete A Report Format

This option should not be selected. If the user accidentally enters into this option, just press the 'ESC' or enter the 'N' or 'n' key, the system will then abort the last command of deleting the report format and will return to the COLUMNAR REPORT menu.

#### 1.4. Return to the FORMS AND REPORTS Menu

**Method:**

- 1) Select '4', press enter (↵), to return to FORMS AND REPORTS Menu.

2. GENERATE LABELS
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This options is not used in the ABC AIIS, therefore it is not discussed in this manual. For details refer to the SCI-MATE manual.

3. GENERATE FLAG STATUS REPORT
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