

PN. ACA-102

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**APCP**

**Agricultural Production and Credit Project**

مشروع الانتاج الزراعى والائتمان

AGRICULTURAL PRODUCTION AND CREDIT PROJECT

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I. ACCOUNTING

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ACC 1 (See ADM 4)	Baseline Study Accounting May 15, 1989	(WP-I/4.1.1)
ACC 2	Financial Performance Indicators and Financial Statement Format June 1, 1989	(WP-I/4.2.1)
ACC 3	Training Needs Assessment/ Accounting June 30, 1989	(WP-I/4.1.2.5)
ACC 4 (See MIS 24)	General Ledger Reporting Requirements (English vers.) June 30, 1989	(WP-I/4)
ACC 5	BDAC Accounting Manual I Arabic	(WP-II/5.1.1& WP-III/
ACC 6	BDAC Accounting Manual I English	(WP-II/5.1.1& WP-III/
ACC 7	General Ledger Pilot- Implementation Plan and Procedures	(WP-II/5.2.1)
ACC 8	Recommendations for Loans and Credit Automated System Requirements	(WP-II/5.2)
ACC 9 (See TRG 29)	Ziraat Bankasi Trip Report	(WP-II/5.5.1)
ACC 10	Financial Report Format for Liquidity Report	(WP-II/5.5.2)
ACC 11	PBDAC & BDAC Consolidated Financial Statements Presentation March 20, 1990	(WP-II/5.5)
ACC 12	Training Course Outlines in Advanced Accounting and Financial Analysis March 15, 1990	(WP-II/5.4.2 & 5.4.3)

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I. ACCOUNTING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ACC 13	General Ledger Procedures Module (English & Arabic) April 1990	(WP-II/5.1.3)
ACC 14	Procedures for Monthly Accrual of Interest Expense for Savings Accounts, Deposits & Due to Banks	(WP-II/5.1.3b)
ACC 15	Draft Format for BDAC Balance Sheet and Income and Expense Statements September 23, 1990	(WP-III/2.9.1)
ACC 16	PBDAC Chart of Accounts	(WP-III/2.7)
ACC 17	Loan Accounting Forms: Report on Pilots and Recommendations December 30, 1990	(WP-III/2.8)
ACC 18	PBDAC/BDAC Consolidated Financial Statements Presentation March 1, 1991	(WP-III/2.9)
ACC 19	Analysis of PBDAC/BDAC Financial Analysis Program	(WP-III/2.9)
ACC 20	Loan Accounting Procedures Module March 31, 1991	(WP-III/2.8)
ACC 21	Cash Accounting Procedures Module (English & Arabic) April 1991	(WP-III/2.8.2)
ACC 22	Uniform Financial Reporting System Formats June 1991	(WP-III/2.9.1)
ACC 23	Loan Categories November 1991	(WP-III/2.9)

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I. ACCOUNTING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ACC 24	Accounting System Development Final Report - August 1991	Not Deliverable
ACC 25	Consolidated Financial Reports and Ratios	(WP-VIII/3.6)

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II. ADMINISTRATIVE SUPPORT

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 1	First Annual Work Plan Final (Bilingual) March 1989	(WP-I/8.1.5)
ADM 2	Quarterly Progress Report No.1 (QPR.1/89) (January - March 1989)	
ADM 3	Second Annual Work Plan Final (English only) December 21, 1989	(WP-II/11.3.1)
ADM 4	Baseline Study: Vols. I-IV (English)	(WP-II/11.3.1)
ADM 5	Combined APR No. 1 & QPR No. 2 Annual Progress Report No. 1 (Oct. 1, 1988 - June 30, 1989) & Quarterly Progress Report No. 2 (April - May - June 1989) October 15, 1989	(WP-II/11.3.1)
ADM 6	Quarterly Progress Report No. 3 (July-August-September 1989) November 15, 1989	(WP-II/11.3.1)
ADM 7	Quarterly Progress Report No. 4 (October - November - December 1989) English January 30, 1990	(WP-II/11.3.1)
ADM 8	Quarterly Progress Report No. 4 (October - November - December 1989) Arabic Summary January 30, 1990	Not Deliverable
ADM 9	Quarterly Progress Report No. 5 (January - February - March 1990) English April 30, 1990	(WP-II/11.3.1)

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II. ADMINISTRATIVE SUPPORT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 10	Quarterly Progress Report No. 5 (January - February - March 1990) Arabic Summary April 30, 1990	Not Deliverable
ADM 11	Combined APR No. 2 & QPR No. 6 Annual Progress Report No. 1 (July 1, 1989 - June 30, 1990) & Quarterly Progress Report No. 2 (April - May - June 1990) English July 18, 1990	(WP-II/11.3.1)
ADM 12	Combined APR No. 2 & QPR No. 6 Annual Progress Report No. 2 (July 1, 1989 - June 30, 1990) & Quarterly Progress Report No. 6 (April - May - June 1990) Arabic July 18, 1990	Not Deliverable
ADM 13	Quarterly Progress Report No. 7 (July - August - September 1990) English October 18, 1990	(WP-III/4.4.4)
ADM 14	Third Annual Work Plan Final Approved Version January 10, 1991	(WP-II/11.3.1)
ADM 15	Quarterly Progress Report No. 8 (October - November - December 1990) English January 10, 1991	(WP-III/4.4.5)
ADM 16	Quarterly Progress Report No. 8 (October - November - December 1990) Arabic Summary January 10, 1991	(WP-III/4.4.5)

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II. ADMINISTRATIVE SUPPORT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 17	Vol. I, Issue 1 of APCP Newsletter (English & Arabic) January 1991	(WP-III/4.4.12)
ADM 18	Advice to PBDAC's MIS/Publications Section on the Production of Newsletter; Vol. I, Issue 1 of APCP Newsletter (Bilingual) February 13, 1991	(WP-III/4.4.9)
ADM 19	Quarterly Progress Report No. 9 (January - February - March 1991) English April 28, 1991	(WP-III/4.4.6)
ADM 20	Vol. I, Issue 2 of APCP Newsletter (English & Arabic) June 1991	(WP-III/4.4.12)
ADM 21	APCP Brochure June 1991	(WP-III/4.4.11)
ADM 22	Combined APR No. 3 & QPR No. 10 Annual Progress Report No. 3 (July 1, 1990 - June 30, 1991) & Quarterly Progress Report No. 10 (April - May - June 1991) English July 30, 1991	(WP-IV/7.4.1)
ADM 23	Fourth Annual Work Plan Final Approved Version October 23, 1991	(WP-III/4.4.8)
ADM 24	Quarterly Progress Report No. 11 (July - August - September 1991) English October 23, 1991	(WP-IV/7.4.2)
ADM 25	Quarterly Progress Report No. 12 (October - November - December 1991) English January 28, 1992	(WP-IV/7.4.3)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 26	Quarterly Progress Report No. 12 (October - November - December 1991) Arabic Summary January 28, 1992	Not Deliverable
ADM 27	Quarterly Progress Report No. 13 (January - February - March 1992) English May 4, 1992	(WP-IV/7.4.4)
ADM 28	Quarterly Progress Report No. 13 (January - February - March 1992) Arabic Summary May 6, 1992	Not Deliverable
ADM 29	End of Tour Report "ADM/Specialist" June 1992	Not Deliverable
ADM 30	Fifth Annual Work Plan Final Approved Version July 30, 1992	(WP-IV/7.4.5)
ADM 31	Combined APR No. 4 & QPR No. 14 Annual Progress Report No. 4 (July 1, 1991 - June 30, 1992) & Quarterly Progress Report No. 14 (April - May - June 1992) English August 17, 1992	(WP-V/8.4.1)
ADM 32	Combined APR No. 4 & QPR No. 14 Annual Progress Report No. 4 (July 1, 1991 - June 30, 1992) & Quarterly Progress Report No. 14 (April - May - June 1992) Arabic Summary August 17, 1992	Not Deliverable

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 33	Quarterly Progress Report No. 15 (July - August - September 1992) English November 1, 1992	(WP-V/8.4.2)
ADM 34	Quarterly Progress Report No. 16 (October - November - December 1992) English February 25, 1993	(WP-V/8.4.3)
ADM 35	Quarterly Progress Report No. 17 (January - March - April 1993) English May 16, 1993	(WP-V/8.4.4)
ADM 36	Sixth Annual Work Plan August 4, 1993	(WP-V/8.4.5)
ADM 37	Combined APR No. 5 & QPR No. 18 Annual Progress Report No. 5 (July 1, 1992 - June 30, 1993) & Quarterly Progress Report No. 18 (April - May - June 1993) English	(WP-VI/6.3.2.1)
ADM 38	Quarterly Progress Report No. 19 (July - August - September 1993) English	(WP-VI/6.3.2.2)
ADM 39	Quarterly Progress Report No. 20 (October - November - December 1993) English	(WP-VI/6.3.2.2)
ADM 40	Quarterly Progress Report No. 21 (January - March - April 1994) English	(WP-VI/6.3.2.2)
ADM 41	Seventh Annual Work Plan (July 1, 1994 - September 30, 1995) English August 17, 1994	(WP-VI/6.3.2.3)

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ADM 42	Seventh Annual Work Plan (July 1, 1994 - September 30, 1995) Arabic August 17, 1994	(WP-VI/6.3.2.3)
ADM 43	Combined APR No. 6 & QPR No. 22 Annual Progress Report No. 6 (July 1, 1993 - June 30, 1994) & Quarterly Progress Report No. 22 (April - May - June 1994) English	(WP-VI/6.3.2.2)
ADM 44	Quarterly Progress Report No. 23 (July - August - September 1994) English October 1994	(WP-VII)
ADM 45	Quarterly Progress Report No. 24 (October - November - December 1994) (English) January 1995	(WP-VII)
ADM 46	Quarterly Progress Report No. 25 (January - February - March 1994) (English) April 1995	(WP-VII)
ADM 47	Eighth Annual Work Plan (October 1, 1995 - July 15, 1996) June 29, 1995	(WP-VII)
ADM 48	Combined APR No. 7 & QPR No. 26 Annual Progress Report No. 7 (July 1, 1994 - June 30, 1995) & Quarterly Progress Report No. 26 (April - May - June 1995) English July 1995	(WP-VII)

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II. ADMINISTRATIVE SUPPORT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ADM 49	Quarterly Progress Report No. 27 (July - August - September 1995) (English) September 1995	(WP-VII)
ADM 50	Quarterly Progress Report No. 28 (October - November - December 1995) (English) January 1996	(WP-VIII)
ADM 51	Quarterly Progress Report No. 28 (October - November - December 1995) (Arabic) January 1996	(WP-VIII)
ADM 52	Quarterly Progress Report No. 29 (January - February - March 1996) (English) April 1996	(WP-VIII)
ADM 53	End of Tour Report (COP-William Ellis) September 15, 1993	Not Deliverable
ADM 54	Quarterly Progress Report No. 30 (April - May - June 1996) (English) July 1996	(WP-VIII)
*ADM 55	APCP Final Report	(WP-VIII)

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<u>Library</u> <u>Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
	APCP Monthly Progress Reports (for H.O. & Chemonics Staff Use Only-- not an APCP Deliverable)	
ADM/MPR 1	MPR #1: January 1989	Not Deliverable
ADM/MPR 2	MPR #2: February 1989	Not Deliverable
ADM/MPR 3	MPR #3: March 1989	Not Deliverable
ADM/MPR 4	MPR #4: April 1989	Not Deliverable
ADM/MPR 5	MPR #5: May 1989	Not Deliverable
ADM/MPR 6	MPR #6: June 1989	Not Deliverable
ADM/MPR 7	MPR #7: July 1989	Not Deliverable
ADM/MPR 8	MPR #8: August 1989	Not Deliverable
ADM/MPR 9	MPR #9: September 1989	Not Deliverable
ADM/MPR 10	MPR #10: October 1989	Not Deliverable
ADM/MPR 11	MPR #11: November 1989	Not Deliverable
ADM/MPR 12	MPR #12: December 1989	Not Deliverable
ADM/MPR 13	MPR #13: January 1990	Not Deliverable
ADM/MPR 14	MPR #14: February 1990	Not Deliverable
ADM/MPR 15	MPR #15: March 1990	Not Deliverable
ADM/MPR 16	MPR #16: April 1990	Not Deliverable

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III. AUDIT

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
AUD 1 (See TRG 6)	Course Outline for Management Development--Bilingual March 31, 1989	(WP-I/5.4.2)
AUD 2	Terms of Reference and Mandate for Internal Auditing (Final Draft) August 1989	(WP-I/5.1.2& WP-I/5.5.2)
AUD 3 (See ADM 4)	Baseline Report (Draft Two) Task's input May 31, 1989	(WP-I/5.1.1) " /5.2.1 " /5.3.1 " /5.4.1 " /5.5.1
AUD 4	Loan Classification Concept Paper (Draft One) August 1989	(WP-I/5.2.2) (Same as WP-I/1.2.1)
AUD 5	Organizational Infrastructure Discussion Paper (Draft One) August 1989	(WP-I/5.1.3& " /5.5.3)
AUD 6	Internal Audit I & II Core Courses Outline August 31, 1989	(WP-I/5.4.3& WP-I/5.4.4)
AUD 7	Reference List for Training	(WP-I/5.4.5)
AUD 8	Loan Monitoring and Classification Action Plan	(WP-I/5.2.3)
AUD 9 (See ADM 3)	Second Annual Work Plan Task's Input	(WP-II/6.3.5)
AUD 10 (See TRG 21)	Workshop on Audit and Follow-up (Materials)	(WP-II/6.2.4) & 9.10.7

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III. AUDIT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
AUD 11	Presentation on Audit, Follow-up, and Control (Materials only for First of Three) July 31, 1989	(WP-II/6.2.5)
AUD 12	Review of Chart of Accounts and Descriptions October 30, 1989	(WP-II/6.3.4)
AUD 13	Audit Objectives and Procedures Credit (Lending) and Financial (Cash) Audit Programs (Audit Procedures Manual) December 1989	(WP-I/5.1.4 & WP-II/6.1.3, 6.2.1, 6.2.2)
AUD 14	Inspection and Control Sector: Audit Procedures Handbook and Policy Manual June 1990	(WP-II/6.1.1 & 6.1.2)
AUD 15 (See TRG 62)	Internal Audit-1 Core Training Course	(WP-II/6.2.1 & 6.2.2)
AUD 16	Pilot Audit Report Giza Governorate	(WP-III/2.1a & 2.1c)
AUD 17	Audit Steps Evaluating Basic Controls September 1990	
AUD 18	Audit & Monitoring Framework February 1991	(WP-III/2.1.2 & 2.3.3)
AUD 19	Procedures for Evaluating Internal Controls and Audit Steps at Village Banks March 1991	(WP-III/2.1 & 2.1.2)
AUD 20	Management Control or Monitoring May 20, 1991	(WP-III/2.1.2)

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III. AUDIT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
AUD 21	Planning & Budgeting June 30, 1991	(WP-III/2.3.1, 2.3.2 & 2.3.3)
AUD 22	End of Tour Report June 1991 (AUD/Specialist)	Not Deliverable

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IV. CREDIT MANAGEMENT

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
CRE 1	Activity Total of the Unsubsidized Loans Issued By Governorate Banks	(WP-I/1.5.4)
CRE 2	APCP Enterprise Budgets Report Covering the Crop Packages of the Executive Committees of the 12 APCP Governorates September 20, 1988	(WP-I/1.6)
CRE 3	Crop Packages Winter 1988-89: The Pipeline Application of Research (English translation)	(WP-I/1.6)
CRE 4	Crop Packages Technical Recommendations Winter 1988-89 (Engl. transl.)	(WP-I/1.6)
CRE 5	Crop Packages Technical Recommendations Summer 1989	(WP-I/1.6)
CRE 6	Loan Classification Concept Paper (Bilingual) June 30, 1989	(WP-I/5.2.2)
CRE 7 (See ADM 4)	Baseline Report (Draft One) Task's input May 10, 1989	(WP-I/1.1.1 & " /1.4.1)
CRE 8	Training Needs Assessment	(WP-II/1.4.1)
CRE 9	APCP Monthly Credit Reports Period July 1, 1987 to June 30, 1989	Not Deliverable
CRE 10	Needs Assessment for Improvement of Village Bank Environments	(WP-II/1.1.1)

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IV. CREDIT MANAGEMENT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
CRE 11	Proposal to Integrate CTS Functions in PBDAC (Draft)	(WP-II/1.3.1)
CRE 12 (See ACC 17)	Loan Accounting Forms: Report on Pilots and Recommendations December 30, 1990	(WP-III/2.8)
CRE 13	Enterprise Development Program Proposal to Social Fund for Development January 4, 1992	(WP-IV/3.4.1)
CRE 14	PBDAC & BDAC Consolidated Financial Statements Presentation 1990/1991 May 1, 1992	(WP-IV/4.2)
CRE 15	Credit Area Baseline Study April 1992	(WP-IV/1.1)
CRE 16	Creditworthy Lending; Deposit Mobilization; and Client Relations Marketing Draft Plan for Pilot Project: Village Bank Improvement Program (VBIP); (Pilot in 2 BDACs, 3 branches, and 6 village banks) October 18, 1994	(WP-VII/2.2, 2.3&2.4)
CRE 17 (See TRG 125)	Credit Course Material Village Bank Improvement Program Accounting & Credit Analysis Course November 1994	(WP-VII/2.2.1.b)
CRE 18 (See TRG 126)	Village Bank Improvement Program Accounting & Credit Analysis Course Reading Material January 1995	(WP-VII/2.2.1.b)

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IV. CREDIT MANAGEMENT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
CRE 19	Village Bank Improvement Program VBIP Monthly Progress Performance Report #1 March 1995	(WP-VII/2.2&2.3.c)
CRE 20	VBIP Monthly Progress Performance Report #2 April 1995	(WP-VII/2.2&2.3.c)
CRE 21	VBIP Monthly Progress Performance Report #3 May 1995	(WP-VII/2.2&2.3.c)
CRE 22 (See TRG 127)	Bank Improvement Program (BIP) Accounting & Credit Analysis Course Reading Material June 1995	(WP-VII/2.2.1.b)
CRE 23	VBIP Monthly Progress Performance Report #4 June 1995	(WP-VII/2.2&2.3.c)
CRE 24	<u>Special Studies:</u> The Study of: Informal Finance in Rural Egypt and Non Traditional Marketing Opportunities for PBDAC The study consists of: 1- Executive Summary & Recommendations 2- Part I: Inventories (Census Enumerations) 3- Part II: The Surveys 4- Part III: Case Studies & In-depth Interviews (Arabic + English) [by MCC] June 1995	(WP-VII/2.1.1)

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IV. CREDIT MANAGEMENT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
CRE 25	<u>Special Studies:</u> A Research Study on: The Use of Bank Credit in Rural Areas in Egypt The study consists of: Part I: Census Enumeration Part II: A Summary of the Main Results of the In-Depth (Intensive) Interviews with PBDAC Branch Managers in Four Cities Part III: The Survey's (Questionnaire) Results Part IV: The Case Studies Part V: Executive Summary & Recommendations July 1995 [by MCC]	(WP-VII/2.1.2)
CRE 26	End of Tour Report by Credit Specialist (David Munro) March 31, 1996	Not Deliverable

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V. DIVESTITURE/PRIVATIZATION/ORGANIZATION  
MANAGEMENT & RESTRUCTURE

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 1	Updated Strategic Plan for PBDAC Divestiture - May 29, 1991; including PBDAC Farm Inputs Divestiture Task Force - Aug. 26, 1991	(WP-IV/2.1.1)
DIV 2	<u>Special Studies on Divestiture:</u> Personnel Impact of Divestiture - Draft - Scope of Work July 30, 1991	(WP-IV/2.2.1)
DIV 3	<u>Special Studies on Divestiture:</u> Financial Impact of Divestiture - Draft - Scope of Work <u>P.S.:</u> Draft Plan March 1992 "(Under PBDAC/USAID Review)" July 30, 1991	(WP-IV/2.2.2)
DIV 4	<u>Promotion Outreach Plan:</u> Private Farm Input Dealers - Addresses and Names August 7, 1991	(WP-IV/2.3.1)
DIV 5	<u>Divestiture Monitoring &amp; Reporting:</u> Private Sector Fertilizer Sales Price Monitoring System August 1, 1991	(WP-IV/2.4)
DIV 6	<u>Private Sector Support:</u> Briefing Paper on Special Lending Opportunities Workshop and Other PBDAC Concerns Resulting from Inputs Divestiture August 14, 1991	(WP-IV/2.3)
DIV 7	<u>Promotion Outreach Plan:</u> Bangladesh Visit Report - August 12, 1991; including, Bangladesh Fertilizer Distribution Improvement Project - Aug. 8, 1991	(WP-IV/2.3.1)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 8	<u>Divestiture Monitoring &amp; Reporting:</u> PBDAC Input Divestiture/ Privatization June Report August 27, 1991	(WP-IV/2.4.1)
DIV 9	<u>Divestiture Monitoring &amp; Reporting:</u> Privatization/Divestiture July/August Report October 20, 1991	(WP-IV/2.4.1)
DIV 10	<u>Promotion Outreach Plan:</u> Egyptian Licensees for Marketing Agricultural Inputs November 1991 "Updated"	(WP-IV/2.3.1)
DIV 11	<u>Private Sector Support:</u> Temporary or Bridging Arrangement for Storing Fertilizers of the Factories or Private Agents December 24, 1991	(WP-IV/2.3)
DIV 12	<u>Divestiture Monitoring &amp; Reporting:</u> Update Report on PBDAC's Monitoring of Inputs Privatization (October through December 1991) February 13, 1992	(WP-IV/2.4)
DIV 13	PBDAC's Farm Inputs Divestiture Quarterly Report for January 1992 through March 1992 Update of Statistical Tables May 14, 1992	
DIV 14	Fifth Update Synopsis and Progress Report of the Divestiture & Privatization of PBDAC's Farm Inputs Supply and Distribution Program August 15, 1993	

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 15	Sixth Update and Progress Report of the Divestiture & Privatization of PBDAC's Farm Inputs Distribution System September 1, 1994	
DIV 16	<u>Divestiture Impact Study:</u> (a) Financial Impact of PBDAC's Divestiture of Non-Banking Activities Vol. One: Main Report (Draft) February 1992 (by IDC)  (b) Study of the Personnel Impact of PBDAC Inputs Divestiture Vol. Two: Working Papers 1-4 (Final) July 1992 (by IDC)  (c) Vol. Two: Statistical Annex Draft Feb. 12, 1992  (d) Study of the Personnel Impact of PBDAC Inputs Divestiture Vol. Three: Working Papers 5-7 (Final) July 1992 (by IDC)	
DIV 17	PBDAC Voluntary Separation Program (WP-IV/ December 10, 1992 (Arabic Trnsl. Dec. 17, 1992)	
DIV 18	<u>Outreach Material:</u> Farm Inputs Dealers Updated List July 1993	
DIV 19	Proposed Organization of PBDAC July 8, 1993	(WP-V/
DIV 20	Plan for Personnel Reduction 1993-96 (Final Report) by Dr. Peter Gregory Sept. 22, 1993	(WP-VI/2.2.4)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 21	Detailed Report of Owned & Rented Mandoubiyas (Arabic) November 1993	(WP-VI/
DIV 22	Farm Inputs & Services Stores Plan "Mandoub Plan" (English & Arabic) November 1993	(WP-VI/
DIV 23	Training Material for Farm Store Ownership Plan for Redundant Employees (Mandoub Plan) 1993	(WP-VI/
DIV 24	Proposed Special Study to Analyze, Appraise and Prepare Recommendations and an Implementation Plan to Improve PBDAC's and the BDACs' Organization, Operations, Administration and Management December 22, 1993	(WP-VI/
DIV 25	Feasibility Study & Implementable Operating Plan for PBDAC's Inputs and Outputs Warehouse and Storage System by El Maazawy	(WP-V/
	The study consists of:	
	(a) Vol. I: (First Report) - Work Plan February 16, 1993	
	(b) Vol. II: Second Stage Report July 13, 1993	
	(c) Vol. III: Third Stage Report October 1993	
	(d) Vol. IV: Final Report May 1994	

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 26	<u>Special Studies:</u> Decentralization, Deposits & Incentives in PBDAC (by Policy Review & Restructure Team: D. Adams, R. Patten, J. Poyo) (Engl. + Arabic) July 27, 1994	(WP-VII/1.1)
DIV 27	PBDAC's Strategic Planning Suggested Guidelines January 4, 1995	(WP-VII/1.5)
DIV 28	Draft--(O&M Study) Implementation Plan: Improvement & Strengthening of the Human Resources System in PBDAC by James J. Villalobos (O&M Specialist) Summary Report with Attachments December 18, 1994	(WP-VII/1.2.c-f)
DIV 29	Draft--(O&M Study) Implementation Plan: Improvement & Strengthening of the Budgeting System & Other Management Practices in PBDAC by Edmond F. Ricketts (O&M Specialist) Summary Report with Attachments January 19, 1995	(WP-VII/1.2.f)

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<u>Library</u> <u>Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
DIV 30	<u>Special Studies:</u> O & M Study Restructuring & Reorganization Study by Zarrouk, Khaled & Co. (Arabic + English)  The study consists of:	(WP-VII/1.2)
	(a) Proposed Work Plan and Factors Affecting Execution of the Study February 26, 1995	(WP-VII/1.2.a)
	(b) Second Stage Report, with Appendixes March 25, 1995	(WP-VII/1.2.c)
	(c) Third Stage Report Personnel Management System Draft Implementation Plan June 19, 1995	(WP-VII/1.2.e-g)
DIV 31	Bank Improvement Program Summary & Evaluation (English + Arabic) November 14, 1995	(WP-VIII/1)
DIV 32	Provisional Performance Incentive System for BIP April 9, 1996	(WP-VIII/2)
DIV 33	End of Tour Report Privatization/Divestiture Specialist Team Leader & Chief of Party (Wilmot Averill) April 30, 1996	Not Deliverable

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VI. ECONOMICS

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
*ECON 1	Summer Season Survey Results 1991	(WP-IV/6.3.1)
*ECON 2	Credit Planning Manual	(WP-IV/6.2.3)
*ECON 3	Maize Consumption Pattern	(WP-IV/6.3.3.1)
ECON 4	Evaluation of Fayoum IFAD Project	(WP-IV/6.3.3.2)
ECON 5	Winter Season 1989-90 Crop Survey Data Report Vol. II, III, & IV February 24, 1991 (SOSAR)	Not Deliverable
ECON 6	Credit Plan for Village Banks March 1992	(WP-IV/6.?)
ECON 7	Report to USAID Statistical Research & Studies Related to Tranche IV of the Agricultural Policy Reform Program APCP-MALR May 1991	Not Deliverable
ECON 8	Summer Season Crop Survey 1991 Data Report Vol. I : Gen. Info. & Credit Survey Vol. II : Crop Producers Survey Vol. III: Crop Producers Survey February 1, 1992	Not Deliverable
ECON 9	Report to USAID Tranche V, Monitoring & Verification Report on Performance Under the AG. Policy Reform Program APCP-MALR June 1992	
ECON 10	An Assessment of the Potential for Liberalization of the Cotton Production, Trade and Ginning Sector August 12, 1992	(WP-V/5.4A)

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VI. ECONOMICS

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ECON 11	Recommendations of PBDAC/FAO/NINARACA Symposium on "The Impact of the Economic Reform Policy on Rural Finance in Egypt" February 14-15, 1993	Not Deliverable
ECON 12	Crop Survey: Winter Season 1991-92 Data Report Vol. (I) General Information (Daqahliya, Fayoum, Menoufiya Governorates) August 15, 1993 (SOSAR)	Not Deliverable
ECON 13	Corrections Crop Verification Surveys 1991-92 (SOSAR)	Not Deliverable
ECON 14	Crop Verification Survey 1992 Statistical Report Vol. I : Daqahliya Vol. II : Menoufiya Vol. III: Fayoum (SOSAR)	Not Deliverable
ECON 15	Conference on the Impact of Economic Reform Prog. on Food & Agricultural Development in Egypt 28, 29 Nov. 1993 Guidelines & Recommendations (Arabic + Engl.) (MALR & IFPRI)	Not Deliverable
ECON 16	Animal Protein Foods System Increasing Efficiency of Production, Processing & Marketing (Vols. I & II) by Winrock Int'l December 1993	Not Deliverable
ECON 17	An Economic & Statistical Analysis of the 1989-90 Winter Season--Crop Verification Survey March 1, 1994	(WP-VI/1.3.1.A)

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VI. ECONOMICS (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ECON 18	Summer 1993 Survey of Fertilizer Purchases by Farmers March 1, 1994	(WP-VI/1.4.A)
ECON 19 (H.O.)	Report to the USAID Tranche VI Monitoring & Verification Report on Performance Under Agricultural Policy Reform Program/APCP	
ECON 20 (H.O.)	Annex I to Tranche VI Report on the Ag. Policy Reform Program of APCP Official Decrees & Announcements Regarding Cotton Marketing, (Benchmark No. 1) (MALR) April 3, 1994	
ECON 21	Annex IV to Tranche VI Report on the Ag. Policy Reform Program of APCP Additional Results from Surveys of Prices Paid by Farmers (Benchmarks No. 3 & No. 6) 1994	
ECON 22	Report to the USAID Tranche VI Monitoring & Verification Report on Performance Under Ag. Policy Reform Program/APCP (Benchmark No. 8), PBDAC Reforms Annex VII (MALR) April 3, 1994	
ECON 23	Annex VII to Tranche VI Report Ag. Policy Reform Program of the APCP Survey Questionnaires, Instructions to Enumerators, and Data Codes 1994	
ECON 24	An Economic & Statistical Analysis (WP-VI/1.3.1.B) of the 1991-92 Season Crop Verification Surveys June 15, 1994	

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VI. ECONOMICS (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ECON 25	Analysis of SFPP/APCP Crop Technology Extension Programs Using Crop Verification Surveys July 1, 1994	(WP-VI/1.3.1.C)
ECON 26	A Technical Review of 21 of Egypt's 64 Cotton Gins (A Sample of 15 of the 47 "Old" Gins Built before 1970 and 6 of the New/Modified Gins Built after 1970 Plus Elements of a Privatization/Liberalization Plan for the Gin) (by Dr. Allen LeBel) August 21, 1994	(WP-VII/7.2)
ECON 27	Agronomic of Economic Factors Effecting Cotton Production in Egypt A Report of the Cotton Supply Response Team (by Dr. Ron Krenz) December 1994	(WP-VII/7.3.A)
ECON 28	Agricultural Policy Conference Taking Stock--Eight Years of Egyptian Agricultural Policy Reforms MALR-PBDAC/APCP-USAID (Incl. Summary, Discussion Papers & Recommendations; in both English & Arabic) <ul style="list-style-type: none"> <li>a. Sess. 1</li> <li>b. Sess. 2</li> <li>c. Sess. 3</li> <li>d. Sess. 4</li> <li>e. Sess. 5</li> <li>f. Sess. 6</li> <li>g. Sess. 7</li> <li>h. Summary (Engl. + Arabic)</li> <li>k. Recommendation</li> </ul> March 26-28, 1995	(WP-VII/7.4)

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VI. ECONOMICS (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
ECON 29	Report to the USAID Tranche VII Monitoring & Verification Report on Performance Under the APRP/APCP PBDAC Reforms--Chapter 9 (Benchmark No. 9) June 30, 1995 (Draft)	(WP-VII/7.2)
ECON 30	Egyptian Cotton Liberalization (by Dr. Thomas M. Bell) Draft Copy September 1995	(WP-VII/7.2)
ECON 31	Report to the USAID Tranche VII Monitoring & Verification Report on Performance Under the APRP/APCP PBDAC Reforms--Chapter 9 (Benchmark No. 9) June 30, 1995 a- Vol. I - Report June 30, 1995 b- Vol. II - Annexes June 30, 1995	Not APCP Deliv.
ECON 32	Tranche VII--Supplement I A Supplemental Report on Cotton, Fertilizer and PBDAC October 95 - March 96 March 31, 1996	Not APCP Deliv.

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VII. FARM-RELATED BUSINESS

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FRB 1	Preliminary Memo & Work Plan on Tile Drainage Project (Arabic & English) December 12, 1988	(WP-I/3.3a)
FRB 2	Preliminary Memo & Work Plan on Farm Mechanization Project (Arabic & English) December 1988	(WP-I/3.5a)
FRB 3	Preliminary Memo & Work Plan on Land Improvement Pilot Project (Arabic & English) December 1988	(WP-I/3.4a)
FRB 4 (See TRG 3)	FRB-Soil Improvement Pilot Project Workshop March 12-13, 1989	(WP-I/3.4b)
FRB 5 (See TRG 9)	FRB-Farm Mechanization Pilot Project Workshop April 26-27, 1989	(WP-I/3.5b)
FRB 6	Detailed Study for Farm Mechanization Pilot Project-- Related to Rice & Corn: Summer 1989 June 1989	(WP-I/3.5.3)
FRB 7	Detailed Study for Soil Improvement Pilot Project: Summer 1989 July 1989	(WP-I/3.4.3)
FRB 8	Economic and Technical Principles of Planting Wheat Mechanically August 1989 (Arabic)	(WP-II/3.3)
FRB 9	Statistical Study on The Role of The Private Sector for Import, Manufacturing, and Distribution of Agriculture Equipment September 1989	(WP-II/3.3)

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VII. FARM-RELATED BUSINESS (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FRB 10	Fundamentals of Calculating Operating Cost of Farm Machineries December 1989 (Arabic)	(WP-II/3.3)
FRB 11	Study on Developing New Marketing System for Corn (Maize) Seeds January 1990	(WP-II/3.4)
FRB 12	Study on Economics of Owning: 1- Seed Drill 2- Rototiller 3- Hydraulic Scraper (Arabic + Engl.) February 1990	(WP-II/3.3)
FRB 13	Progress and Evaluation Report on Planting Wheat Mechanically: (Arabic & English) March 1990	(WP-II/3.3) Winter 89/90
FRB 14	The Mechanization of Summer Crops Cultivation: Its Technical Criteria & Economic Feasibility (Arabic + Engl.) April 1990	(WP-II/3.3)
FRB 15	Progress and Evaluation Report on Planting Rice and Corn Mechanically: June 1990 (Arabic)	(WP-II/3.3) Summer 1990
FRB 16	Progress and Evaluation Report on Soil Improvement: June 1990	(WP-II/3.2) Winter 89/90 and Summer '90
FRB 17	Study on Modern Irrigation Systems (Arabic + Draft Engl. Translation) June 1990	(WP-II/3.8)
FRB 18	Study on the Development Milling Industry in the Egyptian Village June 1990	(WP-II/3.5)

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VII. FARM-RELATED BUSINESS (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FRB 19	Progress Reports on Farm Mechanization Activities (July 1989 Through June 1990) June 21, 1990	Not Deliverable
FRB 20	Potential Lending Opportunities for a Village Bank March 1991	(WP-III/1.8)
FRB 21	Training Materials on FRB Concepts, Methodology, and Application March 1991	(WP-III/1.6)
FRB 22	Feasibility Study on Owning Lazer Unit for Leveling Agricultural Lands June 1991	(WP-III/1.8)
FRB 23	Agricultural Mechanization Program Plan -- Mechanized Cultivation of Wheat for the Season 1991/1992 September 25, 1991 "Arabic"	(WP-IV/?)
FRB 24	Establishing a Bank Marketing Organization for the PBDAC March 1992	Not Deliverable
FRB 25	Development of FRB Lending Final Report June 8, 1992	Not Deliverable
FRB 26	Technical Recommendation for Cultivation & Production of Egyptian Cotton (Engl. Translation of ARC Material) Jan. 1990	Not Deliverable
FRB 27	Training Program for Mechanized Wheat Cultivation for Winter Season 90/91 (Daq. & Sharq. Govs) September 1990 (Arabic)	(WP-II/?)

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VIII.        FINANCE/CAPITAL MANAGEMENT

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FIN 1 (See ADM 4)	Baseline Report Task's Input June 1989 Revision	(WP-I/2.1.1& WP-I/2.2.1)
FIN 2	Impact of Interest Rate Subsidies on Farmers	Not Deliverable
FIN 3	Discussion Paper on PBDAC's Foreign Exchange Position	Not Deliverable
FIN 4	Training Needs Assessment for Finance and Capital Management September 1989	(WP-II/4.1.3)
FIN 5	Human Resources Support Group-- Recommendations (Meeting No. 1) July 1989	(WP-II/4.3.3)
FIN 6	Money Market Tutor & Calculator October 1989	(WP-II/4.1.7)
FIN 7	Discussion Paper on PBDAC's Future as an Independent Financial Institution June 30, 1990	Not Deliverable
FIN 8	Preliminary Report on Treasury Review June 11, 1991	(WP-IV/2.2.1)
FIN 9	Borrowing from the Commercial Banks September 30, 1991	(WP-IV/3.4)
*FIN 10	Analysis Study of CDs & Savings & Accounts November 1991	(WP-IV/3.1.1)
FIN 11	Working Paper of Cash Analysis of Amounts December 1991	(WP-IV/3.3.1 & 3.3.2)

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VIII. FINANCE/CAPITAL MANAGEMENT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FIN 12	The Unification of Data Project Arabic/English June 24, 1993	(WP-V/3.3)
FIN 13	PBDAC/BDACs Profitability Analysis for Fiscal Year 1992/93 November 15, 1993	(WP-VI/
FIN 14	A Study of Customers' Attitude Towards PBDAC & Competitive Banks Regarding Deposits A Report on Methodology & Results (by Dr. El-Sayed Abdu Nagi) 1993	(WP-VI/
FIN 15	Draft Manual of Credit & Financial Policies for PBDAC & BDACs November 17, 1994 (Prelimin. draft in Engl. March 1994)	(WP-VI/1.2.5)
FIN 16	Manual of Credit Procedures for PBDAC & BDACs December 20, 1994 (Prelimin. draft in Engl. May 12, 94)	(WP-VI/1.2.5)
FIN 17	Draft--Budget Manual (Arabic + Engl. Trnsl.) June 20, 1994	(WP-VI/3.3.2)
FIN 18	Special Working Paper on the Restructuring of the PBDAC & BDACs November 21, 1993	
FIN 19	PBDAC/BDACs Profitability Analysis for Fiscal Year 1993/94 September 18, 1994	(WP-VII/1.3)
FIN 20	PBDAC's Employee Incentive Program: Procedures, Limitations, & Recommendations (by Dr. D. Adams & R. Patten) December 15, 1994	(WP-VII/3.3)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FIN 21	A Working Paper on an Incentive System Based on Profits in the PBDAC & BDACs (MAY's Paper) January 30, 1995	(WP-VII/3.3)
FIN 22	<u>Special Studies:</u> The Project for Development of PBDAC's Internal Audit Function (by: Wissa, Zarrouk, Khaled & Co.) September 20, 1994 The study consists of: Stage I: Survey of Current Practices and Diagnoses of Problems - Main Report (Arabic) - Executive Summary (Engl.)  Stage II: Development of Audit Manual - Main Report (Arabic) - Executive Summary (Engl.)  Stage III: Applying the Manual and Producing Two Model Internal Audit Reports - Main Report (Arabic) - Executive Summary (Engl.)  Stage IV: Assessment of the Follow Up Function in the Bank - Main Report (Arabic) - Executive Summary (Engl.)	
FIN 23	<u>Special Studies:</u> Financial Study of the PBDAC for the Period from FY 85/86 to FY 92/93 (by: Wissa, Zarrouk, Khaled & Co.) June 16, 1994 The study consists of: 1- The Full Detailed Report of the Financial Analysis Study (Arabic)  2- Executive Summary Report on the Findings of the Financial Analysis Study (Arabic & Engl.)	

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VIII. FINANCE/CAPITAL MANAGEMENT (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
FIN 24	Towards Liberalization of the Credit Function in the PBDAC & BDACs September 19, 1993	(WP-VII/
FIN 25	PBDAC, BDACs Profitability Analysis for Fiscal Year 1994/95 November 6, 1995	(WP-VII/
FIN 26	Staffing Requirements for Village Banks February 25, 1996	(WP-VIII/
FIN 27	End of Tour Report by Finance/Capital Management Specialist (Dr. Mohamed Anwar Youssef) February 12, 1996	Not Deliverable

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 1	Data Processing Department, Skills Assessment (58 staff)	(WP-I/7.1.3)
MIS 2	Data Processing Course Syllabus (12 Courses) (Draft)	(WP-I/7.1.3.5a)
MIS 3	Example of Central Bank Reporting System Outputs: BDACs' March Monthly Balance Sheet	(WP-I/7.2.4.8a)
MIS 4	Consolidated Central Bank Reporting System/Balance Sheet Users Manual	(WP-I/7.2.4.8)
MIS 5	Overview Flowchart-System Functional Processes Completed Up to Village Bank: General Ledger, Loans, and Credit	(WP-I/7.3.2.2)
MIS 6	Loans and Credit System The Services Suggested for Computerization at Village Banks and for Similar Activities of Branches and at Governorates June 1989	(WP-I/7.3.2)
MIS 7	Composite Top-Down Analysis of Village Bank Financial System (Draft) June 1989 (English & Arabic)	(WP-I/7.3)
MIS 8	Procedures for Granting, Follow-up, and Repayment of Loans V. Bank/User's Manual June 1989 (English & Arabic)	(WP-I/7.3.2)
MIS 9	Saving Accounts System Specifications June 1989	(WP-I/7.3.3)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 10	General Ledger System Analysis of Requirements June 1989	(WP-I/7.3.1)
MIS 11 (See ADM 4)	Baseline Report Task's Input May 1989	(WP-I/7.1.1)
MIS 12	Savings Program User Manual (Draft) July 1989	(WP-II/7.7.4)
MIS 13	Computer Procurement Plan Draft One September 11, 1989	(WP-II/7.1.10)
MIS 14	Composite Top-Down Analysis For Loan System (Draft) September 1989	(WP-II/7.3.5)
MIS 15	Mechanization DataBase Information System Program Documentation September 1989	(WP-II/7.2.4)
MIS 16	APCP Monthly Credit Report Documentation and User Manual September 1989	(WP-II/7.4)
MIS 17	Finance and Capital Management I- Commercial Banks Reports II- Documentation (Draft) September 1989	(WP-II/7.2.4)
MIS 18	The Comprehensive Credit Reporting System I- The Input Forms II- The Output Forms (Draft) September 1989	(WP-II/7.2.4)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 19	PC's Overview Handbook Draft November 1989	(WP-II/7.2.1)
MIS 20	Loans System - Analysis Flow Charts - Report Layouts - Input Forms (English & Arabic) February 1990	(WP-II/7.5.1)
MIS 21	Payroll System (2 Volumes) Technical Documentation February 1990	(WP-II/7.12)
MIS 22	Payroll User Manual (2nd Draft) (Arabic) February 1990	(WP-II/7.12)
MIS 23	Documentation for Withdrawals & Deposits The Principal Bank & Governorate Banks From the Commercial Banks (Arabic) March 1, 1990	(WP-II/7.2.4d)
MIS 24	Current Accounts User Manual Arabic (3rd Draft) November 1990	(WP-II/7.11)
*MIS 25	MIS/DP BDAC Premises Requirements & Diagrams February 1990	(WP-II/7.1.6)
MIS 26	APCP Monthly Credit Report Period from 07/01/87 until 01/31/90 March 1990	(WP-II/7.2.4)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
*MIS 27	Mini Computer Procurement RFQ, Evaluations, & Negotiations March 1990	(WP-II/7.1.10)
MIS 28 (See TRG 29)	Turkey Participant Training MIS/DP Trip Report January 1990	(WP-II/7.1.8)
*MIS 29	Sudan Participant Training CD-ROM Workshop MIS/DP Trip Report March 1990	(WP-II/7.1.8)
*MIS 30	Cashier System (Draft) Functional Specifications March 1990	(WP-II/7.9.1)
MIS 31 (See TRG 38, 40, & 45)	Technical Training Materials (QPR-V) January-March 1990	(WP-II/7.1.9 & 7.2.2)
MIS 32	APCP Monthly Credit Report Period from 07/01/87 till 02/28/90 April 1990	(WP-II/7.2.4)
MIS 33	APCP Monthly Credit Report Period from 07/01/87 till 03/31/90 May 1990	(WP-II/7.2.4)
MIS 34	APCP Monthly Credit Report Period from 07/01/87 till 04/30/90 May 1990	(WP-II/7.2.4)
MIS 35	"Programming Standards" In-house Course; Materials and Documentation May 1990	(WP-II/7.1.9)
MIS 36	"Source Taxations" PC Requirements, Programs, Preprinted Form & Documentation May 1990	(WP-II/7.2.4I)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
*MIS 37	PC/RFQ # APCP-02 Evaluation and Recommendation May 1990	(WP-II/7.1.12)
*MIS 38	PC/RTO IFB APC-90-03 Specifications and Proc. Document May 1990	(WP-II/7.1.12)
*MIS 39	Furniture Requirements, MIS Memorandum of Understanding RFQs; APCP-03 and APCP-04 June 1990	(WP-II/7.1.5 & 7.1.6)
MIS 40	Consolidated Credit System Input Forms Report Samples and Implementation Plan June 1990	(WP-II/7.4.4)
*MIS 41	Passbook/Lottery Savings Technical Manual June 1990	(WP-II/7.7.4)
MIS 42	Current Accounts Technical Manual June 1990	(WP-II/7.11.5)
MIS 43	PC-Training DataBase Program Specifications/Documentation June 1990	(WP-II/7.2.4F)
MIS 44	Deposits/Time Deposits & Savings Certificates Requirements/Design & PC Programs June 1990	(WP-II/7.11.6)
MIS 54 (See TRG 52, 53, 54, & 55)	Technical Training Materials (QPR-VI) April-June 1990	(WP-II/7.1.9 & 7.2.2)
MIS 55	APCP Monthly Credit Report Period from 07/01/87 Until 05/30/90 July 1990	(WP-II/7.2.4)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 56	PBDAC Accounts System Technical Documentation July 1990	(WP-II/7.4.4)
*MIS 57	PBDAC Planning & Budgeting Technical Documentation September 1990	(WP-III/2.11.7)
MIS 58	Planning & Budgeting User Manual (2nd Draft) (Arabic) May 1991	(WP-III/2.11.7)
MIS 59	Source Taxations User Manual (Arabic) September 1990	(WP-III/2.11.7)
MIS 60	PBDAC Source Taxation System Technical Documentation October 1990	(WP-III/2.11.7)
MIS 61	APCP Monthly Credit Report Period from 07/01/90 Until 08/31/90	(WP-III/?)
MIS 62	PBDAC Time Deposits System Technical Documentation October 1990	(WP-III/2.17.3)
MIS 63	Time Deposits System User Manual November 1990	(WP-III/2.17.3)
MIS 64	APCP Monthly Credit Report for the Month January 1991 February 15, 1991	(WP-III/2.11.6)
MIS 65	APCP MIS/DP Implementation Plan February 1991	(WP-III/2.10.6 & 2.10.8)
MIS 66	Data Center Procedures Manual March 31, 1991	(WP-III/2.10.1)
MIS 67	PBDAC Tower 32 System Security Documentation	(WP-III/2.16)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 68	Monthly Credit Report (March '91) Ismailia BDAC April 15, 1991	(WP-III/2.11.6)
MIS 69	Savings/Deposits Lottery System User Manual June 1991	(WP-III/2.11.6)
MIS 70	Source Taxation User Manual July 1991	(WP-IV/4.5.4)
*MIS 71	Lottery User Manual Second Draft September 1991	(WP-IV/4.6.4)
MIS 72	Saving Accounts User Manual Second Draft September 1991	(WP-IV/4.6.4)
MIS 73	Time Deposits Procedures Manual Draft January 1992	(WP-IV/4.2.1)
MIS 74	Tower Operations Manual Draft	(WP-IV/4.4.1)
MIS 75	Personal Computers Operations Manual	(WP-IV/4.5.3)
MIS 76	Current Accounts Procedures Manual Draft	(WP-IV/4.6.2)
MIS 77	Loans User Manual First Draft January 1992	(WP-IV/4.6.2)
MIS 78	Credit Risk Loans User Manual First Draft February 1992	(WP-IV/4.6.2A)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 79	BDAC Timeline Plan (Govs: Daqahliya/K. El Sheikh/Giza/ Gharbiya/Menoufiya) November 1992	(WP-IV/4.4.2)
MIS 80	Purchase Order/3 Minicomputers APC-89-40-2 June 1992	(WP-IV/4.4.3)
MIS 81	150 Supermicro Bid Document IFB: APC-91-11 April 1992	(WP-IV/4.4.4 & 4.5.7)
MIS 82	MIS Implementation Workshop Handout June 1992	(WP-IV/4.4.7)
*MIS 83	Saving Certificates User Manual May 1992	(WP-IV/4.4.6 & 4.6.5)
*MIS 84	Saving Certificates System Technical Documentation August 1992	(WP-IV/4.4.3.A)
MIS 85	Credit Risk Loans Technical Documentation June 1992	(WP-IV/4.4.2.B)
*MIS 86	Credit Consolidation/PC User Manual May 1992	(WP-IV/4.4.6 & 4.5.5)
*MIS 87	Credit Consolidation/PC Technical Manual May 1992	(WP-IV/4.4.6 & 4.5.5)
*MIS 88	Planning & Budgets/PC User Manual May 1992	(WP-IV/4.5.6 & 4.4.6)
*MIS 89	Planning & Budgets/PC Technical Manual May 1992	(WP-IV/4.5.6 & 4.4.6)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 90	Goods Ledger/PC User Manual April 1992	(WP-IV/4.6.1.B)
MIS 91	Goods Ledger/PC Technical Documentation April 1992	(WP-IV/4.6.1.C)
MIS 92	Reconciliation User Manual August 1992	(WP-IV/4.4.1)
MIS 93	Technical Training Support on Application Software: Training Program for Users in BDACs on "User Orientation" May 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 94	Technical Training Support: Training Program for MIS Staff in BDACs on "MIS Orientation" May 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 95	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "General Ledger" Training Modules: 1- General Ledger Trg. Material, for Users & MIS November 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 96	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Payroll System" Training Modules: 1- Payroll User Trg. Material, for Users & MIS 2- Payroll Tech. Trg. Material, for MIS Only November 15, 1992	(WP-V/7.3.2.1 & 4.1.6)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 97	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Time Deposits" Training Modules: 1- Time Deposits Procedures, for Users & MIS 2- Time Deposits Tech. Trg. Material, for MIS Only August 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 98	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Saving Certificates" Training Modules: 1- Saving Certificates Tech. Trg. Material for MIS Only November 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 99	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Passbook Saving" Training Modules: 1- Passbook Saving Procedures, for Users & MIS 2- Passbook Saving User Trg. Material, for Users & MIS 3- Passbook Saving Tech. Trg. Material, for MIS Only November 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 100	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Current Accounts System" Training Modules: 1- Current Accounts Procedures, for Users & MIS 2- Current Accounts User Trg. Material, for Users & MIS 3- Current Accounts Technical Trg. Material, for MIS Only October 1992	(WP-V/7.3.2.1 & 4.1.6)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 101	Technical Training Support: Training Program for Users and MIS Staff in BDACs on "Credit Risk Loans" Training Modules: 1- Data Collection, for VB Ficha Writers, Data Entry & MIS 2- Screens & Reports, for Data Entry & MIS 3- Practical Cases, for MIS 4- Credit Risk Loans Tech. Trg. Material, for MIS December 1992	(WP-V/7.3.2.1 & 4.1.6)
MIS 102	BDAC Implementation TimeLine October 1993	(WP-VI/5.1.1.1)
MIS 103	Loan Technical Documentation Second Draft March 1994	(WP-VI/5.4.4)
MIS 104	Village Bank Loan System Guide Manual for Filling Forms 1994	(WP-VI/5.3.6)
MIS 105	Loans System User Manual April 1994	(WP-VI/5.3.5)
MIS 106	Reconciliation System User Manual May 1994	(WP-VI/5.3.1.A)
MIS 107	Reconciliation System Version 1.0 Technical Documentation May 1994	(WP-VI/5.3.1.B)
MIS 108	Saving Certificates Operating Procedures Manual June 1994	(WP-VI/5.5.1)
MIS 109	Saving Certificates (New Release) User Manual June 1994	(WP-VI/5.3.5.A)

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IX. MANAGEMENT INFORMATION SYSTEMS (MIS/OPERATIONS) (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MIS 110	Saving Certificates (New Release) Technical Manual June 1994	(WP-VI/5.3.5.B)
MIS 111	BDAC Payroll System Version 2.0 Technical Documentation Second Edition February 1993	(WP-V/4.4.4)
MIS 112	BDAC Payroll System User Manual First Edition August 1993	(WP-V/4.4.4)
MIS 113	Follow-up Reporting System for BIP Plan User Manual First Edition 1995	(WP-VII/4)

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X. MARKETING

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MKT 1 (See FRB 24)	Establishing a Bank Marketing Organization for the PBDAC March 1992	Not Deliverable
MKT 2	Bank Marketing Planning Workshop Workshop Design, Materials, Approval Documents, Draft Plans. Feb. 5-10, 1994 (In Co'op w/Cairo Univ.) February 1994	(WP-VI/4.2.1.1)
MKT 3	Bank Marketing Planning Tools Marketing Implementation Guidelines & Marketing Research Formats for Customer Data (English with Arabic Translation) March 1994	(WP-VI/1.2.4)
MKT 4	Report on "Marketing" Function July 12, 1994	(WP-VI/1.2)
MKT 5 (See CRE 16)	Deposit Mobilization; and Client Relations Marketing Draft Plan for Pilot Project: Village Bank Improvement Program (VBIP); (Pilot in 2 BDACs, 3 branches, and 6 village banks) October 18, 1994	(WP-VII/2.2, 2.3&2.4)
MKT 6 (See CRE 18)	Village Bank Improvement Program VBIP Monthly Progress Performance Report #1 March 1995	(WP-VII/2.2&2.3.c)
MKT 7 (See CRE 19)	VBIP Monthly Progress Performance Report #2 April 1995	(WP-VII/2.2&2.3.c)
MKT 8 (See CRE 20)	VBIP Monthly Progress Performance Report #3 May 1995	(WP-VII/2.2&2.3.c)

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X. MARKETING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
MKT 9 (See CRE 21)	VBIP Monthly Progress Performance Report #4 June 1995	(WP-VII/2.2&2.3.)
MKT 10 (See TRG 128)	Bank Improvement Program (BIP) Deposit Mobilization Activity Training Course Material July 1995	(WP-VII/2.2.2)
MKT 11	Report about Study Tour to Bank Rakyat Indonesia & Bank Pertanian Malaysia (by Deposit Marketing Specialist "NEO") April 18, 1996	(WP-VIII)
MKT 12	Comparative Analysis Report-- (BRI/BPM) to (PBDAC) & Recommendations for PBDAC's Consideration April 30, 1996	(WP-VIII)

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XI. PLANNING/BUDGETING/REPORTING

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
PBR 1 (See ADM 4)	Second Annual Work Plan Task's Input	(WP-II/8.4.4)
PBR 2	Design of Workshop	(WP-II/8.1.5)
PBR 3	Strategic Planning Workshop (June 17-21, 1990) PBDAC "Vision 2000" Workshop Training Materials Including: Environmental Scan & Organizational Implications of Economic Analysis Unit (English & Arabic) June 17, 1990	(WP-II/8.1.4 & 8.1.5 & 8.3.2)
PBR 4	Strategic Planning Workshop Resolutions (Draft) July 15, 1990	(WP-II/8.1.4)
PBR 5	PBDAC Workshop on "Investment and Future Prospects" January 20-23, 1991	Not a Deliverable
PBR 6	Statistical Report: Evaluation of the Pilot Project for Mechanical Plantation of Rice March 1991	(WP-III/1.10.3)
PBR 7 (See DIV 25)	PBDAC's Strategic Planning Suggested Guidelines January 4, 1995	(WP-VII/1.5)

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XIII. SPECIALIZED FINANCIAL SERVICES

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
SFS 1	Recommendation to Change Wording on Bids for Tender for Purchase of Commodities May 25, 1989	(WP-I/3.1.3a)
SFS 2	Recommendations in Anticipation of the June 4, 1989 Tender for The Purchase of Corn June 1, 1989	(WP-I/3.1.3b)
SFS 3	Recommendations to Change Wording on Tender Terms and Conditions for The Purchase of Corn June 12, 1989	(WP-I/3.1.3c)
SFS 4	The Corn Trade and How The Markets Work June 20, 1989	(WP-I/3.1.3d)
SFS 5	Short-Term Assignment on the Purchase of Imported Corn: Final Report and Recommendations June 28, 1989	(WP-I/3.1.3e)
SFS 6	Poultry Alternatives Study March 1989	(WP-I/3.1.1)
SFS 7 (See TRG 19)	Training of Trainers-I Course Materials July 1989	(WP-II/2.1.2)
SFS 8	Crop Packages Technical Recommendations Winter 1989-1990 (Engl. transl.) November 19, 1989	(WP-II/2.4.1)
SFS 9	Trip Report (November 24 through December 5, 1989) January 10, 1990	(WP-II/2.7)

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XIII. SPECIALIZED FINANCIAL SERVICES (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
SFS 10	Technical Recommendations for the Cultivation and Production of Vegetable Crops 1990 (Translation) March 1990	(WP-II/2.5.1)
SFS 11	Corn Imports/Handling How to Save Money May 7, 1990	(WP-II/2.7.10)
SFS 12	APCP-NARP/TTC Workshop Draft Report May 17, 1990	(WP-II/2.1 & WP-II/9.6)
SFS 13	An Economic and Statistical Analysis of the 1989 Summer Season Survey (Draft) May 31, 1990	(WP-II/2.3.4)
SFS 14	Crop Budgets for Winter 1990/91 Package September 19, 1990	(WP-III/1.9.3)
SFS 15	1990 Vegetable Crop Budgets October 1, 1990	(WP-III/1.9.8)
SFS 16	Economic Evaluation of Mechanized Wheat Cultivation--Pilot Project in Daqahliya & Sharqiya Governorates 1989/1990 (Bilingual) October 7, 1990	(WP-III/1.12.2)
SFS 17 (See TRG 69)	Corn Importation Conference Program and Participant Materials October 1990	(WP-III/1.7.2) & TRG 3.5.2.3
SFS 18	Crop Budgets for Summer 1990 December 20, 1990	(WP-III/1.9.4)
SFS 19	End of Assignment Report by ST-Commodity Specialist (Gaston Garido) March 15, 1991	Not Deliverable

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XIII.      TRAINING

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 1	Management Skills Training Conducted by Center for Management Development (CMD) Technical Training Support Sample of 13 Courses for Credit Staff March 1989	(WP-I/6.3.8)
TRG 2	Technical Training Support Credit & Lending Sample of 33 Core Credit Courses March 1989	(WP-I/6.3.1)
TRG 3	Farm-Related Business Rice & Corn Mechanization & Finance Workshop Materials April 27, 1989	(WP-I/6.3.4)
TRG 4	Governorate Leader Workshops 1st QTR. 1989	(WP-I/6.1.1)
TRG 5	Managerial Development Program 1st QTR. 1989	(WP-I/6.1.2 through WP-I/6.1.15)
TRG 6	Development Banking & Management Skills Program/ Senior Management (Final version incl. materials from drafts) April 10, 1989	(WP-I/6.1.16) & AUD 5.4.2
TRG 7	Course Data 1st QTR. 1989	(WP-I/6.3.1& WP-I/6.3.8& WP-I/6.4)
TRG 8	Technical Training Support: Farm Management February 22, 1989	(WP-I/6.3.3)

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XIII.      TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 9	Farm-Related Business "Arabic Training Materials for Land Improvement Workshop" March 13, 1989	(WP-I/6.3.4)
TRG 10	Technical Training Support MIS March 1989	(WP-I/6.3.5)
TRG 11	Technical Training Support PBDAC/BDAC Training Staff March 23, 1989	(WP-I/6.3.9)
TRG 12	Training Institute/ Capability Assessments March 31, 1989	(WP-I/6.6)
TRG 13	Technical Training: National Training of Trainers Program (Recommendation) June 1989 (Including May 31, 1989 Version)	(WP-I/6.2& WP-I/6.2.1)
TRG 14	Governorate Leader Workshops 2nd QTR. 1989	(WP-I/6.1.1)
TRG 15	Technical Training Support Needs Assessment Format English/ Arabic April 16, 1989	(WP-I/6.3)
TRG 16	Technical Training Support MIS June 1989	(WP-I/6.3.5)
TRG 17	Course Data 2nd QTR. 1989	(WP-I/6.3.1& WP-I/6.3.8& WP-I/6.4)
TRG 18	APCP Credit Course Materials August 2, 1989	(WP-II/9.4.1)

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 19	National Training of Trainers Program TOT-I Materials October 1989	(WP-II/9.3.1)
TRG 20	National Training of Trainers Program TOT-I Pilot Course Evaluation Results October 1989	(WP-II/9.3.2)
TRG 21	Technical Support: Audit and Monitoring BDAC Chairmen Audit Workshop July 1989	(WP-II/9.10.7)
*TRG 22	Technical Support: Farm-related Business Soil Improvement Workshop Revised Curricula September 1989	(WP-II/9.7.1)
*TRG 23	Technical Support: Farm-related Business Agricultural Mechanization Workshop Revised Curricula September 1989	(WP-II/9.7.3)
TRG 24	APCP In-Country Training Plan July 1989 Through June 1990 (Activities Financed Under PIL-7) September 28, 1989 and October 15, 1989	(WP-II/9.1.2)
TRG 25	Technical Support: MIS/Data Processing Course Participant Lists and Test Results: Introduction to PC, MS-DOS, and Arabic MS-DOS October-November-December 1989	(WP-II/9.8.5) & MIS 7.1.9

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 26	Technical Support: MIS/Data Processing Approval Document for Unix Training Course October 30, 1989	(WP-II/9.8.3) & MIS 7.1.9
TRG 27	Technical Support: MIS/Data Processing Course Materials for Advanced MS-DOS October 30, 1989	(WP-II/9.8.6) & MIS 7.1.9
*TRG 28	Technical Support: Specialized Financial Services Farm Survey Workshop Materials October 31, 1989	(WP-II/9.6.7)
TRG 29	Participant Training Program: First Observational Study Tour to T.C. Ziraat Bankasi Complete Documentation and Individual Trip Reports (November 1989)	(WP-II/9.12.4)
TRG 30	APCP Participant Training Plan October 1, 1989 - September 30, 1990 (Draft) November 8, 1989	(WP-II/9.1.3)
TRG 31	Technical Support: Audit & Monitoring List of Institutions and Bid Letter for Internal Audit 1 & 2 Courses November 21, 1989	(WP-II/9.10.1)
TRG 32	Technical Support: MIS/Data Processing Course Participant Lists and Test Results: Advanced MS-DOS October-November 1989	(WP-II/9.8.5) & MIS 7.1.9

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XIII.      TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 33	Technical Support: MIS/Data Processing Computer Workshop for Executives Training Institute Request for Offers, Bid Criteria, Evaluation, Recommendation, and Approval Documents November, December 1989/January 1990	(WP-II/9.8.1& WP-II/9.8.3) & MIS 7.1.8
TRG 34	Technical Support: MIS/Data Processing Course Materials for Arabic MS-DOS and MS-DOS November 26, 1989	(WP-II/9.8.6) & MIS 7.1.9
*TRG 35	Technical Support: Credit New APCP Governorate Orientation Workshop Design and Materials Minya and New Valley December 12, 1989	(WP-II/9.4.5)
TRG 36	Technical Support: Credit Technical Offer from AUC- Institute of Banking & Finance for Credit Analysis Cash Flow Course and Bank Approval Document October-November 1989	(WP-II/9.4.6)
*TRG 37	Technical Support: Credit New APCP Governorate Orientation Workshop Design and Materials Beheira and Alexandria January 10, 1990	(WP-II/9.4.5)
TRG 38	Technical Support: MIS/Data Processing Course Design and Materials for RM-COBOL January 4, 1990	(WP-II/9.8.6) & MIS 7.1.9

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 39	Technical Support: Audit and Monitoring Bid Criteria, Evaluation, Recommendation and Approval Documents Internal Audit 1 & 2 Courses January 1990	(WP-II/9.10.1b)
TRG 40	Technical Support: MIS/Data Processing Programming Techniques & Data Structure Course Training Institute Request for Offers, Bid Criteria, Evaluation, Recommendation, and Approval Documents January and March 1990	(WP-II/9.8.1& WP-II/9.8.3) & MIS 7.1.9
*TRG 41	Technical Support: Credit Credit Analysis-1 Pilot for Trainers - Course Design and Materials January 6, 1990	(WP-II/9.4.2& WP-II/9.4.3)
*TRG 42	Technical Support: Accounting Bank Accounting-I Pilot for Trainers - Course Design and Materials January 13, 1990	(WP-II/9.9.3)
*TRG 43	Technical Support: Farm-related Business Cotton Technical & Economic Package High Clearance Sprayer Workshop Design and Materials Pilot - Daqahliya February 1990	(WP-II/9.7.11)
*TRG 44	National Training of Trainers Program MIS TOT Course Design and Materials for Pilot March 10, 1990	(WP-II/9.3.8) & MIS 7.1.9

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XIII.      TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 45	Technical Support: MIS/Data Processing Training Program for Junior MIS Staff 4 Training Modules: a- Introduction to Computers and PC DOS March 4, 1990 b- Introduction to Lotus 1-2-3 March 11, 1990 c- Advanced Lotus 1-2-3 March 18, 1990 d- Introduction to DataBase-III Plus March 15, 1990	(WP-II/9.8.6) & MIS 7.2.2/ 7.1.9
TRG 46	Technical Support: MIS/Data Processing Approval Document NCR Telecommunications Course February 26, 1990	(WP-II/9.8.3) & MIS 7.1.9
TRG 47	Participant Training Program: Proposals for Observational Study Tours and ST Technical Training Submitted to PBDAC Senior Management: a- Turkey Tour to T.C. Ziraat Bankasi b- Senior Level Management Tour to U.S. c- Training Staff Tour to U.S. d- List of Recommended ST Technical Programs March 1990	(WP-II/9.12.8)
TRG 48	Managerial Development Training Programs Senior Level Management Skills and Development Banking Program Training Topics and Design for 5 Senior Level Training Modules (English with Arabic Translation) March 18, 1990	(WP-II/9.2.3)

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 49	Managerial Development Training Program Senior Level Management Skills and Development Banking Program Training Institute Request for Offers, and Institute List March 21, 1990	(WP-II/9.2.1/2)
TRG 50	Training Facilities Development Training Equipment & Furniture Procurement Plan and Specifications May 1990 (with revisions October 31, 1990)	(WP-II/9.14.1)
TRG 51	APCP Training Needs Assessment (Covers the Period Beginning July 1, 1989 through extended (PACD) September 30, 1995 May 1, 1990	(WP-II/9.1.1)
TRG 52	Technical Support: MIS/Data Processing Course Participant Lists and Test Results: COBOL Course April 11, 1990	(WP-II/9.8.5 & MIS 7.1.9)
TRG 53	Technical Support: MIS/Data Processing Course Participant Lists and Test Results: Training Program for Junior MIS Staff Courses: Advanced DBase-III Plus, Lotus 1-2-3, Advanced DOS, WordStar 2000 April, May 1990	(WP-II/9.8.5 & MIS 7.1.9)
TRG 54	Technical Support: MIS/Data Processing Training Program for Junior MIS Staff Three Training Modules a- Advanced MS-DOS, April 8, 1990 b- Advanced DBase-III Plus, April 1, 1990 c- WordStar 2000 Release 2.00, April 17, 1990	(WP-II/9.8.6 & MIS 7.2.2/ 7.1.9)

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 55	Technical Support: MIS/Data Processing Operating Systems Course Training Institute Request for Offers, Bid Criteria, Evaluation, Recommendation, and Approval Documents April-June 1990	(WP-II/9.8.1 & 9.8.3 & MIS 7.1.9)
TRG 56	Participant Training Program: A. U.S. PBDAC/BDAC Senior Management Study Tour/Workshop May 1990 Predeparture Orientation Workshop Materials and Questionnaires  B. APCP COP's Trip Report on the Observational Portion of the PBDAC Senior Mgmt. Tour to U.S. (May 20-25, 90) by COP/DEL June 26, 1990	(WP-II/9.12.4)
TRG 57	Participant Training Program: Management Skills Development Program Conducted May 27 - June 8, 1990 Request for Offers, Proposals, Evaluation, and Approval Documents University of Pittsburgh, Pennsylvania January to June 1990	(WP-II/9.12.5)
TRG 58	Participant Training Program: U.S. Study, Tour/Workshop for Training Managers & Officers Predeparture Orientation Workshop Materials & Questionnaires June 1990	(WP-II/9.12.4)
TRG 59	Participant Training Program: Training Technical Skills Program Conducted July 10 - 27, 1990 Request for Offers, Proposals, Evaluation, and Approval Documents International Institute for Development Graduate School, USDA April through August 1990	(WP-II/9.12.4 & WP-III/3.6.2)

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 60	Participant Training Program: Approval Documents/PIO/Ps All Programs Plan Year October 1989 - September 1990	(WP-II/9.12.8)
TRG 61	Participant Training Program: Short-term Technical Program Documentation: Predeparture Materials, and Questionnaires, Post Training Evaluations and Individuals Trip Reports	(WP-II/9.12.5)
TRG 62	Technical Support: Audit and Monitoring Internal Audit-1 Course Materials and Pilot May 13, 1990	(WP-II/9.10.4 & 9.10.5)
TRG 63	Technical Support: Training APCP Recommendations for Training Staff & Functional Resource Requirements (Draft 1) April 1990	(WP-II/9.11.2)
TRG 64	Participant Training Program: APCP Participant Training Plan, Budget and Approval Documents: (October 1, 1990 - September 30, 1991) Final Draft Plan: November 12, 1990	(WP-III/3.1.2)
TRG 65	Participant Training Program: PBDAC/BDAC Senior Management U.S. Study Tour/Workshop (May 1990) Evaluation Documentation - Participant Predeparture Questionnaires, Post Training Evaluations, Group and Individual Trip Reports; Advisor Reports; and Final Report from University of Pittsburgh	(WP-III/3.6.7)

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 66	Participant Training Program: Training Managers & officers U.S. Study Tour/Workshop (July 1990) Evaluation Documentation - Participant Predeparture Questionnaires, Post Training Evaluations, and Individual Trip Reports; Advisor Reports; and Report by PBDAC Training Manager on EDI Trainer Program	(WP-III/3.6.7)
TRG 67	Participant Training Program: Observational Study Tour to T.C. Ziraat Bankasi, Turkey (October 1990) Evaluation Documentation - Participant Predeparture Questionnaires, Post Training Evaluations, Group and Individual Trip Reports	(WP-III/3.6.7)
TRG 68	APCP In-Country Training Plan and Support Documents: Budget, Annex for MIS/DP Activity, Analysis of Required Resources in PBDAC Training Department, USAID/PBDAC Approvals Including PIL. (Plan Year Oct. 1, 1990 - Sept. 30, 1991) Final Draft Plan: November 1, 1990	(WP-III/3.1.1, 3.4.1 & 3.5.4.1) & MIS 2.10
TRG 69	Technical Area Support: Corn Importation Conference Program and Participant Materials October 17 & 18, 1990	(WP-III/3.5.2.3) & SFS 1.7.2
TRG 70	Technical Area Support: Credit and Lending, Curriculum Development/Contracting Documents Credit Analysis Skills for Investment Activity Program September 1990 to January 1991	(WP-III/3.5.1.2)
TRG 71	Technical Area Support: Audit and Monitoring, Local Training Institute (LTI) Proposals and PBDAC Approval Documents for Internal Audit I Core Course September - November 1990	(WP-III/3.5.6.1)

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 72	Technical Area Support: Specialized Financial Services Livestock Nutrition Package Training Design and Materials December 1990	(WP-III/3.5.2.4)
TRG 73	Technical Area Support: MIS and Data Processing, Arabic Training Materials for PC User Training Program with Final Revisions: * Intro. to MS-DOS & Arabic MS-DOS Release 1.1 October 1990	(WP-III/3.5.4.5) & MIS 2.11
TRG 74	Technical Area Support: MIS and Data Processing, Arabic Training Materials for PC User Training Program with Final Revisions: *WordStar 2000 Plus Release 3.00 November 1990	(WP-III/3.5.4.5) & MIS 2.11
TRG 75	Technical Area Support: MIS and Data Processing, Arabic Training Materials for PC User Training Program with Final Revisions: * Intro. to the Spread Sheets Lotus 123 - Release 2.00 October 1990	(WP-III/3.5.4.5) & MIS 2.11
TRG 76	Technical Area Support: MIS and Data Processing, Complete Bid, Evaluation, and Approval Documents for Rental of 2 Computer Rooms Required Under PC User Training Program September - October 1990	(WP-III/3.5.4.2) & MIS 2.11
TRG 77	Technical Area Support: MIS and Data Processing, Arabic Training Materials for the Consolidated Credit Reporting Pilot Including User Manual and Forms November 1990	(WP-III/3.5.4.4) & MIS 2.11

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 78	Technical Area Support: MIS and Data Processing, Course Participant Lists & Evaluations PC User Training Program and Credit Reporting Courses All Activities: August 1990 - June 1991	(WP-III/3.5.4.6) & MIS 2.11
TRG 79	Technical Area Support: MIS and Data Processing, Course Participant Lists and Evaluations Data Processing Skills Courses: Cobol 74, Unix I & II, Operating System Concepts August - December 1990	(WP-III/3.5.4.6) & MIS 2.10
TRG 80	Technical Area Support: Accounting Revised Arabic Training Materials for Bank Accounting I Course for 1990/91 In-country Plan Implementation December 1990	(WP-III/3.5.5.1)
TRG 81	National Training of Trainer Program Trainer Interview Format and Interview Evaluations for 1st TOT-I Course 1990/91 In-country Training Plan December 1990	(WP-III/3.3)
TRG 82	Participant Training Program: Proposals Submitted to PBDAC Management PIO/Ps, and Approval Documents All Programs Plan Year October 1990 - September 1991	(WP-III/3.6.1 & 3.6.3)
*TRG 83	Technical Area Support: MIS/Data Processing, Data Base Concepts Course Training Institute Request for Offers, Bid Criteria, Evaluation, Recommendation and Approval Documents January - March 1991	(WP-III/3.5.4.2 & MIS 2.10)

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XIII.      TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 84	Technical Area Support: Credit and Lending, Strategic Planning Mgt. Orientation Workshop on Opportunities in Investment Lending: Topic Recommendations, Workshop Design, and Workshop Pilot Materials, February and May 1991	(WP-III/3.5.1.6&7)
TRG 85	Technical Area Support: Farm-Related Business, BDAC FRB Unit Training, Orientation Workshop Design, and Schedule March 1991	(WP-III/3.5.3.3)
TRG 86	Managerial Development Training Program - Junior/Middle Level: Topic Recommendations for Development Banking Core Course; Course Design, Schedule, and Pretest Questions for Program Piloted February 24, 1991; Paper on Bank Marketing Concepts (Bilingual) as Training Material December 1990 - March 1991	(WP-III/3.2.2)
*TRG 87	Managerial Development Training Program: Development Banking Core Course Junior/Middle Level Program Training Institute Request for Offers, Bid Criteria, Evaluation, and Approval Documents February - September 1991	(WP-III/3.2.4)
TRG 88	Technical Area Support: Credit and Lending, Credit Analysis Skills for Investment Activity Program - Offers from Two Local Institutes Conducting Pilots, Training Schedules and Pilot Evaluations February 16, 1992 to May 30, 1992	(WP-III/3.5.1.4 & 3.5.1.5)

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 89	Technical Area Support: Audit Internal Audit Mgt. Workshop (for non-Audit Mgt.) Materials and Pilot April 1991	(WP-III/3.5.6.3)
TRG 90	Technical Area Support: MIS and Data Processing, Arabic Training Program with Final Revisions: *Intro. to DBase III Plus and Programming Using DBase III Plus May - June 1991	(WP-III/3.5.4.5 & MIS 2.11)
TRG 91	Managerial Development Training Program - Junior/Middle Level: Change Management Course Design, Schedule and Pilot with CMD June 1991	(WP-III/3.2.5)
TRG 92	Incountry Technical Training Support: MIS and Data Processing, DBase IV Course Institute Request for Offers, Bid Criteria, Evaluation, Recommendation and Approval Documents August - October 1991	(WP-IV/5.3.1.6 & MIS 4.5.2)
TRG 93	Incountry Technical Training Support: Joint APCP/EEC Workshop for Senior PBDAC/BDAC Management on Farm Related Business Opportunities September 1991	(WP-IV/5.3.1.2)
TRG 94	Participant Training Program: Study Tour for MIS Group to T.C. Ziraat Bankasi, Ankara Pre and Post Training Documentation September 1-8, 1991	(WP-IV/5.4.2.1)

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XIII. TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 95	Participant Training Program: Study Tour to Bangladesh to Study Agricultural Inputs Privatization Program Pre and Post Training Documentation September 17-25, 1991	(WP-IV/5.4.2.3)
TRG 96	Middle Management Development Program: Core Banking Principles Course Schedule and Pilot Materials with the American University in Cairo (AUC) October 1991	(WP-IV/5.5.2.1)
TRG 97	Middle Management Development Program: Trainer Manual for Customer Serv. Skills Course Including Design, Materials, Exercises, Role Play English with Arabic Translation October 1991	(WP-IV/5.3.1.11)
TRG 98	Middle Management Development Program: Decision Making & Customer Service Skills Pilot Course for Branch Managers. Held November 23-28, 1991 at CMD-Kanater. Course Schedule, Materials, Exercises, Role Plays, Revisions, Participant Evaluations	(WP-IV/5.3.1.11)
*TRG 99	Middle Management Development Program: Loan Management Skills Course for BDAC Branch Managers Course Design, Schedule and Materials Pilot November 1991	(WP-IV/5.3.1.12)
TRG 100	Training Function Development: 1991/92 In-country Training Plan/ Budget, Training Resource Requirements Paper, Approval Documents December 1991	(WP-IV/5.1.1.1)
TRG 101	Participant Training Program: 1991/92 Participant Training Plan/Budget and Approval Documents December 1991	(WP-IV/5.4.1)

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 102	Senior Management Development: Privatization/Divestiture Workshop under Private Sector Support Program Workshop Design and Materials for Senior PBDAC/BDAC Managers February 1992	(WP-IV/5.2.1.2)
TRG 103	Senior Management Development: Bank Marketing Management Course for PBDAC Commercial and Credit Sector Managers held February 16-20, 1992. Bank Marketing Concept Discussion Paper December 1991	(WP-IV/5.3.1.3)
TRG 104	Middle Management Development Program: Trainer Manual for Loan & Deposit Marketing Skills Course including Design, Materials, Exercises, Cases for Role Play, Test. English with Arabic Translation January/February 1992	(WP-IV/5.3.1.3)
TRG 105	Middle Management Development Program: Loan and Deposit Marketing Skills Pilot Course for Village Bank Managers held February 29 - March 4, 1992 at CMD-Kanater. Course Schedule, Materials, Exercises, Role Plays, Test Results, Course and Participant Evaluations	(WP-IV/5.3.1.3)
TRG 106	Training Function Development: Training Staff Development Program Technical Training Skills Course Pilot for PBDAC/BDAC Training Officers Course Design, Schedule, Materials and Evaluation Results February 22-27, 1992	(WP-IV/5.1.4.1)

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XIII.        TRAINING (Continued)

<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
*TRG 107	Incountry Technical Training Support: Bank Financial Analysis Course Design, Institute Request for Offers, Bid Criteria, Evaluation, Recommendation and Approval Documents January - April 1992	(WP-IV/5.3.1.5)
TRG 108	Training Function Development: 1992/93 In-Country Training Plan/ Budget, Approval Documents August & September 1992	(WP-V/7.1.1.1)
TRG 109	Training Function Development: Post-Training "Impact" Evaluation Paper--Concept, Methodology and Proposal for Implementation May 3, 1993	(WP-V/7.1.2)
*TRG 110	Training Function Development: Training Staff Development Program Design and Materials for Basic Course for New & Junior Staff June 1993	(WP-V/7.1.4)
TRG 111	Management/Leadership Development Proposals for Arabic Testing Mechanism & Criteria to Select Future Bank Leaders Top Mgt. Presentations in Cairo by Middle East Management Center - Dubai December 1992 - March 1993	(WP-V/7.2.3)
TRG 112	Middle Management Development Program: Bank Development Management Skills ten-day Course for Recently Promoted BDAC General Managers Course Schedule and Materials May & June 1993	(WP-V/7.2.2)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 113	In-Country Tech. Training Support: Bank Financial Analysis Course - Course Design and Materials for Pilot Programs (Under Contract with Fin Aims Institute) October, 1992	(WP-V/7.2.2 & 7.3.3.1)
TRG 114	In-Country Tech. Training Support: Credit "Grass Root" Planning Workshop Design, Materials, Pilots October 1992	(WP-V/7.3.4.1 & 5.2.2)
*TRG 115	In-Country Tech. Training Support: Bank Marketing/Mkt'ng Studies Task Force Development - Proposals, Interviews, Training Recommendations, Training Evaluation Results. December 1992 - March 1993	(WP-V/7.3.5.3 & 2.1)
TRG 116	In-Country Technical Training Support: Women in Development Pilot/ Bank Marketing Course for PBDAC/BDAC Women Coordinators of Pilot including Course Design, Job Descriptions, Materials, Exercises, Cases for Role Plays, Test, WID Pilot Summary. English with Arabic Translation February 1993	(WP-V/7.3.5.5)
*TRG 117	In-Country Tech. Training Support: Women in Development Pilot/ Course for Governorate Bank Women Promoters including Job Descriptions, Course Design, Materials, Survey Formats, Exercises, Cases for Role Plays, Test. English with Arabic Translation April & May 1993	(WP-V/7.3.5.5)
*TRG 118	In-Country Tech. Training Support: Women in Development Pilot BDAC Senior Management two-Day Workshops to Expand Pilot September & December 1992	(WP-V/7.3.5.5)

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No.</u>
TRG 119	In-Country Tech. Training Support: Divestiture/Privatization - Agri-inputs Market Development Training Program Materials, Pilot Workshops English with Arabic Translation (Under Contract with International Fertilizer Development Corp. IFDC) December 1992 - April 1993	(WP-V/7.3.6.1)
*TRG 120	Training Function Development Training of Trainers Program Agri-Inputs Dealers Training TOT April 1993	(WP-V/7.1.3.1)
TRG 121	Participant Training Program: 1992/93 Participant Training Plan/Budget and Approval Documents August & September, 1992	(WP-V/7.4.1)
*TRG 122	Participant Training Program: Preliminary Visit to Caisse Nationale de Credit Agricole, Morocco Proposal and Trip Report September 12-22, 1992	(WP-V/7.4.2.3)
TRG 123	Participant Training Program PBDAC/BDAC Training Officers U.S. Study Visit/Workshop Complete Documentation June & July 1993	(WP-V & VI/ 7.4.3.1)
TRG 124	Training Needs Assessment for PBDAC Marketing Group Assessment Questionnaire, Formats & Individual Responses (Arabic w/Engl. Trnsl.)	
TRG 125	End of Assignment Report 1988-94 Elizabeth B. Khalifa Training Specialist April 15, 1994	Not Deliverable

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<u>Library Ref. No.</u>	<u>Title/Description</u>	<u>Deliverable No</u>
TRG 126	Technical Training Support: Village Bank Improvement Program Accounting & Credit Analysis Course November 1994	(WP-VII/2.2.1.b)
TRG 127	Technical Training Support: Village Bank Improvement Program Accounting & Credit Analysis Course Reading Material January 1995	(WP-VII/2.2.1.)
TRG 128	Technical Training Support: Bank Improvement Program (BIP) Accounting & Credit Analysis Course Reading Material June 1995	(WP-VII/2.2.1.b)
TRG 129	Technical Training Support: Bank Improvement Program (BIP) Deposit Mobilization Activity Training Course Material July 1995	(WP-VII/2.2.2)
TRG 130	APCP Participant Training Plan (October 95 - April 96) September 27, 1995	(WP-VIII)
TRG 131	End of Tour Report by Training/Bank Image Improvement Specialist (Samir Sultan) May 7, 1996	Not Deliverabl

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