

- PD-ACA - 260 -

# AMIDEAST

# اميد ايست

Administration of Justice Support Project  
Contract No. 263 - C - 00 - 95 - 00134 - 00

## IMPLEMENTATION PLAN

### YEAR 8

(April 1, 2004 – June 30, 2004)

ADMINISTRATION OF JUSTICE SUPPORT PROJECT

(AOJS)

USAID Contract No. 263-C-00-95-00134-00

(AMIDEAST)

## Table of Contents

Overview .....	1
Task 2: Constituency Building .....	2
Activities .....	2
Task 3: Strengthening NCJS Research Resources and Administrative Capacity .....	3
Activities .....	3
Task 4: Judicial and Staff Training .....	5
Activities .....	5
Task 5:	
5B: Automation at Pilot Courts .....	6
Activities .....	6
ANNEX A: TRAINING PLAN	
ANNEX B: REVISED DEMOBILIZATION PLAN	

## OVERVIEW

On March 11, 2004, USAID/Egypt issued Modification #12 to the AOJS Project, Contract Number 263-C-00-95-00134-00, extending the period of performance for the Project to cover the April 1 to June 30, 2004 timeframe. With this extension, the new Project Activity Completion Date is June 30<sup>th</sup>.

Therefore, this workplan outlines technical assistance and training activities that the AOJS Project will implement during this timeframe. The Project team consulted separately with the Director of the National Center for Judicial Studies and the Director for the Judicial Information Center regarding the priority activities that each institution would like to focus on during this extension period. The results of these discussions are presented in this Work Plan.

Also, the Project will complete all outstanding demobilization tasks during June 2004 as outlined in the Demobilization Plan. The main task will focus on the steps involved in disposing the non-expendable fixed assets to the Ministry of Justice.

## **TASK 2: CONSTITUENCY-BUILDING**

### **DESCRIPTION**

The only activity that will be implemented under this task will be an event for key Project stakeholders to review the overall AOJS accomplishments. This event was initially planned to be held in March 2004. However, due to the Project's being extended for the April to June timeframe, the AOJS Accomplishments event will be held at the end of May/beginning of June 2004.

### **OBJECTIVES**

1. Provide the Egyptian judiciary with a summary of the AOJS Project accomplishments, including key achievements and lessons learned.

### **ACTIVITIES DURING PERIOD**

#### **April – June, 2004**

1. Implement AOJS Project Accomplishments event to review results with USAID and the MOJ.
  - 1.1. Hold organizational meetings with NCJS
  - 1.2. Update agenda
  - 1.3. Develop the material about the project for distribution

### **EXPECTED OUTCOMES DURING PERIOD**

1. Informed Egyptian judiciary concerning project goals and activities

### **DELIVERABLES DURING PERIOD**

1. AOJS Accomplishments event

---

## **TASK 3: STRENGTHENING NCJS RESEARCH RESOURCES AND ADMINISTRATIVE CAPACITY**

### **DESCRIPTION**

For the April to June 2004 period, the AOJS Project Task 3 activities will focus on the further enhancement of the National Center for Judicial Studies' administrative capacity in four main areas: the Center's website, the Curriculum Development Committee, the Case Bank Department, and the Assessment and Evaluation Unit. The Project will work with the Center's staff responsible for administering and maintaining the website to establish procedures to ensure that a system is in place regarding the maintenance of the site so that the information posted is current.

The Project will also work with the Center and members of the Curriculum Development Committee to examine curriculum development issues, including course outlines for the new Family Law training courses.

The Case Bank and Assessment and Evaluation Unit activity will target monitoring and evaluating the systems that AOJS established in both departments to ensure sustainability of the project's efforts in those fields so that the Center's technical bureau staff and judicial educators can access case information in a more efficient manner.

### **OBJECTIVES**

1. Monitor and evaluate the automation system for the Case Bank department and Assessments and Evaluation Unit.
2. Establish procedures for website update and maintenance
3. Enhance the administrative capacity of the Center with regard to curriculum development issues

### **ACTIVITIES DURING PERIOD**

#### **April – June, 2004**

1. NCJS Website
  - 1.1 Work with NCJS to develop procedural guidelines for the technical staff to ensure timely update of website content
  - 1.2 Work with NCJS to establish procedures for the technical bureau members to provide updates for the website on regular basis
  - 1.3 Institutionalize the process of updating the training plan every six months
  - 1.4 Develop posters and pamphlets to inform the judiciary and other institutions of the website address

- 1.5 Monitor utilization of website with NCJS
2. Curriculum Development
  - 2.1 Work with NCJS to develop a priority list of curriculum development issues
  - 2.2 Monitor utilization of Best Practices Manuals for Course Design and Development and Evaluation Methods provided by AOJS
  - 2.3 Assist NCJS to draft a course outline for the new Family Law training course
3. Case Bank
  - 3.1 Monitor the utilization of the automated Case Bank system
  - 3.2 Monitor implementation of the data-entry plan at the Case Bank
4. Assessment and Evaluation Unit
  - 4.1 Monitor the utilization of SPSS software provided by AOJS for the Assessment and Evaluation Unit
  - 4.2 Guide the Assessment and Evaluation Unit for better utilization of the software

#### **EXPECTED OUTCOMES DURING THE PERIOD**

1. Enhanced outreach capacity for NCJS through website
2. Enhanced effectiveness of evaluation methods for NCJS programs and courses
3. Utilization of Best Practices Manuals for Course Design and Development

#### **DELIVERABLES DURING PERIOD**

1. A Procedures Manual for Updating NCJS website
2. A Course Outline for the new Family Law training course

## **TASK 4: JUDICIAL AND STAFF TRAINING**

### **DESCRIPTION**

The judicial and staff training activity presented during this extension period is designed to continue to develop and to enhance the knowledge, skills, and abilities of the human resources that support the AOJS Project's automation and court administration re-engineering activities, thereby directly contributing to the improved administration of justice throughout the country. The Project plans to organize a Chief Justices Workshop in late May 2004. This activity was postponed several times during the September to December 2003 period, and the MOJ has requested that the Project implements the workshop during this extension period.

### **OBJECTIVES**

1. Organize Chief Justices Workshop for the Courts of First Instance

### **ACTIVITIES DURING PERIOD**

#### **April – June 2004**

1. Chief Justices Workshop
  - 1.1. Update the design of technical framework for workshop with NCJS
  - 1.2. Hold organizational meetings with vendor to address technical and administrative issues
  - 1.3. Review material developed by vendor to ensure it meets the workshop objectives
  - 1.4. Announce program to Courts of First Instance through NCJS
  - 1.5. Conduct the Chief Justices workshop

### **EXPECTED OUTCOMES DURING PERIOD**

1. Key executive-level management at Courts of First Instance implementing on-going strategies to address case delay reduction

### **DELIVERABLES DURING PERIOD**

1. Chief Justices Workshop

## **TASK 5: AUTOMATION AND STREAMLINING OF PROCEDURES AT PILOT COURTS**

### **TASK 5B: AUTOMATE PILOT COURTS**

#### **DESCRIPTION**

The primary focus during the technical assistance period will be on monitoring and evaluating the protocols in place for administering and maintaining the court automation systems that AOJS installed in the North Cairo and Ismailia Courts of First Instance through collaborating with the Judicial Information Center (JIC) to strengthen their institutional capacity to replicate project designed and implemented systems and administer court automation systems. The project also will be assisting JIC with implementing selected strategic issues that were put forward during the Strategy Planning Workshops held in September and October 2003.

#### **OBJECTIVES**

1. Monitor JIC's utilization of protocols for administering and maintaining the court automation systems installed by AOJS
2. Assist JIC with strategic planning and positioning

#### **ACTIVITIES DURING PERIOD**

##### **April – June, 2004**

1. Institutional Capacity for Court Automation Activities
  - 1.1. Update protocols as needed for administering automated systems
  - 1.2. Monitor JIC's utilization of protocols for maintaining Court Automation Systems
  - 1.3. Discuss JIC's role in ensuring MOJ institutions abide by those protocols
  - 1.4. Review the process of developing estimates for automated systems supplies
2. Strategic Planning
  - 2.1. Review action plans developed by the JIC staff during the Strategy Planning Workshops in 2003.
  - 2.2. Select priority action plans that are suitable for implementation
  - 2.3. Assess the possibilities of implementing the plans related to those issues

#### **EXPECTED OUTCOMES DURING PERIOD**

1. Increased ability of JIC to maintain AOJS developed systems and maximize system operational capabilities.

**DELIVERABLES DURING PERIOD**

1. Revised actions plans.

**ANNEX A**

**TRAINING PLAN**

**Project Training Plan  
April-June, 2004**

No.	Task	Description	No. of Participants/ Course (A)	No. of times Course Delivered (B)	No. of Days Per Course (C)	Total Participant Days D=(A*B*C)	Type of Participants	Estimate Dates	Provider	Partner Institutions
<i>Civil Law and Related Training:</i>										
2	4	Chief Justices Workshop	22	1	3	66	MOJ Judges	May-04	NCJS/AOJ S/LV	Courts of First Instance
		<b>Subtotal:</b>	22	1	3	66				
		<b>Total Plan</b>	22	1	3	66				

Ministry of Justice
National Center for Judicial Studies
Local Vendor

**ANNEX B**

**REVISED**

**DEMOBLIZATION PLAN**

**ADMINISTRATION OF JUSTICE SUPPORT PROJECT  
USAID/Egypt Contract No. 263-C-00-95-00134-00**

**REVISED DEMOBILIZATION PLAN  
As of March 31, 2004**

	Task Description	Responsible	Start	End	Revised End Date	Status
<b>1. Contracts Administration</b>						
1.1	Review of Subcontracts for compliance with USAID regulations and conduct final audit of deliverables and payments. Prepare for shipping to HQ for audit retention.	Haralson (Abdallah)	February 22	March 4	June 4	
1.2	Ensure all service and rental agreements are completed and any final payments are scheduled. Prepare agreements for shipping to HQ for audit retention.	Haralson (Abdallah)	February 22	March 10	June 10	
1.3	Obtain a release form from all AOJS major subcontractors, consultants and service providers, confirming that any outstanding check should be cashed prior to March 15 and that AOJS is released from any further obligations to the vendor.	Abdallah (Rahman)	January 4	March 15		√
<b>2. Personnel</b>						
2.1	Prepare termination package for K. Gavagan outlining insurance options, allowances, airline reservations, leave accruals, etc. Include dates for termination of each item.	HQ Personnel (Haralson)	January 4	January 20		√
2.2	Provide notice of termination to landlord. Obtain security deposit for Gavagan's house.	Abdallah (Rahman)	January 4	January 20		√
2.3	Discontinue DBA and MEDEX coverage for Gavagan and transfer Grabowski to commercial insurance as appropriate.	HQ Personnel (Haralson)	January 4	Jan. 20 Gavagan		√
2.4	Update emergency locator forms at US Embassy.	Abdallah (Rashwan)	January 20	February 15		√
2.5	Terminate Gavagan's work permit.	Rashwan (Ibtissamah)	January 15	January 20		√

\* Note: The party with primary responsibility for task is listed first and the party with secondary responsibility is listed parenthetically.

\* √ = Completed

	Task Description	Responsible	Start	End	Revised End Date	Status
2.6	Preparation of termination packages for local employees outlining: notice of termination, severance payment, unused leave accruals and obtain release statement.	Abdallah (Rahman)	January 4	March 31	June 20	
2.7	Ensure handover of office keys, and equipment. Exact date depends on individual's departure date.	Abdallah (Rashwan)	January 4	March 31	June 30	
<b>3.</b>	<b>Household Goods Shipments</b>					
3.1	Begin transfer of COP's vehicle from duty-free under MOJ to duty-free status under Ministry of Foreign Affairs.	Abdallah (Rashwan)	January 11	March 15		√
3.2	Prepare house hold effects for shipping to the U.S.	Grabowski (Rashwan)	February 8	March 15	June 15	
3.3	Arrange with a freight forwarder to ship house hold effects.	Haralson (Rashwan)	February 8	March 15	June 15	
<b>4.</b>	<b>Project Equipment</b>					
4.1	Prepare final report of project office NEX property (draft report attached).	Rahman (Rashwan)	February 15	March 15		√
4.2	Ensure that all computer equipment is cleaned, debugged and packed.	Rashwan (Radwan)	February 1	March 21	June 21	
4.3	Disconnect, clean and pack office equipment.	Rashwan (Radwan)	March 11	March 21	June 21	
4.4	In accordance with AIDAR 752.245-71(c)(2), coordinate delivery of project office inventory (NEX property) to MOJ and obtain receipts as proof of delivery. Ship documents to HQ for audit retention.	Abdallah (Magdy)	March 4	March 25	June 25	
4.5	Review files of commodity equipment already transferred to MOJ to ensure completeness. Ship documents to HQ for audit retention.	Haralson (Rahman)	January 4	January 31	May 31	
4.6	Deliver vehicles.	Rashwan (Abdallah)	March 21	March 25	June 25	
4.7	Submit a final inventory of project office NEX to USAID which indicates what disposition has been made of such property.	Rahman (Haralson)	February 8	March 25	June 25	

\* Note: The party with primary responsibility for task is listed first and the party with secondary responsibility is listed parenthetically.

\* √ = Completed

	Task Description	Responsible	Start	End	Revised End Date	Status
5.	<b>Office Closing</b>					
5.1	Review office lease to ensure it is properly terminated. Prepare a letter for landlord regarding the termination date.	Abdallah (Rahman)	January 8	January 31		√
5.2	Notify internet and office phone company of intention to discontinue services.	Batouty/ (Rashwan)	March 16	March 18	June 18	
5.3	Prepare office premises for hand-over to landlord	Rashwan (Rahwan)	March 25	March 30	June 30	
5.4	Handover premises to landlord. Confirm date of preliminary walk through with landlord on/about March 1 and final walk through on March 28. Obtain release that the premises have been returned in good condition.	Abdallah (Rahman)	March 1	March 31	June 30	
5.5	Provide Building Management with a forwarding address for mail and visitors.	Abdallah (Rashwan)	March 18	March 25	June 25	
5.6	Reconcile outstanding office utilities.	Rahman (Batouty)	March 20	March 28	June 28	
6.	<b>Accounting</b>					
6.1	Perform final audit of local checking accounts.	Rahman (Batouty)	March 23	March 25	June 25	
6.2	Prepare final Estimate-to-Complete.	Haralson (Rahman)	March 26	March 31	May 31	
6.3	Reconcile payment coded to the advances accounts (employees and project)	Haralson (Bromley)	March 23	March 31	June 15	
6.4	Reconcile payments of income taxes and social security.	Rahman (Batouty)	March 23	March 31	June 15	
6.5	Establish date for final payroll payments and severance.	Rahman (Batouty)	March 18	March 22	June 20	
6.6	Close bank accounts.	Grabowski (Rahman)	March 15	March 28	June 27	
6.7	Prepare final Peachtree accounting report.	Rahman (Batouty)	March 22	March 30	June 30	
6.8	Final reconciliation of FT-800 funds. Confirm amount with USAID. Prepare completion invoice.	Rahman (Batouty)	February 1	February 19	May 15	

\* Note: The party with primary responsibility for task is listed first and the party with secondary responsibility is listed parenthetically.

\* √ = Completed

	Task Description	Responsible	Start	End	Revised End Date	Status
7.	<b>Records Disposition and Retention</b>					
7.1	Review all reports and records related to courts to ensure completeness of project bibliography.	Abdel-Aziz (Radwan)	January 11	February 11		√
7.2	Review electronic and hard copy of technical (deliverable) reports to be submitted to MOJ and USAID. CDIE and HQ each have a complete set.	Rashwan (Radwan)	February 1	February 15	June 15	
7.3	Backup AOJS server and send tape to HQ.	Rashwan (Magdy)	March 1	March 21	June 21	
7.4	Prepare accounting documents for shipping to HQ.	Haralson (Batouty)	February 19	March 16	June 16	
7.5	Shipping of AOJS bibliography and official correspondence to HQ.	Rashwan (Magdy)	March 1	March 10	June 10	

\* Note: The party with primary responsibility for task is listed first and the party with secondary responsibility is listed parenthetically.

\* √ = Completed

AOJS Office Inventory from October 1996 through December 2003

Non-Expendable Properties > \$ 500

Item #	Description	Code S/N	Qty.	Unit Price L.E.	Total Amount \$	Purchase Date	Type of Purchase	Comments
	Ford Aerostar Van	70526 70527	2		\$43,577.00	04/09/96	USA	
	Phone System APBX System-Partner Plus	95SP50-126923	1	7,410.00	\$2,179.41	07/13/96	Local	
	Miraco Window Unit A/C (YMR 15)	11063	1	2,085.50	\$613.38	08/18/96	Local	
	Miraco Window Unit A/C (YMR 15)	11061	1	2,085.50	\$613.38	08/18/96	Local	
	Miraco Window Unit A/C (YMR 15)	10983	1	2,085.50	\$613.38	08/18/96	Local	
	Miraco Split Unit A/C (CCR 16)	6845-6290	1	3,187.80	\$937.59	08/18/96	Local	
	Miraco Split Unit A/C (CCR 16)	5705-4420	1	3,187.80	\$937.59	08/18/96	Local	
	Miraco Split Unit A/C (CCR 16)	6844-6998	1	3,187.80	\$937.59	08/18/96	Local	
	Miraco Split Unit A/C (CCR 27)	18860-18657	1	4,199.80	\$1,235.24	08/18/96	Local	
	Miraco Split Unit A/C (CCR 27)	17068-17980	1	4,199.80	\$1,235.24	08/18/96	Local	
	Miraco Split Unit A/C (CCR 32)	11195-9847	1	4,751.80	\$1,397.59	08/18/96	Local	
	Miraco Split Unit A/C (CCR 32)	10556-9848	1	4,751.80	\$1,397.59	08/18/96	Local	
	Miraco Split Unit A/C (CCR 32)	10549-9840	1	4,751.80	\$1,397.59	08/18/96	Local	

#	Description	Code S/N	Qty.	Unit Price L.E.	Total Amount \$	Purchase Date	Type of Purchase	Comments
	Conference Table (T-Shaped) (300* 200cm & 240*90cm)	n/a	1	2,250.00	\$661.76	09/04/96	Local	
	Fax Machine Panasonic (UF315)	NR01960300051	1	6,750.00	\$1,985.29	09/14/96	Local	
	Heavy Duty Xerox Machine (Model 5380)	3543846	1	136,100.00	\$40,029.41	09/17/96	Local	
	Small Xerox Machine (Model 5025)	431996	1	13,900.00	\$4,088.24	09/18/96	Local	
	Binding Machine (G.B.C. 5000)	n/a	1	3,100.00	\$911.76	09/24/96	Local	
	Air Condition (White Westinghouse)	424	1	4,850.00	\$1,426.47	09/24/96	Local	
	Safe (Ochida)	n/a	1	1,750.00	\$514.71	10/23/96	Local	
1	HP 5L Laser Printer	CNVM165838	1		570.59	11/10/96	Local	
2	HP 5L Laser Printer	CNVM102374	1		570.59	11/10/96	Local	
3	HP 5L Laser Printer	JBCW032175	1		570.59	11/10/96	Local	
4	HP 5L Laser Printer	JBPV008247	1		570.59	11/10/96	Local	
5	HP 5L Laser Printer	JPCFD03176	1		570.59	11/10/96	Local	
6	HP 5 SI Network Printer	NLSK0617151	1		3,732.35	11/10/96	Local	
7	Sharp Refrigerator (SJ-51G-W11)	01827	1	4,250.00	\$1,250.00	11/23/96	Local	
8	IBM Color Monitor-G70 (17 inch)	23X5630	1		\$759.00	02/11/97	USA	

#	Description	Code S/N	Qty.	Unit Price L.E.	Total Amount \$	Purchase Date	Type of Purchase	Comments
1	Smart UPS, 2200 VA	GS96475440098	1	1,250.00	\$1,250.00	02/11/97	USA	
1	Scan Jet, ETHERNET 4SI	JTB5275167	1		\$2,290.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVX14	1		\$2,341.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVL94	1		\$2,341.00	02/11/97	USA	Broken
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVZ15	1		\$2,341.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVZ38	1		\$2,341.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVM12	1		\$2,341.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVZ84	1		\$2,341.00	02/11/97	USA	
1	IBM PC 350, P166, 64MB Ram, IBM Video, Win. 95+Keyboard+ Mouse	23PVY55	1		\$2,516.00	02/11/97	USA	
1	Notebook Computer, Compaq Armada, 4130T, 16 MB, P133+Compaq Mobile CD Expansion Unit B + CD ROM	66501FYA72665 G647HZA12772	1		\$4,664.00	02/11/97	USA	
1	Notebook Computer, Compaq Armada, 4130T, 16 MB, P133+Compaq Mobile CD Expansion Unit B+CD ROM	66501FYA72663 G643HZA14616	1		\$4,664.00	02/11/97	USA	
1	Compaq Proliant 2500, 64 MB Ram, 21" x 2.1 GHz, Win NT, w/ Tape Drive	D650H1WA11214	1		6,491.00	02/11/97	USA	
1	APC, Smart UPS V/S, 1400 VA	GS9643394939	1		923.53	04/02/97	Local	
1	Penta Scanner	JR197FA0018	1		\$3,475.00	10/30/97	USA	
1	IBM Color Monitor G50	66-53062	1		632.35	11/02/97	Local	Broken

Item #	Description	Code S/N	Qty.	Unit Price L.E.	Total Amount \$	Purchase Date	Type of Purchase	Comments
4	General Data Comm-Modem (External)	048A080 002C186685	2		\$2,118.00	08/12/98	Local	
5	Cisco Router 1601 (External)	186-5013-0	1		1,558.82	11/08/98	Local	Broken
6	HP DeskJet 2000 CXI- Kodak	US87K15042	1		\$749.00	11/16/98	USA	
7	DELL Computer Dimension XPS RMT 450 MHz w/keyboard, mouse, monitor	H7B1R	1		\$3,350.00	11/24/98	USA	
8	DELL Computer Dimension XPS RMT 450 MHz w/keyboard, mouse, monitor	H7B1S	1		\$3,350.00	11/24/98	USA	
9	DELL Computer Dimension XPS RMT 450 MHz w/keyboard, mouse, monitor	H7B1P	1		\$3,350.00	11/24/98	USA	
10	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILC / AUDM	1	1,405.00	\$1,405.00	08/05/00	USA	
11	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MIL6 / AUDL	1	1,405.00	\$1,405.00	08/05/00	USA	
12	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILB / AUKV	1	1,405.00	\$1,405.00	08/05/00	USA	
13	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILH / AUKW	1	1,405.00	\$1,405.00	08/05/00	USA	
14	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILE / AUDK	1	1,405.00	\$1,405.00	08/05/00	USA	
15	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MIL4 / AUEA	1	1,405.00	\$1,405.00	08/05/00	USA	
16	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILD / AUDY	1	1,405.00	\$1,405.00	08/05/00	USA	
17	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MIL5 / AUCX	1	1,405.00	\$1,405.00	08/05/00	USA	
18	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILG / AUDA	1	1,405.00	\$1,405.00	08/05/00	USA	

#	Description	Code S/N	Qty.	Unit Price L.E.	Total Amount \$	Purchase Date	Type of Purchase	Comments
	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MIL3 / AUDE	1	1,405.00	\$1,405.00	08/05/00	USA	
	DELL GX1p Pentium III, 500/10G/128MB/CD/NIC/Sound/Zip 100, DELL Keyboard SK-8000, Microsoft IntelliMouse PS/2, DELL Monitor 17"	3MILF / AUCU	1	1,405.00	\$1,405.00	08/05/00	USA	
	Infocus Projector SVGA 900 Lumens (Dataahow)	3DW94700258	1		\$3,199.00	08/05/00	USA	
	<b>Total</b>				<b>\$189,366.21</b>			