Cairo Air Improvement Project

Vehicle Emissions Testing Component

EEAA VET Field Operations
Part 1 On Road Testing-Low Emissions Tune Up (ORT-LETU)

Chemonics International, Inc.
USAID/Egypt, Office of Environment
USAID Contract No. 263-C-00-97-00090-00

March 1999

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EEAA VET FIELD OPERATIONS PLAN

STAFFING

The EEAA has hired adequate staff to provide for the oversight and operations of the ORT and Phase I LETU programs. These personnel will be in charge of the day to day organization and continuation of efforts initiated by CAIP to provide the first steps toward implementation of a VET program. They will perform field emissions testing and fleet data collection resulting from the investments made to work with the oil companies and Traffic Authorities in testing in-use vehicles throughout greater Cairo.

Attachment 1 contains position descriptions for these personnel. The organization is one of a headquarters based manager (VET ORT Manager), two assistants (one in Field Operations and one in Data Processing) and 27 Field Inspectors. Eventually, these people will form the core of the final VET network program oversight forces. It is imperative that the duties described in Attachment 1 be clearly transmitted and undertaken by the current EEAA employees immediately to begin with a solid foundation for the final program staff. Should EEAA already have position descriptions in place, CAIP would suggest a review of those in light of the information presented here and a concerted effort by EEAA upper management to see that the current staff are fulfilling the tasks assigned to them.

Attachment 2 includes information pertaining to the scheduling of EEAA resources to maintain the field oversight and data collection now being supplemented with CAIP resources. The field oversight schedule demonstrates the realistic manpower requirements to accomplish over sight of the field operations and shows that the new EEAA resources can effectively manage and accomplish this mission. CAIP suggests a formalized schedule with milestones be established and exercised with periodic reviews to judge personnel and network performance.

SUPPORT

Data Processing – One of the critical elements of both the ORT and LETU programs is the collection and analysis of the test results. These data will provide key information to assure a smoother VET program start-up through the ability to set realistic pass/fail criteria based on actual fleet performance. As such, collection, reduction and manipulation of the data and the subsequent reporting of results must be continued by EEAA. Attachment 3 lists the physical resources required to maintain the efforts initiated by CAIP.

The attachment lists the data processing equipment required and the timetable that must be met by EEAA to assure continuity in the program and avoid wasting the monies spent thus far to start both programs. Also included is a description of the type of reports that will result from EEAA's program.

Supplies and Maintenance – In addition to the process of collecting the data being gathered by both the oil companies and the EEAA/Traffic Authority teams, EEAA must assume control of the both the equipment and consumables needed to maintain the field efforts. While the ORT program is wholly within the control of the agency, EEAA must review and act upon their contracts with the oil companies to exercise continued control over the LETU activities now underway.

There are two activities for which EEAA must initiate control:

1. Since CAIP will cover reasonable consumable supplies and routine maintenance for

Attachment 1

VET ORT Job Descriptions

VET ORT Manager

REPORTS TO EEAA VET PROGRAM MANAGER

DUTIES AND RESPONSIBILITIES

- Manage and coordinate the operation of the on-road testing (ORT) program within budget and in accordance with the policies and procedures of the EEAA.
- Assume responsibility for any continued operation of the Tune-Up Phase I program providing for vehicle testing within the oil company service outlets.
- Schedule work assignments to ensure proper staffing for all on-road and traffic authority facility testing and support of the oil company program.
- Schedule ORT program assistants so that the Manager or an assistant are accessible during all times that public ORT inspections are being conducted.
- Assist in coordinating visits to and conducting tours of the ORT field efforts or oil company facilitiesduring the period of testing.
- Hire competent field and HQ personnel and provide for in-depth HQ and on-the-job training to each employee as well as periodic re-training found to be required through routine quality assurance reviews of data gathered by EEAA and the oil companies.
- Provide for all appropriate employee services granted by EEAA are available to all ORT staff and that they are provided with all personnel benefits, agreements, evaluations, etc. by the agency.
- Understand general vehicle emissions concepts and the function of selected vehicle emission control devices.
- Assure the complete review and data reduction of all information gathered as a result of testing (both ORT and oil company testing). Maintain test results database that is current and provide routine reports of findings in a timely fashion.
- Provide for proper administration and control of data forms, supplies, and parts inventory with the appropriate HQ assistant and equipment supplier. Report weekly and monthly operation activity and extraordinary activity to the EEAA VET Program Manager in a timely manner.
- Coordinate general equipment maintenance with appropriate program assistant and contracted equipment service company.
- Assure performance of basic maintenance and repair of inspection equipment, and verify scheduled regular equipment maintenance.
- Foster positive employee morale and ensure good public relations between employees, traffic authority personnel, oil company representatives, local service station staff and vehicle owners.
- See that an effective employee safety and training program is implemented and maintiained to maximize safe field operations for ORT.

- Perform other tasks as assigned by EEAA VET Program Manager.

QUALIFICATIONS

- Bachelor's Degree in Business Management or related field.
- Supervisory experience is required.
- Good oral and written communication skills are required.
- Previous motor vehicle experience desirable.
- Ability to read and write English sufficiently well to deal with equipment technical manuals and routine reporting requirements to CAIP and US AID is required.

ORT Program Assistant A – Field Operations

REPORTS TO VET ORT MANAGER

DUTIES AND RESPONSIBILITIES:

- Assist with management of the On-Road testing (ORT) and Tune-Up Phase I programs in accordance with EEAA policies and procedures.
- Assist the ORT Program Manager in initiating and operating ORT and oil company vehicle testing efforts.
- As scheduled and directed by the ORT Program Manager, actively supervise all field data collection efforts.
- Monitor ORT field operations including personnel assignments, productivity, data quality, equipment distribution and maintenance/repair.
- Provide regular feedback to all field operators regarding the information they submit.
- Monitor oil company testing program including equipment distribution and maintenance, data collection and review, training and re-training as required.
- Ensure safety and protection for motorists and employees in the ORT Program.
- Share accountability for all field inspection operations, including, but not limited to, property, equipment, work schedules (for ORT only), financial matters, etc.
- Assume responsibilities for the ORT Program Manager in his absence if designated to do so.
- Assume responsibilities for the ORT Program Assistant B in his absence if designated to do so by the ORT Program manager.
- Ensure good public relations between employees, the traffic authority personnel, oil company representatives and motorists.
- Assist ORT Program Manager in preparing equipment, and inspectors for visitors and tours of the field operations during the period of testing.
- Implement field safety and training program to maximize safe operations, a safe workplace for employees, customer safety, and effectively trained personnel.
- Perform other tasks as assigned by ORT Program Manager.

QUALIFICATIONS

- Bachelor's Degree in Engineering or related field.
- Some supervisory experience preferred.
- Good communication and customer service skills are required.
- Possession of a valid driver's license.
- Able to read and write English sufficiently well to deal with equipment technical manuals and reporting requirements of sponsoring agencies.

ORT Program Assistant B – Data Processing

REPORTS TO VET ORT MANAGER

DUTIES AND RESPONSIBILITIES:

- Assist with management of the On-Road testing (ORT) and Tune-Up Phase I programs in accordance with EEAA policies and procedures.
- Assist the ORT Program Manager in initiating and operating ORT and oil company vehicle testing efforts.
- As directed by the ORT Program Manager, supplement field supervision and data collection efforts of Assistant A.
- Perfom review of all field data collected (ORT and Tune-Up Phase I) and provide complete and timely reduction of all data.
- Provide routine and special reports from field data using appropriate data processing techniques to yield clear, concise and accurate information for program management and to show findings as required.
- Through routine review of ORT field data, produce reports and information on productivity, data quality, equipment distribution and maintenance/repair .
- Monitor oil company testing program through review and reduction of field data and recommend active steps (such as modification to initial training or re-training) to improve or maintain quality standards as required.
- Routinely perform analyses of all collected data using tools such as statistical quality control techniques to identify individual facilities or personnel whose performance is below expectations.
- As scheduled and directed by the ORT program Manager, actively supervise the field inspection operations.
- Assume responsibilities for the ORT Program Manager in his absence if designated to do so.
- Assume responsibilities for the ORT Program Assistant A in his absence if designated to do so.
- Perform other tasks as assigned by ORT Program Manager.

QUALIFICATIONS

- Bachelor's Degree in Statistics, Computer Science, Engineering or related field.
- Good general computer, communication and customer service skills are required.
- Experience in database management and some supervisory experience preferred.
- Possession of a valid driver's license.
- Able to read and write English sufficiently well to deal with software technical manuals and reporting requirements of sponsoring agencies.

ORT Field Inspector

REPORTS TO ORT PROGRAM ASSISTANT A

DUTIES AND RESPONSIBILITIES:

- Cooperate with traffic authority personnel assigned to direct vehicles into position for testing.
- Pre-inspect vehicle for safety and ensure that the engine conditions allows accurate testing.
- Follow specific test procedures as they apply.
- Take data from motorist and enter it into the data sheets.
- Perform the vehicle emissions inspection consistent with policies and procedures.
- Accurately record test results
- Provide test results and general program information to motorists.
- Explain test results as required.
- Maintain clean appearance consistent with policies and procedures.
- Perform other tasks as assigned by program management.

QUALIFICATIONS

- High school graduate or equivalent.
- Must be able to read and write proficiently in Arabic and have basic English skills required to operate test equipment and record data accurately.
- Must be able to communicate effectively and politely with the general public.
- Must be 18 years old.

Attachment 2

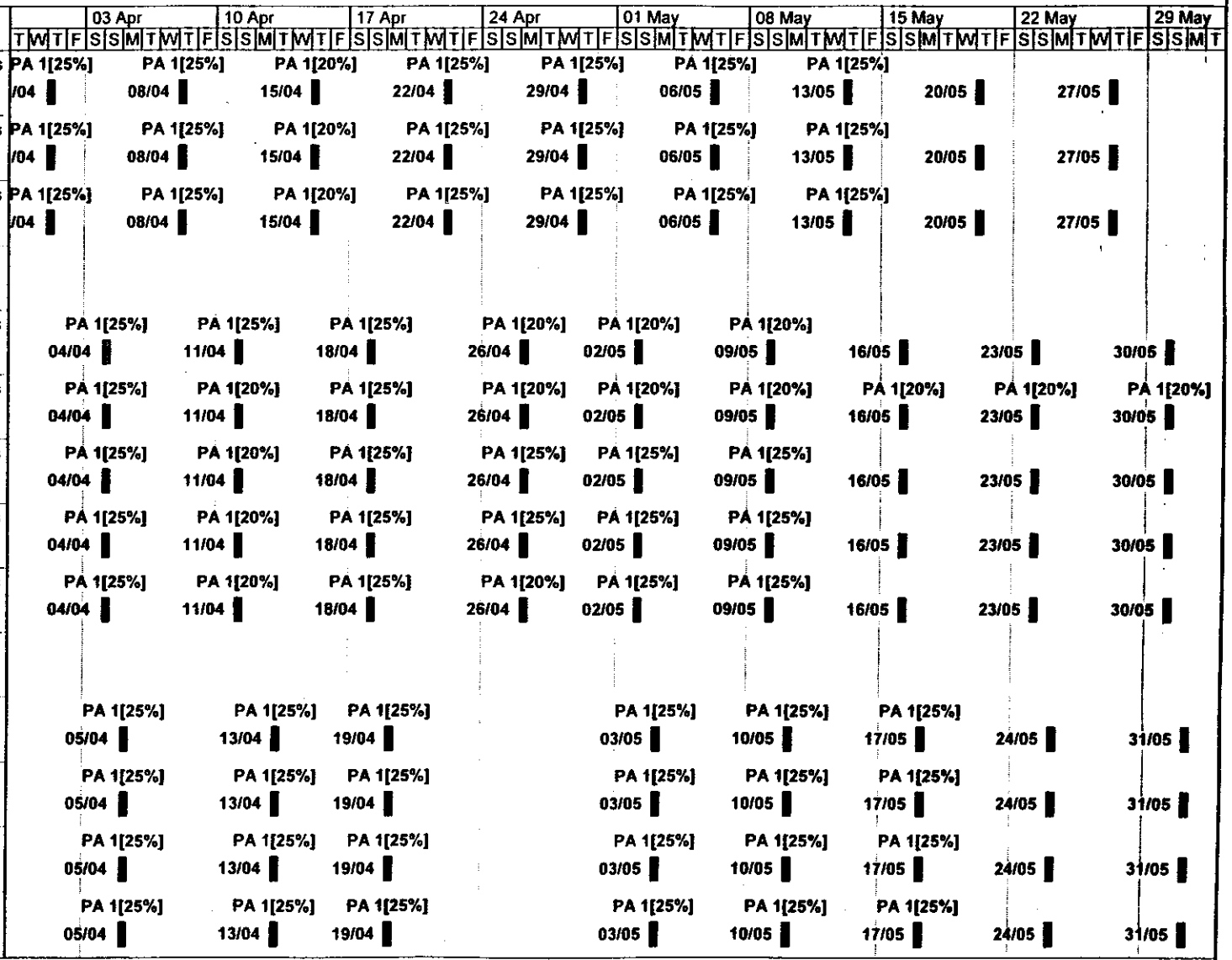
ORT Visit Schedule

CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
80	El-Drasa Traffic dept.	38.25 days
108	El-Salam City Traffic Dept.	38.25 days
118	Nasr City Traffic Dept.	38.25 days
119		
1	Ring Road	38.2 days
29	Cairo/ Ismailya Desert Road	38.2 days
39	Cairo/Suis desert Road	38.2 days
58	Cairo/Pilpis desert Road	38.2 days
68	El-Katamya Check Point	38.2 days
69		
11	Cairo/El-Fayom Desert Road	38.25 days
20	Cairo/Alex. Desert Road	38.25 days
90	El-Tibben Traffic Dept.	38.25 days
138	El-Hawamdya Traffic Dept.	38.25 days



CAIP/VET

ORT Follow- up Schedule

Draft

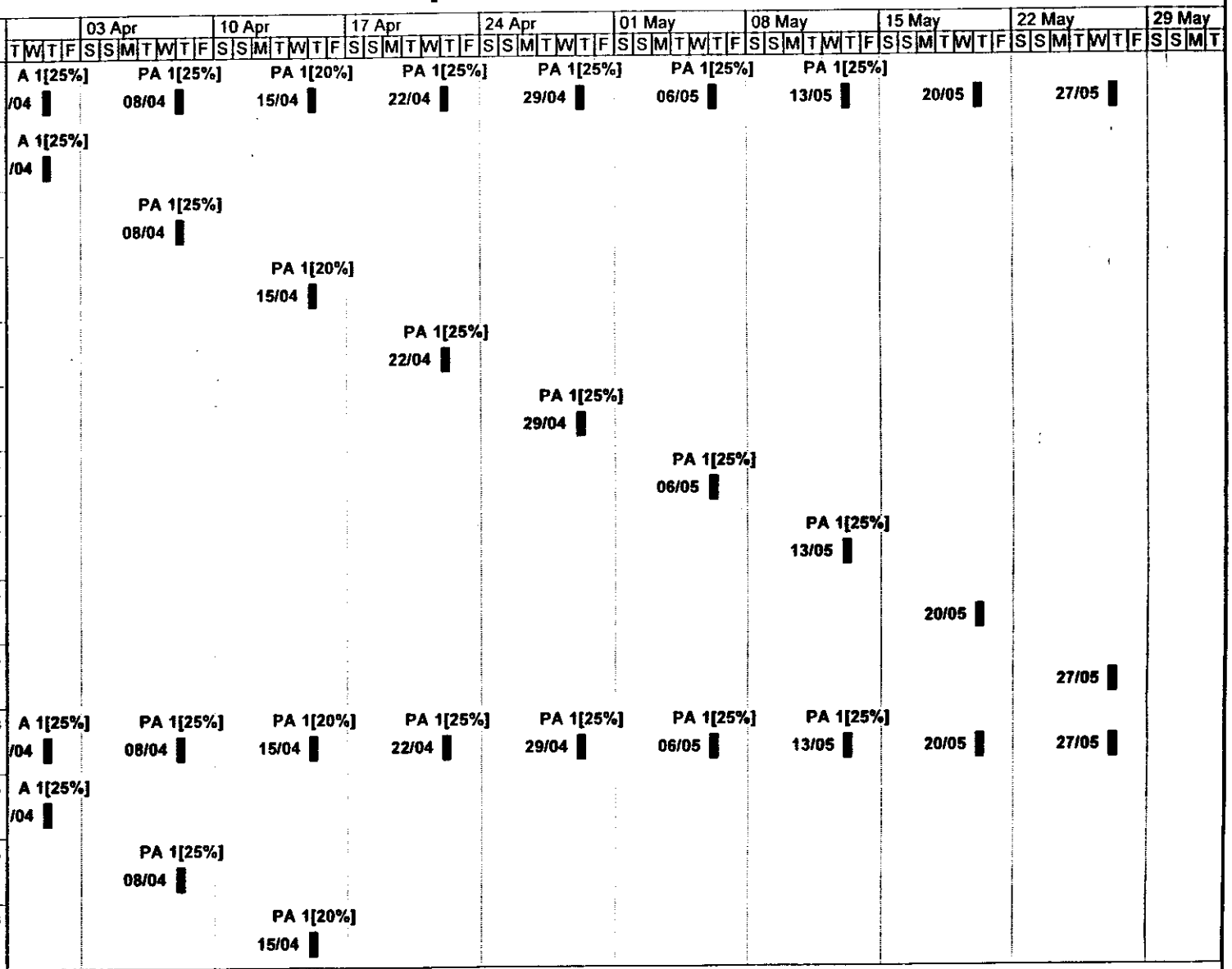
ID	Task Name	Duration	03 Apr	10 Apr	17 Apr	24 Apr	01 May	08 May	15 May	22 May	29 May
139											
49	Cairo/Alex. Agricultur Road	38.2 days	PA 1[25%] 06/04		PA 1[25%] 20/04	PA 1[25%] 27/04	PA 1[25%] 04/05	PA 1[25%] 11/05	PA 1[25%] 18/05	25/05	01/06
99	Shobra (Abood) traffic Dept.	38.2 days	PA 1[25%] 06/04		PA 1[25%] 20/04	PA 1[25%] 27/04	PA 1[25%] 04/05	PA 1[25%] 11/05	PA 1[25%] 18/05	25/05	01/06
166	Banha Traffic Dept.	38.2 days	PA 1[25%] 06/04		PA 1[25%] 20/04	PA 1[25%] 27/04	PA 1[25%] 04/05	PA 1[25%] 11/05	PA 1[25%] 18/05	25/05	01/06
175	Kalyob Traffic Dept.	38.2 days	PA 1[25%] 06/04		PA 1[25%] 20/04	PA 1[25%] 27/04	PA 1[25%] 04/05	PA 1[25%] 11/05	PA 1[25%] 18/05	25/05	01/06
184	Shoubra El-Khema Traffic Dept.	38.2 days	PA 1[25%] 06/04		PA 1[25%] 20/04	PA 1[25%] 27/04	PA 1[25%] 04/05	PA 1[25%] 11/05	PA 1[25%] 18/05	25/05	01/06
185											
129	El-Sarayat Traffic Dept.	33.25 days	PA 1[25%] 07/04	PA 1[25%] 14/04	PA 1[25%] 21/04	PA 1[25%] 28/04	PA 1[25%] 05/05	PA 1[25%] 12/05	PA 1[25%] 19/05	26/05	
148	El-Agoza Traffic Dept.	33.25 days	PA 1[25%] 07/04	PA 1[25%] 14/04	PA 1[25%] 21/04	PA 1[25%] 28/04	PA 1[25%] 05/05	PA 1[25%] 12/05	PA 1[25%] 19/05	26/05	
157	Nekla Traffic Dept.	33.25 days	PA 1[25%] 07/04	PA 1[25%] 14/04	PA 1[25%] 21/04	PA 1[25%] 28/04	PA 1[25%] 05/05	PA 1[25%] 12/05	PA 1[25%] 19/05	26/05	

CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
79	**El-Drasa Traffic dept.**	38.25 days
80	El-Drasa Traffic dept. 1	0.25 days
81	El-Drasa Traffic dept. 2	0.25 days
82	El-Drasa Traffic dept. 3	0.2 days
83	El-Drasa Traffic dept. 4	0.25 days
84	El-Drasa Traffic dept. 5	0.25 days
85	El-Drasa Traffic dept. 6	0.25 days
86	El-Drasa Traffic dept. 7	0.25 days
87	El-Drasa Traffic dept. 8	0.25 days
88	El-Drasa Traffic dept. 9	0.25 days
107	**El-Salam City Traffic Dept.**	38.25 days
108	El-Salam city Traffic dept. 1	0.25 days
109	El-Salam city Traffic dept. 2	0.25 days
110	El-Salam city Traffic dept. 3	0.2 days

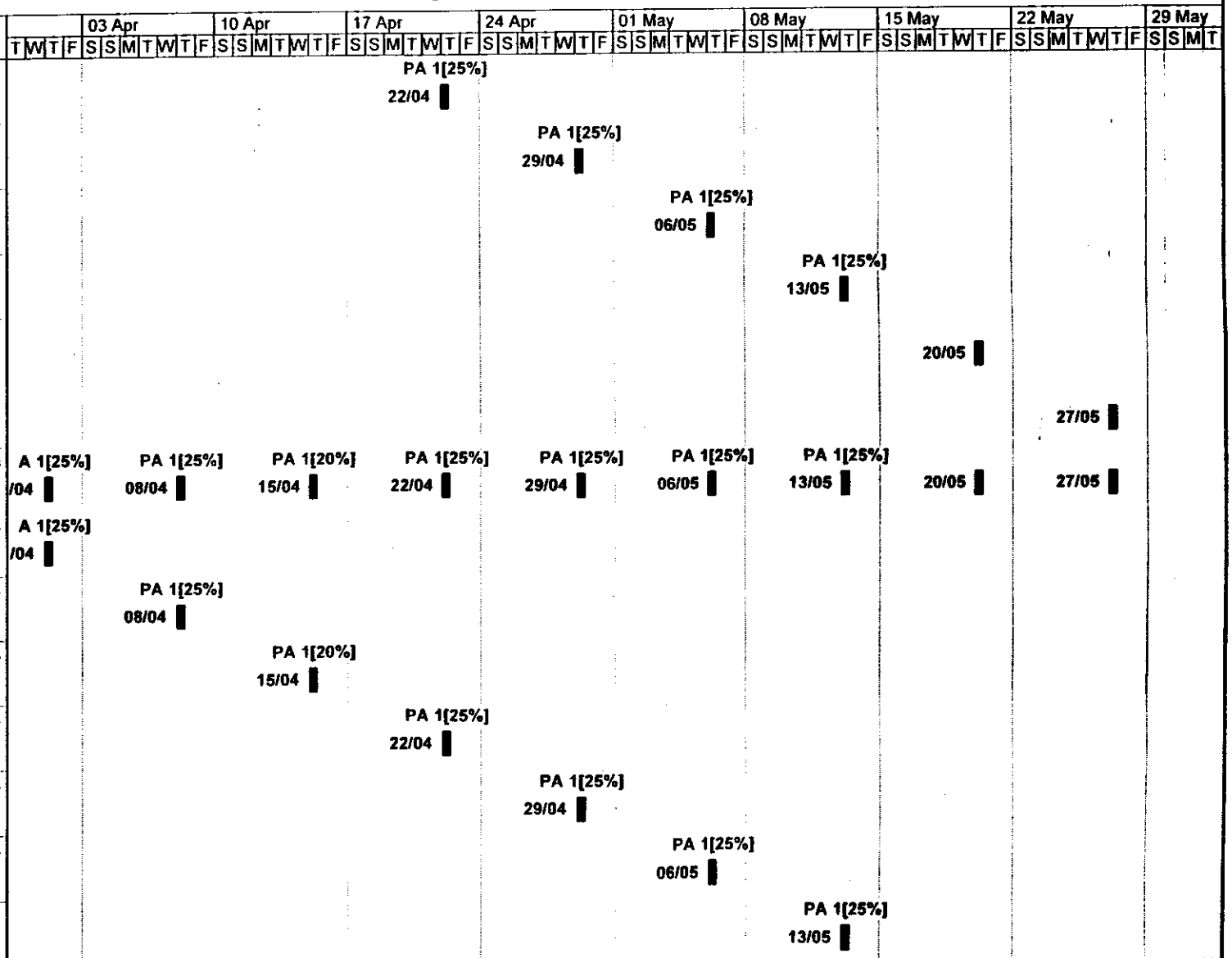


CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
111	El-Salam city Traffic dept. 4	0.25 days
112	El-Salam city Traffic dept. 5	0.25 days
113	El-Salam city Traffic dept. 6	0.25 days
114	El-Salam city Traffic dept. 7	0.25 days
115	El-Salam City Traffic Dept. 8	0.25 days
116	El-Salam City Traffic Dept. 9	0.25 days
117	**Nasr City Traffic Dept.**	38.25 days
118	Nasr City Traffic Dept. 1	0.25 days
119	Nasr City Traffic Dept. 2	0.25 days
120	Nasr City Traffic Dept. 3	0.2 days
121	Nasr City Traffic Dept. 4	0.25 days
122	Nasr City Traffic Dept. 5	0.25 days
123	Nasr City Traffic Dept. 6	0.25 days
124	Nasr City Traffic Dept. 7	0.25 days



CAIP/VET

ORT Follow- up Schedule

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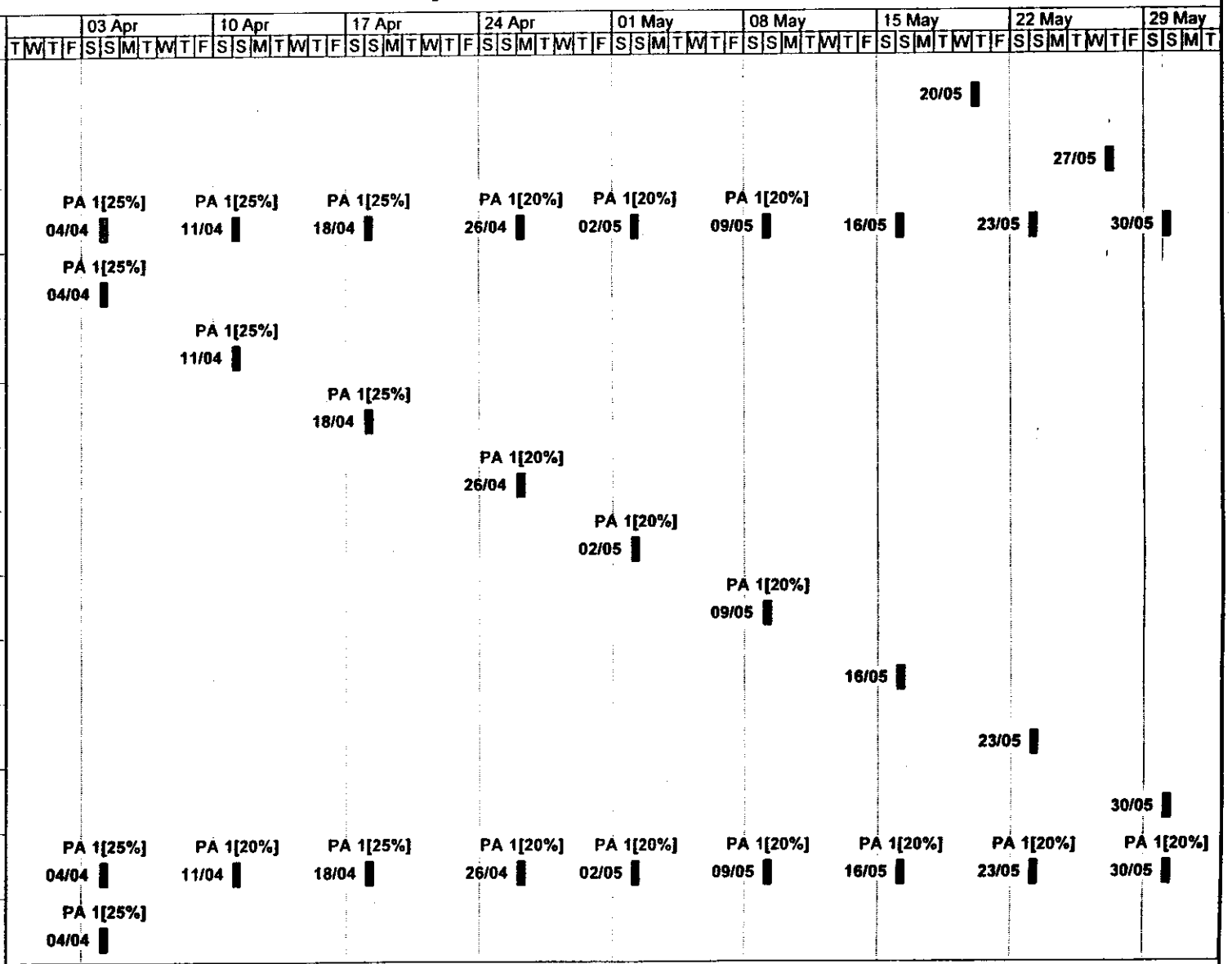
ID	Task Name	Duration
125	Nasr City Traffic Dept. 8	0.25 days
126	Nasr City Traffic Dept. 9	0.25 days
1	**Ring Road**	**38.2 days**
2	Ring Road 1	0.2 days
3	Ring Road 2	0.2 days
4	Ring Road 3	0.2 days
5	Ring Road 4	0.2 days
6	Ring Road 5	0.2 days
7	Ring Road 6	0.2 days
8	Ring Road 7	0.2 days
9	Ring Road 8	0.2 days
10	Ring Road 9	0.2 days
29	**Cairo/ Ismailya Desert Road**	**38.2 days**
30	Cairo Ismailya Desert Road 1	0.2 days

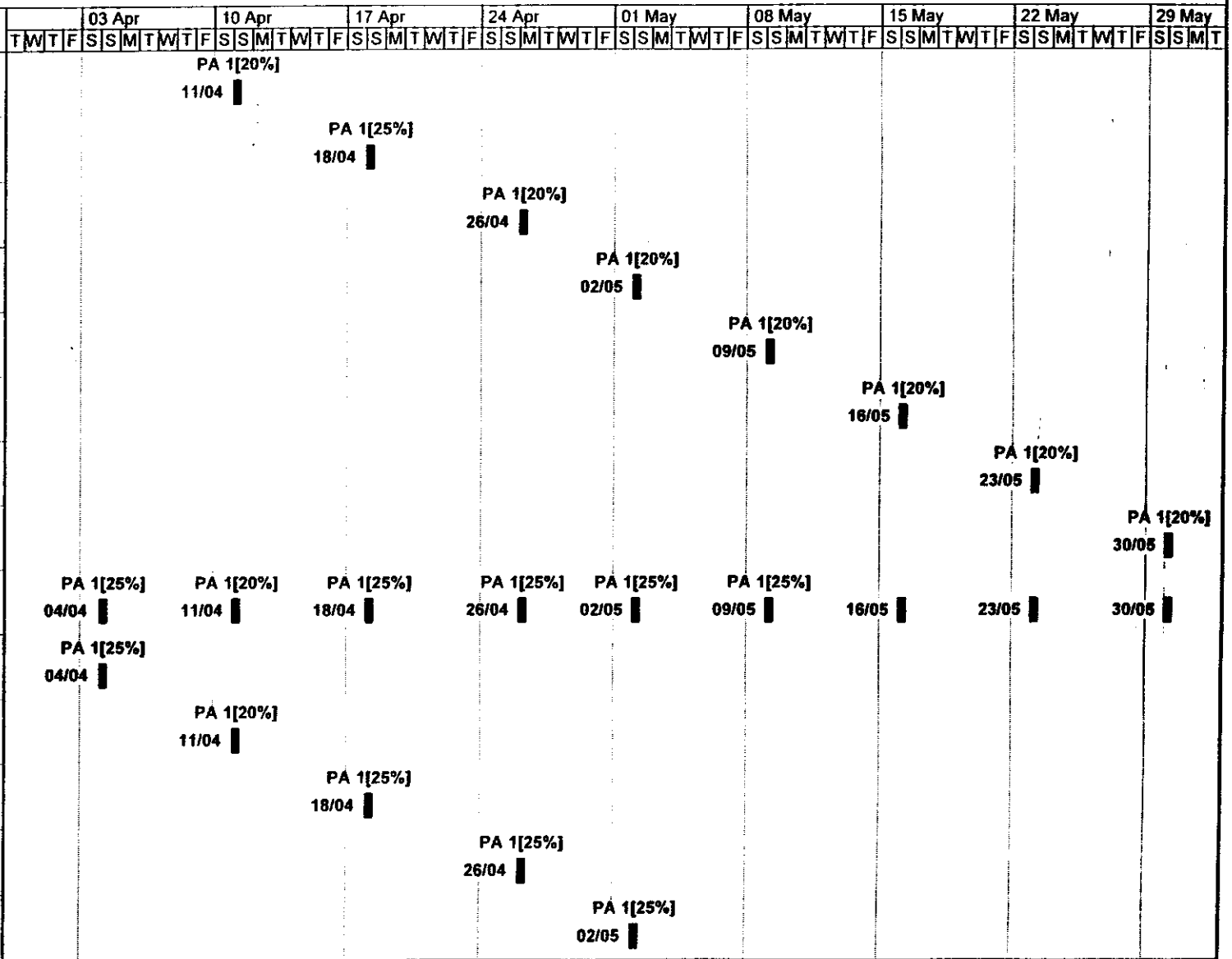


CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
31	Cairo Ismailya Desert Road 2	0.2 days
32	Cairo Ismailya Desert Road 3	0.2 days
33	Cairo Ismailya Desert Road 4	0.2 days
34	Cairo Ismailya Desert Road 5	0.2 days
35	Cairo Ismailya Desert Road 6	0.2 days
36	Cairo/ Ismailya Desert Road 7	0.2 days
37	Cairo/ Ismailya Desert Road 8	0.2 days
38	Cairo/ Ismailya Desert Road 9	0.2 days
39	**Cairo/Suis desert Road**	38.2 days
40	Cairo/Suis desert Road 1	0.2 days
41	Cairo/Suis desert Road 2	0.2 days
42	Cairo/Suis desert Road 3	0.2 days
43	Cairo/Suis desert Road 4	0.2 days
44	Cairo/Suis desert Road 5	0.2 days



CAIP/VET

ORT Follow- up Schedule

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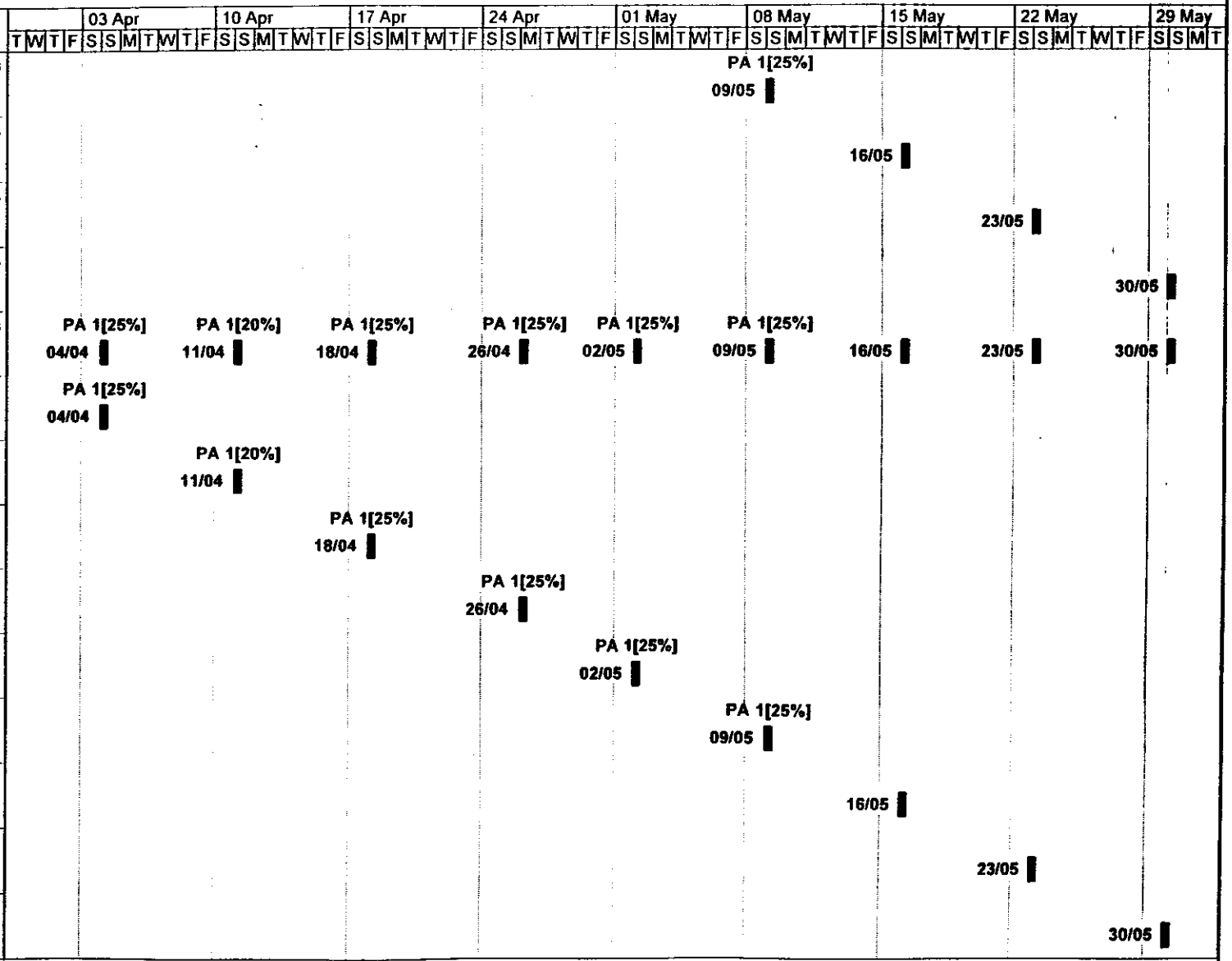
ID	Task Name	Duration
45	Cairo/Suis desert Road 6	0.2 days
46	Cairo/Suis desert Road 7	0.2 days
47	Cairo/Suis desert Road 8	0.2 days
48	Cairo/Suis desert Road 9	0.2 days
58	**Cairo/Pilpis desert Road**	38.2 days
59	Cairo/Pilpis desert Road 1	0.2 days
60	Cairo/Pilpis desert Road 2	0.2 days
61	Cairo/Pilpis desert Road 3	0.2 days
62	Cairo/Pilpis desert Road 4	0.2 days
63	Cairo/Pilpis desert Road 5	0.2 days
64	Cairo/Pilpis desert Road 6	0.2 days
65	Cairo/Pilpis desert Road 7	0.2 days
66	Cairo/Pilpis desert Road 8	0.2 days
67	Cairo/Pilpis desert Road 9	0.2 days



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ORT Follow- up Schedule

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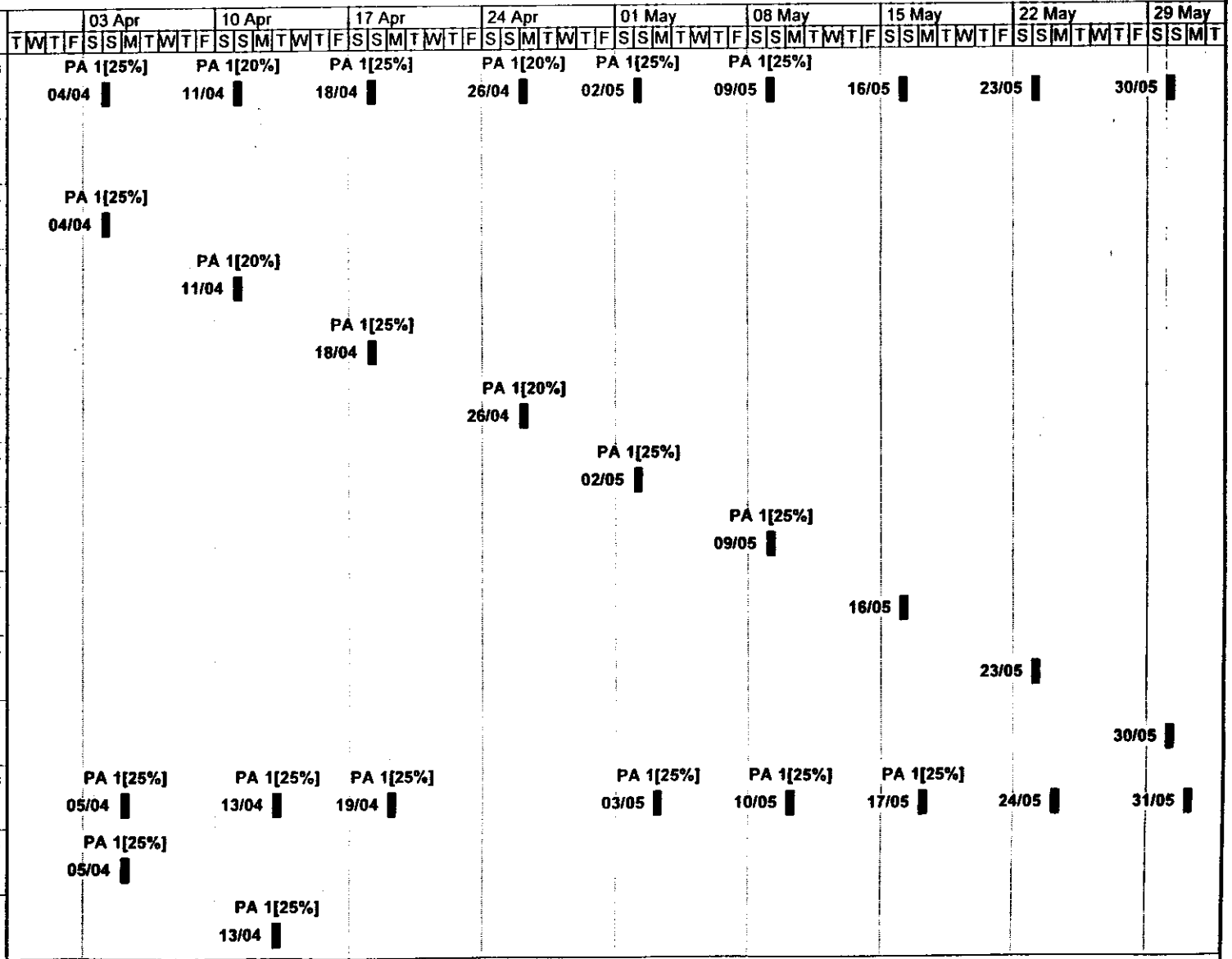

ID	Task Name	Duration
68	**El-Katamya Check Point**	38.2 days
69		
70	El-Katamya Check Point 1	0.2 days
71	El-Katamya Check Point 2	0.25 days
72	El-Katamya Check Point 3	0.2 days
73	El-Katamya Check Point 4	0.2 days
74	El-Katamya Check Point 5	0.2 days
75	El-Katamya Check Point 6	0.2 days
76	El-Katamya Check Point 7	0.2 days
77	El-Katamya Check Point 8	0.2 days
78	El-Katamya Check Point 9	0.2 days
11	**Cairo/El-Fayom Desert Road**	38.25 days
12	Cairo/El-Fayom Desert Road 1	0.25 days
13	Cairo/El-Fayom Desert Road 2	0.25 days

CAIP/VET

ORT Follow- up Schedule

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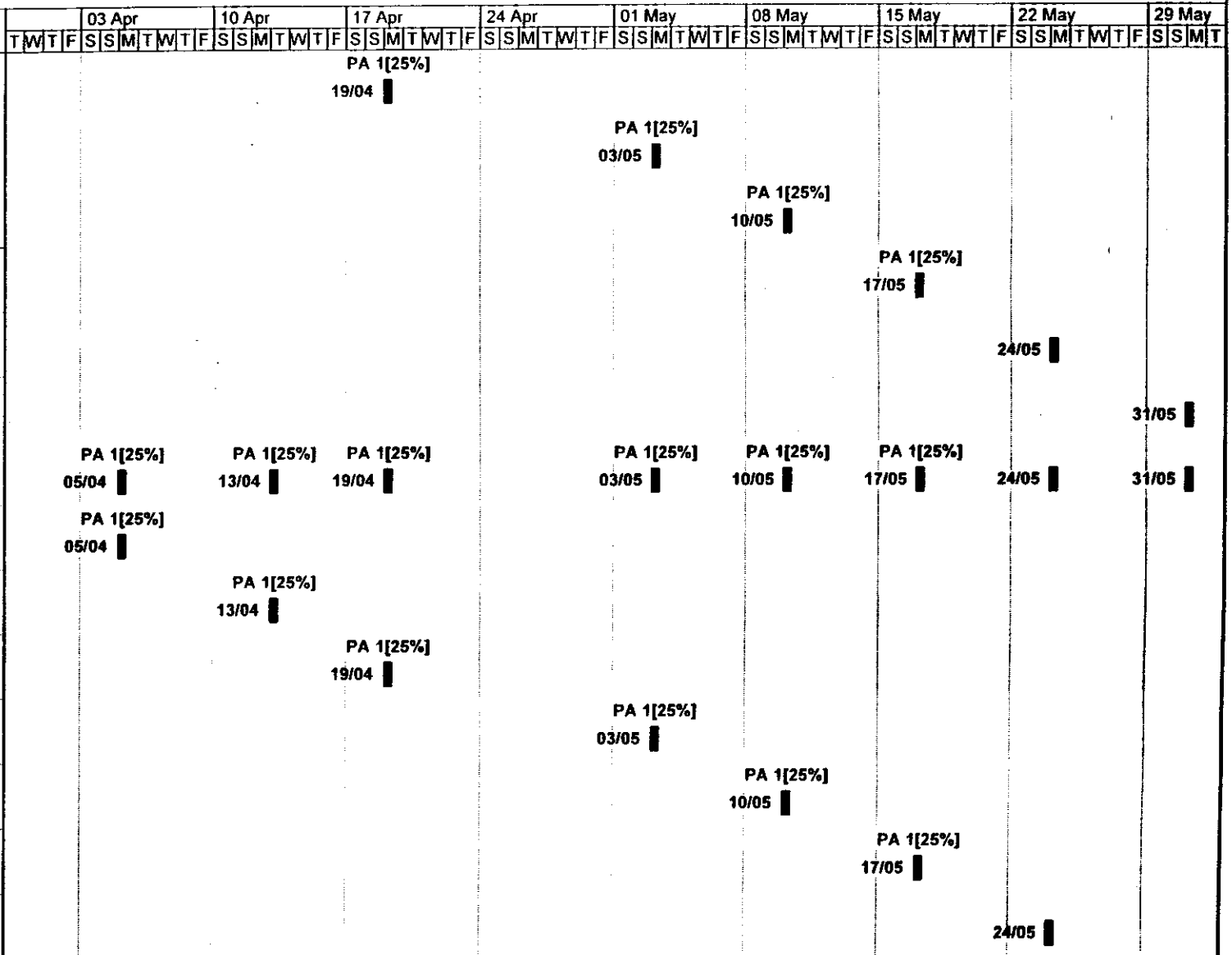
ID	Task Name	Duration
14	Cairo/El-Fayom Desert Road 3	0.25 days
15	Cairo/El-Fayom Desert Road 5	0.25 days
16	Cairo/El-Fayom Desert Road 6	0.25 days
17	Cairo/El-Fayom Desert Road 7	0.25 days
18	Cairo/El-Fayom Desert Road 8	0.25 days
19	Cairo/El-Fayom Desert Road 9	0.25 days
20	**Cairo/Alex. Desert Road**	38.25 days
21	Cairo/Alex. Desert Road 1	0.25 days
22	Cairo/Alex. Desert Road 2	0.25 days
23	Cairo/Alex. Desert Road 3	0.25 days
24	Cairo/Alex. Desert Road 5	0.25 days
25	Cairo/Alex. Desert Road 6	0.25 days
26	Cairo/Alex. Desert Road 7	0.25 days
27	Cairo/Alex. Desert Road 8	0.25 days



CAIP/VET

ORT Follow- up Schedule

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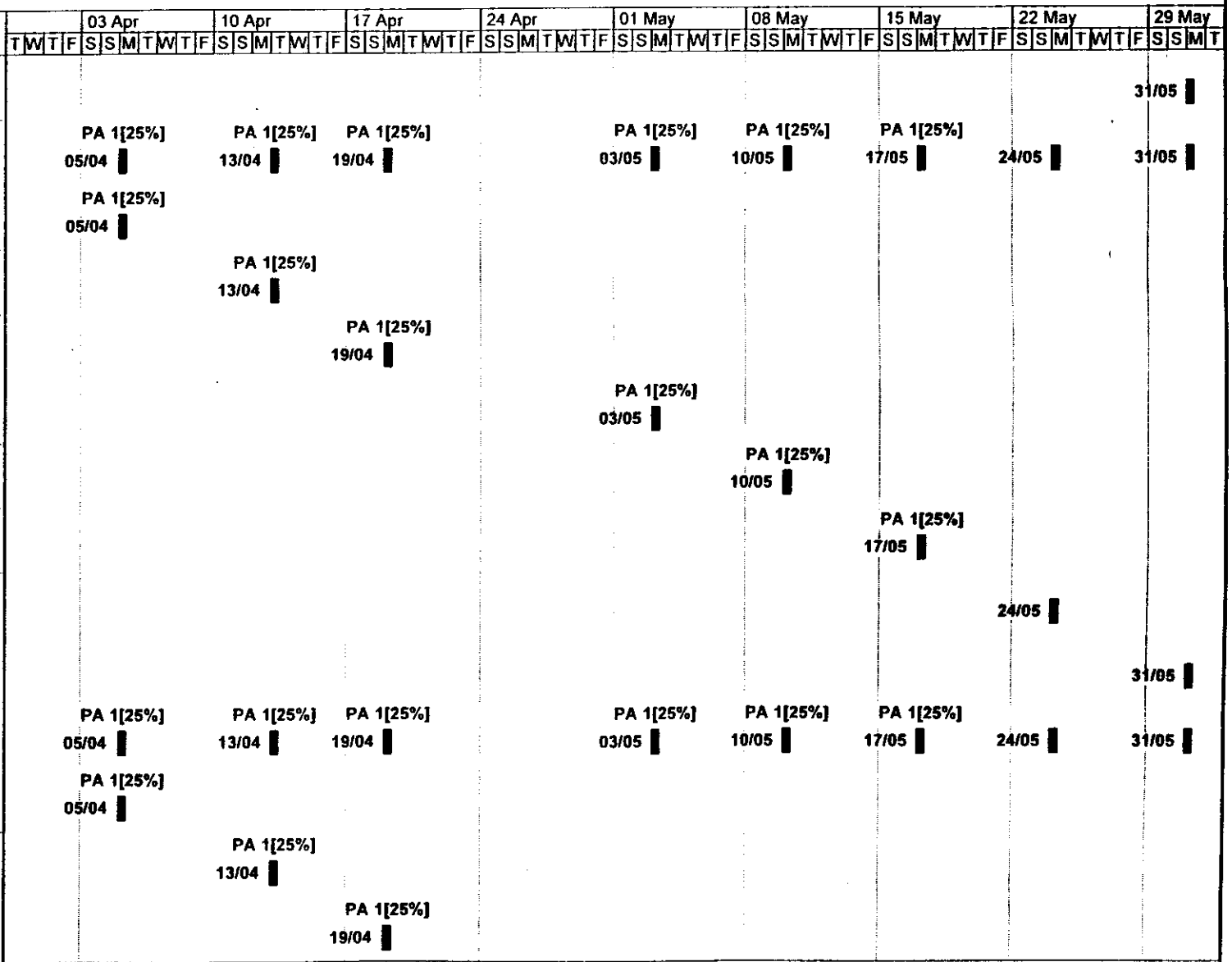
ID	Task Name	Duration
28	Cairo/Alex. Desert Road 9	0.25 days
89	**El-Tibben Traffic Dept.**	38.25 days
90	El-Tibben Traffic Dept. 1	0.25 days
91	El-Tibben Traffic Dept. 2	0.25 days
92	El-Tibben Traffic Dept. 3	0.25 days
93	El-Tibben Traffic Dept. 5	0.25 days
94	El-Tibben Traffic Dept. 6	0.25 days
95	El-Tibben Traffic Dept. 7	0.25 days
96	El-Tibben Traffic Dept. 8	0.25 days
97	El-Tibben Traffic Dept. 9	0.25 days
136	**El-Hawamdya Traffic Dept.**	38.25 days
137	El-Hawamdya Traffic Dept. 1	0.25 days
138	El-Hawamdya Traffic Dept. 2	0.25 days
139	El-Hawamdya Traffic Dept. 3	0.25 days



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ORT Follow- up Schedule

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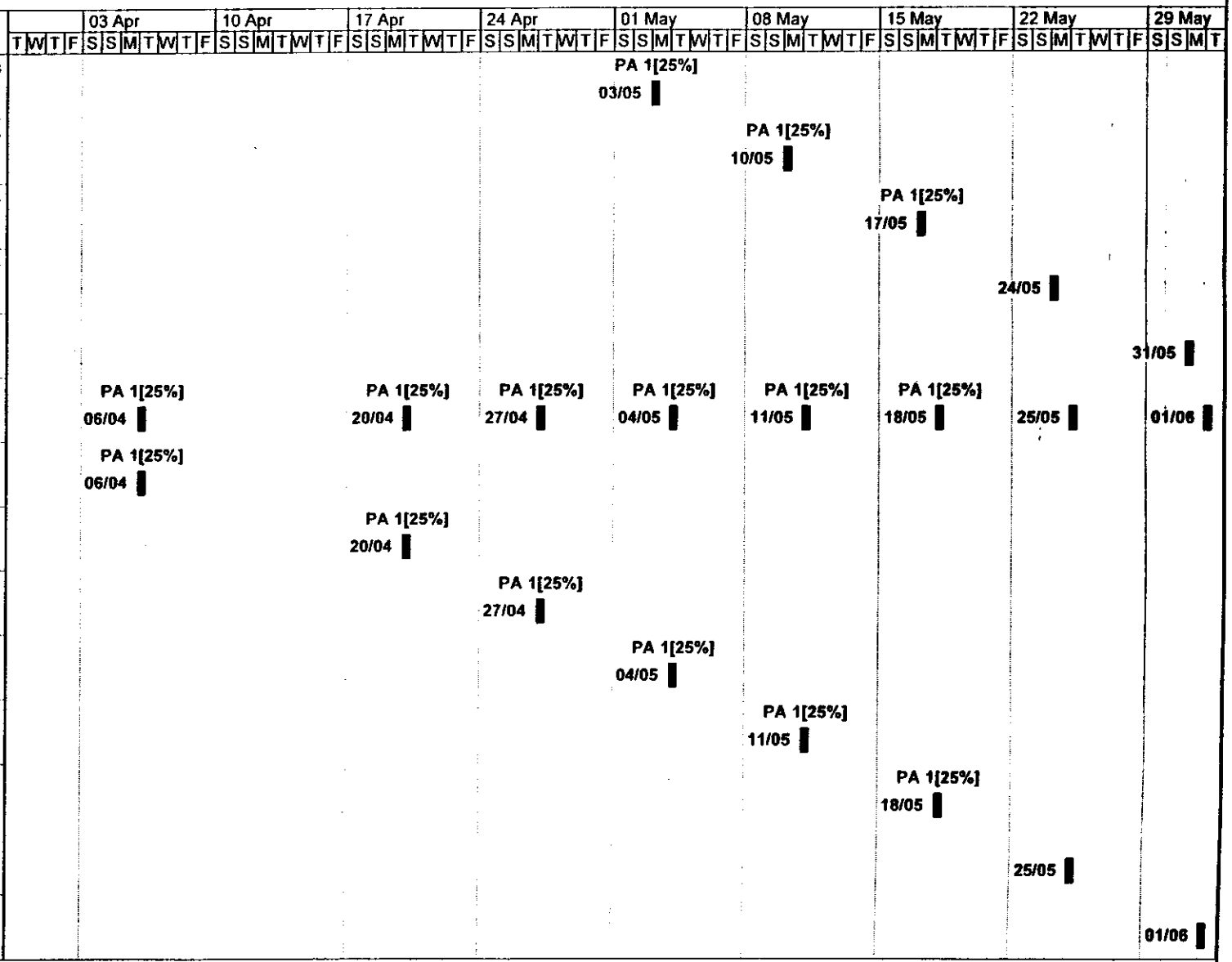
ID	Task Name	Duration
140	El-Hawamdya Traffic Dept. 5	0.25 days
141	El-Hawamdya Traffic Dept. 6	0.25 days
142	El-Hawamdya Traffic Dept. 7	0.25 days
143	El-Hawamdya Traffic Dept. 8	0.25 days
144	El-Hawamdya Traffic Dept. 9	0.25 days
49	**Cairo/Alex. Agricultur Road**	**38.2 days**
50	Cairo/Alex. Agricultur road 1	0.2 days
51	Cairo/Alex. Agricultur road 3	0.2 days
52	Cairo/Alex. Agricultur road 4	0.2 days
53	Cairo/Alex. Agricultur road 5	0.2 days
54	Cairo/Alex. Agricultur road 6	0.2 days
55	Cairo/Alex. Agricultur road 7	0.2 days
56	Cairo/Alex. Agricultur Road 8	0.2 days
57	Cairo/Alex. Agricultur Road 9	0.2 days



CAIP/VET

ORT Follow- up Schedule

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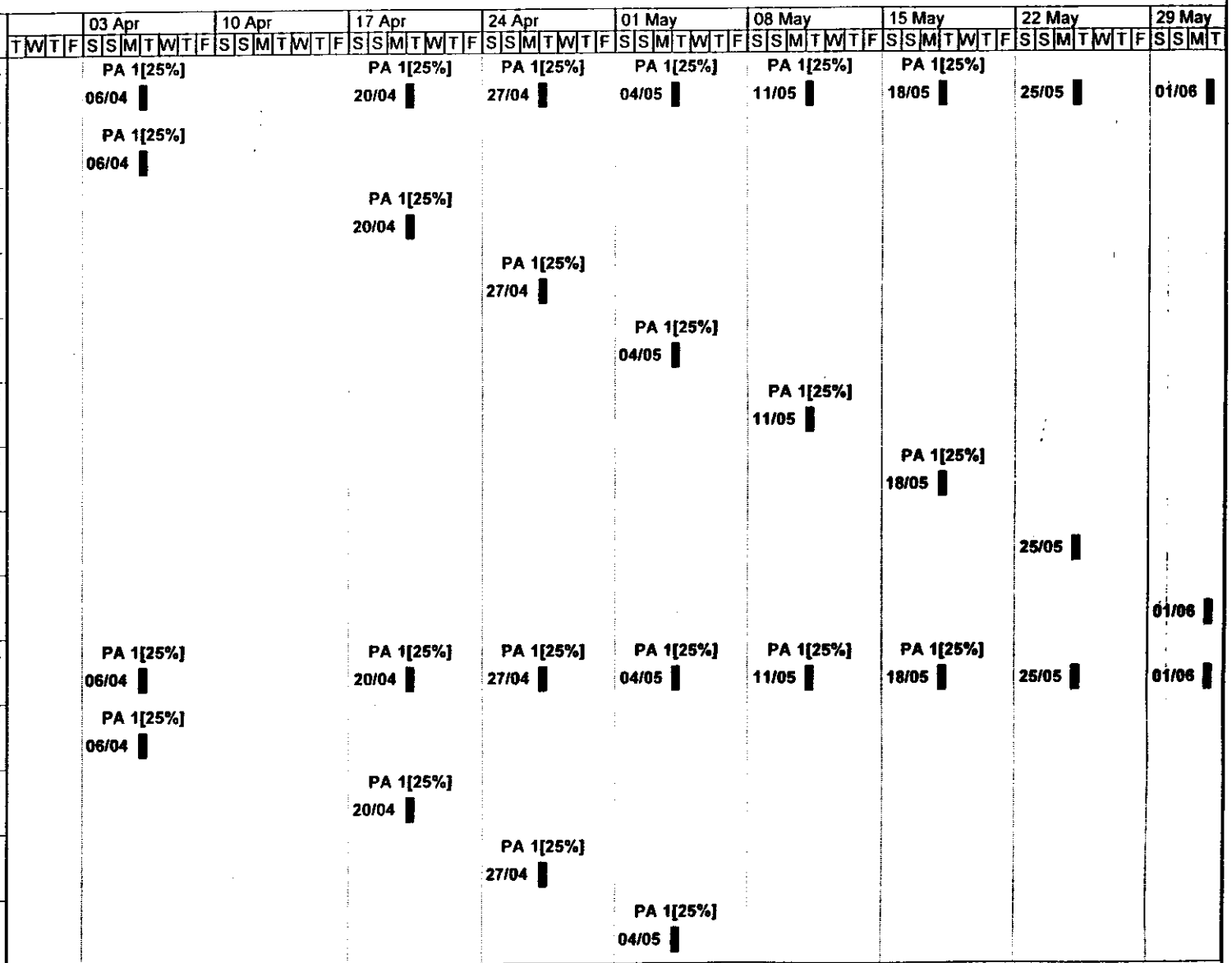
ID	Task Name	Duration
98	**Shobra (Abood) traffic Dept.**	38.2 days
99	Shobra (Abood) traffic Dept. 1	0.2 days
100	Shobra (Abood) traffic Dept. 3	0.2 days
101	Shobra (Abood) traffic Dept. 4	0.2 days
102	Shobra (Abood) traffic Dept. 5	0.2 days
103	Shobra (Abood) traffic Dept. 6	0.2 days
104	Shobra (Abood) traffic Dept. 7	0.2 days
105	Shobra (Abood) traffic Dept. 8	0.2 days
106	Shobra (Abood) traffic Dept. 9	0.2 days
163	**Banha Traffic Dept.**	38.2 days
164	Banha Traffic Dept. 1	0.2 days
165	Banha Traffic Dept. 3	0.2 days
166	Banha Traffic Dept. 4	0.2 days
167	Banha Traffic Dept. 5	0.2 days



CAIP/VET

ORT Follow- up Schedule

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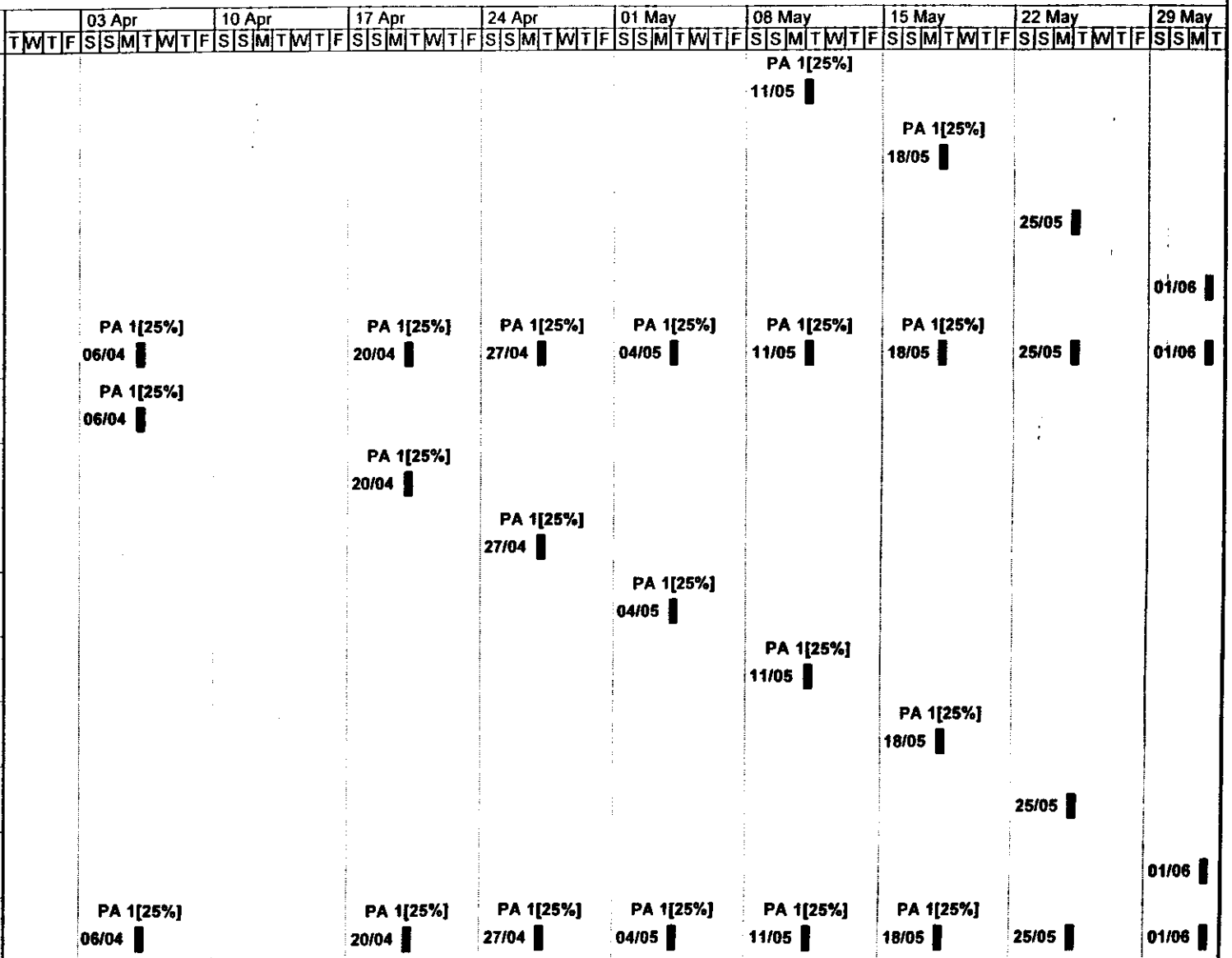
ID	Task Name	Duration
168	Banha Traffic Dept. 6	0.2 days
169	Banha Traffic Dept. 7	0.2 days
170	Banha Traffic Dept. 8	0.2 days
171	Banha Traffic Dept. 9	0.2 days
172	**Kalyob Traffic Dept.**	**38.2 days**
173	Kalyob Traffic Dept. 1	0.2 days
174	Kalyob Traffic Dept. 3	0.2 days
175	Kalyob Traffic Dept. 4	0.2 days
176	Kalyob Traffic Dept. 5	0.2 days
177	Kalyob Traffic Dept. 6	0.2 days
178	Kalyob Traffic Dept. 7	0.2 days
179	Kalyob Traffic Dept. 8	0.2 days
180	Kalyob Traffic Dept. 9	0.2 days
181	**Shoubra El-Khema Traffic Dept.**	**38.2 days**



ORT Schedule for Site Visits_ak

Prepared by:CAIP/VET

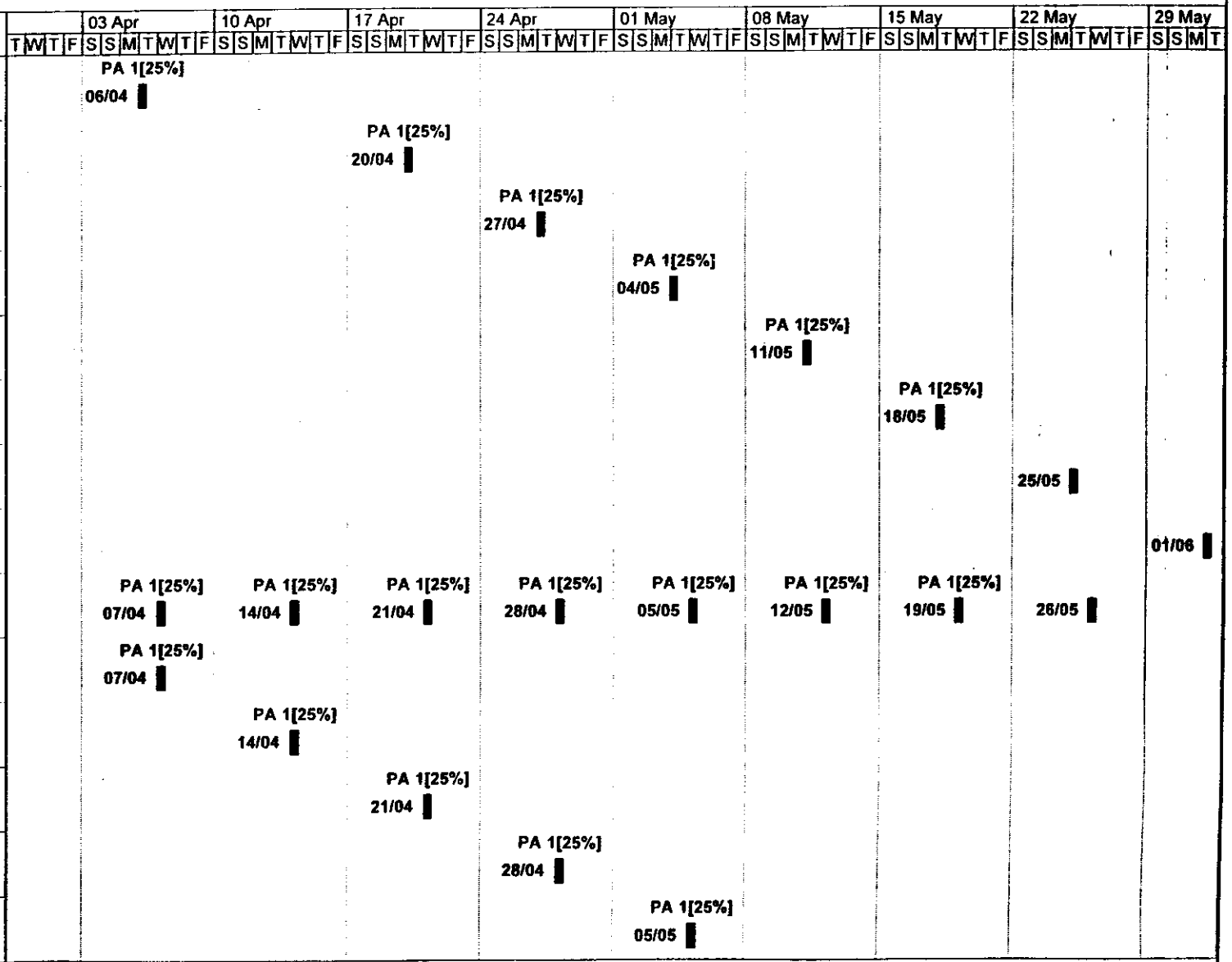
Sun 07/03/99 01:23 PM

CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
182	shoubra El-Khema Traffic Dept. 1	0.2 days
183	shoubra El-Khema Traffic Dept. 3	0.2 days
184	shoubra El-Khema Traffic Dept. 4	0.2 days
185	shoubra El-Khema Traffic Dept. 5	0.2 days
186	shoubra El-Khema Traffic Dept. 6	0.2 days
187	shoubra El-Khema Traffic Dept. 7	0.2 days
188	Shoubra El-Khema Traffic Dept. 8	0.2 days
189	Shoubra El-Khema Traffic Dept. 9	0.2 days
127	**El-Sarayat Traffic Dept.**	33.25 days
128	El-Sarayat Traffic Dept. 1	0.25 days
129	El-Sarayat Traffic Dept. 2	0.25 days
130	El-Sarayat Traffic Dept. 3	0.25 days
131	El-Sarayat Traffic Dept. 4	0.25 days
132	El-Sarayat Traffic Dept. 5	0.25 days

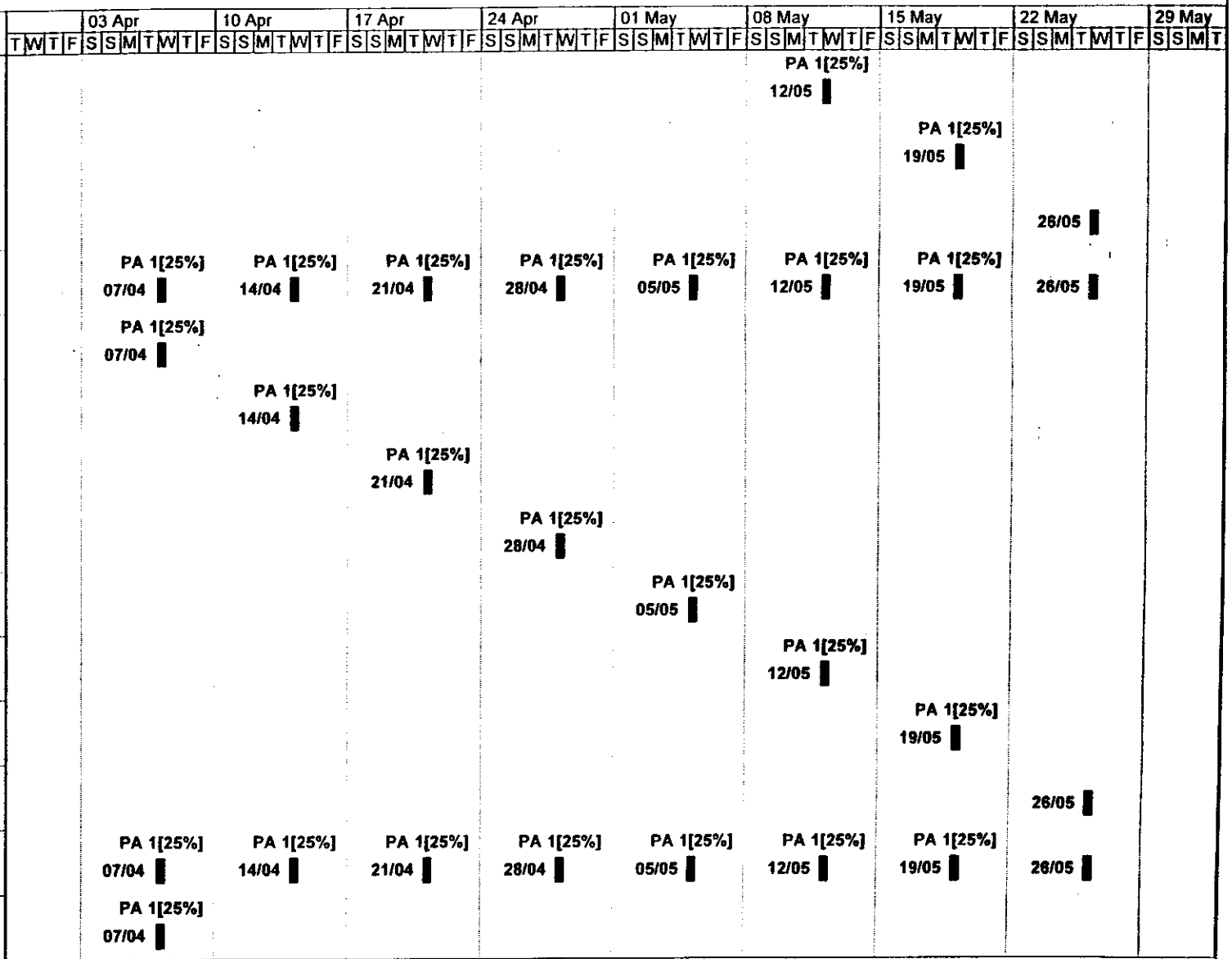


CAIP/VET

ORT Follow- up Schedule

Draft

ID	Task Name	Duration
133	El-Sarayat Traffic Dept. 6	0.25 days
134	El-Sarayat Traffic Dept. 7	0.25 days
135	El-Sarayat Traffic Dept. 8	0.25 days
145	**El-Agoza Traffic Dept.**	**33.25 days**
146	El-Agoza Traffic Dept. 1	0.25 days
147	El-Agoza Traffic Dept. 2	0.25 days
148	El-Agoza Traffic Dept. 3	0.25 days
149	El-Agoza Traffic Dept. 4	0.25 days
150	El-Agoza Traffic Dept. 5	0.25 days
151	El-Agoza Traffic Dept. 6	0.25 days
152	El-Agoza Traffic Dept. 7	0.25 days
153	El-Agoza Traffic Dept. 8	0.25 days
154	**Nekla Traffic Dept.**	**33.25 days**
155	Nekla Traffic Dept. 1	0.25 days

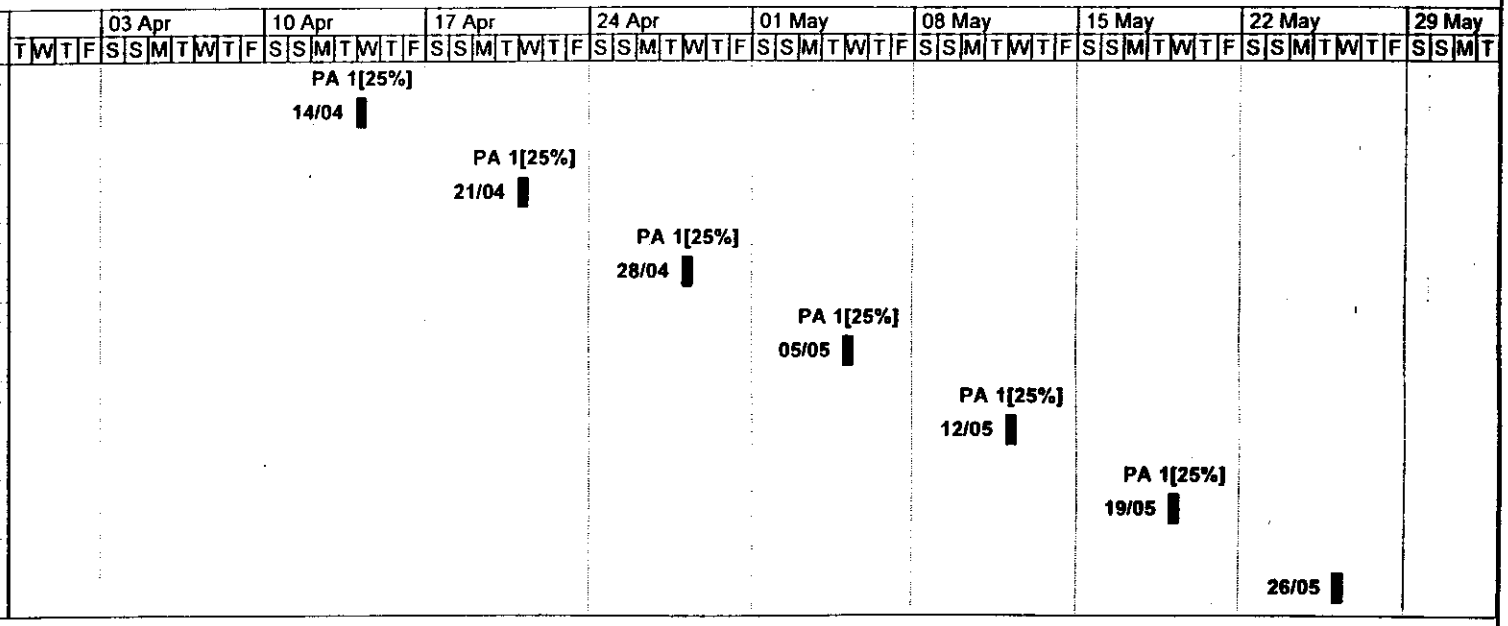


CAIP/VET

ORT Follow- up Schedule

Draft

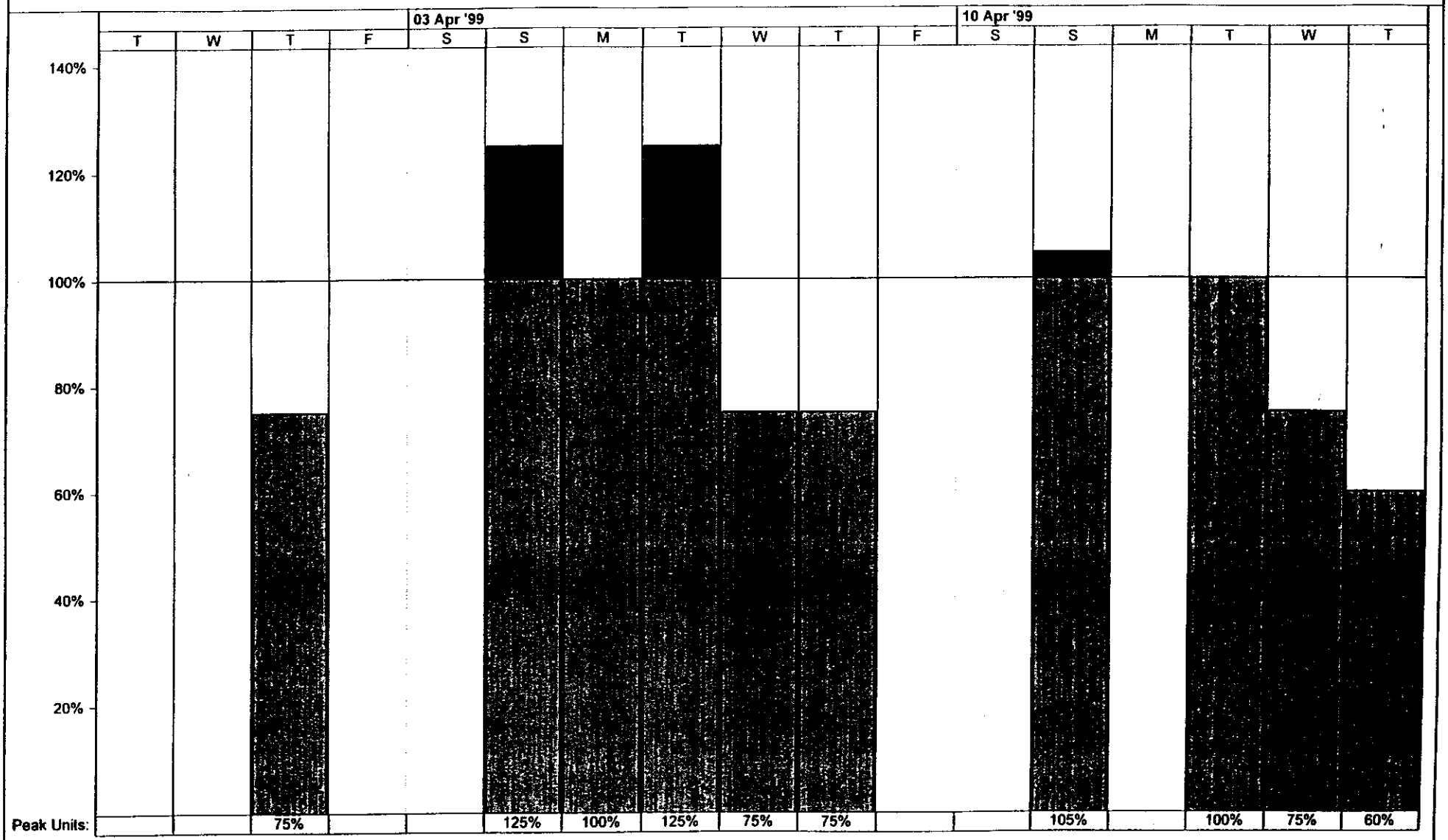
ID	Task Name	Duration
156	Nekla Traffic Dept. 2	0.25 days
157	Nekla Traffic Dept. 3	0.25 days
158	Nekla Traffic Dept. 4	0.25 days
159	Nekla Traffic Dept. 5	0.25 days
160	Nekla Traffic Dept. 6	0.25 days
161	Nekla Traffic Dept. 7	0.25 days
162	Nekla Traffic Dept. 8	0.25 days



CAIP/VET

ORT Team Schedule

Draft



ORT Schedule for Site Visits_ak

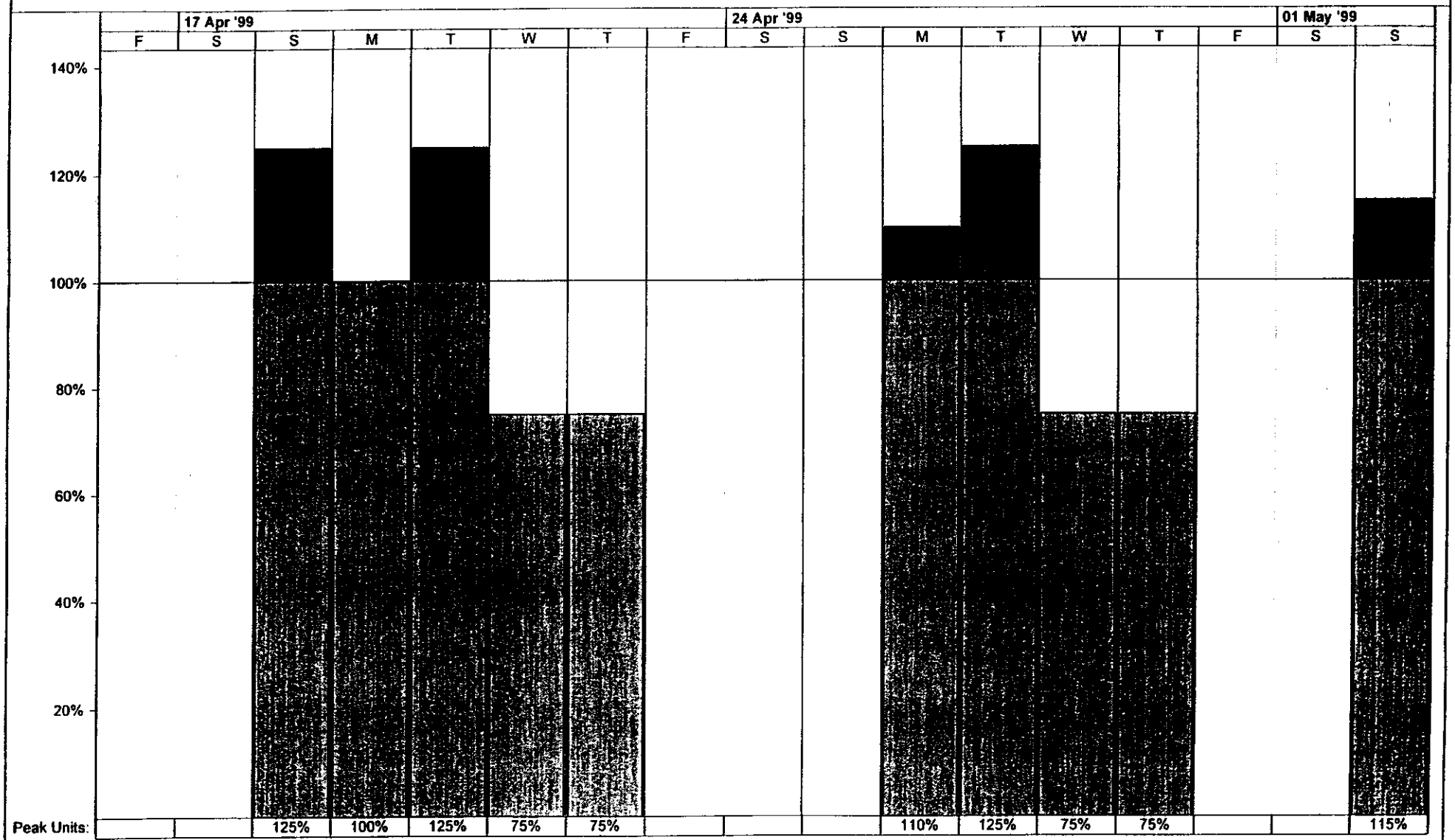
Prepared by: CAIP/VET

Sun 07/03/99 01:25 PM

CAIP/VET

ORT Team Schedule

Draft



ORT Schedule for Site Visits_ak

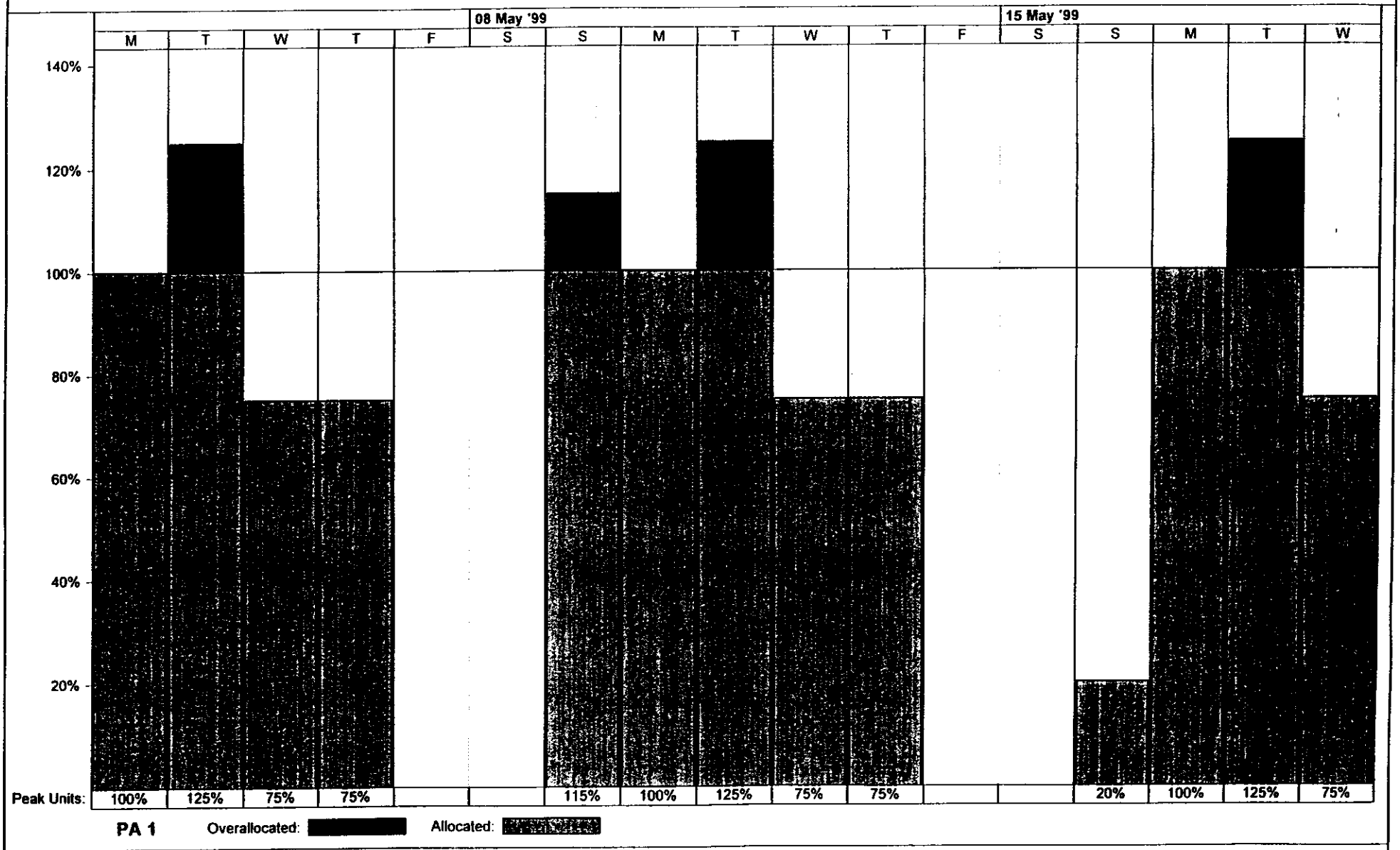
Prepared by: CAIP/VET

Sun 07/03/99 01:25 PM

CAIP/VET

ORT Team Schedule

Draft



ORT Schedule for Site Visits_ak

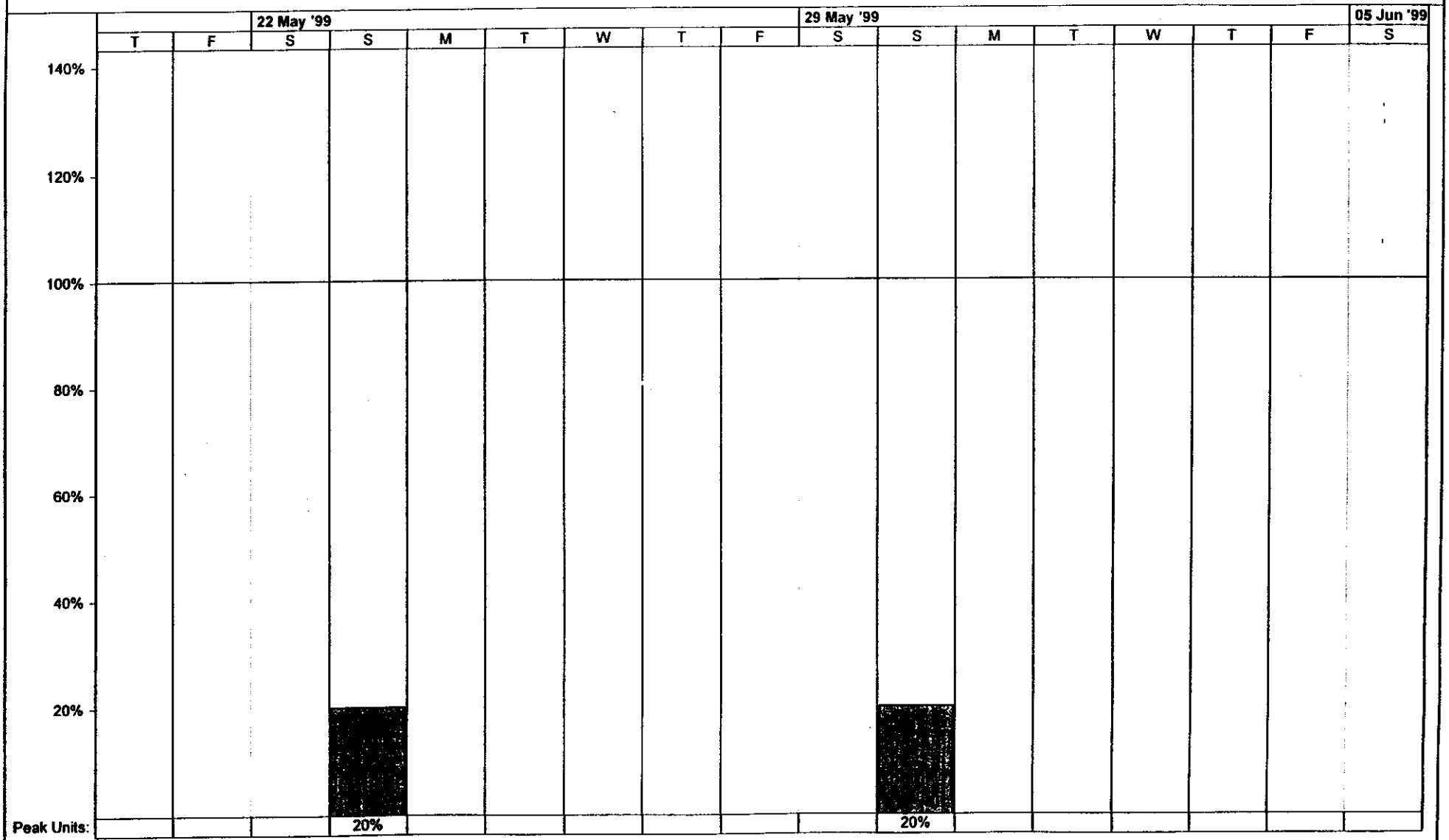
Prepared by: CAIP/VET

Sun 07/03/99 01:25 PM

CAIP/VET

ORT Team Schedule

Draft



ORT Schedule for Site Visits_ak

Prepared by: CAIP/VET

Sun 07/03/99 01:25 PM

Attachment 3

ORT Support Requirements & Data Processing

Misr Helwan Road. Bldg. 30
Maadi. Cairo. Egypt
Tel.. 350-7573 / 351-6134 / 375-1469
375-0954 / 375-1245
Fax 351-5137
E-Mail caip@intouch.com

CAIRO AIR IMPROVEMENT PROJECT
Managed by Chemonics Consortium
مشـــروع تحســـين هـــواء القاهـــرة
إدارة مجمـــــــوعة كيمونكـــــــس

February 18, 1999

Dr. Mohamed El Zarka
Head of Environmental Quality Sector
Egyptian Environmental Affairs Agency
30 Misr Helwan Road - Maadi

Dear Dr. El Zarka:

We are pleased that the EEAA ORT support group has been established and that you now have the manpower to manage this effort. This is a great start to building the institutional capacity within EEAA required to manage VET programs and presents an excellent opportunity to begin data entry and manipulation of the database to produce routine reports on the ORT program.

As you know, CAIP is developing a test results database for the ORT data and would like to assist your staff in initiating this effort as part of their duties. Data entry is designed to select and record either the Tune-Up Phase I results or ORT data since you may desire to combine both sets of results. This will allow the EEAA ORT unit to also assume the entry of the service station data on the same machine, as we agreed some time ago.

Our staff has developed the specifications for the required data processing resources in Attachment 1.

Please review the reports in Attachment 2, which are examples, with fabricated data, of six reports we are developing and which should provide a base for your continuing assessment of the ORT mission. These six basic reports may be run for the entire data set for the period desired to show findings, or by specific sites to allow EEAA to better manage the work force and determine unit productivity, etc. If you have any suggestions regarding these outputs, please let us know as soon as possible.

In order to handle the initial data generated since the ORT launch, and to allow sufficient time for EEAA to acquire the data processing resources, CAIP is prepared to begin ORT data processing on an interim basis. We will finalize the data entry and reporting software, establish the database temporarily on one of our machines, and perform the data entry and analysis until March 31, 1999. By that time EEAA should acquire the needed equipment and be certain that an appropriate member of your current ORT staff has spent adequate time with the VET staff to understand and assume the test result processing tasks.

You may wish to designate one of your ORT headquarters' staff as the lead individual to work directly with the VET team to finalize this critical step in the ORT program.

We are pleased that the ORT program is off to a good start, and even more pleased that this provides a genuine opportunity to demonstrate a sustainable transfer of activities from the project to EEAA. Please call John Pachuta or me if you have any questions on this matter.
Thank you for your assistance.

Regards,

Stasys V. Rastonis

Attachments
cc: Elzadia Washington. USAID

ATTACHMENT 1

Hardware:

- Pentium PC (233 MHz minimum) with 64MB memory, 4.3GB hard disk, 1.44MB floppy
- Ethernet network interface card (NIC) – 100MHz
- 14'' VGA color monitor
- English/Arabic Keyboard

Operating System: Win95 (Arabic Edition)

Software requirements: MS Office (Professional Edition; MS Access Included)

ATTACHMENT 2

Sample ORT Reports

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR

REPORT 01

From 01-01-1999 thru 31-01-1999

Pass/Fail Rates - Network-Wide Summary, All Vehicles

year	total tests	# overall pass	% pass	# overall fail	% fail
<1970	12	7	58.3	5	41.7
1970	23	16	69.6	7	30.4
1971	32	21	65.6	11	34.4
1972	35	27	77.1	8	22.9
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.....	.....	.....	.....	.....	.....
1998	110	92	83.6	18	16.4
1999	93	87	93.5	6	6.5
Total	1456	1209	83.0	247	17.0

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR
From 01-01-1999 thru 31-01-1999
Pass/Fail by Components - Network-Wide Summary, All Vehicles

REPORT 02

year	exhaust gas tests	pass	fail	% pass	%fail	opacity tests	pass	fail	% pass	%fail
<1970	10	6	4	60.0	40.0	2	1	1	50.0	50.0
1970	20	14	6	70.0	30.0	3	2	1	66.7	33.3
1971	27	18	9	66.7	33.3	5	3	2	60.0	40.0
1972	30	23	7	76.7	23.3	5	4	1	80.0	20.0
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1998	91	75	16	82.4	17.6	19	17	2	83.6	16.4
1999	81	76	5	93.8	6.2	12	12	1	93.5	6.5
Total	1001	813	188	81.2	18.8	455	396	59	87.0	13.0

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR

REPORT 03

From 01-01-1999 thru 31-01-1999

Failures for Exhaust Gases Only - Network-Wide Summary

year	exhaust gas tests	% pass	%fail	% fail HC only	% fail CO only	% fail HC+CO
<1970	12	58.3	41.7	24.2	15.7	1.8
1970	23	69.6	30.4	17.2	11.3	1.9
1971	32	65.6	34.4	20.1	10.1	4.2
1972	35	77.1	22.9	14.2	6.1	2.6
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.....	.....	.....	.....	.....	.....	.....
1998	110	83.6	16.4	10.1	4.7	1.6
1999	93	93.5	6.5	3.8	1.3	1.4
Total	1001	81.2	18.8	11.2	7.0	0.6

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR
From 01-01-1999 thru 31-01-1999
Pass/Fail by Year by Type

REPORT 04

year	Vehicle Type	number tested	pass	fail	% pass	% fail	% fail exhaust gases	% fail opacity
<1970	passngr	4	3	1	75.0	25.0	25.0	0.0
	taxi	3	2	1	66.7	33.3	33.3	0.0
	lt truck	1	1	0	100.0	0.0	0.0	0.0
	med truck	2	1	1	50.0	50.0	0.0	50.0
	hd truck	0	0	0	-	-	-	-
	bus/van	0	0	0	-	-	-	-
	m/c	2	0	2	0.0	100.0	0.0	100.0
1971	passngr	5	4	1	80.0	20.0	20.0	0.0
.....	taxi	12	8	4	66.7	33.3	16.7	16.7
.....	lt truck	2	2	0	100.0	0.0	0.0	0.0
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Total	.....	1456	1209	247	83.0	17.0	12.0	5.0

Note: Vehicle classes to be adjusted to match field data.

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR
From 01-01-1999 thru 31-01-1999
Pass/Fail by Standard by Type

REPORT 05

year	Vehicle Type	number tested	pass	fail	% pass	% fail	% fail exhaust gases	% fail opacity
<1994	passngr	40	30	10	75.0	25.0	20.0	5.0
	taxi	35	28	7	80.0	20.0	13.0	7.0
	lt truck	10	7	3	70.0	30.0	20.0	10.0
	med truck	25	21	4	84.0	16.0	12.0	4.0
	hd truck	5	3	2	60.0	40.0	20.0	20.0
	bus/van	10	4	6	40.0	60.0	0.0	60.0
	m/c	20	11	9	55.0	45.0	0.0	45.0
	Subtotal	145	104	41	71.7	28.3	19.8	8.5
1995+	passngr	50	40	10	80.0	20.0	20.0	0.0
	taxi	120	80	40	66.7	33.3	16.7	16.7
	lt truck	20	20	0	100.0	0.0	0.0	0.0
	med truck	.....	.....	.....	.....	.....	.....	.....
	hd truck	.....	.....	.....	.....	.....	.....	.....
	bus/van	.....	.....	.....	.....	.....	.....	.....
	m/c	.....	.....	.....	.....	.....	.....	.....
	Subtotal	.....	.....	.....	.....	.....	.....	.....
Total		1456	1209	247	83.0	17.0	12.0	5.0

Note: Vehicle classes to be adjusted to match field data.

MONTHLY ON ROAD TESTING SUMMARY REPORT BY MODEL YEAR

REPORT 06

From 01-01-1999 thru 31-01-1999

Failures for Exhaust Gases Only - By Vehicle Type

year	Vehicle Type	exhaust gas tests	% pass	%fail	% fail HC only	% fail CO only	% fail HC+CO
<1994	passngr	12	58.3	41.7	24.2	15.7	1.8
	taxi	23	69.6	30.4	17.2	11.3	1.9
	lt truck	32	65.6	34.4	20.1	10.1	4.2
	med truck	35	77.1	22.9	14.2	6.1	2.6
	hd truck	.....	.....	.....	.....	.....	.....
	bus/van	.....	.....	.....	.....	.....	.....
	m/c	.....	.....	.....	.....	.....	.....
	Sub-Total	.....	.....	.....	.....	.....	.....
1995+	passngr	.....	.....	.....	.....	.....	.....
	taxi	.....	.....	.....	.....	.....	.....
	lt truck	.....	.....	.....	.....	.....	.....
	med truck	.....	.....	.....	.....	.....	.....
	hd truck	.....	.....	.....	.....	.....	.....
	bus/van	.....	.....	.....	.....	.....	.....
	m/c	.....	.....	.....	.....	.....	.....
	Sub-Total	.....	.....	.....	.....	.....	.....
Total		1001	81.2	18.8	11.2	7.0	0.6

Note: Vehicle classes to be adjusted to match field data.

Attachment 4

ORT Support Costs

Summary Report

No.	Item		Cost
1	Total Annual Running Cost of the Analyzers (LE)	=	17920
2	Total Annual Maintenance Cost of the Analyzers (LE)	=	97200
3	Running over head Cost (LE)	=	116320
	Total	=	231440

The Total Annual Cost of the ORT Programm (LE) = 231440

Assumptions:

1- Average Number of Tested Cars/hr = 5
2- Average Number of Working hrs/day = 5
3- Number of field data collection Working Days / Month = 20
4- Average Number of Working Analyzers / day = 25
5- **Average Number of Tested Cars/yr. = 150000**
6- 60 % compliance rate among tested vehicles = 90000

Consumable Parts-Control Sheet

Gasoline Analyzers			
Item	Units / Analyzer / year	Average Cost / Unit (LE)	Annual Cost/Analyzer (LE)
Printing Paper Roll	15	10	150
60 AMP battery	1	220	220
Filter kit	26	15	390
Total			760
Annual cost of the Gasoline Analyzers (LE) =		16720	

Diesel Analyzers			
Item	Units / Analyzer / year	Average Cost / Unit (LE)	Annual Cost/Analyzer (LE)
Printing Paper Roll	15	10	150
Annual Cost of the Diesel Analyzers (LE) =		1200	

Total Annual Running Cost of the Analyzers (LE) =	17920	

Maintenance Control Sheet			
The prices are according to the tune-up Phase I			
Item	Times / year / Analyzer	Cost / Time	Total Cost
Service call fees	18	150	2700
Analyser Calibration	2	300	600
Cost of each hour required in addition to the first hour	6	50	300
Total			**3600**

Total Annual Maintenance Cost of the Analyzers (LE)	=	**97200**

CAIP/VET

Over Head Cost Control Sheet

Item	units / year	Cost / Unit (LE)	Total Cost (LE)
Thanks cards	90,000	0.27	24300
ORT Flyers	60000	1	60000
Log. Book	3000	10	30000
Name Tags	20	35	700
Sleeve Cover	60	10	600
Yellow Fabric	60	2	120
Stationary Material	40	15	600
Total			116320
Training Activities (Video - Photograph - Renting Analyzers) Optional	1	1500	1500

Attachment 5

EEAA / Oil Company Analyzer Loan Program

Caltex

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
Gesr El Sues	Gesr El-Sues St, next to CTA Garage	Technotest 490 Diesel Analyzer	3-Jun-98	30-Nov-98	151313	Electricity Cable
						Remote Control Unit
						RPM Sensor Cable
		Technotest 488 Gas Analyzer	3-Jun-98	30-Nov-98	5102	Electricity Cable
						RPM Sensor
						Oil Temperature Cable
Makram Ebeid	Makram Ebeid St. Nasr City	Opus 40 Gas Analyzer	3-Jun-98	30-Nov-98	691111A002	Electricity Cable
						RPM Sensor Cable
						Oil Temperature Cable
						Remote Control Unit
Sheraton Heliopolis	El-Matar St. Orouba, Heliopolis	Lucas Hartidge Diesel Analyzer	15-Jun-98	12-Dec-98	527	2 RPM Sensor cables
						RPM Sensor
						220V to 12V Transformer
						Cleaning Brush
						Remote Control Unit

CO-OP

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
El-Khalafawi	Khalafawi St. Shobra	Technotest 490 Diesel Analyzer	8-Jun-98	5-Dec-98	151313	Electricity Cable Remote Control Unit RPM Sensor Cable
		Technotest 488 Gas Analyzer	8-Jun-98	5-Dec-98	5102	Electricity Cable RPM Sensor Oil Temperature Cable
El-Saf	54 El-Saf St. Autostrad. Tebbin	Technotest 490 Diesel Analyzer	3-Jun-98	30-Nov-98	G5N-151319	Light Sensor Sample Probe Tailpipe probe RPM Sensor Cable Electricity Cables Remote Control Unit Cleaning Brush
		Technotest 488 Gas Analyzer			D5N-5106	RPM Sensor Cable Oil Temperature Cable Tailpipe Probe Elecricity Cables
Maadi	El-Nafoura Sq. , Maadi Entrance #2	Technotest 488 Gas Analyzer	4-Jun-98	1-Dec-98	5109	RPM Sensor Cable Oil Temperature Cable Tailpipe Probe Elecricity Cables
Malik Faisal	7 Malik Faisal St. Haram	Opus 40 Gas Analyzer	9-Jun-98	6-Dec-98	69111A004	Electricity Cable RPM Sensor Cable Oil Temperature Cable Remote Control Unit
Manial	El-Manial St	Sun MGA 1200 Gas Analyzer	9-Jun-98	6-Dec-98	15B13673	Oil Temperature Probe Tailpipe Probe RPM Sensor
Mosadak	1 Mosadak St. Dokki	Sun MGA 1200 Gas Analyzer	4-Jun-98	1-Dec-98	15B13672	Oil Temperature Probe Tailpipe Probe RPM Sensor
Mostorod	Mubarak St, Teret El-Imailiyah,Sawah	Lucas Hartidge Diesel Analyzer	15-Jun-98	12-Dec-98	283	2 RPM Sensor cables RPM Sensor 220V to 12V Transformer Cleaning Brush Remote Control Unit
Sawah	El-Sawah St.	Sun MGA 1200 Gas Analyzer	9-Jun-98	6-Dec-98	15B13674	Oil Temperature Probe Tailpipe Probe RPM Sensor

ESSO

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
Ain El- Sira	Salah Salem St, Ain El-Sira.	Opus 40 Gas Analyzer	30-Jun-98	27-Dec-98	69/1/A001	Remote Control Unit
						Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
		Opus 50 Diesel Analyzer			69111D001	Remote Control Unit
						Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
Bab El- Louk	Corner of Tahrir and Nobar Streets	Technotest 488 Gas Analyzer	29-Jun-98	26-Dec-98	5107	Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
El- Salam	Belbis Rd. Salam City	Refused to receive analyzer	Waiting for a Gas Analyzer			
El-Ballon	26th of July St.	Lucas Hartidge Diesel Analyzer	29-Jun-98	26-Dec-98	280	RPM Sensor
						220V to 12V Transformer
						Cleaning Brush
						Remote Control Unit
						9 V Battery
Helwan	32 Ragheb St. Helwan	Sun MGA 1200 Gas Analyzer	30-Jun-98	27-Dec-98	15B13632	Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
Mena House	Al-Ahram St. Giza	Sun MGA 1200 Gas Analyzer	29-Jun-98	26-Dec-98	15B13684	Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
Sudan	Suadan St. Mohandesseen	Technotest 488 Gas Analyzer	29-Jun-98	26-Dec-98	5110	Oil Temperature Probe
						Tailpipe Probe
						RPM Sensor
		Technotest 490 Diesel Analyzer	29-Jun-98	26-Dec-98		Sample Probe
						Tailpipe probe
						RPM Sensor Cable
						Electricity Cables
						Remote Control Unit

Misr Petroleum

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
Borg El- Zamalek	26th of July St. Zamalek	Sun MGA 1200 Gas Analyzer	8-Jun-98	5-Dec-98	15B13614	Oil Temperature Probe Tailpipe Probe RPM Sensor Printer
Hay El- Sades	42 Garb Elestad St, Nasr City	Opus 50 Diesel Analyzer	3-Jun-98	30-Nov-98	691/1D003	Remote Control Unit Opacity Mesearment Unit Oil Temperature Cable Electricity Cable
		Opus 40 Gas Analyzer	3-Jun-98	30-Nov-98	69/1/A003	Electricity Cable Oil Temperature Cable RPM Sensor Cable Remote Control Unit
Ramsis	109 Ramsis St.	Technotest Diesel Analyzer	7-Jul-98	3-Jan-99	5108	Remote Control Unit Electricity Cable RPM Sensor
		Technotest Gas Analyzer			151317	Electricity Cable Tailpipe Cable RPM Sensor Cable Oil Temperature Cable
Roxi	Khalifa El-Maamoun St. Roxi Sq.	Technotest Gas Analyzer	12-Jun-98	9-Dec-98	5115	Electricity Cable Tailpipe Cable RPM Sensor Cable Oil Temperature Cable
Safir	Safir Square, Heliopolis.	Technotest Diesel Analyzer	3-Jun-98	30-Nov-98	151307	Remote Control Unit Electricity Cable RPM Sensor
		Technotest Gas Analyzer	3-Jun-98	30-Nov-98	5114	Electricity Cable Tailpipe Cable RPM Sensor Cable Oil Temperature Cable

Mobil Oil

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
Katameya	Katameya Ain El-Sokhna Rd.	Lucas Hartidge Diesel Analyzer	3-Feb-99	2-Aug-99	HR172A0525	RPM Sensor 220V to 12V Transformer Cleaning Brush Remote Control Unit
New Maadi	Autostrade, New Maadi, Maadi	MGA Sun 1200 Gas Analyzer	3-Feb-99	2-Aug-99	15B13614	RPM Sensor Oil Temperature Sensor Analyzer Stand Electricity Cables Tailpipe probe

Shell

Station	Address	Analyzer Description	Date	Service Contract Ends	S/N	Components
El- Nasr	El- Nasr Rd, Nasr City	Technotest 488 Gas Analyzer	23-Feb-99	22-Aug-99	5103	RPM Sensor Oil Temperature Sensor Tailpipe probe Electricity Cables
El- Rodah	31 El- Rodah St. Manial	Technotest 488 Gas Analyzer	3-Jun-98	30-Nov-98	5116	RPM Sensor Oil Temperature Sensor Tailpipe Probe Electricity Cables
		Technotest 490 Diesel Analyzer			151308	Sample Pick-up Hose RPM Sensor Tailpipe probe Remote Control Unit 12 V Input Cable
Malik Faisal	7 Malik Faisal St. Haram	Sun MGA 1200 Gas Analyzer	4-Jun-98	1-Dec-98	15B13669	Analyzer Stand Printer Tailpipe probe RPM Sensor Oil Temperature Sensor
		Opus 50 Diesel Analyzer			69111A004	Analyzer Stand Electricity Cables Tailpipe probe RPM Sensor Oil Temperature Sensor Remote Control Unit
Misr Helwan/Maadi	Misr Helwan Agricultural Rd. Maadi	Lucas Hartidge Deisel Analyzer	3-Jun-98	30-Nov-98	HR172-A0534	Analyzer Stand Printer RPM Sensor RPM Display Remote Control Tailpipe Probe
		Sun MGA 1200 Gas Analyzer			15B13611	Analyzer Stand Oil Temperature Cable RPM Sensor Tailpipe Probe Electricity cables