

ANIMAL RESOURCES DEPARTMENT  
VETERINARY SERVICES  
MINISTRY OF AGRICULTURE, STATE OF ERITREA

PAN-AFRICAN PROGRAMME FOR THE CONTROL OF EPIZOOTICS  
(PACE)

EUROPEAN DEVELOPMENT FUND PROJECT NUMBER REG/5007/005  
EDF VII and VIII  
FINANCING AGREEMENT No 6125/REG

**THIRD YEAR WORK PROGRAMME & COST  
ESTIMATE  
FOR NATIONAL PACE PROGRAMME  
OF ERITREA**

**FOR THE PERIOD  
1<sup>st</sup> MAY 2003 TO 31<sup>st</sup> APRIL 2004**

**TOTAL AMOUNT TO BE COMMITTED = Nakfa 3,370,760**

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# PART I

## INTRODUCTION

### 1. BACKGROUND TO PACE

The PACE programme is funded by the European Development Fund in 32 Sub Saharan African countries for a period of five years. It is co-ordinated by the Inter African Bureau for Animal Resources of the Organisation of African unity (OAU-IBAR).

The PACE programme funded in the framework of the Financing Agreement No 6125/REG/5007/005 was signed on 30 August 1999 between the Organisation of African Unity (OAU) and the European Union.

The PACE Programme will build on the achievements of the Pan African Rinderpest Campaign (PARC), with the ultimate objective to finally eradicate rinderpest and to set up a Pan-African network for the control of epizootics.

#### 1.1. CONTEXT

The livestock sub sector is given high importance in Eritrea. The livestock sub-sector is given high importance in Eritrea. Animal production is nearly the only activity for the pastoral minority and is an important source of cash for agro-pastoralists.

Objectives are to promote livestock production so as to increase the supply of animal nutrients, encourage small and large scale processing of livestock products, and to augment the supply of draught power. Nearly 2,000,000 people are involved in this activity. Livestock contributes to 23% of the Gross Domestic Product. Livestock is estimated to represent a share of 5 billions Nakfa.

The livestock husbandry is still conducted according to traditional systems in Eritrea and the productivity remains low. However, intensive husbandry systems are emerging particularly in urban and peri-urban areas.

##### 1.1.1. SECTORAL POLICY

The general policy of the livestock development in Eritrea is based on the National State Guidelines. Livestock as an integral part of the agricultural development is continuously developed through diversification, intensification, and intensification, which are supported, by agribusiness development and utilization of technology. Special attention should be given to the development of smallholder livestock farming by increasing the role of the cooperative and participation of private sector.

The objectives of livestock development are:

1. to increase livestock production to fulfill domestic consumption, provide raw materials for the industry and export,
2. to increase availability of nutritious food through diversification of animal origin food
3. to develop livestock agribusiness system in order to support income promotion and job-opportunities in rural areas,
4. to optimize utilization of natural resources as a means to achieve maximum benefit of increasing livestock production and the responsibility of the Ministry of Agriculture

## 1.1.2 ZOOSANITARY SITUATION

The zoo sanitary situation in Eritrea, gives priority to the fight against major animal disease such as rinderpest, a contagious Bovine Pleuro Pneumonia (CBPP).

### **Situation of Rinderpest**

Eritrea entered the OIE Pathway by declaring provisional freedom from disease in 1999. Since then, the Veterinary Services is strictly adhering and vigorously following on the steps of the OIE Pathway to successfully complete the pathway and achieve the final eradication. In the past two years, disease surveillance supported by clinical (active disease search and questionnaire surveys) and serological surveillance to detect any case resembling rinderpest. Surveillance teams at regional level regularly conduct disease surveillance targeting major livestock markets, grazing lands, watering points and trekking routes. Reports are regularly sent by these teams on disease outbreaks supported by sample submission to the Central Veterinary Laboratory.

In 2001 and 2002 alone more than 9106 serum samples have been collected following on the FAO/IAEA sampling procedure for rinderpest serosurveillance. The results of these sero-surveys have been very encouraging as the overall sero-conversion was less than 1%. On investigation of sampling sites where positive samples were detected, all samples were found negative when sampling was repeated. Positive samples were suspected to be the result of problems in age determination as animals 1-3 of age were supposed to be sampled. Although PPR cases have been detected using the Immuno capture ELISA, no rinderpest case has been so far detected.

### **Situation of CBPP**

CBPP has never been reported in Eritrea in the post liberation era since -1991. In the early years after independence, as the situation was not clear the reports to the OIE indicated (. +). However, it soon became clear that the disease was not present in the country and vaccination for the disease in the form of a combined rinderpest/CBPP vaccine ceased as early as 1995.

In the year 2000, surveillance for CBPP, which included clinical, abattoir and serological methods, was introduced throughout the country. Some 3000 serum samples have been collected and processed. No positives were found among these. Clinical and abattoir surveillance revealed no cases resembling the disease. In 2002 a more extensive sero-survey is being planned and based on the results of these and the accompanying clinical and abattoir surveillance an imported cattle from have showed typical clinical singe of CBPP sample submitted for more confirmation to CIRAD, Eritrea is intending to apply for freedom from the disease.

## **2. THE PACE PROGRAMME**

### **2.1. OBJECTIVES**

#### **2.1.1 GLOBAL OBJECTIVE**

The objective of the PACE programme is to contribute to poverty alleviation among the livestock owners in rural areas and to improve animal production and productivity in order to enable trade and international exchanges for food security. The programme will thus aim at building up the institutional capacity of national animal health systems as well as encouraging national capacities for planning, implementation, monitoring and evaluation of interventions.

#### **2.1.2 SPECIFIC OBJECTIVES**

The specific objectives of the National Pace programme for Eritrea are in line with the overall Logical Framework and are related to the following four thrusts, namely:

- Enhanced national capacity for analysis and action in the fields of epidemiology, socio-economics of animal health, communications and project management.
- Improved accessibility and distribution of veterinary services and medicines, based on developing a harmonised approach to the privatisation process and coherent links between public services and private operators.
- Fight against rinderpest, based on giving aid to countries to fulfil the OIE procedure for being declared "countries free from the disease", including active research into the disease, strengthening the surveillance network and setting up rapid response systems;
- Improved control of other epizootic diseases, including CBPP, by drawing up epidemiological and socio-economic data enabling the states concerned to assess the advisability of future campaigns based on full cost recovery. Vaccine funds could possibly be made available for the most badly affected areas.

### **2.2. RESULTS EXPECTED**

The following results are expected to be achieved:

- 1- Reinforcing animal epidemiology services (information, diagnostic and follow –up) and control of major diseases;
- 2- Promote private veterinary services and drug supplies to livestock by developing the involvement of private veterinarians in disease control and by enforce cost recovery in the public sector;
- 3- Eradication of rinderpest from Eritrea and effective control of other epizootic diseases, particularly CBPP, RVF, Lumping Skin Disease and sheep and goat pox.
- 4- Enhance co-ordinated disease control capacity and emergency preparedness of Government services.

### **2.3. START UP**

The PACE programme in Eritrea started with the signing of a Memorandum of Understanding, between the Regional Authorising Officer of the European Development Fund (EDF) for the PACE Programme and the National Authorising Officer of the EDF in Eritrea, on 12 April 2000 for the sum of Euro1 329 310. This indicative sum will be used to fund Eritrea's activities under its National PACE Programme, which is described in the Global Plan. The PACE Advisory Committee endorsed Eritrea's Global Plan at its first meeting in March 2000.

**National Livestock Development Project (NLDP):** The NLDP, which started implementation in mid 1998, is expected to phase down in 2004. The project has a major Animal health component with almost 40% of the total budget of 11.5m USD. The project endeavours to mainly strengthen Veterinary infrastructure, diagnostic services and prevention and control of the major diseases by supplying drugs and biologics.

**The Gash Barka Agricultural Development Project:** The IFAD finance project is in its first year of implementation and covers the Gash Barka Region which happens to be the major livestock producing area. This project has a major animal health component in the form of input supplies.

### **2.4. FIRST WORK PLAN AND COST ESTIMATE**

The first work plan of PACE Eritrea was approved for a total budget of 493306 Euros equivalent to 4,578,373 Nakfa. Out of the total amount to be committed 200,000 Euros have been set aside as special commitment in Brussels for the procurement of 10 vehicles.

In order to ease the management of the national PACE programme the PCU has decided to extend at no additional cost, the first work plan for PACE Eritrea to 31<sup>st</sup> March 2002. This introduced an extension period to the national programme for six month. The second work plan was started as of 1<sup>st</sup> of May 2002, with the budget of 3,441,741 Nakfa. The third work plane is due to start as of 1<sup>st</sup> of May 2003.

Contribution from other sources such as the NLDP, EERP, IFAD and same NGO have been significant amounting to more than 17m Nacfa mainly spent for the supply of drugs and vaccines, laboratory consumables and operating funds.

### **2.5. -GOVERNMENT CONTRIBUTION**

The government of Eritrea has budgeted 1,723,669 millions Euros equivalent to 15,995, 648 Nakfa in the Global Plan as National contribution to its PACE programme over the five years. The first and second work plan and cost estimate has booked 3,731,212 and 5,734,905 millions Nakfa respectively as the Government contribution to support recurrent costs of disease surveillance. It is anticipated a progressive increase over the years.

## PART II

## II- ANALYSIS OF THE FIRST WORKPLAN ACTIVITIES AND EXPECTED RESULTS OF PACE ERITREA

### II-1. ACTIVITIES AND EXPECTED RESULTS IN YEAR TWO

Table 1: Overview of activities and achievements

Activities	Results Expected	Achievements	Comments/Observations
<b>I. Adequate capacities of Government services for disease surveillance control</b>			
Maintain a National System for Epidemio-surveillance	- Surveillance teams established and made operational	- Nine teams functional	
Develop and refine the National disease reporting system and link it to the NSES.	- Several such formats developed	five formats developed	
Acquire the necessary logistics for information management to support appropriate databases	Acquisition of software and hardware	Map-info and Archview installed	
Develop and submit for approval an emergency preparedness plan for Rinderpest	Plan developed	Plan is in place	
Sensitise communities and livestock owners about the need to report animal diseases	Sensitisation workshops conducted in several Sub-regions	At least seven such workshops have been conducted	
Purchase laboratory reagents and consumables	Reagents and consumables available	All the necessary laboratory supplies procured	
Strengthen and maintain the Central Lab	Lab fully functional	Achieved	
Strengthen national surveillance teams to conduct surveys and surveillance	Well functioning surveillance system	Nine well functioning surveillance teams available	
Collect sera and other specimens, maintain relevant laboratory records of results, analyse and report results.	Collect and process: 3000 samples for rinderpest; 2000 samples for RVF; and 1000 samples for CBPP	All achieved	
Monitor activities and report	Emergency reports, monthly and quarterly reports	80% achieved	

## **II-Availability of veterinary services and drugs to livestock farmers**

Finalise and promote the enactment of legislation that supports and regulates privatisation of the delivery of veterinary services and medicines	Legislation enacted	Draft legislation still with Ministry of Justice under review	Comments received from Ministry of Justice
Convene regular meetings with farmers to raise awareness of services delivery, disease surveillance and control.	Number of such meetings, workshops	About 10 such meetings and workshops conducted	
Organise training of Animal Health Auxiliaries and Community-based Animal Health Workers (CBAHWs)	Number of such training sessions and trainees	Postponed for year three	
Ensure the regular supervision of the activities of the CBAHWs	Each CBAHW is supervised monthly	Supervision carried out every two months	Shortage of manpower and transport
Enhance the communication skills of the staff of the veterinary services by setting up a core communication unit, which will in turn provide training at all levels	Establishment of a core communication unit	Present	

## **III-Eritrea is internationally recognised to be free of rinderpest**

Conduct intensive disease surveillance as required by the OIE pathway	Active reports	Achieved	
Maintain and improve standard technical procedures and reporting	Number available and improved	5 formats available	
Maintain the approved emergency plan for Rinderpest	Availability of plan	Present	
Report regularly to OAU/IBAR, FAO and the OIE	Minimum number of reports	Monthly	
Support the NSES (continue passive surveillance).	monthly reports from each Zoba	Achieved	
Organise a campaign of clinical examination and sero-surveillance and the analysis of results.	Required number of samples collected and processed	3000 samples collected and processed	

## **IV-Effective control of priority epizootics is established**

Conduct CBPP, PPR, FMD, Sheep and goat pox surveys at abattoirs and in selected flocks	Outbreak reports, laboratory investigation on submitted samples	24 emergency reports receive, lab confirmation of 2 samples	
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Develop the diagnostic capability for the priority epizootics diseases and lined with the NSES	Availability of a diagnostic capability for each of these	Available for the majority	
Ensure the provision of the necessary appropriate training for field and laboratory-based staff.	Number of training sessions and trainees	6 laboratory technicians trained for 3 months; four short training sessions and workshops conducted	
Increase the awareness of cost recovery for the vaccinations to be conducted against the major epizootics	Seminars conducted at Sub-Zoba level	More than 15 such seminars have been conducted	
Provide country reports of disease status to OAU/IBAR and OIE	Number of reports	At least six such reports have been sent	

## II-2. PROCUREMENT AND SUPPLIES DURING YEAR II

Table2: Overview of local, foreign procurement and supplies in year II

Designation	Amount planned in Global Plan	Amount planned in year I	Amount acquired	Observations	Remarks
Vehicles	10	10	10	<ul style="list-style-type: none"> <li>Long duration of tender document preparation</li> <li>Underestimate costs</li> </ul>	• Done
Computers and accessories	4	4	4	Conditions were not met	Conducted
Laboratory equipment	LS	LS	Two rounds of tender	acquired	Conducted
Consumable/Running costs/Spare parts	LS	LS	Conducted	Acquired	Conducted
Field equipment	0	0		Not indicated in WPCE I. Addendum to be prepared to meet these requirements	Replaced EERP budget

## II-3. TRAINING PLANNED DURING YEAR II

Table 3: Type, venue, and duration of training in year I

Type of training	Type of training planned in the Global Plan	Training planned in year II	Training performed in year II	Venue and No of trainees	Observations
Epidemiology		-Emergency preparedness -Disease reporting	6	Keren, Asmara and Mendefera(2) and Assab	- Three National workshops conducted - Funded by various donors
Epidemiology		Participatory epidemiology and disease search	3	Arusha, Tanzania	
Disease control	CBPP control strategy	2 persons	2	Accra, Ghana	
Diagnostic	FMD, RP, CBPP and PPR diagnosis	-Disease surveillance	Local, 3	Keren, Asmara and Mendefera	
Economic impact assessment	rinderpest	December	Postponed for March	Asmara 15 participants	
GIS	One man month	Epi-info and archview	10	Asmara	
Wildlife	One week	3 persons	3	Arusha, Tanzania	
Data management	One week	1 person	1	Nairobi, Kenya	
Statistic		Not in year one			
Communication		Not in year two			

## II-4. FINANCIAL AND BUDGET ANALYSIS OF THE FIRST WORKPROGRAMME AND COST-ESTIMATE

Table 4: Financial analysis of year one and two budget for the EDF

Cost items	Total cost	Planned (EDF)	Spent (EDF)	Planned GoE	Spent GoE	EDF expenditures analysis	GoE contribution spent	Observations /corrective measures
1.1	4,193,157	0	0	4,193,157	4,193,157	-	4,193,157	-
1.2	1853683	1853683	197533	-	-	0	-	

2.1	308980	308980	26111	46405	19765	0	19765	
2.2	232025	232025	0	106855	0	-	0	
2.3	649797	649797	394797		0	-	-	
3.1	0	0	0	0	0	-	-	
3.2	361959	361959	306273	0	0	-	-	
3.3	1245948	968188.00	411188	277760	0213405.15	-	213405-	
4.1	0	0	0	0	0	-	-	
4.2	232025	232025	232025	37124	0	-	-	
4.3	1427844	1427844	275,611	0	0	-	-	
<b>Tot al</b>	<b>7568774</b>	<b>4162159</b>	<b>68,385.31</b>	<b>3392011</b>	<b>3287200</b>	-	<b>3287200</b>	
<b>Con t. 10 %</b>	<b>755417</b>	<b>416215</b>		<b>339201</b>		-		
<b>G. tota l</b>	<b>8309586</b>	<b>4578374</b>	<b>2,098499</b>	<b>3731212</b>	<b>3287200</b>		<b>328720</b>	

**PACE ERITREA ACTIVITIES AND WORK PLAN IN YEAR III**

*The activities to be undertaken by PACE Eritrea are grouped broadly in the following sections. They are described in the overall logical framework of the Global Plan.*

**1. THRUST I: ADEQUATE CAPACITIES OF GOVERNMENT SERVICES FOR DISEASE SURVEILLANCE AND CONTROL (INCLUDING EMERGENCY PREPAREDNESS PLANS) ARE IN PLACE**

This component aims at enhancing the national capacity for analysis and action in the fields of epidemiology, socio-economics of animal health, communication and project management. The project will mainly support the public animal health services in strategy development, establishment and implementation of rinderpest emergency preparedness plan, the development of the epidemiological and socio-economic data analysis capacities, communications through informal and formal training.

Eritrea has very limited technical and professional capacity. There are 21 veterinarians, 45 animal health assistants and 85 veterinary technicians. Another 25 assistant veterinarians will be trained during the year 2000. To enhance the implementation of the PACE national programme, assistance will be given by the PACE Common Services, and by short-term technical assistants. The areas in which training will be given include: epidemiology, socio-economics of animal health, communications, laboratory diagnostics, epidemiology and diagnosis of wildlife diseases, information management, project planning and accounting.

These training programmes will be organised as much as possible at regional level for training organised by institutions abroad and in a form of group training for local training.

To increase the project's administrative and technical capacity, suitable computers and necessary accessories will be purchased locally. Other equipment (laboratory, clinical and cold chain) will be purchased through local suppliers but an international tender will be launched to procure the remaining project vehicles, which has been planned in year one and could not be acquired.

**Improve surveillance capability as well as sero-surveillance in the national laboratory**

To strengthen diagnostic capabilities, the project will purchase laboratory reagents and consumables and will support the Central Veterinary Laboratory so that it can process the sera and other specimens collected by the surveillance teams. The laboratory records of results will be entered into databases, analysed and reported

Disease	No. of sera to be collected	Diagnostic test applied	Remarks
Rinderpest	4500	cELISA	Achieved
PPR	15	Immuno capture cELISA	Achieved
CBPP	2700	cELISA	Achieved
FMD	1000	cELISA *virus isolation	* reference laboratories
Newcastle disease	1000	cELISA	Not conducted
African Horse sickness	500	cELISA	No out break

Equipment will be purchased and a National Systems for Epidemio-surveillance (NSES), composed of a central unit, a national diagnostic laboratory and six regional units) for the major epizootic diseases, will be set up. The national disease reporting system will be reviewed and linked to the NSES.

In close collaboration with the PACE Common Services personnel, PACE Eritrea will develop and apply epidemiological and economic analytical approaches to assist the formulation of appropriate disease surveillance and control strategies.

### **Improvement of passive and active disease reporting system**

The target is to increase disease reporting by preparation of regular disease reports in 90% of the six regions and 57 Sub-Regions in the country. Training is needed in many areas related to disease surveillance, including diagnostic techniques, data management, planning, and monitoring and evaluation of control interventions. The PACE Programme will raise the capacity and capabilities of the DVS staff and will provide a stronger foundation for disease surveillance in the future. The provision of on-the-job training, short, skills-oriented practical training and “sandwich” courses will be promoted in such areas as epidemiology, statistics, GIS, disease reporting, clinical and laboratory diagnosis, wildlife diseases, and communications.

Detailed the planned schedule of training during this year III

Type of training	Duration of training	Number of trainees
<b>Local training:</b>		
Training of animal health field staff in emergency preparedness	Seven days	20
Training on disease reporting for animal health field staff	3 days	20
Training on disease surveillance for animal health staff	5 days	20
Training for new CAHWs	1 month	25
Refresher course for CBAHWs	1 week	50
Awareness seminar to livestock owners on cost recovery and vaccination against the major epizootics	3 days	450

<b>Local Workshops:</b>		
Workshop in communication	5 days	30
Workshop on privatisation and delivery of animal health services	7 days	40
<b>International:</b>		
Participation in OIE meetings	7 days	3
Study tour on OIE Pathway	15 days	4
Training in risk assessment	1 week	2
Training in laboratory diagnosis of major epizootics	2 weeks	2
Workshop on serosurveillance	1 week	1
Participation in PACE co-ordination meetings	1 week	3
Workshop in communication	1 week	1
Training in wildlife surveillance	1 week	1

PACE will produce an animal health bulletin for circulation to all regional animal health staff and will develop and submit for approval an emergency preparedness plan for rinderpest.

### Preparation of document to ascertain rinderpest eradication in Eritrea

The programme will perform activities in the field of disease control in particular in the progress of rinderpest eradication within GREP time frame. The Animal Resources Department (ARD) will co-ordinate and ensure the control of livestock movement, particularly across borders. To support this central activity, PACE Eritrea will sensitise communities and livestock owners about the need to report animal diseases.

### Establish and emergency preparedness plans and establishes contingency planning for major diseases.

An emergency preparedness plan has been prepared for rinderpest. The document has been submitted to the Minister for Agriculture who is expected to forward it to the National Assembly (the Baito). The plan will include the availability of a vaccine bank for each of the diseases in question, funds and vehicles. The plan will clearly lay the course of action to be taken in the event of these disease outbreaks. Field veterinary staff will be given training on the concepts of emergency preparedness and workshops will be carried out to familiarise them with the actual contents and procedures of the plans. Reporting will be strengthened through training and follow up.

Regular meetings will be held between the national PACE co-ordination unit and technical counterparts in all neighbouring countries, when the political situation permits. They will also collaborate fully with the regional diagnostics network.

PACE Eritrea will produce monthly financial reports and will submit quarterly technical reports in the standard formats. The reporting formats has been prepared by the PACE PCU and will be provided to the National PACE Programme. To facilitate this work, the project will recruit an accounts clerk, adopt PACE systems and purchase computer equipment and software to improve office efficiency. In compliance with EDF procedures, a tender will be launched to purchase vehicles.

## Role of national communication strategy

The core communication unit which has already been established at national level will be strengthened and supported to conduct seminars and training on awareness about the delivery of animal health services, privatization of the services, community animal health workers and control of the major epizootics.

The unit will be involved in the production of posters, leaflets and manuals, which will be distributed to livestock owners and other, interested groups. To assist it in its activities, members of the unit will be able to participate in regional workshops organized by OAU/IBAR.

## Strengthening of sero-surveillance activities and national capacity to process economic data:

Sero-surveillance will be conducted for Rinderpest, CBPP, rift valley fever, FMD and PPR. A total of 15,000 serum samples will be collected during the year. The teams responsible for disease surveillance will be responsible for the collection of the required samples subject to the outline and planned by the co-ordination unit at headquarters. Samples would then be submitted to the Central Veterinary Laboratory for processing. The laboratory will prepare reports of each survey jointly and the Project co-ordination, which will be submitted to the OAU/IBAR and other, concerned institutions.

### Main activities and results related to Thrust 1

Activity	Indicator	Remark
1.1 Maintain the National PACE Co-ordination Unit and a National Systems for Epidemio-surveillance (NSES)	Through out the year	Achieved
1.2 Develop and refine the national disease reporting system and link it to the NSES.	-By the end of June 2002, monthly disease occurrence reports are received at least from 90% of the 6 regions  -BY end of July 2002 an epidemiological database has been developed and reports from each of the six regions entered into the database	70% Achieved  Achieved
1.3 Acquire the necessary logistics for information management to support appropriate databases	- By April 2002, all the hardware (computers)	Achieved
1.4 Assess training needs and provide skills-oriented training for personnel	-By May 2002, a national training will be conducted for 40 animal health assistants and technicians  -By July 2002,national training of trainers of 60 staff	Partly  Achieved

1.6 Regularly produce an animal health bulletin and circulate to all regional animal health staff.	-By end of August 2002, the NESN will produce every two months the national animal health bulletin in all the six regions	No
1.7 Develop and submit for approval an emergency preparedness plan for rinderpest	<p>-By end of January 2002, the DVS and PACE Co-ordinator will have produce a draft proposal for national emergency preparedness plan as well as the strategy to proceed along the OIE pathway</p> <p>- BY mid February 2002 the national draft on the OIE pathway and emergency preparedness documents will be presented at the Regional workshop to be organised by the PCU in Abidjan (Cote d'Ivoire)</p> <p>-By March 2002, the emergency preparedness plan is submitted to OAU-IBAR for approval</p>	<p>Done</p> <p>Done</p> <p>Done</p>
1.8 Co-ordinate and ensure the control of livestock movement, particularly across borders.	<i>-By September 2002, border harmonization meeting is conducted with the Sudan on livestock movement.</i>	
1.9 Sensitise communities and livestock owners about the need to report animal diseases	-By June 2002, at least 10 such seminars are conducted in at least 10 Sub-Regions	Done
1.10 Conduct laboratory diagnostic procedures regularly.	<i>- By November 2002, 9000 samples are processed.</i>	<i>achieved</i>
1.11 Strengthen and maintain the Central Veterinary Laboratory	<i>-By July 2002, The laboratory receives all the equipment and consumables ordered</i>	<i>Done</i>
1.12 Hold regular meetings with technical counterparts in all neighbouring countries*	<i>-By July 2002, at least 4 such contacts are conducted</i>	<i>Not achieved</i>
1.13 Collaborate fully with the regional diagnostics network.	<i>-By July 2002, at least 5 samples are sent to Regional diagnostic Canters</i>	<i>Not achieved</i>

<p>1.14 Strengthen national surveillance teams to conduct surveys and surveillance.</p>	<p><i>-By December 2002, all the planned samples are received from the Regions</i></p> <p><i>-By December 2002, at least 100 disease reports are received from the Regions.</i></p>	<p><i>Done</i></p> <p><i>Done</i></p>
<p>1.15 Collect sera and other specimens, maintain relevant laboratory records of results, analyse and report results.</p>	<p>By September 2002, all samples required for Rinderpest, CBPP and PPR are submitted to the CVL</p>	<p>Done</p>

1.16 Monitor activities and report	-By March 2002, at least feedbacks on disease reporting status are sent monthly from the six regions and the national Coordination will sent regular quarterly, half yearly and annual reports to the PCU	75% Achieved
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Table 5: Indicative schedule of main activities related to Thrust 1  
In 2003

Activity	Indicator	
1.1 Maintain the National PACE Co-ordination Unit and a National Systems for Epidemio-surveillance (NSES)	Through out the year	
1.2 Develop and refine the national disease reporting system and link it to the NSES.	<p>-By the end of April 2003, monthly disease occurrence reports are received at least from 90% of the 6 regions</p> <p>-BY end of July 2003 an epidemiological database has been developed and reports from each of the six regions entered into the database</p>	
1.3 Acquire the necessary logistics for information management to support appropriate databases	- By September 2003, advanced software introduced to support data base	
1.4 Assess training needs and provide skills-oriented training for personnel	<p>-By June 2003, a national training will be conducted for 40 animal health assistants and technicians</p> <p>-By July 2003,national training of trainers of 20 staff</p>	

1.6 Regularly produce an animal health bulletin and circulate to all regional animal health staff.	-By end of August 2003, the NESN will produce every two months the national animal health bulletin in all the six regions
1.7 Implementation of the proposed emergency preparedness plan	-By end of May 2003, the DVS and PACE Co-ordinator will have produce a draft proposal for the implementation of the national emergency preparedness plan as well as the strategy to proceed along the OIE pathway
1.8 Co-ordinate and ensure the control of livestock movement, particularly across borders.	<i>-By September 2003, border harmonization meeting is conducted with the Sudan on livestock movement.</i>
1.9 Sensitise communities and livestock owners about the need to report animal diseases	-By May 2003, at least 10 such seminars are conducted in at least 10 Sub-Regions
1.10 Conduct laboratory diagnostic procedures regularly.	- By November 2003, 9000 samples are processed.
1.11 Strengthen and maintain the Central Veterinary Laboratory	<i>-By August 2003, The laboratory receives all the equipment and consumables ordered</i>
1.12 Hold regular meetings with technical counterparts in all neighbouring countries*	<i>-By July 2003, at least 4 such contacts are conducted</i>
1.13 Collaborate fully with the regional diagnostics network.	<i>-By July 2003, at least 5 samples are sent to Regional diagnostic Centers</i>
1.14 Strengthen national surveillance teams to conduct surveys and surveillance.	<p><i>-By December 2003, all the planned samples are received from the Regions</i></p> <p><i>-By December 2002, at least 100 disease reports are received from the Regions.</i></p>
1.15 Collect sera and other specimens, maintain relevant laboratory records of results, analyse and report results.	By September 2003, all samples required for Rinderpest, CBPP and PPR are submitted to the CVL

1.16 Monitor activities and report	-By June 2003, at least feedbacks on disease reporting status are sent monthly from the six regions and the national Coordination will sent regular quarterly, half yearly and annual reports to the PCU
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Note \* Financial provision is made to fund the participation of representatives of the Division of Veterinary Services in the PACE Programme's regional activities, and those of the PACE Common Services. These will include:

- Training needs assessment (TNA)
- Attend PACE Common Services workshops, Sub-regional meetings, PACE Regional meetings, OIE meetings
- Convene Planning meetings

### 3. **THRUST II: AVAILABILITY OF VETERINARY SERVICES AND DRUGS TO LIVESTOCK FARMERS ARE IMPROVED**

The Government of Eritrea is fully committed to policies that promote and safeguard the performance of the livestock sector. Because Eritrea has so few veterinary professional and technical staff, the establishment of private veterinary practices is not a realistic or viable option in the short- to medium-term. Consequently, efforts under the PACE Programme will focus on other aspects of service delivery.

#### **Promotion of private veterinary services delivery unit in Eritrea**

- Enforcement of legislation: Currently, the draft legislation has been submitted to the Ministry of Justice for review and articulation. Once the Ministry of Justice approves the draft legislation, it will be forwarded to the cabinet and the National assembly for enactment. The Ministries of Agriculture, Local Government, will jointly carry enforcement of the legislation, Ministry of Justice supported by its law enforcement bodies.
- Cost recovery system to be established: cost recovery for drugs, vaccines and some services is already well integrated into the system in Eritrea. This will be further strengthened and expanded during the following year.
- Prepare a strategy document for national veterinary privatisation policy: Privatisations of the veterinary services is a major issue for the service. The distribution of drugs and CBAHW are leading the privatisation process. The policy has already been clearly stated with regards to privatisation and strategy documents will be prepared to enhance the process.
- National consultations on the privatisation process in Eritrea will be organised by the project in which all the stakeholders will be represented.
- The possibility of establishing a revolving fund to facilitate access to loan by private veterinarians will be explored and all likely sources will be approached to initiate the activity.

## **Involve CBAHWs in basic animal health delivery and reporting systems in underserved areas:**

CBAHWs are already operating in many parts of Eritrea especially those remote and inaccessible areas. The program will be further strengthened by providing training some 25 more CBAHWs and preparing refresher courses to 50 more which are already in operation. The approach is well appreciated by stockowners, as CBAHWs are available always where other animal health staffs are not able to reach easily.

## **Role of NGOs in the framework of the national PACE programme in the promotion of private veterinary services in Eritrea**

Although NGOs have not been involved very much in the past in the promotion of private veterinary service, it is becoming more and more evident that they can play an important role in this area. In the past, some NGOs have been involved in the training and equipping of CBAHWs and have expressed their willingness to participate in the area. PACE will encourage and co-ordinate the efforts of potential NGO partners in the promotion of private veterinary practice in Eritrea.

A fully functional cost recovery system is already in place in Eritrea through which farmers pay for most of the inputs and clinical services that they receive. The national cost recovery system has generated Nakfa 14 million up to the year 2002. This means that the DVS is not solely reliant on subventions from Treasury to meet its operating costs. The cost recovery scheme that has been introduced throughout the country will be monitored and further developed and applied to increase the revenue available to support the activities of the department of Veterinary Services. The Government's financial contribution to the recurrent costs of the national disease surveillance system and emergency preparedness plan (personnel, materials and running costs) will be increased annually throughout the PACE Programme and will remain at levels that support fully functional services. During the second year of PACE Eritrea, dialogue will be maintained with government departments and officials on such issues as increased government financial contributions/commitments to animal disease control; preparation and revision the legislative framework; and, the promotion of the role and responsibility of the private sector in delivering services to the livestock sector, e.g. in the distribution and sale of registered medicines and animal health products.

Senior staff of the Division of Veterinary Services will continue to refine documents and guidelines aimed at providing the basis for appropriate legislation to support the delivery of effective veterinary services in the country. They will undertake study tours within the region to assess the suitability of initiatives aimed at enhancing the effectiveness and sustainability of service delivery.

In close consultation with staff of the PACE Common Services, senior staff of the Division of Veterinary Services will develop appropriate technical standards, strategy options and approaches to planning and monitoring interventions. Through continuous dialogue, the exchange of information will be promoted and communications will be developed at local, national and regional (international) levels. Eritrea will participate actively in the maintenance and further development of networks.

## Main activities and results related to Thrust 2/year2

Activity	Indicator	Remarks
2.1 Convene regular meetings with farmers to raise awareness of services delivery, disease surveillance and control.	- By April 2002, at least 15 awareness creating meetings with farmers are conducted	65% Achieved
2.2 Organize training of Animal Health Auxiliaries and Community-based Animal Health Workers (CBAHWs)	-By July 2002, 21 Animal Health Auxiliaries are trained  - By July 2002, 25 new CBAHWs are trained and an additional 50 receive refresher courses.	Achieved  Partly
2.3 Ensure the regular supervision of the activities of the CBAHWs	-By April 2002, reports of supervisory activities are submitted to the DVS from all the Regions	Achieved
2.4 Finalise and promote the enactment of legislation that supports and regulates privatisation of the delivery of veterinary services and medicines.	- By July 2002, the draft legislation of on notifiable diseases, quarantine and inspection are enacted and the code on the regulation of drugs and biologics are submitted to the Ministry of justice.	Conducted
2.5 Enhance the communication skills of the staff of the veterinary services by setting up a core communication unit, which will in turn provide training at all levels.	By July 2002, at least three communication workshops are conducted to raise the communication skills of the staff of Veterinary Services.	Not Conducted
2.6 Commission "customer satisfaction surveys" to determine farmers' satisfaction with the delivery of veterinary services.	By December 2002, a report on the customer satisfaction survey is submitted to the DVS by a local consultant hired by the project.	Not achieved

Table 6: Indicative schedule of main activities related to Thrust 2  
In 2003

Activity	Indicator
2.1 Convene regular meetings with farmers to raise awareness of services delivery, disease surveillance and control.	- By April 2003, at least 20 awareness creating meetings with farmers are conducted
2.2 Organize training of Animal Health Auxiliaries and Community-based Animal Health Workers (CBAHWs)	-By July 2003, 22 Animal Health Auxiliaries are trained.
2.3 Ensure the regular supervision of the activities of the CBAHWs	-By July 2003, reports of supervisory activities are submitted to the DVS from all the Regions

2.4 Finalise and promote the enactment of legislation that supports and regulates privatisation of the delivery of veterinary services and medicines.	- By December 2003, the draft legislation of on notifiable diseases, quarantine and inspection are enacted and the code on the regulation of drugs and biologics are translated into Tigirina and Arabic.
2.5 Enhance the communication skills of the staff of the veterinary services by setting up a core communication unit, which will in turn provide training at all levels.	By June 2003, at least three communication workshops are conducted to raise the communication skills of the staff of Veterinary Services.
2.6 Commission "customer satisfaction surveys" to determine farmers' satisfaction with the delivery of veterinary services.	By December 2003, a report on the customer satisfaction survey is submitted to the DVS by a local consultant hired by the project.

### 3. ERITREA IS INTERNATIONALLY RECOGNISED TO BE FREE OF RINDERPEST INFECTION

Eritrea declared the whole country to be provisionally free of rinderpest in 14 of June 1999. All vaccination was stopped in December 1998. The Division of Veterinary Services is now conducting intensive disease surveillance supported by sero-surveillance. Eritrea will apply to the OIE to be declared free of rinderpest disease in 2003. An application for the status of freedom from rinderpest infection will be made in 2004.

Eritrea has adopted standard technical procedures and reporting formats in common with Ethiopia and Sudan. Through the PACE Programme and through its routine reporting to OAU/IBAR, FAO and the OIE, Eritrea will continue to maintain and develop its links with the relevant networks for the surveillance of epizootics.

The Animal Resources Department will organize intensive disease surveillance in compliance with the requirements of the OIE pathway. The performance indicators that will be adopted are listed in the table below. They may be refined after discussions with the PACE Epidemiology Unit based at OAU/IBAR, Nairobi. The main activities include: passive disease surveillance; active disease surveillance; investigations of stomatitis-enteritis syndromes; laboratory (differential) diagnosis; and, serological surveillance. Specific activities related to wildlife surveillance will only begin at the end of 2002, since the wildlife unit in the Ministry of Agriculture will be occupied in determining wildlife population

distributions and numbers. The approved emergency plan for rinderpest will be revised and maintained as will improved standard technical procedures and reporting formats. Eritrea will apply to the OIE to be declared free of rinderpest disease in the second half of 2003.

Veterinary services staff will monitor and control livestock movement, particularly along international borders and, through PACE meetings, will co-ordinate cross-border movement control with neighbouring states. PACE Eritrea will report regularly to OAU/IBAR, FAO and the OIE, and will maintain and develop links with the relevant networks for the surveillance of epizootics.

### Main activities and results related to Thrust 3/year2

Activity	Indicator	Remark
3.1 Conduct intensive disease surveillance as required by the OIE pathway.	-By April 2002, 18 reports on intensive disease surveillance are received from the six Regions	Achieved
3.2 Adopt the performance indicators required by the OIE Pathway	-By April 2002, reports of performance indicators application are sent to OAU/IBAR	80%
3.3 Monitor and control livestock movement, particularly along international borders.	-By July 2002, border harmonisation meeting is conducted with the Sudan	Not achieved
	-By July 2002, reports of livestock movement are received from Gash Barka and Anseba Regions	Achieved
3.4 Co-ordinate cross-border movement control with neighbouring states.	-By July 2002, border harmonisation meeting is conducted with the Sudan	Not achieved
3.5 Apply for the status of freedom from rinderpest infection in 2002	-July 2002 submits application for freedom from rinderpest infection submitted to the OIE.	Draft ready
3.7 Maintain and improve standard technical procedures and reporting formats.	-By June 2002, all reporting formats are revised and standard technical procedures are adhered to	Done
3.8 Maintain the approved emergency plan for rinderpest.	-By June 2002, an approved emergency plan for rinderpest is produced.	Done
3.9 Report regularly to OAU/IBAR, FAO and the OIE.	- Annual reports are sent to the OIE, FAO, WHO and OAU/IBAR.	Done

3.10 Maintain and develop links with the relevant networks for the surveillance of epizootics.	By September 2002, link is developed with the FAO, OIE, IAEA and OAU/IBAR regarding the surveillance of epizootics.	Partly
3.11 Support the NSES (continue passive surveillance).	-By June 2002, 36 regular monthly reports on disease situation are received from the Regions	Done
3.12 Organise a campaign of clinical examination and sero-surveillance and the analysis of results.	-By September 2002, all the sampling required for rinderpest for the year will be collected and submitted to the Lab accompanied by active disease search	Done

**Table 7: Indicative schedule of main activities related to Thrust 3**

In 2003

<b>Activity</b>	<b>Indicator</b>
3.1 Conduct intensive disease surveillance as required by the OIE pathway.	-By April 2003, 20 reports on intensive disease surveillance are received from the six Regions
3.2 Adopt the performance indicators required by the OIE Pathway	-By May 2003, reports of performance indicators application are sent to OAU/IBAR
3.3 Monitor and control livestock movement, particularly along international borders.	-By July 2003, border harmonisation meeting is conducted with the Sudan, Ethiopia,  -By September 2003, reports of livestock movement are received from six Regions
3.4 Co-ordinate cross-border movement control with neighbouring states.	-By July 2003, border harmonisation meeting is conducted with the Sudan, Yemen, Ethiopia
3.5 Apply for the status of freedom from rinderpest Disease in 2003	-April 2003 submits application from Rinderpest Disease free submitted to the OIE.
3.8 Maintain the approved emergency plan for rinderpest.	-By July 2003, an approved emergency plan for rinderpest is produced.
3.9 Report regularly to OAU/IBAR, FAO and the OIE.	- Annual reports are sent to the OIE, FAO, WHO and OAU/IBAR.

3.10 Maintain and develop links with the relevant networks for the surveillance of epizootics.	By September 2003, link is developed with the FAO, OIE, IAEA and OAU/IBAR regarding the surveillance of epizootics.
3.11 Support the NSES (continue passive surveillance).	-By August 2003, 36 regular monthly reports on disease situation are received from the Regions
3.12 Organise a campaign of clinical examination and sero-surveillance and the analysis of results.	-By October 2003, all the sampling required for rinderpest for the year will be collected and submitted to the Lab accompanied by active disease search

#### **4. THRUST 4: THE BASIS FOR THE EFFECTIVE CONTROL OF PRIORITY EPIZOOTICS IS ESTABLISHED**

The first priority will be to secure freedom from rinderpest infection. Concurrently, FMD, CBPP, PPR, CCPP and sheep/goat pox will be addressed. Initially, data will be collected on these other diseases and the specific interventions will then be planned. In all eleven teams, from 2-3 teams in each region, will conduct surveys at abattoirs and in selected herds and flocks. Questionnaire-based, clinical, post-mortem and serological methods for the priority diseases (CBPP, PPR, FMD, sheep and goat pox) will be used, as appropriate.

The diagnostic capability for the priority epizootics diseases will be developed and the reporting system will be linked to the NSES. This will enable strategies for the control of transboundary diseases to be developed at a later stage during the PACE programme. The continued monitoring and control livestock movement will be important to all strategies. PACE Eritrea will ensure the provision of the necessary appropriate training for field and laboratory-based staff and, among farmers, will increase the awareness of cost recovery for the vaccinations to be conducted against the major epizootics.

The project will support the communication unit of the Department to produce appropriate materials and messages in support of improved disease surveillance and control and will provide country reports of disease status to OAU/IBAR and OIE.

## Main activities and results related to Thrust 4/year2

Activity	Indicator	Remark
4.1 Conduct surveys at abattoirs and in selected herds and flocks for CBPP, PPR, FMD, sheep and goat pox	-By June 2002, at least 25 reports on the surveillance of CBPP, PPR, FMD and sheep and goat pox are received from the Regions.	Achieved
4.2 Develop the diagnostic capability for the priority epizootics diseases and link with the NSES	-By June 2002, diagnostic capabilities are developed and available at the Central Veterinary Laboratory and this is reported to the OAU/IBAR.	Partly achieved
4.3 Develop strategies for the control of Transboundary diseases	-By April 2002, strategies for the control of the major transboundary diseases are developed and available.	Done
4.4 Monitor and control livestock movement	-By July 2002, border harmonisation meeting is conducted with the Sudan  -By July 2002, reports of livestock movement are received from Gash Barka and Anseba Regions	Not conducted  Achieved
4.5 Ensure the provision of the necessary appropriate training for field and laboratory-based staff	-By July 2002, 21 Animal Health Auxiliaries are trained in disease surveillance and reporting  -By July 2002, 15 laboratory technicians and field vets are trained in sampling and diagnostic techniques.	Conducted
4.6 Increase the awareness of cost recovery for the vaccinations to be conducted against the major epizootics	-By July 2002, seminars on awareness of cost recovery for the vaccinations against major epizootics are conducted in at least 15 Sub-Regions	Done
4.7 Support the communication unit of the Department to produce appropriate materials and messages.	-By September 2002, the communication unit will produce five different communication materials.	NOT ACHIEVED
4.8 Provide country reports of disease status to OAU/IBAR and OIE.	-By April 2002, reports for the first quarter of the year are submitted to the OIE and OAU/IBAR	Done

**Table 8: Indicative schedule of main activities related to Thrust 4**

In 2003

Activity	Indicator
4.1 Conduct surveys at abattoirs and in selected herds and flocks for CBPP, PPR, FMD, sheep and goat pox	-By July 2003, at least 20 reports on the surveillance of CBPP, PPR, FMD and sheep and goat pox are received from the Regions.
4.2 Develop the diagnostic capability for the priority epizootics diseases and link with the NSES	-By June 2003, diagnostic capabilities are developed and available at the Central Veterinary Laboratory and this is reported to the OAU/IBAR.
4.3 Develop strategies for the control of Transboundary diseases	-By June 2003, strategies for the control of the major transboundary diseases are developed and available.
4.5 Monitor and control livestock movement	-By July 2003, border harmonisation meeting is conducted with the Sudan  -By August 2003, reports of livestock movement are received from six Regions
4.5 Ensure the provision of the necessary appropriate training for field and laboratory-based staff	-By June 2003, 30 Animal Health Auxiliaries are trained in disease surveillance and reporting  -By July 2003, 20 laboratory technicians and field vets are trained in sampling and diagnostic techniques.
4.6 Increase the awareness of cost recovery for the vaccinations to be conducted against the major epizootics	-By August 2003, seminars on awareness of cost recovery for the vaccinations against major epizootics are conducted in at least 15 Sub-Regions
4.7 Support the communication unit of the Department to produce appropriate materials and messages.	-By September 2003, the communication unit will produce five different communication materials.
4.8. Provide country reports of disease status to OAU/IBAR and OIE.	-By April 2003, reports for the first quarter of the year are submitted to the OIE and OAU/IBAR

**SUMMARY OF COST ESTIMATES FOR PACE ERITREA**

Detailed cost estimates and budgets are contained in the annexed budget tables.

## **1. ADEQUATE CAPACITIES OF GOVERNMENT SERVICES FOR DISEASE SURVEILLANCE AND CONTROL (INCLUDING EMERGENCY PREPAREDNESS PLANS) ARE IN PLACE**

### **1.1. PERSONNEL**

#### **1.1.1 Local Staff**

##### **1.1.1.1 National PACE Co-ordinator**

The National Co-ordinator of PACE Eritrea will be the Director of Veterinary Services, Department of Animal Resources. The Ministry of Agriculture will pay his emoluments.

The list of staff who will be closely associated with the implementation of the PACE Programme is given in Annex 1. The Government of Eritrea will bear the costs of personnel (salaries) required by the project.

#### **1.1.2 Technical assistance**

##### **1.1.2.1 Training needs assessment**

In the third year, limited training will be given since training needs assessment will be done to provide the basis for a well-defined training programme that will support rapid capacity building for appropriate disease surveillance and control. No provision is made in the budget of the annual work programme since technical assistance will be provided through a framework contract to be issued by the OAU/IBAR.

### **1.2 EQUIPMENT**

#### **1.2.1 Computers and accessories**

Computers and accessories will be purchased to complete those bought in year one to increase the capacity of the Department of Veterinary Services to administer the PACE programme and to establish the NSES. Such items as surge protectors, voltage stabilisers, UPSs, back up drive, printer and scanner will be purchased, as well as virus guards.

#### **1.2.2 Office furniture & equipment**

Provision is made under this item for the purchase of a photocopier and spare parts, filing cabinets and other office furniture needed to establish the administrative unit for the PACE programme.

#### **1.2.3 Vehicles**

No provision is made under this item since, Vehicles that were used during the PARC project will be transferred to the PACE project. The procurement of ten four-wheel drive vehicles has been also procured for the use of the co-ordination unit, the national system for epidemiological surveillance and field investigation teams.

#### **1.2.4 Field equipment**

Provision is made under this item to purchase same field equipments.

## **1.2.5 Laboratory equipment**

Provision is made under this item to purchase same items of lab. Equipments.

## **1.3 RUNNING COSTS**

### **1.3.1 Travel**

#### **1.3.1.1 International (air fares, DSA, visas)**

Provision is made to enable senior staff of PACE Eritrea to travel outside the country to participate in PACE meetings, workshops, conferences and seminars, on such topics as diagnostics, information management (GIS and database development), reporting and communications. The costs of airfares, hotel accommodation, daily subsistence allowances and visas will be met from the provision for a total of 25 days.

#### **1.3.1.2 National (DSA)**

Provision is made under this item to meet mainly the costs daily subsistence allowances of staff of the Department of Veterinary Services working with the national PACE programme in Eritrea to travel inside the country to participate in PACE meetings, workshops, conferences and seminars.

### **1.3.2 National meetings, workshops & training**

The costs of organising PACE meetings, workshops and short training courses in Eritrea will be met from the provision for this item. Costs will include hire of venues as necessary, secretarial equipment and consumables, audio-visual aids, refreshments, and other relevant materials.

### **1.3.3 Office running costs**

A provision is made to cover the costs of range of office consumables, such as stationery, photocopier and printer toner, computer diskettes and sundry office items will be met from this provision.

### **1.3.4 Vehicle running costs**

A provision is made to meet the costs of running vehicles that will be used during the surveillance, training courses, workshops and meetings in various parts of the country.

### **1.3.5 Laboratory running costs**

Provision is made under this item for the purchase of laboratory consumables, including glassware, pipette tips, filter paper, chemicals and biological reagents.

### **1.3.6 Communications and public utilities**

A provision is made to meet the costs of telecommunication ('fax, e-mail, telephone), courier services, postal services, and services provision related to this heading.

### **1.3.7 Maintenance of equipment**

Provision is made under this item for the purchase same maintenance equipments.

### **1.3.8 Purchase of publications, journals/communications materials**

A small provision is made for the purchase of publications and journals that will be needed for reference purposes during the implementation of the PACE programme.

## **2. AVAILABILITY OF VETERINARY SERVICES AND DRUGS TO LIVESTOCK FARMERS ARE IMPROVED**

### **2.1 PERSONNEL**

#### **2.1.1 Local staff**

##### **2.1.1.1 Casual labour**

Provision is made to pay casual labourers who will be engaged from time to time to assist in the removal of goods and materials between stores, and who may be required to perform other sundry duties.

#### **2.1.2 Commissioned Services**

##### **2.1.2.1 Commissioned services contracts**

The Government of Eritrea will make a provision to undertake a customer satisfaction survey related to the provision and availability of veterinary services to livestock owners, mainly in the traditional farming sector.

### **2.2 EQUIPMENT**

#### **2.2.1 Computers and accessories**

Computer and accessories have been purchased on the local market to support the activities under this heading –to complete those bought under yr 1. Such items as surge protectors, voltage stabilisers, UPSs, back up drive, printer and scanner will be purchased, as well as virus guards.

#### **2.2.2 Office furniture & equipment**

Provisions are made under this item to purchase same furniture's.

#### **2.2.3 Vehicles**

No provision is made under this item since the purchasing is of ten vehicles completed

#### **2.2.4 Field equipment**

Provision is made under this item, since no field equipment was purchased in year 2.

#### **2.2.5 Laboratory equipment**

Provision is made under this item, since no lab.equipment was purchase in year 2.

### **2.3 RUNNING COSTS**

#### **2.3.1 Travel**

##### **2.3.1.1 International (air fares, DSA, visas)**

Travel costs of the PACE National Co-ordinator and other senior staff [daily allowance and airfares] will be met from this provision for a total of 32 days on missions to participate in workshops and meetings on such topics as veterinary legislation and community-based animal health workers, and to undertake study tours related to this thrust.

### 2.3.1.2 National (DSA)

Provision is made under this item to meet mainly the costs daily subsistence allowance of staff of the department of Veterinary services working with the National PACE Programme in Eritrea to travel inside the country to participate in PACE meetings, workshops, conferences and seminars related to the delivery of veterinary services.

### 2.3.2 National meetings, workshops & training

The costs of organising PACE meeting, workshops and short training courses in Eritrea will be met from the provision for this item. Costs will include hire of venues, as necessary, secretarial equipment and consumables, audio-visual aids, refreshments, and other relevant materials.

### 2.3.3 Office running costs

A small provision is made under this item to assist with the general office running costs.

### 2.3.4 Vehicle running costs

This provision will meet the vehicle running costs related to activities under this heading.

### 2.3.5 Laboratory running costs

No provision is made under this item, since the procurement from year 2 is under process.

### 2.3.6 Communications and public utilities

This provision will meet some of the costs related to telecommunications, incurred by activities related to this heading.

### 2.3.7 Maintenance of equipment

Small provision is made under this item.

### 2.3.8 Communications materials

Provision is made to meet the costs of producing and distribution materials (including questionnaires, posters, pamphlets and other materials) related to the communication for development in the context of the PACE programme. They will be produced with the assistance of the Communications unit of OAU/IBAR, Nairobi.

### **3. ERITREA IS INTERNATIONALLY RECOGNISED TO BE FREE OF RINDERPEST INFECTION**

#### **3.1 PERSONNEL**

No provision is made under this item. All personnel costs of project staff are covered under item 1.1.1, above.

#### **3.2 EQUIPMENT**

##### **3.2.1 Computers and accessories**

No provision is made under this item

##### **3.2.2 Office furniture & equipment**

Provision is made under this item to purchase small equipments.

##### **3.2.3 Vehicles**

No new vehicles will be purchased under this item. Vehicles that were used during the PARC project and those purchased during the first year will be transferred to the PACE project and will be used for duties related to rinderpest surveillance.

##### **3.2.4. Field equipment**

No provision is made under this item since sufficient field equipment was acquired during the PARC programme and field equipment is requested under PACE project.

##### **3.2.5 Laboratory equipment**

No Provision is made under this item since it is equipped in year 1.

#### **3.3 RUNNING COSTS**

##### **3.3.1 Travel**

###### **3.3.1.1 International (air fares, DSA, visas)**

Travel of the Project Coordinator and other senior project staff [daily allowance for 33 days and airfares] is made to meet the costs of their participation in PACE and other workshops and meetings related to rinderpest diagnosis, surveillance and control.

###### **3.3.1.2 National (DSA)**

The costs of organising PACE meetings, workshops and short training courses in Eritrea will be met from the provision for this item.

##### **3.3.2 National meetings, workshops & training**

National meetings will be held for all veterinary field staff to ensure that they have adequate knowledge of the procedures to be adopted in the surveillance of rinderpest-like diseases. The costs of all such meetings will be met from this provision. Costs will include hire of venues, as necessary, secretarial equipment's and consumables, audio-visual aids, refreshments, and other relevant materials.

##### **3.3.3 Office running costs**

A small provision is made to meet general office running costs.

##### **3.3.4 Vehicle running costs**

A provision is made to meet the vehicle running costs incurred in rinderpest surveillance activities.

### **3.3.5 Laboratory running costs**

Diagnostic reagents and test kit materials will be purchased to enable specimens submitted by field personnel to be examined. Provision is also made to meet the costs of despatching selected specimens to international reference centres for rinderpest for definitive diagnosis.

### **3.3.6 Communications and public utilities**

A provision is made to meet the costs of telecommunication ('fax, e-mail, telephone), courier services, postal services, and services provision related to this heading.

### **3.3.7 Maintenance of equipment**

To ensure uninterrupted sero-surveillance, a provision is made under this item to meet the costs of maintenance of laboratory equipment needed for rinderpest diagnosis and office equipment.

### **3.3.8 Communications materials**

Provision is made to meet the costs of producing and distribution materials (including questionnaires, posters, pamphlets and other materials) related to the rinderpest surveillance. They will be produced with the assistance of the Communications unit of OAU/IBAR, Nairobi.

## **4. CONTROL OF OTHER EPIZOOTICS**

### **4.1 PERSONNEL**

No costs will be incurred under this item in addition to those budgeted for under item 1.1.

### **4.2 EQUIPMENT**

#### **4.2.1 Computers and accessories**

Computer accessories will be purchased to increase the capacity of the Central Veterinary Laboratory.

#### **4.2.2 Office furniture & equipment**

No costs will be incurred under this item in addition to those budgeted for under item 1.2.2.

#### **4.2.3 Vehicles**

No provision is made under this item.

#### **4.2.4 Field equipment**

No provision is made under this item.

#### **4.2.5 Laboratory equipment**

Provision is made from GOE funds to purchase same equipment under this item.

### **4.3 RUNNING COSTS**

#### **4.3.1 Travel**

##### **4.3.1.1 International (air fares, DSA, visas)**

The travel costs of project officers [daily allowance for 32 days and airfares] will be met from this provision. They will attend various regional PACE meetings and workshops that will cover such subjects as disease surveillance, diagnostics, information management, communications and reporting.

##### **4.3.1.2 National (DSA)**

This provision will meet the costs of national workshops. Up to 175 people will attend; daily allowances will be paid at the rate of Euro 27.

##### **4.3.2 National meetings, workshops & training**

The costs of organising PACE meetings, workshops and short training courses in Eritrea will be met from the provision for this item. Costs will include hire of venues, as necessary, secretarial equipment and consumables, audio-visual aids, refreshments, and other relevant materials.

##### **4.3.3 Office running costs**

This small provision will meet general office running costs.

##### **4.3.4 Vehicle running costs**

A provision is made to meet the vehicle running costs incurred in disease surveillance activities.

#### 4.3.5 Laboratory running costs

Diagnostic reagents and test kit materials will be purchased to enable specimens submitted by field personnel to be serologically tested. Provision is also made to meet the costs of despatching selected specimens to international reference centres for rinderpest for definitive diagnosis.

#### 4.3.6 Communications and public utilities

A provision is made to meet the costs of telecommunication ('fax, e-mail, telephone), courier services, postal services, and services provision related to this heading.

#### 4.3.7 Maintenance of equipment

To ensure uninterrupted sero-surveillance, a provision is made under this item to meet the costs of maintenance of laboratory equipment needed for rinderpest diagnosis.

#### 4.3.8 Communications materials

Provision is made to meet the costs of producing and distribution materials (including questionnaires, posters, pamphlets and other materials) related to the rinderpest surveillance. They will be produced with the assistance of the Communications unit of OAU/IBAR, Nairobi.

### SUMMARY OF PACE ERITREA COST ESTIMATE IN YEAR II

Table 9: Cost estimate with regard to each thrust

Indicative budget according to main thrust	EDF	Government Contribution	Total
I	939835	4371160	5310995
II	541910	316981	950618
III	890196	210915	947611
IV	692386	374494	1066880
Other	306433		318168
Totals	3370760	5333550	8654272

## PART V

### PACE ERITREA PLANNED BUDGET AND COST ESTIMATE IN YEAR II

#### V-1. BUDGET AND COST ESTIMATE

EDF funds to be committed: **3,370,760 Nakfa**

Government of Eritrea contribution:

#### V-2. ANALYTICAL TABLE OF PACE ERITREA BUDGET

Table 10: Cost estimate analysis: Planned EDF contribution

Cost items	Planned budget in Global Plan Yr2	Planned Budget WP Year 3
I	1007114	939835
II	356,120	541910
III	583300	890196
IV	1151250	692386
Conting.	310699	306433
Total	2579830	3,370,760

Remark:

- Seen the overlapping of activities with the – EC/NIP National Work Programme: Livestock Promotion Project (No. 7ACP –ERY20Com4) most spending for running cost have been charged in priority and in the interest of the country on this NIP Project ending end December 2001 and with an extension to the end of April 2002 – in agreement with the local EC Delegation –
- The PACE Eritrea Programme year two programme presents there for a budget that is higher then the one presented in the initial global plan (due as well to the change in the EURO/Nakfa rate: rate at the build up of the global plan: 9.28 Nakfa/Euro, rate: 12/01: 12.07)

## PART VI

### IMPLEMENTATION PROCEDURES

The AWP&CE is subject to the conditions laid down in the imprest account contractual document, which is annexed herewith.

Two MSc training will be procedures of the EDF; the provisions made for their purchase will be released separately from the funds for the imprest account.

#### 5. REPORTING

Regional Co-ordination Offices will submit monthly reports on the routine project activities to the NCO in the agreed format for the PACE Programme. Specific information concerning rumours or confirmed rinderpest outbreaks have to be received within 24 hours; this will form the basis for a set of performance indicators. The National Co-ordination Office will submit monthly reports to the Planning and Statistics Unit of the Ministry of Agriculture and quarterly reports to the OAU/IBAR-based PACE PCU in Nairobi, to EU Delegation and NAO in Eritrea.

The NCO will assist the Animal Health Division to produce annual reports on animal health status and main activities in the country. It is important that a standardized regular system of information be implemented in such a way that it is compatible with the needs of the GIS and the PACE PCU systems. The PCU will therefore propose and discuss a report format to be used by the national co-ordination unit. The data collected will be analyzed and discussed whenever needed. Epidemiological and economic findings of the PACE project will be regularly reported to OAU/IBAR in Nairobi in the quarterly reports, and to the OIE.

#### 6. MONITORING AND EVALUATION

The National Co-ordination Office will monitor the programme with the assistance of the OAU/IBAR PACE Programme Co-ordination Unit. The approach adopted will be based on the active participation of planners and implementing agents. This is essential for meaningful monitoring for which the tables (above) provide orientation.

PART VII

ANNEXES

ANNEX 1

*LIST OF STAFF TO BE PAID FOR BY THE GOVERNMENT OF ERITREA*

1.1.1.1 National PACE Co-ordinator	1
1.1.1.2 Disease prevention & control officer	1
1.1.1.3 Veterinary public health officer	1
1.1.1.4 Central Laboratory officer	2
1.1.1.5 Veterinary Regional officer	12
1.1.1.6 Assistant Vets sub-regional officer	45
1.1.1.7 Field technicians	85
1.1.1.8 Laboratory technicians	16
1.1.1.9 Meat inspectors	13
1.1.1.10 Secretary	3
1.1.1.11 Cashier	8
1.1.1.12 General workers	25
1.1.1.13 Watchman	50

**PAN AFRICAN PROGRAMME FOR THE CONTROL OF EPIZOOTICS  
(PACE PROGRAMME)**

Financing agreement number	6125/REG
Identification number:	REG/5007/005
Project accounting numbers	7 ACP RPR 744 7 ACP RPR 745 8 ACP TPS 032 8 ACP ROC 009 8 ACP TPS 033

<p><b>IMPREST ACCOUNT CONTRACTUAL DOCUMENT</b> for the second Annual Work Programme of the National PACE Programme for Eritrea</p>
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**1. IMPLEMENTING AND MANAGEMENT STRUCTURE**

In accordance with the provisions of the financing agreement for the PACE Programme, and in particular its implementing technical and administrative provisions (hereinafter referred to as TAP), the programme shall be technically and financially autonomous as regards management of part of the resources allocated to it: in particular, payment of expenditure financed under the EDF imprest account shall be made under the authority of the designated account holders. Payments in respect of expenditure under the EDF imprest account may be made only after the National Authorizing Officer for EDF funds and the Head of Delegation of the European Commission:

- Have approved the relevant Work Programme, and hence the imprest account column contained in it,
- and have signed and countersigned, respectively, this contractual document.

**2. IMPREST ACCOUNT HOLDERS AND ACCOUNTING OFFICERS**

The National Authorizing Officer for EDF funds shall, in accordance with Article 312 of the Lomé Convention, partially delegate his powers to the imprest account holders designated below:

- (as authorizing officer pursuant to article 313 of the fourth Lomé convention) for signing works contracts, supply/equipment contracts and certain service contracts, subject to the limits set out in the table below;
- (as authorizing officer pursuant to Article 224 (g) of the fourth Lomé convention) for signing memoranda of agreement, subject to the limits set out in the table;

- (as imprest account holder pursuant to Article 229(2) of the fourth Lomé Convention) for the payment of expenditure in the form of local wages, subject to the limits set out in the table below.

The partial delegation of powers shall be subject to the following:

- Compliance with the general accounting rules of the Organization of African Unity;
- Compliance with the rules set out in the annexed document on “Detailed rules for conducting imprest accounts in EDF-financed programme”;
- The certified lodging of authorized signatures by imprest account holders and accounting officers;
- the opening of a special bank account named “*PACE Project Yr. I*” for the PACE Programme;
- the physical capacity of the imprest account holders and accounting officers to carry out their tasks (indicated in the Implementation Protocol for the PACE Programme).

The designated imprest account holders shall be:

*The Director of Veterinary Services, Animal Resources Department, Ministry of Agriculture*

- in accordance with the TAP, responsibility for conducting this imprest account has been given to the Animal Resources Department, Ministry of Agriculture, Eritrea, represented by the imprest account holder for the implementing, as designated above;
- ~~— in accordance with the TAP and the terms of reference of the technical assistance contract, responsibility for conducting this imprest account has been given to the technical assistance body, represented by the imprest accounting holder for the technical assistance as designated above.~~

(Delete whichever does not apply)

### 3. PERIOD COVERED BY THE IMPREST ACCOUNT

This imprest account shall run from 1<sup>ST</sup> MAY 2002 to 31<sup>ST</sup> APRIL 2003.

Payment under this imprest account may be made only for expenditure incurred during the above period. Some management operations may extend beyond above closing date, however, e.g. the final request(s) for replenishment and/or clearance corresponding to the last items of expenditure in the period, and also operations relating to closure of the imprest account.

The account may be closed only where the “imprest account balance” is zero (otherwise the closure will not be accepted, with the consequence that the Commission [Delegation and Headquarters] will refuse the commitment for the third imprest account).

Table 1

**Limits set for the partial delegation of authorizing powers to the designated  
Imprest account holders for the “EDF imprest account”**

		Eritrean Nakfa (EKF)
<b>1. Works contracts</b>		
Capital expenditure (including maintenance)	< Euro 100 000	<1,535,000
<b>2. Supply/equipment contracts</b>		
2.1 Capital expenditure	< Euro 100 000	<1,535,000
2.2 Operating expenditure	< Euro 100 000	<1,535,000
<b>3. Memoranda of agreement</b> (Grants from the RDP to other agents)	< Euro 10 000	< 153,500
<b>4. Services</b>		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	< Euro 10 000	< 153,500
4.3 RDP management personnel <sup>1</sup>	Yes	Yes
4.4 RDP non-management personnel <sup>2</sup>	Yes	Yes

(At an exchange rate Euro 1.00 = Nakfa 15.35 - Source Infor-euro, Feb.2003)

1 Not including salaries of officials assigned to the PACE Programme from government departments (their salaries will continue to be a charge on the national or institution budget). The EDF imprest account may, however, cover the following:

- various bonuses allotted to the said officials (see annex for “Detailed rules for conducting imprest accounts in EDF-financed programmes”);
- Salaries (and bonuses) for management staff – other than officials – recruited and employed by the PACE Programme (fixed-term contracts).

2 Salaries (and bonuses) for non-management staff recruited and employed by the PACE Programme (fixed-term

#### 4. Amount of the imprest account

<b>= Nakfa 3,370,760</b>
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(For breakdown of this amount see the “EDF imprest account” column of the relevant Work Programme, reproduced in local currency terms in Table 2 below). The estimate amount must not exceed Euro 5 million (Articles 299 of Lomé IV).

The EDF financial management department in Brussels will commit the equivalent in Euro of this amount as soon as possible.

#### 5. SPECIAL RDP “EDF IMPREST ACCOUNT” BANK ACCOUNT

The Ministry of Agriculture has opened a special account reserved for bank transactions tied to the operation of this imprest account, the details of which are:

Account Name:	<b>PACE Project account – Year 3</b>
Bank account number:	<b>M6505/3</b>
Bank:	Commercial Bank of Eritrea Main Branch Liberty Avenue, P.O.Box 219 Asmara, Eritrea Tel. 121844, Fax. 121849,

This is a double-signature account requiring the signature of: (See Annex 6 page viii)

- The imprest account holder, and
- The accounting officer

(Specimens of their signature have been sent to the NAO, the RAO, and the Delegations of the EC in Eritrea and Kenya.)

All payments from the EDF paying agent’s account will be paid into the above account:

- payment of advance (initial allocation);
- payment at intervals of successive replenishment.

Only payments corresponding to the expenditure set out in the tables in Annex 3 to the work programme may be made from this account.

#### 6. INITIAL ALLOCATION AND SUCCESSIVE REPLENISHMENT

An advance (initial allocation) of 40% of the amount given in point 4 above, namely: **Nakfa 1,348,304.00** will be paid into the above account as soon as possible.

This advance, or the balance, will be transferred for accounting purposes to the succeeding imprest account at closure.

Successive replenishments corresponding to requests for reimbursement, made out by the designated imprest account holders on the basis of evidence of payment of items of expenditure, and accepted by the PACE Programme’s Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation of the EC in Kenya, will be paid into the above bank account at intervals.

Where items of expenditure are not accepted and imprest account holders are unable to provide the evidence required by the PACE Programme's Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation of the EC in Kenya, the sums involved will have to be repaid to the above bank account as soon as possible (before the final date set for closing the imprest account):

- ~~— by the technical assistance contractor; or~~
- From the budget of the Ministry of Agriculture.

(Delete whichever of the above does not apply).

## 7. AUDITS

The Regional and National Authorizing Officer for EDF funds and the Head of the Delegation of the European Commission may decide to carry out audits, subject to the terms of reference laid down by these authorities. Auditors may carry out any accounting, technical, administrative or legal check they consider useful or necessary and, for that purpose, may demand to see any documents relating to the PACE Programme. The following is an illustrative list of original documents to be kept at the PACE Programme offices in Ministry of Agriculture (or by the delegation):

- original documents relating to the general PACE Programme accounts (including the register of capital expenditure and the staff payroll)
- original documents relating to the EDF imprest account administration statement and various operations covered by the statement (notably initial allocation, replenishment, transfer of the advance and closure);
- original documents relating to "EDF imprest account" bank account for the PACE Programme (credit and debit items, reconciliation and balance);
- original documents relating to contracts awarded by imprest account holders by virtue of the partial delegation of powers (invitations to tender, results of invitations to tender, bids from suppliers, with *pro forma* invoices where appropriate, and so on);
- original contractual documents signed by imprest account holders by virtue of the partial delegation of powers (contracts, including order forms, and memoranda of agreement);
- original documents concerning local wages signed by imprest account holders by virtue of the partial delegation of powers (lists, grounds for payment, evidence of receipt by wage earners).

## 8. TAX AND CUSTOMS ARRANGEMENTS

Pursuant to the tax and customs arrangements laid down in Articles 308 to 310 of the fourth Lomé Convention, purchases of equipment and supplies shall be free of customs duties, taxes and other charges (with the possible exception of certain small purchases on the local market).

**SIGNATURES**

Accepted by the Imprest Account Holder      Dr Ghebrehiwet Teame  
Director, Veterinary Services  
Animal Resources Department  
Ministry of Agriculture  
P O Box 1162/4114  
Asmara  
Eritrea

Place and date: Asmara,

Accepted by the Contracting Authority      National Authorising Officer of the EDF  
  
P. O. Box -257  
Fax 291-1-126422  
Asmara  
Eritrea

Place and date: Asmara,

Endorsed by the Head of the Delegation  
of the European Commission in Eritrea      P. O. Box 5710  
Asmara  
Eritrea

Date: Asmara

**EDF Imprest Account Specimen Signatures****PAN AFRICAN PROGRAMME FOR THE CONTROL OF EPIZOOTICS  
(PACE PROGRAMME)**

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These specimen signatures were sent to the Delegation of the European Commission in Eritrea on /0/00.

*Group 1  
Signatories*

**Dr Ghebrehiwet Teame**  
Director, Veterinary Services  
Animal Resources Department

Ato .Hiruy Asgedom  
Director General, APD  
Ministry of Agriculture

Dr. Uqubeab Ghebremicael  
Unit Head, Disease Prevention and Control  
Veterinary Services Division

*Group 2  
Signatories*

Kidane-mariam Teclेमariam  
Head of finance Unit  
Ministry of Agriculture

W/o Leteyesus Negassi  
Director, Administration and Finance Division  
Ministry of Agriculture

## DETAILED RULES FOR CONDUCTING IMPREST ACCOUNTS IN EDF-FINANCED PROGRAMMES AND PROJECTS

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### 1. GENERAL PRINCIPLES FOR CONDUCTING IMPREST ACCOUNTS

Under the fourth Lomé Convention, the National Authorizing Officer for EDF funds may delegate part of his powers as authorizing officer and imprest account holder to programme/project leaders (field management) so that they may have direct responsibility for certain operation and items of expenditure (see the PACE Programme Implementation Protocol). This is the “EDF imprest account” system, which constitutes in each Work Programme a special source of financing, given tangible form in the special imprest account in the financing plan of the relevant Work Programme.

This delegation of powers implies certain restrictions (see table below) and also compliance with certain conditions, which the field management must observe:

- compliance with the general accounting rules in force in the country (organization);
- compliance with these “Detailed rules for conducting imprest accounts in EDF-financed projects and programmes”
- the certified lodging of authorized signatures by imprest account holders and accounting officers;
- the opening of special RDP “EDF imprest account” bank account;
- the physical capacity of the imprest account holders and accounting officers to carry out their tasks.

Reference is made to these restrictions and conditions in each imprest account contractual document signed by the national authorizing officer and countersigned by the Head of the Delegation of the European Commission. The contractual document (one for each imprest account) also designates the imprest account holders and accounting officers, and sets out the amount adopted for the imprest account, the period of time (generally twelve months, tied in with the calendar year) during which expenditure is authorized under the imprest account concerned, and the title of the RDP “EDF imprest account” bank account into which payments will be made from the EDF and from which the accounting officers will make payments under the imprest account arrangements.

### 2. DIVISION OF RESPONSIBILITIES

Conduct of the imprest account is based on **separation of functions and powers** between imprest account holders and accounting officers:

- (a) Imprest account holders are responsible for all authorizing operations: they commit the specified expenditure (see imprest account column in the relevant work Programme) in accordance with the procedures for awarding contracts, making purchases and dealing with items of expenditure, as described below; they make out order forms, or sign invitations to tender, requests for *pro forma* invoices, contracts and memoranda of agreement; they draw up a staff list of the PACE Programme, distinguishing between national officials allocated to the Programme from government or institutional departments

management staff recruited and employed by the programme; they check invoices and sign payment orders;

- (b) the accounting officers are responsible for all operations involving payment of expenditure and recovery of revenue authorized by imprest account holders; they make payments, after checking that there are grounds for payment in the form of supporting documents and that funds are available (see imprest account column in the relevant work programme); they check the application of the procedures for awarding contracts, making purchases and dealing with items of expenditure as described below; they regularly check stocks and inventories, keep the general accounts of the RDP, including the staff payroll and a register of capital expenditure items giving details of the use, condition and method of financing of such items; they draw up the imprest account administration statement.

The **two-signature** principle also applies in the case of both imprest account holders and accounting officers: this means that both imprest account holders must sign all documents concerned with the authorizing operations referred to in (a) above, and both accounting officers must sign all documents concerned with the payment and recovery operations referred to in (b) above.

Note, however, that this joint signature rule does not entail joint liability, which falls on only one of the two-imprest account holders. It is stipulated in the TAP that responsibility for the programme/project is in the hands of:

- an official state body of the country concerned (*i.e.* the MINISTRY OF AGRICULTURE), which in that case is represented by the imprest account holder for the "national part".

The imprest account holder representing the body declared responsible may overrule the requirement for a second signature from the co-imprest account holder in cases where an unwarranted refusal to sign could have financial repercussions (in the form of penalties or requests for reimbursement) on the technical assistance contract or on the national budget; any such penalties or reimbursement requests are stipulated in the TAP and repeated in the imprest account contractual documents (and also in the terms of reference of the technical assistance contract where the technical assistance body has the responsibility).

### 3. SPECIAL "EDF IMPREST ACCOUNT" BANK ACCOUNT FOR THE RDP

A special account reserved for bank transactions bound up with the conduct of this imprest account must be opened by imprest account holders and accounting officers. All payments from the EDF paying agents account will be credited to this special account, namely the payment of an advance (initial allocation) and successive replenishment at intervals. All payments to be made by the managers under the EDF imprest account (see imprest account column in the work Programme) will be made from this special account. This account will require the joint signatures of the imprest account holder and the accounting officer.

Table 1

**Limits set for the partial delegation of authorizing powers to the designated Imprest account holders for the "EDF imprest account"**

		Eritrean Nakfa (NKF)
<b>1. Works contracts</b>		
Capital expenditure (including maintenance)	< Euro 100 000	< NKF 1,535,000
<b>2. Supply/equipment contracts</b>		
2.1 Capital expenditure	< Euro 100 000	< NKF 1,535,000
2.2 Operating expenditure	< Euro 100 000	<NKF 1,535,000
<b>3. Memoranda of agreement</b> (Grants from the RDP to other agents)	< Euro 10 000	< NKF 153,500
<b>4. Services</b>		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	< Euro 10 000	< NKF153, 500
4.3 RDP management personnel <sup>3</sup>	Yes	Yes
4.4 RDP non-management personnel <sup>4</sup>	Yes	Yes

(At an exchange rate Euro 1.00 = NKF15.35 - Source Infor-euro, Feb.2003)

#### 4. INITIAL ALLOCATION AND SUBSEQUENT REPLENISHMENT

An advance (initial allocation) will be paid into the bank account referred to above; it will generally be set at a level sufficient to cover 3 to 4 months of imprest account expenditure (subject to a two-fold maximum of 6 months and 50% of the amount of the imprest account).

The bank account will be replenished at intervals in line with requests for reimbursement signed and forwarded by the designated imprest account holders, on the basis of evidence of payment of items expenditure<sup>5</sup>, and accepted by the PACE Programme Financial Controller (acting on behalf of the Regional Authorizing officer) and the Delegation of the EC.

<sup>3</sup> Not including salaries of officials assigned to the PACE Programme from government departments (their salaries will continue to be a charge on the national or institution budget). The EDF imprest account may, however, cover the following:

- various bonuses allotted to the said officials (see section 8.1 of this annex);
- salaries (and bonuses) for management staff – other than officials – recruited and employed by the PACE Programme (fixed-term contracts).

<sup>4</sup> Salaries (and bonuses) for non-management staff recruited and employed by the PACE Programme (fixed-term contracts).

<sup>5</sup> Or, in specific cases explicitly stipulated in the work programme and in the imprest account contractual

The requests for reimbursement (sometimes referred to as “memos”) are made out by the accounting officers and comprise a list of items of expenditure together with supporting documents for each item.

The layout of the list must correspond to that of the “EDF imprest account” column of the relevant Work Programme, using the same headings and items entries in order to facilitate comparison between estimates and subsequent expenditure.

The supporting documents (at least one for each item of expenditure on the list) must be presented in the same order as on the list in order to ease the work of checking the memos. Such documents may include:

- order forms, contract letters, contracts, receipted invoices, receipts from suppliers acceptance statements for plant, equipment and other supplies;
- payslips for employees paid wholly or in part by the Programme, with details of the staff concerned and their place of employment;
- statements showing payment of bonuses and/or allowances for national (Ministry of Agriculture) officials allocated to the Programme;
- mission orders for travel giving entitlement to reimbursement;
- Records of running expenses for vehicles, backed by relevant supporting documents (log books, fuel records, etc.);
- Memoranda of agreement between the PACE Programme and other agents.

The Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Commission Delegation check the expenditure (or have it checked by a duly authorised body). Where expenditure is not accepted, and the imprest account holders are unable to provide the supporting evidence required by the Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation, the sums involved must be **repaid** to the bank account referred to above as soon as possible (before the final date set for closing the imprest account):

~~— by the technical assistance contractor, or~~

- from the budget of the Ministry of Agriculture.

## 5. Procedures for the award of contracts (works, supplies and services)

For expenditure on works and supplies or equipment, the procedures vary according to the amount involved (*i.e.* the equivalent in local currency of):

- up to **Euro 2 500**, direct purchase (order form suffices)
- between **Euro 2 500 and Euro 5 000**, direct purchase following bids from local suppliers, without endorsement by the National Authorizing Officer or Delegation (order form suffices); the expenditure memorandum must be accompanied by evidence of the bids from at least three local suppliers, in the form of three *pro forma* invoices;
- between **Euro 5 000 and Euro 25 000**, direct purchase following bids from local suppliers, with endorsement of at least three *pro forma* invoices by the National Authorizing Officer and the Delegation of the EC (contract to be made out, bearing the signature of an authorized representative of the PACE Programme and the supplier);
- Between **Euro 25 000 and Euro 100 000**, restricted local invitation to tender; at least three suppliers will be asked to make closed bids; the tenders will be opened together and assessed; award of the contract follows the same rules as those governing the selection of successful tendered for major EDF-financed works or supply contracts and is valid only after endorsement by the National Authorizing Officer and the Head of Delegation.

For expenditure on services of up to Euro 10 000, the prior agreement of the National Authorizing Officer and the Head of the Delegation of the EC is required (contract to be made out, bearing the signature of an authorized representative of the PACE Programme and the suppliers).

## 6. FUND FOR MINOR ITEMS OF EXPENDITURE

A petty cash fund may be opened to cover any small items of expenditure concerned with the normal running of the PACE Programme. The accounting officers will manage it. The total size of the fund may in no case exceed Euro 5 000 over any single year.

In so far as the provision of evidence of expenditure is concerned, this facility must be used in accordance with the same rules as for other expenditure (at least one supporting document for each item of expenditure).

## 7. CONTINGENCIES

Only material contingencies are allowable and they may not exceed 10% of the amount of the imprest account.

Use of material contingencies component, whether to cover an increase in unit costs (for which evidence must be provided) or to finance operations not originally scheduled in the relevant Work Programme (for which supporting arguments must be presented), requires in all cases the prior authorization of the National Authorizing Officer and the Head of the Delegation of the EC.

## 8. LOCAL STAFF

The EDF imprest account may not cover the cost of salaries of officials seconded to the PACE Programme by the authorities (whose salaries must remain a charge on the national or institutional budget); however, it may cover the following:

- various bonuses allotted to the seconded officials;
- salaries (and bonuses) for management staff - other than officials - recruited and employed by the PACE Programme (on fixed-term contracts); or
- Salaries (and bonuses) for non-management staff recruited and employed by the PACE Programme (on fixed-term contracts).

Imprest account holders are responsible for seeing that a list is drawn up giving the names and tasks of the staff referred to above, with the amounts of salaries and bonuses, and details of the amounts payable in individual cases.

### 8.1 *Officials allocated to the PACE Programme*

These officials may receive the following benefits.

- a) **Acting allowance**  
This is set as a percentage of the official's gross salary, with an upper limit of 50%; it operates as a performance bonus, covering the relative difficulty of the task to be accomplished and the constraints of the expected effect.
- b) **Bonuses**  
Imprest account holders may propose the award of individual bonuses on a personal basis, subject to the agreement of the National Authorizing Officer and the Head of the Delegation of the EC, and the presentation of supporting arguments. Such bonuses may not be awarded systematically, nor on a contractual or collective basis; they constitute rewards of an individual nature and must reflect the real quality of the performance given and/or the results obtained by the beneficiary.
- c) **Travel or mission subsistence allowance**  
This is set as a percentage of gross salary, or by reference to a specific grade or rank; eligibility must be in accordance with existing government rules; where the allowance is set by reference to a specific grade, it must be based on the institutional scales.
- d) **Accommodation**  
This may be provided by the Programme; instead of a housing allowance, the EDF imprest account covers the cost of rented staff accommodation, considered as job-related housing; where the rental market does not provide the requisite quality or quantity, the EDF imprest account may cover the cost of capital expenditure such as construction (provided it is not disproportionate to the overall Programme budget), rehabilitation or extension – in exchange, in the latter cases, for rent reduction to reflect the value of the capital expenditure;

e) Vehicles

These are provided by the Programme and remain its property throughout the accepted duration of their material depreciation (four working years); they are regarded as service vehicles. At the end of the four years the Programme will request renewal of the fleet under a future Work Programme. Vehicles reaching the age limit must be officially removed from the list of capital items owned by the Programme; they may then be passed on by the Programme to the authorities (or, as private vehicles, to PACE Programme management staff or external executive staff) for their residual value, whatever the case, all bodywork markings relating to the EDF or the Commission must be removed.

*8.2 Management staff other than officials recruited and employed by the PACE Programme (on fixed-term contracts)*

Such staff may receive the above benefits in addition to their salary. Employment conditions and remuneration must be identical to those laid down by the institutional rules and regulations (national legislation). Individual fixed-term contracts will be concluded between such staff and the imprest account holders.

*8.3 Non-management staff recruited and employed by the PACE Programme (on fixed-term contracts)*

As under point 8.2, but excluding the benefits described in point 8.1.

**9. BANK INTEREST**

Interest accruing on deposits in the PACE Programme "EDF imprest account" bank account is to be entered as PACE Programme own resources. As such it should not be entered in the EDF imprest account administration statement but should be removed from the "EDF imprest account" bank account and paid into an ordinary PACE Programme current account.

As with all own resources, the relevant amounts must be included in the next Work Programme(s), in the "own resources" column.

**10. RECOVERY OF CLAIMS**

Any repayments to the PACE Programme of amounts due, in whole or in part, from other agents or groups that have received financing under memoranda of agreement, should be entered as PACE Programme own resources: as such they should not be entered in the EDF imprest account administration statement but should be paid into an ordinary PACE Programme current account.

As with all own resources, the amounts of such repayments should be entered in the next work Programme(s) in the appropriate column.

N.B. The PACE Programme will not provide loans. Loans should be managed by local banks or intermediate credit bodies, with the EDF imprest account contributing to the financing of such credit lines through memoranda of agreement (grants) with the bodies concerned; in that event, there would be no need for any refund to the PACE Programme.

## 11. MANAGEMENT OF THE ADVANCE

### 11.1 *Transfer of their balance of the advance*

The transfer of the balance of an advance from one imprest account to the next is purely an accounting operation. It has no impact on the Programme's cash flow (imprest account holders and accounting officers continue to use the remainder, transferred from one imprest account to the next throughout the fully operational phase), nor on movements in the accounts of the EDF paying agent.

The Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation draw up **at the same time**:

- (i) a receipt order against the imprest account commitment for the current work programme (for an amount equivalent to the initial advance) and
- (ii) a payment order against the imprest account commitment for the following work programme (for an amount equivalent the receipt order referred to above); the Brussels financial management department acknowledges this transfer in their accounts by recording the above-mentioned receipt order and payment order **at the same time** and forwards copies of the contract cards to the Delegation. The Delegation will then notify the PACE Programme.

The EDF financial management department notes this twofold accounting movement in the accounts of the RDP **at the same time**:

- (i) as a debit in the administration statement for the current imprest account, and
- (ii) as a credit in the administration statement for the succeeding imprest account.

### 11.2 *Increasing the advance*

Should the field management wish to increase the cash flow at its disposal (*i.e.* through an increase in the advance), such increase must:

- (i) be supported,
- (ii) be approved by the Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation,
- (iii) be covered by a supplementary payment order to the value of the increase, and
- (iv) be paid by the EDF paying agent through the PACE Programme's "EDF imprest account" bank account.

### 11.3 *Transfer of a whole advance (without partial recovery)*

Although technically possible, such transfers of the whole advance are not recommended. If such a transfer is done, the advance will be recovered during the end-of-project phase.

### 11.4 *End-of-project phase: full recovery of advance*

During this final phase the field management will have to recover (clear) the advance in full, as follows:

- by forwarding all supporting documents for expenditure paid out (as in the case of replenishment), but with no request for reimbursement; hence there is no replenishment and it is the advance itself that is used up;
- The Financial Controller (acting on behalf of the Regional Authorizing Officer) and the Delegation then draw up a zero payment order (or a number of such orders in succession); these orders may also be referred to as “token payment orders”.

## 12. **OBLIGATORY CLOSURE OF THE IMPREST ACCOUNT**

Imprest account holders and accounting officers will be required to draw up a very exact administration statement administration statement for the closure of the EDF imprest account, not later than six months following the end of the period covered by the imprest account.

Closure may take place only where the imprest account balance is zero (otherwise the closure will not be accepted, with the consequence that the EDF financial management department will refuse the commitment for the third imprest account).

**PART V**  
**SIGNATURES**

**Proposed by:**

**Dr. Ghebrehiwet Teame,  
Director of Veterinary Services,  
Ministry of Agriculture**

**Authorized by:**

**His Excellency Dr. Wolday Futur**

**National Authorizing Officer of the EDF**

**Endorsed by:**

**For the Head of Delegation.  
Delegation of the European Commission in Eritrea**

*Annex A to ANNEX 2*

Cost estimate for the work programme of PACE Eritrea - 1st May 2007 to 31st April 2008  
 (In Nakfa at the exchange rate of Euro 1.00 = 19.95 Nakfa)

Code	Cost Item	Unit	Number of units	Unit cost	Total cost Nakfa	EDF	Government of Eritrea
<b>1</b>	<b>Enhanced national capacities</b>						
<b>1.1</b>	<b>Personnel</b>						
<b>1.1.1</b>	<b>Local staff</b>						
1.1.1.1	National PACE Co-ordinator	man year	1	3,513	42,157		42,157
1.1.1.2	Disease prevention & control officer	man year	1	2,863	34,350		34,350
1.1.1.3	Veterinary public health officer	man year	1	3,253	39,035		39,035
1.1.1.4	Central Laboratory Officer	man year	2	2,602	62,455		62,455
1.1.1.5	Veterinary Regional Officer	man year	2	2,602	62,455		62,455
1.1.1.6	Assistant Vets sub-regional officers	man year	45	1,431	772,885		772,885
1.1.1.7	Field technicians	man year	85	1,301	1,327,176		1,327,176
1.1.1.8	Laboratory technicians	man year	16	1,952	374,732		374,732
1.1.1.9	Meat inspectors	man year	13	1,561	243,576		243,576
1.1.1.10	Secretary	man year	3	1,692	60,894		60,894
1.1.1.11	Cashier	man year	8	1,561	149,893		149,893
1.1.1.13	General workers(drivers etc)	man year	25	1,301	390,346		390,346
1.1.1.14	Watchmen	man year	50	1,041	624,553		624,553
	<b>Sub-total</b>				<b>4,184,507</b>		<b>4,184,507</b>
<b>1.1.2</b>	<b>Technical assistance</b>						
1.1.2.1	Training needs assessment	man month	0.5				
<b>1.2</b>	<b>Equipment</b>						
1.2.1	Computer & Accesserles				158,000	158,000	
1.2.2	Office furniture & equipment				100,000	100,000	
1.2.3	Vehicles				0		
1.2.4	Field equipment				100,000	100,000	
1.2.5	Laboratory equipment				0		
	<b>Sub-total</b>				<b>358,000</b>	<b>358,000</b>	<b>0</b>
<b>1.3</b>	<b>Running costs</b>						
<b>1.3.1</b>	<b>Travel</b>						
1.3.1.1	International (air fares, DSA, visas)				150,000	150,000	
1.3.1.2	National (DSA)				100,000	100,000	
1.3.2	National meetings, workshops & training				124,647	124,647	
1.3.3	Office running costs				11,601	20,000	
1.3.4	Vehicle running costs				326,977	128,113	128,450
1.3.5	Laboratory running costs				35,000	0	35,000
1.3.6	Communications and public utilities				69,609	46,406	23,203
1.3.7	Maintenance of equipment				0	0	
1.3.8	Communication materials				12,669	12,669	
	<b>Sub-total</b>				<b>830,503</b>	<b>581,835</b>	<b>186,653</b>
	<b>Yearly totals</b>				<b>5,373,010</b>	<b>939,835</b>	<b>4,371,160</b>

Table 2							
Cost estimate for the work programme of PACE Eritrea - 1May 2008 to 31April 2008							
(In Nakfa at thr exchange rete of Euro 1.00 = <del>12.076 Nakfa</del> <b>15.35 Nakfa</b> )							
Code	Cost item	Unit	Number of units	Unit cost	Total cost Nakfa	EDF	Government of Eritrea
					0		
2	Improved veterinary services				0		
					0		
2.1	Personnel				0		
2.1.1	Local staff				0		
2.1.1.1	Casual labour				131140	131,140	
					0		
2.1.2	Technical assistance				162150	153,500	8,650
					0		
	<b>Sub-total</b>				293,290	284,640	8,650
					0		
2.2	Equipment				0		
2.2.1	Computer maintenance				6763	0	6,763
2.2.2	Office furniture & equipment				9178	0	9,178
2.2.3	Vehicles				0	0	
2.2.4	Field equipment					0	
2.2.5	Laboratory equipment					0	
	<b>Sub-total</b>				15,820	0	15,820
2.3	Running costs				0		
2.3.1	Travel				0		
2.3.1.1	International (air fares, DSA, visas)				0	0	
2.3.1.2	National (DSA)				98330	58,330	40,000
2.3.2	National meetings, workshops & training				102886	38,375	64,511
2.3.3	Office running costs				33815	13,815	20,000
2.3.4	Vehicle running costs				190000	70,000	120,000
2.3.5	Laboratory running costs				0	0	
2.3.6	Communications and public utilities				63350	15,350	48,000

2.3.7	Maintenance of equipment				0	0	
2.3.8	Communications materials				61400	61,400	
	<b>Sub-total</b>				549781	257,270	292,511
					0		
	<b>Yearly totals</b>				858,891	541,910	316,981



Table 4

**Cost estimate for the work programme of PACE Eritrea - 1 May 2002 to 31 April 2003**

(In Nakfa at the exchange rate of Euro 1.00 = ~~12,078 Nakfa~~ **15,251**)

Code	Cost item	Unit	Number of units	Unit cost	Total cost Nakfa	EDF	GOE
4	Control of other epizootics						
4.1	Personnel						
	<i>Sub-total</i>						
4.2	Equipment						
4.2.1	Computer maintenance				79,330	50,000	29,330
4.2.2	Office furniture & equipment				62,164	51,000	11,164
4.2.3	Vehicles				0		
4.2.4	Field equipment				50,000	50,000	
4.2.5	Laboratory equipment				38,000	0	38,000
	<i>Sub-total</i>				229,494	151,000	78,494
4.3	Running costs						
4.3.1	Travel						
4.3.1.1	International (air fares, DSA, visas)				93,738	93,738	
4.3.1.2	National (DSA)				50,000	50,000	
4.3.2	National meetings, workshops & training				156,000	100,000	56,000
4.3.3	Office running costs				65,801	5,801	60,000
4.3.4	Vehicle running costs				220,000	100,000	120,000
4.3.5	Laboratory running costs				114,810	114,810	
4.3.6	Communications and public utilities				27,344	27,344	
4.3.7	Maintenance of equipment				26,490	26,490	
4.3.8	Communications materials				23,203	23,203	
	<i>Sub-total</i>				777,386	541,386	236,000
					0		
	<b>Yearly totals</b>				1,006,880	692,386	314,494

Table 5				
Summary of cost estimate of the PACE Programme for Eritrea				
<del>for the period 1 January to 31 December 2002</del>				
Code	Cost item	EDF	Government of Eritrea	Total
<b>1</b>	<b>Enhanced national capacities</b>			
1.1	Personnel		4,240,717	4,240,717
1.2	Equipment	358,000		358,000
1.3	Running costs	581,835	186,653	768,488
	<b>Sub-total</b>	<b>939,835</b>	<b>4,427,370</b>	<b>5,367,205</b>
<b>2</b>	<b>Improved veterinary services</b>			
2.1	Personnel	284,640	8,650	293,290
2.2	Equipment	0	15,820	15,820
2.3	Running costs	257,270	292,511	549,781
	<b>Sub-total</b>	<b>541,910</b>	<b>316,981</b>	<b>858,891</b>
<b>3</b>	<b>Fight against rinderpest</b>			
3.1	Personnel			
3.2	Equipment	343,500		343,500
3.3	Running costs	546,696	210,915	757,611
	<b>Sub-total</b>	<b>890,196</b>	<b>210,915</b>	<b>1,101,111</b>
<b>4</b>	<b>Control of other epizootics</b>			
4.1	Personnel			
4.2	Equipment	151,000	78,494	229,494
4.3	Running costs	541,386	878,565	1,419,951
	<b>Sub-total</b>	<b>692,386</b>	<b>957,059</b>	<b>1,649,445</b>
	<b>Total</b>	<b>3,064,327</b>	<b>5,912,325</b>	<b>8,976,652</b>
	<b>Contingency 10%</b>	<b>318,168</b>	<b>591,233</b>	<b>1,001,532</b>
	<b>Total estimated costs</b>	<b>3,382,495</b>	<b>6,503,558</b>	<b>9,978,184</b>

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