ORGANIZATION OF AFRICAN UNITY
INTERAFRICAN BUREAU FOR ANIMAL RESOURCES

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

EUROPEAN DEVELOPMENT FUND PROJECT NUMBER REG/5007/005
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WORK PROGRAMME & COST ESTIMATE FOR PACE COMMON SERVICES & CO-ORDINATION UNITS

1 JUNE 2001 TO 31 MAY 2002

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analysis of disease surveillance. PACE will assist the creation of enabling regulatory and financial frameworks to enable the fuller participation of the private sector in the delivery of veterinary services. The Economics Unit will analyze the costs and benefits of private veterinary practice and animal health delivery systems using CAHW delivery systems and will embark on an *ex-ante* economic analysis of CBPP.

The Improvement of the Delivery of Veterinary Services is a cornerstone of the PACE Programme. It is represented at national level as one of the Programme's four thrusts and, at regional level, by a large unit that comprises two sub-units: the EDF-funded **Veterinary Legislation and Privatization sub-unit** (VLPU) and the mainly DfID-funded **Community-based Animal health & Participatory Epidemiology** (CAPE sub-unit. These two sub-units will work in parallel to address a wide range of important issues.

The VLPU will assist the revision of the OAU/IBAR's policy on re-organization of veterinary services, which will be distributed to the PACE member countries. Guidelines will be produced that will assist the harmonization of sanitary legislation between the different countries of PACE. They will promote trade in animals and animal products in the region, and the basis for a legal framework will be established to enable the further development of cost recovery measures related to animal health. The VLPU will make recommendations to individual PACE countries to refocus the delivery of veterinary services to livestock owners by permitting the transfer of responsibilities for the provision/delivery of selected veterinary services and the distribution of drugs to the private sector in order to achieve broader national coverage. The unit will promote the greater participation of private veterinarians in licensed activities related to state veterinary medicine, in the context of national herd health and epidemiosurveillance. PACE will promote the concept of private veterinary networks (including paravets) at field level and will create opportunities for stockbreeders associations to participate in the management of animal health.

The CAPE sub-unit will focus its activities at two levels during this year. At the policy level, CAPE will strengthen IBAR's capacity to develop its policies toward pastoral development. At the field level, the unit will work towards refining ccommunity-based animal health delivery systems in pastoral areas. This will entail a broad range of activities that will require the participation of stakeholders, including veterinary schools, which have to teach appropriate methods of community-based animal health and participatory epidemiology. Initially, the sub-unit's activities will focus on supporting the development of a network for animal health delivery in the Greater Horn of Africa. Through constant and close dialogue with VLPU, CAPE will support reviews of institutional organization, legislation and policy and stakeholder analysis of current policy and legislation. The validation and improvement of disease surveillance tools appropriate for use by CAHWs will be conducted in close collaboration with the PACE Epidemiology Unit. In subsequent years, CAPE's activities will be extended into countries of western Africa, as appropriate.

Two other Common Services Units underpin the whole spectrum of the Programme's activities, namely the Communications Unit and the Data Management Unit.

The Communications Unit has conducted initial assessments of the requirements of PACE countries. In the second year, it will launch a series of initiatives to:

Summary

The activities of the PACE Programme's Common Services and Co-ordination Units for the 12 months beginning on 1 June 2001 are described in this document.

The combined activities of the various teams in the Common Services and Co-ordination Units will produce the six results required to achieve the purpose of the year's work, namely that "*Animal resource keepers, traders and national level professionals cooperate to combat major animal diseases, within the context of Pan-African collaboration that is co-ordinated and facilitated by OAU/IBAR.*"

Essentially, the PACE Programme's Common Services and Co-ordination Units will serve the 32 PACE member countries that constitute its clients.

The PACE Programme Co-ordination Unit in Nairobi (that also co-ordinates the activities in 10 eastern African countries) and **the Regional Co-ordination Unit** in Bamako (that covers 22 countries in West/Central Africa) will be responsible for the co-ordination of the Common Services and national PACE components. In addition, the PCU has specific responsibilities for international liaison, the development of a training programme and the commissioning of a research programme on applied aspects of CBPP and rinderpest through the appropriate world reference centres.

This year, for the first time, the PACE Programme will fund **the OIE's Regional Representative for Africa**, who will be based in Bamako. He will work closely with the PACE staff and will ensure that supportive measures are in place initially in those countries that are at high risk of rinderpest resurgence. This will ensure that the PACE Emergency fund could be swiftly mobilized, if necessary. In support of this fund, PACE will establish a rinderpest vaccine bank and will re-activate the PANVAC vaccine quality assurance activities in Dakar.

The PACE Epidemiology Unit (PEU) is the heart of the PACE Programme. Its activities will contribute mainly to the facilitation of the establishment of a Pan-African network for epidemio-surveillance; the verification of the eradication of rinderpest; and, the elaboration of strategies for participatory control of other priority epizootics. The IAEA will second an expert in veterinary laboratory diagnostics who will lead the important activity of strengthening the region's diagnostic capacity. The PEU will co-ordinate the surveillance of rinderpest in domestic and wild animal populations in PACE countries and will ensure that countries follow procedures that are compatible with the requirements of the OIE pathway for the declaration of freedom from rinderpest. PACE aims to extend epidemio-surveillance to other priority epizootics on a sustainable basis. To this end, the PEU will undertake a series of activities, in close collaboration with the PACE Economics Unit, to develop appropriate strategy proposals for, initially, CBPP. Other efforts will focus on collecting information on African swine fever and Rift Valley fever in order to support strategy development in affected countries and sub-regions.

The PACE Economics Unit will conduct workshops to transfer to suitably qualified PACE nationals the rinderpest economic impact assessment model that was developed during the PARC. The unit will also continue to assess government funding levels and will conduct a cost

- build the profile and 'brand image' of PACE and its concerns in the eyes of external stakeholders, including the donor and policymaker communities and the international media. (This strand of work is expected to absorb up to 15 percent of overall Unit effort.)
- aggregate and share the experiences of PACE national projects to ensure that lessons are learned and collective knowledge and expertise made available throughout the PACE network. (Some 25 percent of effort will be expended on this knowledge management process.)
- directly counsel, monitor and encourage the communications initiatives of all PACE national projects. (These activities are expected to comprise at least 45 percent of the Unit's effort.)
- build an appropriate communications infrastructure and necessary capacity in the PACE regional centres and, for the longer-term, at IBAR. (This strand of activities is expected to involve 15 percent of the Unit's work effort.)

The Data Management Unit (DMU) will undertake a wide range of activities in close collaboration with the PEU, the Communications Unit and with other units of the Common Services. The national PACE projects will be a major beneficiary of the DMU's outputs. The compilation and structuring of available information from various sources will be an early activity to enable the production of a CD-ROM that will be distributed to PACE countries and beyond. The DMU will lead the task of identifying and establishing an appropriate information system for PACE member countries and the IBAR. Routines for data collection, transmission, analysis and information dissemination will be introduced and capacities for Information Management and Geographical Information System (GIS) will be strengthened at national and regional levels, on a sustainable basis. The DMU will assist in the compilation of epidemiological data and maps to assist reviews of the rinderpest eradication strategy in Eastern and Central Africa, particularly related to the OIE pathway. The unit will begin to collect epidemiological and economic data to map the distribution of CBPP and other major epizootic diseases to assist designing control strategies.

The PACE Financial Unit will advise national projects and the PCU on budget matters and will initiate regular audits of expenditure. The production of an appropriate, bilingual accounting system will be an important output of the year's work, and is necessary for the effective management of accurate, up to date financial data. It will be transferred to the Regional Co-ordination Unit in Bamako and to some PACE countries on a pilot basis.

By the end of the second year's work programme, the PACE Programme's administration and strategy development will be firmly in place and the national components of 28 countries will have been launched.

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PART I

INTRODUCTION

INTRODUCTION

1. BACKGROUND

The Pan-African Programme for the Control of Epizootics (PACE) is the successor of the Pan-African Rinderpest Campaign (PARC). The European Development Fund of the European Union has provided €72 000 000 for the Programme and the Director of the Organization of African Unity Interafrican Bureau for Animal Resources (OAU/IBAR) is the Regional Authorizing Officer of the EDF for the PACE Programme. OAU/IBAR co-ordinates the implementation of the Programme through national, sub-regional and regional programmes.

The purpose of the PACE Programme is to revitalize animal health services through strengthening national and regional capabilities to sustain surveillance, as well as strategic control of major animal diseases, and to improve animal health care, in 32 sub-Saharan countries. The PACE strategy is derived from the Programme's overall objectives (Table 2), which provide a framework for implementation at global, regional and national levels.

Table 1

Objectives of the PACE Programme

Goal (Overall objective)	Combating poverty among those involved in stock farming by improving productivity.
Purpose (Immediate objectives)	1. Strengthening the capability (National and regional) to assess the technical and economic aspects of animal diseases and generate appropriate programmes for their control. 2. Safeguarding animal health in Africa against major animal diseases (OIE List A diseases).
Results	1. Reinforcing animal epidemiology services (information, diagnostics and follow-up) and control of major animal diseases in the participatory countries. 2. Greater privatization of veterinary services and public/private sector linkage in the field. 3. Rinderpest eradicated from Africa; greater control of other epizootic diseases, especially CBPP. 4. At pan-African level, sustainable co-ordination of national animal health systems and arrangements for tackling epizootic diseases set up.

The PACE Programme Co-ordination Unit (PCU) at OAU/IBAR is responsible for the coherence of programme implementation at all levels and assesses operations to keep them in line with the Programme's objectives.

Two Regional Co-ordination Units, one in Bamako, the other in Nairobi, will co-ordinate the implementation of the PACE Programme in Western/Central, and Eastern Africa, respectively. For practical purposes, since the PACE Programme Co-ordination Unit (PCU) and the Regional Co-ordination Unit for Eastern Africa are both based at the offices of the OAU/IBAR, they form a single administrative unit that is headed by the Programme Co-ordinator.

PACE offers a range of "Common Services" to the national PACE components. The Common Services personnel are based at Bamako and Nairobi in co-ordination units, in N'djamena to assist with the management of a cordon sanitaire, and at the PANVAC[1] facility in Debre Zeit.

These experts and counterparts supplement OAU/IBAR's skills and provide countries with specialized advice in the following disciplines:

- Communications
- Community-based animal health initiatives
- Data Management
- Economics
- Epidemiology & Wildlife diseases
- Veterinary Legislation an Privatization

2. THE PURPOSE OF THIS DOCUMENT

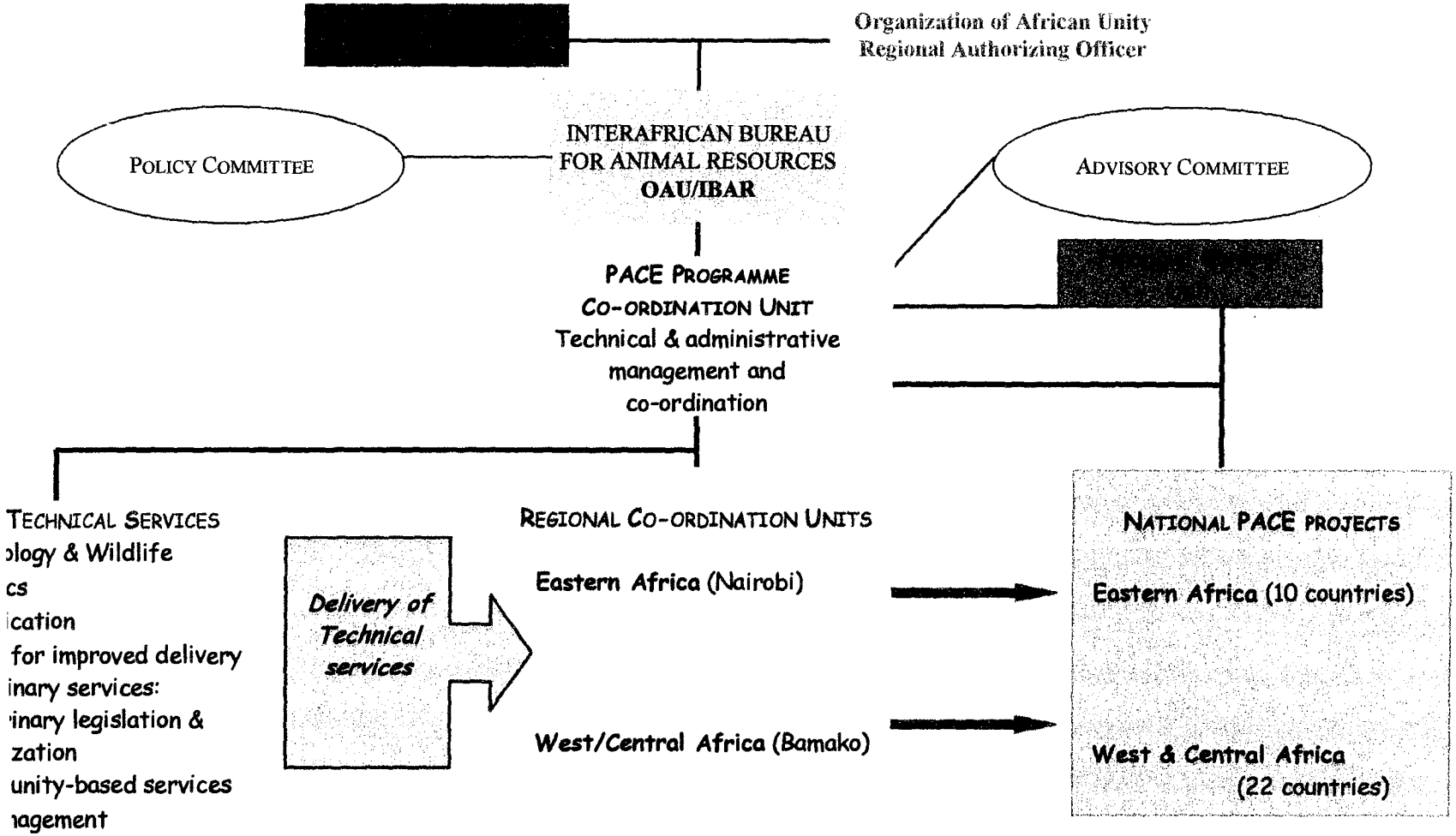
This document describes the work programme for the Co-ordination Units and Common Services for the second full year of the PACE Programme, which will start on 1 June 2001 and end on 31 May 2002.

Part II of the document comprises several sections. Each outlines the achievements, orientation, objectives and main activities of the Co-ordination Units and the individual Common Service. The logical framework, time plan of activities and estimated costs envisaged for this period are annexed.

[1] The Pan African Veterinary Vaccine Centre (PANVAC) located in Debre-Zeit, Ethiopia, was founded in response to the need for effective control of rinderpest in Africa. It aims, in the short-term, to promote improvements in the quality of veterinary vaccines. In the long-term, PANVAC aims to promote the achievement of uniformly high standards throughout Africa, so that the continent becomes self-sufficient in the production of essential veterinary vaccines.

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

OUTLINE OF ORGANIZATION & MANAGEMENT



Other common services include: Research; Reviews, monitoring & evaluations; Support for veterinary schools.

PART II

OBJECTIVES, ACTIVITIES AND EXPECTED RESULTS OF THE COMMON SERVICES AND CO-ORDINATION UNITS OF THE PACE PROGRAMME NAIROBI AND BAMAKO

Part II

OBJECTIVES, ACTIVITIES AND EXPECTED RESULTS OF THE COMMON SERVICES AND CO-ORDINATION UNITS OF THE PACE PROGRAMME: NAIROBI AND BAMAKO

1. OBJECTIVES OF THIS WORK PROGRAMME

At a workshop that was held in October 2000, the staff of the PACE Common Services and Co-ordination Units (Annex 1) defined their roles, responsibilities and objectives in the framework of the overall logical framework for the PACE Programme (Table 1 above).

The primary roles and responsibilities of the Common Services are to advise, facilitate, support, harmonize, catalyze and inform national PACE programmes and PACE Co-ordination Units. The Co-ordination Units are responsible for ensuring the overall coherence of the Programme and for its co-ordination and monitoring; they have an additional role of informing all key stakeholders of the Programme's progress. Moreover the Programme Co-ordination Unit will play a proactive role in linking with relevant international organizations to assure the efficient implementation of the programme following international requirements.

The national components of PACE are responsible for the implementation at field level. The combined, synergistic results achieved at national and regional levels will result in the achievement of the PACE Programme's overall objectives. In this context, the PACE Common Services and Co-ordination Units are responsible for achieving six results (Table 2).

The logical framework (Annex 2) developed for these PACE regional units incorporates the main activities for this work programme, which are addressed in the following sections of this document.

2. CO-ORDINATION

2.1 HIGHLIGHTS OF THE FIRST YEAR

The PACE Programme Co-ordination Unit (PCU) and the two Regional Co-ordination Units, one in Bamako the other in Nairobi, were established during the first year's work programme. The basis for the PACE strategy was developed at a workshop in October 2000 and the strategy is being implemented. It includes a strategy for each unit of the Common Services and the Co-ordination Units. The co-ordination strategy aims at establishing sustainable systems and networks, effective communications, transfer of appropriate technologies, capacity building, programme monitoring and international liaison all of which aim to provide effective support to national components of the PACE Programme. Systems required to support the implementation of the PACE Programme were also developed. These included the logical framework matrix for the Co-ordination Units and Common Services required for planning and monitoring; the PACE administrative procedures; budgeting and accounting formats; a local area

computer network at IBAR's office's; a central filing system; and, formats for the consolidation of the work programmes of the national PACE components.

Table 2

Objectives of the PACE Common Services and Co-ordination Units
(defined at a participatory planning workshop in October 2000)

SUPER GOAL
Achievement of enhanced food security and significant reduction of poverty among rural communities is promoted

OVERALL GOAL
Production and productivity of animal resources are sustainably increased

PROJECT PURPOSE
Animal resource keepers, traders and national level professionals cooperate to combat major animal diseases, within the context of Pan-African collaboration that is co-ordinated and facilitated by OAU/IBAR

RESULTS/OUTPUTS
1. Capabilities of OAU/IBAR to fulfil its mandate as a Centre of Excellence in the management of animal resources are strengthened
2. Opportunities have been created to increase the capabilities of livestock owners, public and private animal health workers to work in synergy at national levels
3. Pan-African network for epidemio-surveillance is effectively functioning
4. Increased availability of quality assured vaccines, drugs and other inputs at grassroots level is promoted effectively
5. Total eradication rinderpest from the region has been facilitated
6. Development of strategies for participatory control of other priority epizootics has been initiated

2.2 CO-ORDINATION ACTIVITIES

2.2.1 THE MANAGEMENT OF PACE

Some serious difficulties arose during the first year of the Programme. The lack of a sufficient preparatory period meant that delays occurred by default; these were exacerbated by delays in the recruitment of staff, and high workloads produced a situation in which the PACE Programme Co-ordination Unit became "reactive" instead of "proactive." The implementation of this work programme should be smoother. All technical assistants are in post, although new Communications TAs will take over the posts in Nairobi and Bamako. Twenty-three PACE countries have received approval to start implementing their programmes.

The prime task of the PACE Co-ordination Units is to co-ordinate the PACE Programme at its different levels, namely:

- Co-ordination within and between the units of the Common Services;

- Co-ordination of the support provided by the Common Services for the national components of PACE;
- Co-ordination of national PACE components in sub-regional context; and,
- Co-ordination of the various responsibilities of the PACE Co-ordination Units themselves.

A team approach has been adopted to the implementation of the co-ordination strategy, and the second year's work programme will be guided by the joint plan of activities (Annex 2a) that was developed with the participation of the co-ordination and common services units.

2.2.2 Co-ordination of the Common Services

2.2.2.1 Organization and Management

The PACE Common Services Units are fully staffed and the effective co-ordination of their activities in support of the national PACE programmes is a high priority. To assist planning and co-ordination of PACE activities, a calendar of the major events has been prepared (Fig. 3); it will be continuously updated.

To improve regional co-ordination in Eastern Africa and to assist the PACE Programme Co-ordinator, a PACE Desk Officer for Eastern Africa will be recruited if the Lead Delegation of the European Commission specifically endorses the appointment. This post would increase the capacity of the PCU to assist the national PACE programmes, particularly with regard to the Eastern African countries harbouring rinderpest virus lineages 1 and 2. This officer will assist in the consolidation of the work programmes, which has proved to be an onerous task.

The PCU will engage short-term consultants and advisors through the provisions of the work programme, through Common Services TA contracts and, eventually through the framework contract for the provision of national PACE programme TAs. Their inputs will generally be service oriented and the transfer of appropriate skills will be an important aspect of their work. This approach will contribute to capacity building in the PACE countries.

With the assistance of a short-term management consultant, the PACE PCU will develop a system for the appraisal of staff performance. This will be applied for two purposes: first, to improve the Programme's performance and, second, to provide a basis for the possible award of bonuses, as applicable, in accordance with Article 8.1 (b) of the "Detailed rules for conducting imprest accounts in EDF-financed programmes and projects," within the limits of funds available. This system will guide the development of similar systems that national PACE components may wish to adopt, in consultation with the respective delegations of the EC.

2.2.2.2 Technical Aspects

By the end of the first year of PACE, each unit had developed its strategy and these were harmonized at a meeting in January 2001. The Co-ordination Units will continue to co-ordinate the technical activities of the Common Services Units so that the PACE

Programme achieves coherence, minimizes duplication of effort, and addresses all of the necessary issues, leaving no gaps.

2.2.2.3 Planning and Monitoring

This work programme was developed with the joint participation of all Common Services Units. During the coming year, every three months, a 1- to 2-day meeting will be convened between the PCU and the Regional Co-ordination Units in Nairobi and Bamako at which the implementation of the programme will be monitored. Heads of Units and their staff will participate in these review meetings, as necessary. The time plan of activities and the respective milestones will be reviewed. Milestones will be developed at each meeting for the following quarter. Replanning will be done, as necessary. The outcome of these meeting will form the basis for progress reports. An important product of these meetings will be the "quarterly programme of country visits, or missions," which will provide the basis for co-ordinated activity of regional personnel in support of national PACE projects. This document will be provided to the Lead Delegation of the EC for onward transmission to the delegations in the PACE countries.

In the Co-ordination Units of Bamako and Nairobi, regular, brief weekly meetings of the heads of the PACE Common Services Units will be held to ensure that each unit is fully informed of planned activities, progress made, constraints encountered, procedural requirements, resource availability and reporting requirements.

The various units of the Common Services will maintain frequent contact with each other to harmonize their activities, provide mutual support, particularly during missions to the PACE countries, and achieve synergy.

2.2.3 CO-ORDINATION OF NATIONAL PACE COMPONENTS

2.2.3.1 National PACE Components

The bulk of the Programme's EDF funds (67%) support national operations that are planned and implemented in each country. These operations are supported by the PACE Common Services, which are co-ordinated at sub-regional and regional levels. In each country, a National PACE Co-ordinator leads the national PACE programmes.

Each participating country has an indicative budget for the duration of the PACE Programme. The national PACE programmes are implemented by the respective national administrations and their activities always fall under four headings or thrusts, although the priority accorded to each varies within and between regions. The thrusts are as follows:

1. Reinforcing animal epidemiology services and control of the major diseases by enhancing national capacities
2. Greater privatization of veterinary services and public/private linkages in the field to improve the distribution of veterinary services and medicines
3. Rinderpest eradication from Africa through elimination of the last reservoirs and verification of freedom

4. Control of major epizootic diseases

2.2.3.2 Technical Assistance to National Components

In the first year, the PACE PCU developed a proposal for the provision of technical assistance to the national PACE components. During the second year, the PCU will finalize the recruitment of technical assistants (TAs) for national PACE programmes. The Regional Co-ordination Units will supervise their installation and provide orientation on the PACE Programme's objectives, procedures and systems, including monitoring and reporting. It is anticipated that the installation of technical assistants to national programmes (Ethiopia, Kenya, Sudan, Uganda, Tanzania, Nigeria) and availability of TAs at regional level in Western and Central Africa will be completed by December 2001.

2.2.3.3 Support from Common Services

Each unit of the PACE Common Services will provide guidelines to national PACE projects and will assist the development of proposals for national activities, in line with the global plans. Each unit will harmonize its own plans to ensure that appropriate support is provided at national and sub-regional levels. Staff of the PACE Common Services and Co-ordination Units will participate in national PACE workshops whenever possible and will promote regional collaboration. They will also provide country-specific support, chiefly through country visits, which will be co-ordinated by the respective regional co-ordination units. However, to optimize the use of resources and for practical purposes, the visits of Common Services personnel to PACE member countries will be determined, as far as possible, not only by the requirements of national work programmes but by the needs of regions. Decisions concerning the allocation and use of Common Services will be co-ordinated, initially, during regional co-ordination meetings (see below). National PACE components will, therefore, have to take cognizance of the PACE activities planned in neighbouring countries and make provisions accordingly.

The impact of this level of planning will become evident in the proposals made by PACE member countries for their second year's work programmes, and will be reflected in the consolidated work programmes prepared by the Regional Co-ordination Units.

2.2.3.4 Consolidation of National PACE Work programmes

The PACE PCU has developed a format for the consolidation of the national work programmes and cost estimates. The plans of 23 countries were consolidated in the first year of the Programme, in three batches (Fig X). The first five countries to receive funding were Ethiopia, Guinée Conakry, Mali, Rwanda and Senegal; their first year's work programmes were consolidated by July 2000, and implementation began in August 2000, although delays occurred in the release of funding. The consolidated work programme of another 10 countries[2] was approved in January 2001, and proposals from another eight countries[3] were consolidated and submitted for approval in March and, after revision, again in May 2001.

[2] Benin, Cote d'Ivoire, Eritrea, Gabon, Ghana, Mauritania, Niger, Republique Centrafricaine, Tchad and Togo.
[3] Burkina Faso, Djibouti, Guinea Bissau, Nigeria, Kenya, Somalia, The Gambia, Uganda

In the course of the second year, the Regional Co-ordination Units will assist the PCU to consolidate the work programmes and cost estimates of national PACE components for their second year's activities. This task will start in May 2001 for the five countries of the first batch, to which will be added the proposals from Cameroon, Congo, Guinée Equatoriale, Sudan and Tanzania. The consolidation of the second year's work programmes for the countries of Batch II will begin in October 2001. By the end of 2001, it is expected that two consolidated work programmes covering the work programmes of 28 PACE countries will have been approved.

2.2.3.5 Indicative Budgets for National Components

In the memorandum of understanding for each PACE country, signed between the National Authorizing Officer of the EDF and the Regional Authorizing Officer of the EDF (the Director of OAU/IBAR), an indicative budget is stated. The PACE Programme is based on a system of "drawing rights" on indicative allocations. If a programme partner makes rapid, appropriate and effective use of its funds, it may expect to receive an increase in its budgetary ceiling, after the OAU/IBAR, in conjunction with the EC, approves such additional allocation. In the course of this year, the PACE PCU will develop a technical and financial basis for reviewing the indicative allocations and applying the drawing rights. It is envisaged that the indicative allocations will be reviewed in the third year of implementation.

2.2.3.6 Support to National PACE Co-ordinators

The delayed start-up of national PACE projects resulted in the postponement of regional co-ordination meetings. When these meetings are held, the PCU will, as a matter of urgency, review with the national PACE co-ordinators the indicators that will assist the evaluation of the national components of PACE. The PCU will also apply guidelines for project administration, financial management and the appraisal of staff performance to the co-ordinators and respective delegations of the EC. By December 2001, the PCU will provide countries with the criteria for modifying indicative budgets through the "drawing rights" procedure.

As part of the phasing of the programme's implementation, the PACE Programme Co-ordination Unit will select key countries, as models, facilitate the development and transfer of effective indicators and milestones.

2.2.3.7 Reporting of National Activities by Co-ordination Units

In order to harmonize the reports of the PACE Programme, the monitoring and reporting system developed for the PACE Common Services and Co-ordination Units will be adapted and transferred to the national components. All Common Services staff will assist in this process and, to provide a clearer overview of the Programme, they will assist with the compilation and regular updating of brief "country digests" or information sheets that contain essential information related to PACE. The Co-ordination Units will prepare periodic reports on the implementation of PACE in their respective regions. The two regional co-ordination meetings will be useful in reinforcing the coherence of reporting throughout the Programme.

2.2.4 SPECIFIC RESPONSIBILITIES OF PROGRAMME & REGIONAL CO-ORDINATION UNITS

2.2.4.1 Regional Co-ordination Meetings

Regional co-operation is an important feature of the PACE Programme and it is envisaged that an increasingly strong multiplier effect will be produced through regional and sub-regional meetings, and the joint actions that the Co-ordination Units are responsible for organizing. Two inception workshops were convened in the first half of 2000 but the planned regional co-ordination meetings were not convened during the first year, because so few countries had received the PACE funding necessary to meet the costs of the participation of their representatives.

During the second year, two regional co-ordination meetings will be convened, one for Eastern African countries, in Uganda, the other in Cameroon, for countries of Central and West Africa. These will be focal events. They will permit national activities to be co-ordinated, experiences to be exchanged and the units of the Common Services to provide guidance related to their specific activities. At the two meetings to be held in 2001, national PACE co-ordinators will be introduced to the PACE monitoring system and indicators for national PACE components will be developed. Usually, from each country, only the national PACE co-ordinators will attend these regional co-ordination meetings. The PACE Co-ordination Units will convene other workshops and meetings on such subjects as communications, epidemiology, wildlife disease surveillance, economics and other specific topics at other times during the year. The appropriate PACE staff will attend these meetings and workshops.

Normally, the costs of participation of PACE nationals will be met from the imprest accounts for their national components. However, under exceptional circumstances, the PACE Co-ordination budget may meet the costs of the participation in regional meetings of representatives of PACE countries. Such amounts will eventually be debited to the respective national accounts.

2.2.4.2 Reporting

Delayed and incomplete reporting was a shortcoming of the Programme in its first year. Consequently, emphasis will be placed on timely reporting during the second year.

Reporting formats will be harmonized and reports will be made to the PACE Advisory Committee at the two meetings (in September 2001 and March 2002), which the PCU will help to organize. The Co-ordination Units will assist the PACE country to adopt the agreed formats.

2.2.4.3 Designing a Training Programme for PACE

The PACE Programme has an allocation of €5 300 000 for training at national level. Each national component has made proposals for the training it requires. The PCU will co-ordinate a review of the training proposals with a view to rationalizing the training activities, monitoring them, and preparing the basis for the evaluation of training in PACE.

To achieve greater coherence, each unit of the PACE Common Services will analyze the training proposals made in the national global plans and determine the priorities for

the Programme as a whole. A training specialist, whose assistance will be commissioned on a short-term basis, will then review these "lists." The training specialist will recommend criteria to be used to monitor the training provided and evaluate its impacts. Based on the outcome of this analysis, a service contract may be concluded to develop a framework and complete the design of a PACE training programme, as part of which a training needs assessment may be necessary.

At the level of veterinary undergraduate training, the PCU will harmonize the proposals made by the various units of the Common Services (Epidemiology, Veterinary Legislation & Privatization, CAPE, Communications and Economics) for the revision of veterinary curricula. These proposals will aim at improving the capabilities of veterinary professionals and para-veterinarians to deliver the services that livestock owners and state veterinary services require.

2.2.4.4 OAU/IBAR's Capacity and Organizational Development

Primarily through its DfID-funded CAPE component, the PACE Programme will contribute to the strengthening of OAU/IBAR's capacity by assisting in its organizational development and the introduction of appropriate systems and technologies. The PCU will co-ordinate this assistance.

2.2.4.5 Fostering Policy Dialogue

To complement the work of the PACE Common Services, the PACE Co-ordination Units will foster policy dialogue on a number of important issues including government budget support for animal disease surveillance and control, the review of veterinary legislation and the privatization of the delivery of veterinary and animal health services.

By December 2001, PACE will convene a consultative workshop on livestock:environment interactions. This will aim at defining appropriate discrete studies that PACE could support in order to contribute to the international debate on the subject and provide guidelines to mitigate adverse impacts.

At the continental level, PACE will organize the first meeting of its Policy Committee before December 2001. PACE proposes to support three-day meeting of the Directors of Veterinary Services from OAU Member States with representatives of donor organizations and international development agencies. This meeting would immediately precede the two-day meeting of ministers responsible for animal resources and livestock development in OAU Member States. However, the release of such funds to this budget line will require the specific separate authorization of the regional Authorizing Officer and the endorsement of the Head of the Delegation of the EC in Kenya. The PACE Programme will make important technical contributions to both meetings on veterinary legislation, privatization of service delivery, and livestock-environment interactions. The PCU may commission short-term services to assist the preparation of policy papers and keynote presentations to be made at these meetings.

2.2.4.6 International Liaison and Partnerships

The PACE PCU is responsible for assisting OAU/IBAR to liaise with international organizations, agencies and partners. Two meetings of the PACE Advisory Committee will be convened to enable some of OAU/IBAR's most important partners to consider

issues and problems that affect the PACE Programme at its various levels. In this manner, PACE will benefit from up to date advice from a group of veterinary specialists who are well informed on all aspects of the Programme.

In addition, PACE will fund the attendance of some OAU/IBAR and regional PACE staff at the annual meeting of the OIE in Paris. PACE might sponsor the participation, on merit, of deserving senior staff from national PACE programmes at the biennial meeting of the Association of Institutions of Tropical Veterinary Medicine (AITVM), which will be held in Denmark in August 2001, if contributions are to be made that will benefit PACE.

The PACE Programme Co-ordination Unit and Regional Co-ordination Units will assist the mid-term evaluation, as necessary; it is scheduled for the end of the second year of the programme, *i.e.* November 2001.

2.2.4.7 PANVAC, the PACE Emergency Fund & Vaccine Bank, and Research

The PACE PCU will assist the OAU/IBAR to overcome the obstacles that have impeded the timely start-up of launch of this component of the programme. One option that will be pursued is that of transferring the rinderpest vaccine testing activity to Dakar, Senegal, on an interim basis while the OAU concludes a site agreement for PANVAC with the Government of Ethiopia, and negotiates with the OAU the appointment of an officer-in-charge of PANVAC. The PCU will assist PANVAC to resume its quality control activities by the end of July 2001. The OAU/IBAR will approach the Japanese International Co-operation Agency to clarify the Government of Japan's contribution to PANVAC.

The PCU will also assist OAU/IBAR to initiate preparations for the hand over by the Veterinary Vaccines Expert technical assistant to an OAU-appointed officer-in charge of PANVAC.

By the end of August 2001, the PACE Emergency fund and associated rinderpest vaccine bank will be in place. The vaccine bank will stock 1.5 million doses of thermo-stable rinderpest vaccine for use in the event of an outbreak of the disease.

By the end of August 2001, the PCU will conclude, and subsequently supervise, grant contracts for research on rinderpest and CBPP with the world reference laboratories for each disease, namely Pirbright, UK, and CIRAD-EMVT, France, respectively.

Indicators for main activities of the PCU

Main activity	Indicator
Co-ordination of the Common Services	The PCU will conduct joint monitoring with all PACE Common Services Units to review implementation, in August 2001, January and April 2002.
Co-ordination of national PACE components	By end October 2001, a contract will be awarded for the provision of technical assistance to PACE national components, and by end January 2002, all long-term TAs will be in post.
	The PCU and Regional Co-ordination Unit in Bamako will have consolidated the national PACE work programmes for at least 28 countries, in three batches, by end December 2001.
	By end September 2001, the PACE PCU will have developed a technical and financial basis for reviewing the indicative allocations and applying the drawing rights.
	By end December 2001, the monitoring and reporting system developed for the PACE Common Services and Co-ordination Units will be adapted and transferred to the national components
Specific responsibilities of Programme & Regional Co-ordination Units	By end October 2001, two regional co-ordination meetings will have been convened, one for Eastern African countries, in Uganda, the other in Cameroon, for countries of Central and West Africa.
	By end October 2001, the PCU will have completed a co-ordinated review of proposed PACE training activities and will have proposed a training programme for national components.
	The first meeting of the PACE Policy Committee will have been held by end September 2001. By end December 2001, PACE will have convened a consultative workshop on livestock:environment interactions.
	PACE will have: established the capacity to resume PANVAC-certified quality control activities, and completed testing the backlog of vaccines by the end of July and December 2001, respectively.
	By the end of September 2001, the PACE Emergency fund and associated rinderpest vaccine bank will be in place.
	By the end of August 2001, the PCU will conclude, and subsequently supervise, subvention contracts for research on rinderpest and CBPP with the world reference laboratories.

2.3 SUPPORT TO THE OIE REPRESENTATIVE IN AFRICA

2.3.1 INTRODUCTION

The PACE Programme will provide financial support for the OIE's Regional Representative in Africa. The appointment was made in November 2000 and the incumbent will assume the responsibilities of the post on 1 April 2001. The PACE Programme will meet his personnel and operating costs from provisions made in the budget for this work programme.

At the global level, the OIE assists countries to apply international standards for the improved protection of animal health, thereby enabling them to gain and retain access to international trade in animals and animal products. Within Africa, the OAU/IBAR supports countries to implement projects aimed at improving animal health and production. As a result of this shared interest, it is important to ensure that efforts are not duplicated. The recently established Regional Office of the OIE will reinforce and complement the mandates of the two organizations, initially, at the level of the PACE Programme. The activities of the OIE Regional Representative will be carried out in the framework of the memorandum of understanding signed between the OIE and the OAU/IBAR. The representative will be based at the PACE Regional Co-ordination Unit in Bamako.

This regional representation has three main objectives, namely:

- To improve animal health information in Africa, as well as quality assurance;
- The information and training in the field of administration and management of veterinary services in Africa; and,
- The information and training on registration and control of veterinary drugs.

The activities of the OIE Regional Office for Africa are derived from the letter of appointment for the OIE Regional Representative agreed by OIE and OAU/IBAR. During the period covered by this work programme, the Regional Representative will work within the framework of PACE, in close collaboration with the PACE Co-ordination Units, the Common Services Units and national PACE components. His activities will be closely harmonized with those of the other units. His main activities will be grouped under several headings, as follows.

2.3.2 ACTIVITIES OF THE OIE REGIONAL REPRESENTATIVE

2.3.2.1 Regional Co-ordination Meetings

The OIE Regional Representative will participate in two regional co-ordination meetings, one for countries in western and central Africa, the other for the eastern African countries. He will present to the national PACE co-ordinators detailed explanations of the OIE pathway for the declaration freedom from rinderpest and will make an inventory of the status regarding emergency preparedness plans in each PACE country. On the basis of this status he will develop a programme of country visits to assist the revision and updating of national and sub-regional emergency preparedness plans.

2.3.2.2 Measures to Mobilize the PACE Emergency Fund

By the end of August 2001, the regional Representative will visit the countries of the cordon sanitaire (RCA, Tchad, Sudan) and, later, the neighbouring states (including Cameroon, Niger, Ethiopia, Uganda). He will explain in detail to the national policy-makers and treasury departments the measures that should be put in place to enable the countries to benefit from the PACE Emergency fund, in the event of an outbreak of rinderpest. He will subsequently, assist national directors of veterinary services and PACE co-ordinators to develop proposals for submission to national authorities.

2.3.2.3 Seminars on Information Management

In early 2002, in close collaboration with the PACE Epidemiology Unit and Data Management Unit, the Regional Representative will develop and deliver two regional seminars on information management related to the requirements of the OIE. He will promote the collection and dissemination of reliable information on animal diseases, particularly trans-boundary diseases

2.3.2.4 Revision of Veterinary Legislation

The Regional representative will work closely with the Unit to Improve the Delivery of Veterinary Services (UIDVS), which comprises the two sub-units of Veterinary Legislation and Privatization (VLPU) and the CAPE project. During this year, he will follow-up the status of legislation and regulations related to veterinary practice and the distribution of veterinary medicines in the countries of western and central Africa. He will collate texts for revised legislation and verify that they are aligned with the appropriate guidelines of the OIE, paying particular attention to the aspect of sanitary mandates and the supervision of veterinary auxiliaries. These proposals will be discussed at two regional workshops that will be convened together with the UIDVS.

2.3.2.5 Regional and Sub-regional Organizations in Africa

OAU/IBAR liaises with several important regional and sub-regional organizations in Africa[4]. The OIE Regional representative will develop and circulate appropriate "digests" of information concerning the OIE's role and responsibilities, and the assistance that it can provide to member countries. He will visit at least three such organizations in western, eastern and southern Africa, during the year.

2.3.2.6 Meeting of Directors of Veterinary Services, OAU Ministers of Animal Resources and PACE Policy Committee

The Regional Representative will attend the meeting of the directors of veterinary services that will precede the meeting of OAU ministers responsible for animal resources. He will make formal presentations on the OIE and its role in the Africa region, emphasizing the importance of epidemio-surveillance as a means to support trade opportunities.

Complementary presentations will be made at the subsequent meetings of the OAU ministers for animal resources and the PACE Policy Committee.

[4] SADC, ECOWAS, MAGHREB, IGAD, CILSS, CBLT, CEBV

2.3.2.7 Membership of the Office International des Epizooties (OIE) by PACE Countries

The Regional Representative will contact the authorities in The Gambia and Djibouti to encourage them to join the OIE. Proposals have been made for the respective national PACE projects to facilitate this process by contributing the joining fees; thereafter, each country will pay its regular annual subscription/contribution.

Indicators for the activities of the OIE Regional representative

Main activity	Indicators
Regional co-ordination meetings	By end August 2001, the OIE Regional representative, in close collaboration with the PEU, will have developed a programme of country visits to support their progress on the OIE pathway for the declaration of freedom from rinderpest.
Measures to mobilize the PACE Emergency fund	Reports of the OIE Regional Representative's missions, describing the steps to be taken to mobilize PACE Emergency funds, to the three countries of the cordon sanitaire and at least four neighbouring countries will be available at the RCU and PCU by end August and December 2001, respectively.
Seminars on information management	The PEU and DMU will have received from the Regional Representative proposals for the management of information related to the OIE's requirements, particularly regarding the rinderpest pathway and priority epizootics and veterinary services by end October 2001.
Revision of veterinary legislation	By end March 2002, the VLPU sub-unit will have received from the Regional representative the collated texts of veterinary legislation of at least 12 countries in west/central Africa.
Regional and sub-regional organizations in Africa	By end May 2002, the PCU will have received from the Regional Representative reports of at least three missions to the headquarters of sub-regional organizations in Africa.
Meeting of directors of veterinary services, OAU ministers of animal resources and PACE Policy Committee	By end August, the OAU-IBAR/PACE PCU will have received from the OIE Regional representative the draft texts of presentations to be made at the meetings of the DVSs, Ministers' meeting and PACE Policy Committee.
Membership of the Office International des Epizooties (OIE) by PACE countries	By end May 2002, the OIE has received formal applications for membership from Djibouti and The Gambia and payment procedures will have been initiated.

TABLES

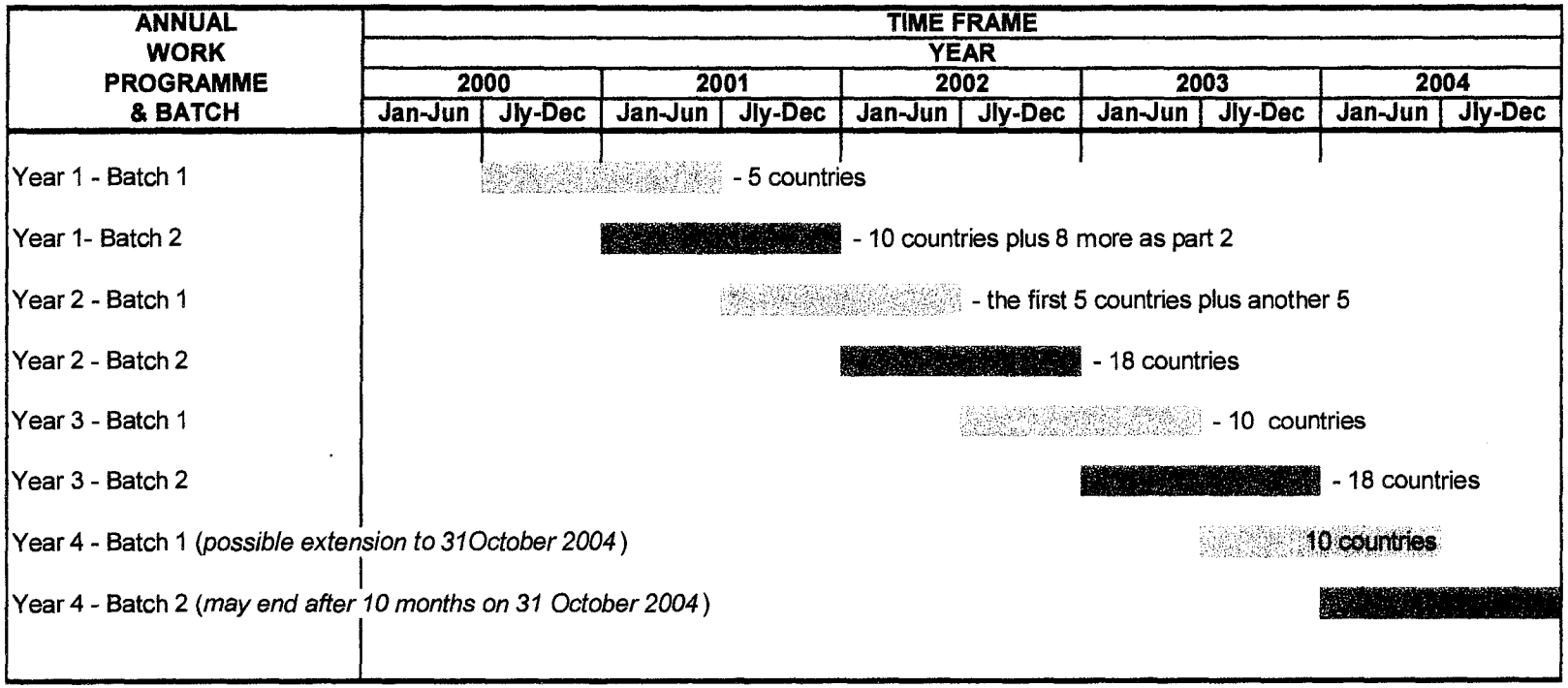
Figure 2: Overview of the Consolidated Workprogrammes of National PACE Programmes

Table 3: Summary of short-term technical assistance available to the PACE Programme through specific commitments of EDF funds

Table 4: Summary of short-term technical assistance/consultant support to PACE Common Services and Co-ordination Units proposed for the period April 2001- March 2002

Figure 2

OVERVIEW OF THE CONSOLIDATED WORK PROGRAMMES OF NATIONAL PACE PROGRAMMES



Notes:

Batch 1 - consists of Ethiopia, Guinee Conakry, Mali, Rwanda and Senegal (5 countries)

Batch 2 - consists of Benin, Eritrea, Gabon, Ghana, Mauritania, Niger, RCA, Tchad and Togo (10 countries)

Batch 2, part 2 - include: Burkina Faso, Djibouti, Gambia, Guinee Bissau, Kenya, Nigeria, Somalia, Uganda (8 countries)

Batch 1 (Year 2) - to include the first 5 countries, and Cameroon, Congo Brazzaville, Equatorial Guinee, Sudan and Tanzania

At present (March 2001), there is no proposal to include Burundi, DRC, Liberia or Sierra Leone in consolidated work programmes

Summary of short-term technical assistance available to the PACE Programme through specific commitments of EDF funds

Contract	Scope and duration of long-term TA (person months)	Scope of short-term TA	Duration of short-term TA (person months)	Comments
Main Epidemiologist One long-term expert	52 m	Lab specialist Support to sub-regional labs Not specified	6.0 2.5 4.0	
PANVAC & Wildlife Four long-term experts	80 m	Not specified	8.0	240 days
Communication, Veterinary Legislation and Privatization Three long-term experts –	90 m	Not specified	6.0	180 days
- Epidemiologists Two long-term experts	100 m	Not specified	4.0	120 days
ration of TA	**322**		**30.5**	
TA framework contract	***300 m***	*Various specialized services*	***35***	

Summary of short-term technical assistance/consultant support to PACE Common Services and Co-ordination Units proposed for the period April 2001- March 2002

CE Unit	Purpose of input/contract	Duration of inputs	Timing of input	Comment
ation Units	To conduct a management study of the PACE PCU and recommend improved practices	1 month	May 2001	Funded through PACE imprest account
	To provide in-service training for PACE staff related to team building, communications, computer skills etc	1 week x 10	Several short (one-week) courses from April 2001	Funded through PACE imprest account
	To provide services the needs for which are identified in the course of implementation.	Several short-term service contracts	May 2001 – March 2002	Funded through PACE imprest account
ology Unit	To assess needs for data management and recommend suitable system(s) for PACE countries, regions and OAU/IBAR	2 x 1 month	April - June	Funded through FAO contract for Main Epidemiologist
	Various epidemiological support services to be identified	4 x 1 month	June - December	Funded through FAO contract for Main Epidemiologist
cs Unit	To conduct a desk study of funding levels for veterinary services in selected "developed" countries.	1 month	May - June 2001	PACE Imprest account
	To collect economic and epidemiological data on CBPP for preliminary studies	8 x 1 month	May - July	PACE imprest account
	To collect background information on financial aspects of veterinary private practice in selected countries in West Africa	4 x 1month	May - September	PACE imprest account
	To collect background information of costs associated with service provision by CAHWs.	2 x 1 month	May - September	PACE imprest account

ıCE Unit	Purpose of input/contract	Duration of inputs	Timing of input	Comment
ry Legislation ization Unit	To draft veterinary legislation model for English & French-speaking PACE countries	2 x 1m		Funding through Lot 2 consultant contract (Agrer)
ıications Unit	Commission a rapid consultant study of costs and benefits of in-house *vs* outsourced design, production, distribution *etc* at regional centre level in English and French language versions of international quality [C1]	1.0 month	June/July 2001	Funding through Lot 2 consultant contract (Agrer)
	To sort and catalogue audio-visual materials inherited from PARC, select highlight materials and transfer them into digital format for future PACE use	0.75 month	April 2001	Imprest account
	Design a web-site and related ICT platform (include intranet and email list server facilities) to prototype stage by the end of Year Two, and develop suitable content for posting to it (Phase I). Identify the necessary resources and skills required to maintain and upgrade it on a steady basis in Year Three. [C3]	0.75 month	April 2001	Funding through Lot 2 consultant contract (Agrer)
	To develop a treatment built around available PARC footage for a 15-20 minute promotional digital video (adaptable to CD-ROM), to promote future PACE initiatives.	0.5 months	April – May 2001	Imprest account
	To design, develop and produce generic PACE brochures and posters (English~~) and to liaise with a Bamako-based production contractor on versions for francophone Africa~~.	Several short-term service contracts	April 2001 – March 2002	PACE Imprest account
	~~To develop and commission programme treatments, research, produce and screen feature relating to work of PACE for network broadcast on the BBC World TV *Earth Report* slot~~	~~One service contract over a 9 months period~~	~~June 2001 – March 2002~~	~~Separate direct agreement contract funded by specific commitment~~
	To develop design grid and provide all-inclusive out-sourced production and distribution package for a monthly PACE bulletin (English version), ~~liaise with the French version producers and train a PACE Information Assistant to chase and develop suitable copy~~.	One service contract	April 2001 – March 2002	Imprest account

CE Unit	Purpose of input/contract	Duration of inputs	Timing of input	Comment
ications Unit i)	*To recruit an Information Assistant to source and edit copy for a regular monthly PACE bulletin in print and online formats, to develop and maintain an Access mailing list and to assist the CAPE team in raising the standard of field project reportage and presentation.*	*Employment contract*	*April 2001*	*Funded by DfID through CAPE*
	~~Identify and engage contractors competent to deliver short video-based and participatory communications training packages, including evaluation or self-assessment follow-up~~	~~Service contracts~~	~~May – September 2001~~	~~PACE Imprest account~~
	To evaluate library and documentation services within OAU-IBAR in consultation with an internal user group and make recommendations for rationalizing or upgrading them, then to remain available at routine intervals to monitor and aid progress of improvements.	One service contract with ILRI	May 2001	PACE Imprest account
	To design, develop and place on a Web server a prototype PACE web-site home page and main suite of text-based features located in an OAU-IBAR site, and to train the present PACE Communications DTP operator to manage the web-site and post new content to it (Phase II).	1.0 month	January-April 2002	Funding through Lot 2 consultant contract (Agrer)
	~~On casual basis, pursue search engine registrations, web linkages campaigns and direct-mail marketing campaigns to optimize profile and use of open-access areas of the main PACE web suite, to track stats and update registrations and linkages at routine intervals.~~	~~Several short-term inputs by temporary staff~~	~~April 2001 – March 2002~~	~~PACE Imprest account~~

CE Unit	Purpose of input/contract	Duration of inputs	Timing of input	Comment
ıagement Unit	To sort and catalogue electronic information (not audio-visual) inherited from PARC.	1 month	May - June	PACE Imprest account
	Select relevant information inherited from PARC, at OAU/IBAR and from PACE and convert it into digital format for future PACE use	6 months	May – July	PACE Imprest account
	To produce CD-ROM of selected information and multiply from the master CD-ROM for dissemination to (initially) PACE countries	0.5 month	September - October	PACE Imprest account
	To prepare the basis for the transfer of information management systems for epidemio-surveillance networks.	4 months	October - December	PACE Imprest account
	To assist with the development of the PACE database	1 month	August - September	PACE Imprest account
oject	*Economic Assessment and Business Plan construction for community-based animal health delivery systems Kenya*	*2 months*	*April – June 2001*	*DfID funding, collaboration with PACE Economics and VLP Units*
	Pastoral and Privatization Policy Development for OAU / IBAR	*6 months*	*Repeated inputs from September onwards*	*DfID funding, collaboration with VLPU*
	Impact Assessment Capacity Building	*5 months*	*Repeated inputs from April onwards*	*DfID funding*
	Development of Epidemio-surveillance methodologies and training curricula for community-based animal health delivery systems	*2 months*	*April – June*	*DfID funding*
	Community-based animal health / auxiliary delivery systems assessment and development West Africa	Total of 6 months	May 2001 onwards	PACE imprest account, in close collaboration with VLPU
	Pastoralist areas livestock market research and development	*3 months*	*Sept – Dec*	*DfID funds in collaboration with IBAR/Tufts University livestock relief project and PACE Economics Unit*
	Rinderpest eradication strategy development for Sudan and disease modeling for pastoral areas	*3 months*	*February – May 2001*	*DfID funds in collaboration with PACE Epidemiology Unit, GoS and FAO OLS*

3. PACE COMMON SERVICES UNITS

3.1 EPIDEMIOLOGY UNIT

3.1.2 PROGRESS MADE IN YEAR 1

The PACE Epidemiology Unit (PEU) was fully established in the first year of the programme; staff were recruited and offices were equipped at OAU/IBAR in Nairobi, at the PACE Regional Co-ordination Unit in Bamako, and in N'djamena. All staff were in place by December 2000.

Activities were largely preparatory in character, in order to establish the functional integration of the PEU. This included a number of planning meetings to solve immediate requirements, including data processing and communication. An overall strategy document for the PEU became available in January 2001.

PEU staff assisted PACE member countries to compile their global plans and first year work programmes, necessitating many country visits and exchanges by e-mail. Since most countries of West/Central Africa have been free from rinderpest for 10 years or more, PARC support had ended and the countries awaited new funding through PACE in order to continue to strengthen their animal health services. Most of these countries will focus the disease surveillance on pursuing the OIE pathway for the declaration of freedom from rinderpest, and will extend the activities to embrace other priority diseases, such as CBPP, PPR, ASF and FMD. West African countries, which have started PACE implementation, received advice on the measures necessary for them to progress along the OIE pathway for rinderpest eradication, in accordance with GREP strategy. They were also assisted in improving their national epidemio-surveillance networks and strategies, with particular reference to the Cordon Sanitaire established for rinderpest in Central Africa. This work entailed activities in many countries and included work relative to both wild and domestic animals.

In Eastern Africa, rinderpest was and still is a major threat. Surveillance for rinderpest continued in Kenya, Uganda, parts of Somalia and Sudan up to December 2000, using resources provided by extensions of PARC. On some occasions the fieldwork included wildlife surveillance. All these operations received support from PACE Common Services. The Kenyan Directorate of Veterinary Services together with Kenya Wildlife Service was assisted with an extensive surveillance operation (October and December). No evidence of current rinderpest virus circulation was detected but serological results revealed circulation of rinderpest virus in some Kenyan buffalo herds as recently as 1998/1999. PARC Phase II Somalia was implemented along the Somalia-Kenya border extending into southern Somalia. The outputs included rinderpest surveillance along the border, and vaccination of trade cattle inside Somalia using Somali veterinary personnel. In eight months, more than 1 000 ruminants were sampled and tested serologically for rinderpest and 7 000 trade cattle were vaccinated.

Through an extension of PARC, cattle were also vaccinated against rinderpest in Ugandan districts bordering Sudan and sero-monitoring was conducted. The efficient community-based disease reporting system was an important achievement of PARC in southern Sudan. Sixty-three disease outbreak reports were made in 2000. Among the diseases diagnosed were anthrax, black-quarter, haemorrhagic septicaemia, lumpy skin disease, FMD, CBPP, tick-borne diseases and rabies.

Of particular interest is the rinderpest serology on samples from wild ungulate species, which were collected from seven African countries in East, West and Central Africa under PARC. Samples were then tested by various methods. The PEU co-ordinated the analyses of the results and also facilitated an expert panel meeting in December 2000 in Nairobi to review all test results, provide an expert opinion for the country Director's of Veterinary Services and give recommendations for future activities. Subsequently, in

3.1.3 STRATEGIES OF THE PACE EPIDEMIOLOGY UNIT

The PEU forms the heart of the PACE Programme and it will be the main contributor to three of the six results that were identified in the workshop of PACE Common Services, *viz.*:

- The pan-African epidemiological surveillance network is functioning effectively,
- Eradication of rinderpest infection in the region has been facilitated,
- Development of strategies for participatory control of other priority epizootics have been initiated.

The other three results will also require inputs from the PEU but, during the period covered by this work programme (year 2), attention will be focussed primarily on three major outputs.

Inherent in the PEU's strategy is flexibility to ensure that the Unit can respond to developments in each country or region, particularly in relation to the occurrence of major epizootic diseases.

Essential to the achievement of the above objectives in the PACE regions are functioning surveillance networks in participating countries that are adequate for disease detection and temporal and spatial quantification in both livestock and wildlife. Apart from serving the requirements of individual countries, cross-border networks to provide sub-regional, regional and continental information are essential to control transboundary diseases. The primary task of the PEU will be to facilitate the efficient functioning and, where necessary, provide the impetus for the establishment of epidemiological networks where these are not operational.

One of the immediate tasks of the PEU will be to define the requirements of OAU-IBAR/PACE for a system that will enable effective collection, storage and management of epidemiological data, ideally identification of an existing system that will suit these needs and that can be rapidly deployed. This will be done in conjunction with the Data Management Unit. An international short-term consultant will be appointed to assist in the review of the options available.

In the PACE programme, each national PACE project has a wildlife component. However, ecosystem approaches are also necessary and in this context the nature and extent of the wildlife-livestock interactions will be evaluated to establish their significance. Wildlife epidemio-surveillance is based on an ecosystem approach and considers:

- cattle and wildlife migration routes and shared resources such as water and pastures;
- involvement of transhumant pastoralists.

The PEU intends to initiate some epidemiological research on CBPP and ASF. This will be done in collaboration with Economics Unit of the Common Services for impact studies and will involve expertise from organizations outside PACE where that is appropriate and necessary. PEU involvement in monitoring of contracts for research on rinderpest and CBPP that will be co-ordinated by the two international rinderpest reference laboratories is also planned.

Training, provided either directly or facilitated by the PEU, will be organized in livestock and wildlife epidemiology and surveillance techniques. The PEU also plans to provide educational material at a variety of levels: for veterinarians and animal health workers in the recognition, laboratory diagnosis and control methods of major epizootic diseases in livestock and wildlife in the form of books, CDs, pamphlets and videos.

3.1.4 EXPECTED RESULTS AND MAIN ACTIVITIES OF THE PACE EPIDEMIOLOGY UNIT

The activities required to generate the three results are grouped under main activities as follows.

3.1.4.1 Pan-African network for epidemio-surveillance is effectively promoted

Main activity 1: Support inventorization of capacities of national networks to participate in epidemio-surveillance

Activities:

1. *Assess existing epidemiological capacities in PACE countries (including those for wildlife)*

   This is essential for planning strategies (in respect of personnel, infrastructure, facilities and budgetary matters) for strengthening epidemiological capacity. It will be done during country visits by members of the PEU and from documents obtained from participating countries.

2. *Develop plans for regional epidemiological networks (including wildlife)*

   The resources from the PACE Programme will enable the countries in Central, Eastern and Western Africa to establish comprehensive national networks that will then be maintained by progressively increased government contributions. In future, these countries may also have to pool and share resources, probably on a regional basis. PACE has the major task of assisting in the building up of these capacities within countries where the potential exists and of establishing

linkages between them and less advanced countries, to ensure an effective and integrated epidemiological network for each region.

3. *Conduct training needs assessment for epidemiology in PACE countries*

During visits to countries by members of the PEU and during regional co-ordination meetings, training needs will be assessed. These will be recorded in the PEU/DMU database and then assessed collectively for groups of countries. Decisions will then be made as to how to address these needs.

Main activity 2: Facilitate inventorization of national laboratory networks with respect to sustainable diagnostic services

Activities:

1. *Assessment of existing national capacities and establish a data-base*

PACE will receive support from the International Atomic Energy Agency (IAEA) in the form of a laboratory expert within the framework of an agreement between the IAEA and OAU/IBAR. The expert will provide support to national laboratories in disease diagnosis and execution of surveillance testing, thus enhancing the efficacy of the laboratory network.

2. *Provide training for laboratory workers where required*

Following a needs assessment conducted by the IAEA laboratory specialist, training in laboratory-related fields will be provided for active countries in association with the IAEA.

3. *Assist with the procurement of essential equipment and reagents*

Provision is made for the supply of laboratory reagents required to diagnose rinderpest, CBPP, PPR and other selected diseases in compliance with internationally accepted standards that PACE promotes. Additional provision is made for payment for special laboratory tests and follow-up laboratory work at the world reference centres for rinderpest and CBPP. Work in this connection will not commence until July 2001, at the earliest, with the arrival of the laboratory specialist.

Main Activity 3: Assist countries to institute appropriate epidemiological practices

Activities:

1. *Conduct an assessment (with the assistance of an international consultant and the DMU) into an appropriate information management system for PACE and ultimately OAU-IBAR*

It is essential that PACE, on behalf of OAU-IBAR, adopts a modern information management system (including geographic information) for epidemiological data that can be linked to systems in individual countries so that electronic linkages and better communication can be forged. It is intended that the FAO will provide an international short-term consultant using the provisions of the contract for the Main Epidemiologist within 3 months of the start of this work programme. The consultant together with the DMU and PEU will investigate the alternatives and make a recommendation.

2. *Assist countries to adopt appropriate epidemiological norms*

With the aid of OIE and FAO (including GREP) guidelines and suitable scientific publications, country epidemiology units will be exposed to standard practices for epidemio-surveillance and encouraged to adopt those norms.

3. *Provide training where the needs assessments (see above) shows this to be necessary*

Most training will be in the form of short courses, ideally for groups of countries. Decisions on which courses to hold as well as when and where, will be taken by the PEU in consultation with the PCU. Courses will generally be presented by members of the PEU but outside consultants will be appointed as necessary.

4. *Provide continuous technical support to strengthen epidemiological services in funded countries*

Members of the PEU will perform this task on a continuous basis. It is planned that large countries within PACE will be visited twice and smaller countries once by members of the PEU during the year. This will be complemented by regular e-mail and telephone contact with the PACE country co-ordinator at least. Consultants will be engaged as necessary to provide specialized support.

5. *Epidemiological practices with respect to wildlife are being implemented*

The two wildlife technical assistants will visit all countries with significant wildlife populations to facilitate the development of an integrated wildlife disease surveillance system in the region using available capacity. Needs and means of resolving the gaps in the network will be proposed. The TAs will identify problems in the processing of wildlife materials through livestock laboratory systems and propose solutions to facilitate the implementation of wildlife disease diagnostics in the region. This will be done in association with the laboratory specialist and regional laboratories.

3.1.4.2 Total Eradication of Rinderpest from the Region has been Facilitated

Main activity 1: Co-ordinate the implementation of strategies for rinderpest endemic and high-risk areas

Activities:

1. *Facilitate harmonization of the OIE and GREP pathways for the recognition of freedom from rinderpest*

The OIE and proposed GREP pathways differ fundamentally in their approaches: that of the OIE being country-based while GREP has a regional approach. These two systems need to be reconciled. To this end the PEU will liaise with the OIE Regional Representative and GREP to reach a compromise and so avoid confusion for countries moving down the OIE Pathway. Ideally the OIE Pathway might be modified so that the regional approach necessary for the PACE region can be accommodated.

2. *Facilitate participatory review of strategies for dealing with rinderpest in endemic and high-risk areas (including wildlife)*

Eastern Africa
Somalia Liaison Meetings established under PARC will continue for open discussion on co-ordinating operations in the RPV lineage II ecozone. The meeting is attended by Somali veterinary professionals and participants from neighbouring countries, *viz.* from the Somalia region of Ethiopia and the Kenyan Somali areas including the respective Veterinary Departments. The PEU will continue its advisory role in the RPV lineage 1 ecozone aimed at the harmonization of the viewpoints of Khartoum and southern Sudan within the wider policy of OAU-IBAR.

Western and Central Africa
Countries that have ceased vaccination against rinderpest will be specifically advised on practical measures that need to be taken to advance along the OIE Pathway.

Specific actions for year 2 include:

- facilitation of a Tripartite Meeting (Sudan, Chad and CAR) to review the future of the cordon sanitaire;
- reconnaissance to Chad and CAR carried out in February 2001 will be followed up by another mission to western Sudan, Kordofan and Darfur;
- a meeting of all stake-holders concerned with the control of rinderpest in southern Sudan and Somali ecozones will be organized jointly with GREP to devise and publicize an agreed strategy for the final eradication of rinderpest from Africa;
- PACE co-ordinators from Western and Central Africa will be apprised of the requirements of the OIE Pathway and what elements will be vital for successful application to the OIE for recognition of "freedom from rinderpest disease or infection" at the next Co-ordination Meeting for that region.

3. *Organize and co-ordinate rinderpest surveillance in livestock and selected wildlife populations in threatened "ecozones"*

The most challenging task for the PACE Epidemiology Unit will be to assist in strengthening surveillance networks in Sudan and Somalia and the associated border areas of Ethiopia, Kenya, Uganda and Tanzania. The traditional life-styles of pastoralist herders in these areas, compounded by political instability and poor communication infrastructure, make this an extremely challenging undertaking. Furthermore, to aid these countries with their rinderpest problem there are a variety of international agencies and NGOs assisting with rinderpest surveillance and control. Many of these organizations have somewhat different objectives and approaches, which makes co-ordination difficult. On the other hand, unless a co-ordinated and complementary approach can be achieved between all the role-players rinderpest eradication from Africa is unlikely to be achieved. Co-operation and co-ordination between the agencies involved (FAO, EU, USAID), PACE Common Services Units and the various NGOs

operating in those areas will be imperative and the PEU will work towards achieving that end.

Epidemio-surveillance in Somaliland and Puntland will be initiated immediately after the start of PACE Somalia. The NGOs selected for implementation will be supported in the establishment of the required network following GREP guidelines. Epidemiology Units in Uganda and Kenya will be equipped with improved data management facilities and the staff will receive on-the-job training to streamline the information network.

Tanzania is currently receiving assistance from FAO for surveillance of transboundary diseases in districts that border with Kenya. The country is pursuing the OIE pathway and is in need of substantial help in the planning and execution of nationwide clinical and serological survey action. This is planned to start in November 2001. Close collaboration is required with veterinary staff of the recently established Ministry, which was not previously engaged in PARC or other major disease control projects.

In the Sudan the operations will be concentrating on enhanced surveillance with community participation. An important part will be disease search and tracing of rumours in suspected areas of rinderpest endemicity. The Ministry of Animal Resources and participating NGOs will be assisted in developing messages for community sensitization in disease reporting and in the need for the cessation of rinderpest vaccination.

Ethiopia will start the implementation of its 2nd year work plan in August and will continue to be provided with advice on the intensification of surveillance in southwestern and southeastern border areas.

Input will be provided in planning surveillance activities and where necessary supporting the teams technically in the Region. This will be necessary in Ethiopia (Western Omo, Gambella and Ogaden - 2 missions), Tanzania (Ruaha, Mikumi and Katavi - one mission), Uganda (Murchison and Kidepo - one mission) and to some extent in Kenya (Garissa, Tsavo and Tana - two missions).

Means to carry out surveillance of wildlife in Sudan and Somalia will also be explored. The wildlife TA for Eastern Africa will facilitate implementation of the agreed protocols for rinderpest diagnostics for wildlife established at the expert consultation in Nairobi December 2000. The Wildlife TA will continue similar surveillance activities in national parks and wildlife reserves in Tchad and CAR from which baseline data have already been collected. In West Africa, wildlife surveillance will be continued in selected ecozones in appropriate indicator species.

Main activity 2: Assist with the development of emergency preparedness plans

Activities:

1. *Assist PACE countries with development of contingency plans against the re-incursion of rinderpest*

   At present very few, if any, PACE countries have emergency preparedness plans that are workable. Guidelines for the process are available from the FAO (GREP) but the guidelines are very comprehensive and do not distinguish between essential elements and those that are desirable but not essential. Furthermore, experience has shown that financial and particularly logistical elements in such plans are not sufficiently thought out and planned for even in developed countries. The result is that when a serious emergency occurs the capacity of the animal health authorities is quickly overwhelmed. To guard against this eventuality it is planned to hold one or two workshops (in the latter case, one in French and the other in English) for PACE countries to which people with recent experience in addressing large-scale epizootics will be invited to share their experiences. In addition the workshop(s) will be used to define what the minimum standard for such plans will be to ensure that PACE countries have access to the emergency fund to be administered by the OIE. Once that has been done individual countries will be assisted with their emergency preparedness plans.

2. *Purchase and maintain an emergency stock of heat-stable vaccine against rinderpest for PACE countries*

   In order to ensure a rapid and effective response to the re-occurrence of rinderpest in any of the PACE countries it has been agreed that 500 000 doses of vaccine will be purchased and stored at -20°C (possibly in two or more places) by the PEU. An independent laboratory accredited will test this vaccine to do so to ensure that the vaccine is of an acceptable international standard. In addition automatic syringes and other equipment for vaccine administration will be purchased and stored with the vaccine to ensure rapid deployment when necessary.

Main activity 3: Assist countries to provide evidence of the absence of rinderpest to OIE

The PEU will provide assistance to West African and Central countries to fulfil OIE standards for epidemiological surveillance. By end June, the requirements of west/central African countries for assistance to adopt a harmonized approach to epidemio-surveillance will have been agreed at the regional co-ordination meeting.

The PEU will assist East African countries to meet OIE set criteria for freedom of rinderpest disease and, by end August 2001, the specific criteria applicable to at least three countries in eastern Africa will have been defined.

3.1.4.3 Development of strategies for participatory control of other priority epizootics has been initiated

Apart from rinderpest, contagious bovine pleuro-pneumonia (CBPP) was identified at the inception of PACE as a focus for the program because this OIE List A disease is either present in or threatens all of the countries involved in PACE.

The articles of PACE also make provision for the Programme to address other epizootic diseases that threaten the region. Diseases, other than rinderpest and CBPP, such as African swine fever (ASF), which currently is the cause of a panzootic in West Africa, and Rift Valley fever (RVF), which is interfering with animal exports from the Horn of Africa as a result of recent outbreaks in Saudi Arabia and Yemen, are particular priorities. The PEU will address these diseases in the second year's work program. Other diseases such as *peste des petits ruminants* (PPR), foot-and-mouth disease (FMD) and Newcastle disease will be addressed in subsequent years.

It must also be borne in mind that new disease problems will possibly or even probably arise during the lifetime of PACE. The Programme, therefore, needs to be flexible enough to respond quickly to emergencies that arise unexpectedly. It can be confidently predicted that different countries and regions involving groups of countries will have different priorities in regard to other epizootic diseases.

Main activity 1: Co-ordinate formulation of cost-effective national/regional strategies for participatory disease control

Activities:

1. *In association with other stakeholders develop possible alternative strategies for CBPP control*

   In order to develop more effective strategies for dealing with CBPP it is essential to improve the understanding of the basic epidemiology of the disease and its impact, particularly in endemic areas. To achieve this longditudinal studies in endemic situations are required. During year 2 potential locations for such studies will be identified in Eastern, Central and Western Africa (in Eastern Africa the Akagera Basin has already been identified as a potential site). Since the PEU has no man-power on the ground, linkages will have to be formed with existing capacities in identified sites so that effective studies can be performed. Ultimately it is hoped to develop models that will enable comparisons to be made between the efficacy and costs of different control strategies.

   Specific activities envisaged are:

   - consultation with experts in CBPP on possible approaches
   - convening a workshop of potential collaborators, including laboratories, to plan interventions
   - visits to potential study sites.

2. *In association with other stakeholders develop a strategy to deal effectively with the African swine fever panzootic in West Africa*

Over the last 6-7 years, ASF has devastated pig production in West Africa. Further outbreaks in new or previously infected countries can be expected because it is clear that there are endemic foci of infection in that region and all the outbreaks have so far been caused by related viruses (paper in press). Therefore, the endemic foci firstly need to be identified and their extent delineated and secondly strategies developed to try to eliminate the endemicity (this is possible because there appear to be no free-living hosts or vectors involved). Specific actions planned are:

- collation of all the reports produced by consultants commissioned by the FAO to identify the critical information on the behaviour of ASF virus in West Africa
- on the basis of the above and possibly in association with a consultant appointed by the PEU, production of a set of recommendations that will be delivered to the Director of OAU-IBAR and Directors of Veterinary Services in West African countries for consideration and adoption.

3. *Liaise with other role players on strategies that can be employed to ameliorate the embargo on export of animals from the Horn of Africa to the Arabian Peninsula in relation to Rift Valley fever*

   Co-operate with African (e.g. IGAD) and international (e.g. FAO and USAID) organizations in investigating possible technical solutions to rendering exported animals from the Horn of Africa safe in respect of RVF. The FAO has obtained funding from UNDP to initiate this process and USAID has also made a contribution. The precise course of events is still not clear but the first step will be to hold a meeting of experts on the scientific aspects of this problem.

Indicators for main activities of the PEU

Main activity	Indicators
Pan-African network for epidemio-surveillance: Main activity 1: Support inventorization of capacities of national networks to participate in epidemio-surveillance	By end May 2002, the PEU will have assessed the epidemiological capacities of all active PACE countries and the findings will be available on a database at OAU-IBAR. By end March 2002, the PEU will have produced a discussion document outlining alternative approaches to epidemiological network-building for the PCU. By end October 2001, the PEU/DMU database will record the epidemiological training needs of all active PACE countries.
Main activity 2: Facilitate inventorization of national laboratory networks with respect to sustainable diagnostic services	By end December 2001, a database for laboratories reflecting the capacities of at least the central veterinary laboratory of at least 10 countries within PACE will be available at OAU-IBAR. By end May 2002 the training programme has been launched benefiting at least 10 member countries. By end December 2001, the laboratory specialist will have compiled lists of equipment and reagents within the budgetary allocations of at least 10 PACE countries and have made substantive progress in assisting with the procurement of those items.
Main Activity 3: Assist countries to institute appropriate epidemiological practices	By end December 2001, an appropriate epidemiological data management system will have been selected and procured and substantial progress made with making it functional at OAU-IBAR headquarters. By end March 2002 the PEU will have distributed the selected publications to all the participating country co-ordinators and the PEU/DMU database will show that active countries are beginning to adopt those approaches. By end May 2002, at least 5 training courses will have been conducted either by members of the PEU or consultants contracted specifically for the purpose. By end March 2002 at least 15 countries that have been able to make expenditures against their PACE budgets will have an established epidemiology unit as reflected in reports to the PACE Advisory Committee. By December 2001, two consultants will have been appointed by the PEU to assist with specific specialized tasks. By end of March 2002 at least 8 countries with significant wildlife populations will have been visited and a report on the Wildlife Surveillance capacity (including labs) and needs and means proposed to fill gaps will have been drawn up for PACE.

Main activity	Indicators
Eradication of rinderpest: Main activity 1: Co-ordinate the implementation of strategies for rinderpest endemic and high-risk areas	By end of 2001 the OIE and GREP pathways will have been harmonized for practical purposes reflected in the minutes of the meetings of the OIE's FMD and Other Epizootics Commission and the GREP Advisory Committee. By end March 2002, minutes of the Tripartite and stakeholder meetings will be available at the PCU and implementation of reviewed strategies is in progress. By end March 2002, PEU will submit an update on the rinderpest situation, including wildlife, in ecozones under risk to the PCU and Director of OAU-IBAR.
Main activity 2: Assist with the development of emergency preparedness plans	By end May 2002 emergency plan workshop(s) will have been held with contribution from the OIE Regional Representative, and at least 5 countries will have drafted emergency preparedness plans and submitted them to the regional epidemiologist for evaluation. By end March 2002 the stock of vaccine and ancillary equipment will have been purchased, tested and stored appropriately under the personal supervision of one or more PEU personnel.
Main activity: Assist countries to provide evidence of the absence of rinderpest to OIE	By December 2001, the PEU will have produced a revised blue print for all PACE countries that indicates their status and expected progress towards the declaration of freedom from rinderpest disease.
Strategies for participatory control of other priority epizootics: Main activity 1: Co-ordinate formulation of cost-effective national/regional strategies for participatory disease control	By end May 2002, at least two projects for surveillance and control of epizootic(s) would have been finalized and accepted by OAU-IBAR By end May 2002 the PEU recommendations for future action will have been delivered to the Director of OAU-IBAR and the Directors of Veterinary Services in Western African countries that are active participants in PACE. PEU will produce reports on expert consultation on RVF (through FAO) and an update on livestock export situation in Horn of Africa by August 2001 and December 2001, respectively.

3.2 ECONOMICS UNIT

3.2.1 INTRODUCTION AND BACKGROUND

National governments, donor institutions, livestock producers and traders as well as consumers are in constant need of information on the impact of animal diseases for informed decision-making. Economic impact assessment of animal diseases helps these target groups to set priorities, design more effective control programmes, allocate resources more efficiently and distribute benefits equitably among potential beneficiaries.

During the Pan-African Rinderpest Campaign (PARC), an economic model was developed, which was used to evaluate the economic impact of rinderpest control in Africa. A manual for economic impact assessment was also prepared as a decision support tool to evaluate and appraise rinderpest control. While serving as a model for the development of similar tools for other animal diseases, the manual was meant for use during the PACE programme to transfer the impact assessment methodology to national staff within PACE member countries.

During the first year's work programme, the PACE Economics Unit assisted the PACE Co-ordination Unit (PCU) to evaluate the global plans of national PACE programmes, which were presented to the PACE Advisory Committee. Field missions were made to Tanzania, Ethiopia, Uganda, Cameroon, Mali and Kenya to assist national staff to complete their PACE Programme proposals and to discuss modalities for training in economic impact assessment methods. During the missions, information was also collected on government livestock and animal health expenditures. The information was used to assess the ability of national governments to finance their epidemio-surveillance networks to be established under PACE. A report was prepared and proposals were made on how national governments could fund and sustain their national networks.

A report was also prepared on the status of African trade in animal products. It examined recent developments in African livestock trade in light of the new developments in international trade.

During the PACE Programme, the Economics Unit will continue to inform decision-making in animal disease control at the individual, national and regional levels. The Unit will transfer to PACE member countries the analytical tools for economic impact assessment of rinderpest control that were developed during PARC. It will develop additional tools for socio-economic impact assessment of other priority animal diseases, enhance national capacities in economic impact assessment of animal diseases, and enhance and institutionalize a sustainable capacity to carry out economic impact assessment at OAU/IBAR.

3.2.2 STRATEGY

The strategic approach adopted during the PACE programme to accomplish the above mission will involve carrying out socio-economic studies of priority animal diseases, as well as policy analysis and research. The information generated from these studies will

be used to help build national and regional capacities to conduct economic impact assessment of animal diseases, and influence decision-making at all levels.

During PACE, the socio-economic studies will include the following subjects:

- Quantifying the economic losses caused by the animal diseases identified by the National PACE Programmes and prioritizing them;
- Assessing the economic impacts of the priority animal diseases and the cost-effectiveness of various control measures; and
- Developing methodologies for economic impact assessment of the priority diseases.

Policy analysis will involve carrying out case and pilot studies on specific policy issues such as privatization of animal health services, financing of animal health services, livestock trade and marketing, as well as community-based animal health initiatives.

Building national and regional capacities for economic impact assessment of animal diseases during PACE will entail:

- Transferring existing methods of economic impact assessment to national PACE programmes;
- Training national staff on economic impact assessment methodologies;
- Promoting the integration of economic impact assessment methods in the curriculum of veterinary schools; and,
- Integrating and institutionalizing an economics unit into the OAU/IBAR structure.

Another important element of the Unit's strategy will be to influence decision-making at all levels during the lifetime of PACE. This will encompass:

- Assessing national capacities to make sustainable financial contributions to animal disease control and suggesting mechanisms to do so;
- Convincing national authorities and other stakeholders (*e.g.* farmers, livestock traders) of the benefits of animal disease control and the need to increase and sustain investments into the same; and,
- Demonstrating to other potential financial partners the positive returns to investments into livestock development and disease control.

Initially, the focus of the unit's activities will be based on the results of an analysis of the national PACE global plans. The perceived training needs of each country related to livestock economics will form an important aspect of the analysis. During country visits, suitably qualified institutions and individuals will be identified who could collaborate with the PACE Economics Unit in a series of complementary socio-economic studies and research on specific issues, and who may require and may benefit from further training. The PACE Economics Unit will plan its activities jointly with the other PACE Common Services, as well as relevant livestock development institutions (*e.g.* ILRI and FAO) and key resource persons. In implementing the unit's work

programme, the responsibilities will be divided distinctly between the two staff members.

3.2.3 EXPECTED RESULTS AND ACTIVITIES FOR YEAR 2

During the second year, the Economics Unit will achieve five major results through a series of activities that will be co-ordinated with those of other units.

3.2.3.1 Transfer of rinderpest economic impact assessment model

The model to evaluate the economic impact of rinderpest control in Africa was developed during PARC. The Knowledge Transfer Assistant of the PACE Economics Unit will use the resultant manual for economic impact assessment of rinderpest control to transfer the impact assessment methodology to national staff within PACE member countries. He will organize national training workshops in each of the funded countries during the transfer process. By May 2002, at least one third of all countries with approved funding would have had their staff trained on economic impact assessment of methods for rinderpest. The national capacity related to animal health/livestock economics may exist in institutions other than the department of veterinary services or ministry of agriculture. PACE will provide training to suitably qualified individuals in member countries, irrespective of their institutional affiliation; it will not train veterinary personnel from scratch.

3.2.3.2 Regional workshops on the economics of animal health

To enhance the region's capacity to undertake strategy formulation, the Knowledge Transfer Assistant will organize a regional workshop in eastern Africa in November 2001. This workshop will bring together appropriately qualified staff from the different countries in each region to share ideas and experiences on economic impact assessment methods. It will aim to assist the development of economic arguments and justifications for investments in disease surveillance and control, particularly related to the OIE pathway for the declaration of freedom from rinderpest.

3.2.3.3 Assessment of government funding levels

To inform decision-making at national level, the PACE Economics Unit will continue to assess the capacity of national governments to make financial contributions to PACE by extending, for comparative purposes, the study on financing animal health services in Africa to include four "developed" countries. This comparison was recommended at the third meeting of the PACE Advisory Committee. The developed countries will be those in which the livestock production and animal health delivery systems have characteristics similar to those of some African countries. The unit will engage a short-term consultant to conduct the part of the study dealing with the developed countries. The comparative study should then shed more light on the absolute and relative shares of livestock expenditures in national budgets within these countries and the findings may, therefore, guide better decision-making in PACE member countries. A draft report on the comparative study will be available for presentation to the fifth meeting of the Advisory Committee in early 2002. This information will be used by the PACE Co-ordination Units to support the dialogue with national authorities related to increasing budgetary allocations to sustain appropriate epidemio-surveillance networks.

The Senior Economist will produce a format for inclusion in the consolidated work programmes, which will be used to monitor the level of government contributions to animal disease surveillance. These will be made available to national PACE programmes as planning guidelines.

3.2.3.4 Cost analysis of disease surveillance

PACE aims to set up national epidemio-surveillance networks for effective and sustainable control of epizootics. Thus, national governments should know the financial requirements of such a network. At the present time, they do not know how much it would cost them to set up and sustain an epidemio-surveillance network as part of the normal veterinary service activities. The Economics Unit will, therefore, quantify the cost of setting up and running such a network. Initially, this study will involve two "model" or "pilot" countries in each of the three PACE sub-regions, *viz* – Region I West Africa: Mali and Senegal, Region II Central Africa: Tchad and Central African Republic, and Region III Eastern Africa: Ethiopia and Uganda. A report providing an analytical overview will be ready by May 2002.

3.2.3.5 Analysis of costs and benefits of private veterinary practice and animal health delivery systems using CAHW delivery systems

National governments are finding it increasingly difficult to finance the delivery of effective animal health services. Consequently, alternative ways of providing these services are being sought. The PACE Programme supports a shift towards the provision of animal health services by private veterinary practitioners and through community-based animal health workers (CAHWs), especially in remote areas where the provision of veterinary services by government is inadequate, difficult or not cost-effective. Presently, neither governments nor private veterinary practitioners know the costs and economic benefits of the alternative systems for service delivery.

The costs and benefits of the delivery of veterinary services by private practitioners and CAHWs will be assessed through a series of commissioned studies. This work will complement the assessments of community-based auxiliary delivery systems being carried out using CAPE funds. Results will indicate the information that is available to assist decision-making by government departments and individuals. In West Africa, where private veterinary practice is relatively advanced, the Senior Economist will work with the VLPU to obtain data on these costs and benefits in a sample of five countries *viz.* – Burkina Faso, Côte d'Ivoire, Mali, Niger and Senegal. In Eastern Africa, where CAHW delivery systems are relatively well established, the Unit will collaborate with CAPE to analyze costs and benefits of such systems in Northern Kenya. Reports of these preliminary studies will be available by May 2002.

3.2.3.6 *Ex-ante* economic analysis of CBPP

Most PACE countries have identified CBPP as the highest priority disease, after rinderpest. There is a need to ascertain its economic importance so that appropriate control strategies can be elaborated. The Economics Unit will, therefore, start to quantify the costs of CBPP and the expected costs and benefits of its control, through an *ex-ante* economic analysis. In close collaboration with the PACE Epidemiology Unit, the Economics Unit will collect background information and data on CBPP. A series of services will be commissioned to collect data in a sample of 11 countries, *viz.*

– Burkina Faso, Cameroon, Chad, Ethiopia, Côte d'Ivoire, Kenya, Mauritania, Nigeria, Rwanda, Tanzania and Uganda. Work will be initiated in Eastern Africa before it is extended to cover countries in Western Africa. The data will be used to develop a methodology of economic impact assessment of CBPP, which will then be used for both *ex-ante* and *ex-post* analyses. Background studies in four countries of eastern Africa will be completed by August 2001; the *ex-ante* analysis will be completed by May 2002.

Indicators for the main activities of the Economics Unit

Main activity	Indicator
Transfer of rinderpest economic impact assessment model	By May 2002, at least one third of all countries with approved funding would have had their staff trained on economic impact assessment of methods for rinderpest.
Regional workshops on the economics of animal health	the Knowledge Transfer Assistant will organize a regional workshop in eastern Africa in November 2001
Assessment of government funding levels	A draft report on the comparative study will be available for presentation to the fifth meeting of the Advisory Committee in early 2002
Cost analysis of disease surveillance	A report providing an analytical overview will be ready by May 2002
Analysis of costs and benefits of private veterinary practice and animal health delivery systems using CAHW delivery systems	Reports of these preliminary studies will be available by May 2002
Ex-ante economic analysis of CBPP	Background studies in four countries of eastern Africa will be completed by August 2001; the *ex-ante* analysis will be completed by May 2002

3.3 COMMUNICATIONS UNIT

3.3.1 INTRODUCTION

A counterpart Communications Expert post in Nairobi was filled in mid-July 2000. In Bamako, an interim expert was appointed in September 2000, pending the arrival of a long-term Communications Technical Assistant in October. The Communications Technical Assistant post in Nairobi was filled on 17 September 2000. Prior to October 2000, activities comprised development of a PACE UPDATE newsletter (English version only), production of PACE stickers and other promotional merchandise, designed by an in-house DTP Officer (posted in Nairobi with effect from June 2000 in the Epidemiology Unit but transferred to Communications Unit line management in March 2001). Other outputs included design development for a PACE logo, together with design and layout inputs to residual PARC activity reports. The counterpart Communications Expert also visited Tanzania, Rwanda and Uganda to assess their key communications needs.

Since the full complement of communications posts was filled, the initial efforts have aimed to set up basic communications infrastructure in the regional centres and further needs assessment and strategy development across a broad portfolio, encompassing the needs of all specialized common services and co-ordination units in Nairobi and Bamako, and all PACE national structures in their due turn. Countries included in further rounds of assessment visits to date have included Cote d'Ivoire, Ethiopia, Ghana, Guinée Conakry, Mali and Senegal. PACE Year Two communications work focuses on four main objectives, *viz*:

- To build the profile and 'brand image' of PACE and its concerns in the eyes of external stakeholders, including the donor and policymaker communities and the international media (this strand of work is expected to absorb up to 15 percent of overall Unit effort).
- To aggregate and share the experiences of PACE national projects to ensure that lessons are learned and collective knowledge and expertise made available throughout the PACE network (some 25 percent of Unit work effort will be expended on this knowledge management process).
- To directly counsel, monitor and encourage the communications initiatives of all PACE national projects (expected to net at least 45 percent of the Unit's effort).
- To build an appropriate communications infrastructure and necessary capacity in the PACE regional centres and, for the longer-term, at IBAR (15 percent of the Unit's work effort).

In the context of the PACE Programme, activities in these four areas will interlock and overlap substantially. In implementing this wide range of activities, the Communications Unit will foster the capacity of national communications personnel to network with the regional knowledge base (at IBAR) and with one another, the better to share problem-solving lessons and ideas.

The Unit's broad range of activities to be launched in Year Two (listed below) are grouped first according to the four main areas of impact (above). The same activities are then regrouped in terms of type of output and division of responsibility (section 3.3.3). As each is assigned a coded reference, activities can also be located in the Year Two time plan and in the cost estimates (see annexes).

A special caveat applies to costing regional level activities because PACE operates in a bilingual (francophone and anglophone) environment. Generic PACE publications and other flagship outputs will be versioned in both languages as a matter of necessity. Provisions for this requirement (more than double those for single-language outputs in money, materials and time) need to be strictly set aside and reliable language versioning and quality assurance procedures laid down and set in place, along with differential distribution lists.

3.3.2 INTENDED IMPACTS AND RANGE OF ASSOCIATED ACTIVITIES

3.3.2.1 Raising the profile of PACE in the eyes of external stakeholders [code E]

In addition to serving the Programme's more intimate constituencies of animal health specialists, national level animal health functionaries and local stakeholders in animal health, the Unit has a duty to ensure that wider stakeholder circles (such as policymakers and planners, donor and international bodies, private sector stakeholders and the mass media) are aware of PACE and its concerns by such means as [codes in square brackets cross-refer to Year Two time plan and budget]:

- *Assist (on request) in developing news releases and other media outputs on issues and events arising from PACE concerns, campaigns and events*[5] *[E1].*
- Design a corporate Annual Report highlighting outcomes of major PACE initiatives, and seek sponsorship or added donor finance to fund it [E2]
- Assist Economics Unit in designing and initiating a media campaigns to sensitize policymakers to benefits of investing more in AH care [E3]
- **Engage a media production contractor to develop a generic information video and/or CD-ROM promoting the work and goals of PACE in the context of OAU-IBAR and PARC, for 2001 production in French and English**[6] [E4] (also relates to C3, L6, below)
- Continue to liaise with TVE on proposals to develop two major network documentary features for the BBC World TV Earth Report series [E5]
- *Initiate development of an open access Animal Health Reference Centre for Africa, online and/or as a Nairobi-based physical facility [E6] (also relates to N14 and C5, below)*
- *Support EU delegations in publicizing EU contributions to animal health in Africa [E7]*
- Seek and secure partnerships (with e.g. ILRI, CGIAR, IDRC/Bellanet, Acacia, Rockefeller, UNEP, SADC, FAO , World bank & USAID), synergies

[5] The *italicized* activities will be the specific responsibility of the Communications Counterpart expert.

[6] The Communications TA – Nairobi will complete the activities in listed in **bold** print before his departure in July 2001.

and cost-sharing or co-funding deals with other development communications and animal health achievers [E8]

3.3.2.2 Sharing laterally the experiences and lessons of PACE projects [code L]

One way PACE can support and encourage steps to improve animal health provisioning at national and local levels, is to help create and provide adequate access to networks that directly link PACE countries. These would be likely to utilize email (supplemented by fax modem and HF radio where Internet connections are unreliable). Over 80 percent of PACE national structures have direct email connections of variable reliability, a situation that could be improved to provide 100% coverage. A further medium-term priority is to develop and maintain dynamic mailing and distribution lists to ensure that PACE outputs are delivered to as many relevant respondents as possible. Year Two activities under the heading of lateral networking [cross-referred by codenames in square brackets] comprise:

- Take steps to assess e-readiness of national structures and support efforts to upgrade email connectivity across the PACE country teams network [L1]
- *Take steps with DMU to initiate development of a mailing and distribution list for each PACE country [L2] (also relates to C2, below)*
- *Initiate publication and region-wide distribution of four issues of a quarterly print news Bulletin of PACE experiences in English and French [L3.1-L3.4]*
- *Develop a regular (email) newsletter for circulation to a list server of at least 1000 addresses by the end of the year 2001 [L4] (also relates to L11, below)*
- Develop resources of reliable frequency and quality for publishing and disseminating publications (including online materials) in French [L5] (also relates to L3, L4 above and C1, below)
- Work with DMU and others to develop all-purpose information and promotional materials in a multimedia CD ROM format [L6] for subsequent web site incorporation (also relates to E4 above, C3 and C5 below)
- **Initiate an email list server to convey news and e-alerts and provide open forum for debate and dialogue on key animal health issues** [L7]
- **Work with DMU to develop intranet and extranet facilities to avail all units and fieldworkers of key PACE knowledge** [L8]
- Developing sustainable email networks linking PACE national structures, to share knowledge between one another as well as with regional centers [L9] (also relates to C3, below)
- *Assist in sourcing stock footage for video compilations on RP and CBPP control (in FAO, PARC and other archive sources) [L10] (also relates to N10, below)*
- *Monitor external sources relevant to PACE and circulate digests and syntheses round the PACE network [L11] (also relates to L4, above)*
- *Work with Deans on communications angles of vet curriculum reform [L12]*
- Develop training modules for EISMV Dakar vet students [L13]

3.3.2.3 Advise, monitor and encourage national initiatives [code N]

A constructive start has already been made on liaising with twelve national programmes to seek a concerted and two-way approach to communicating the knowledge and concerns of PACE, and receiving awareness of the situation on the ground in return. Most PACE national structures have designated personnel responsible for communications, some of whom were trained under PARC.

Country ambitions and capacity vary. Most see better IT provision as a high priority, though many that already have infrastructure of this kind are not using it to its full potential. Many look to the PACE Communications Unit staff to set a lead, act as a knowledge and information base and provide model tools and outputs that they can adapt to their own uses and circumstances. Some are hampered by lack of budget for communications inputs (e.g. design) and outputs (e.g. print): many activities listed in country plans were never costed.

Several countries are interested in PACE providing media and IT skills training opportunities to enable them to communicate better for themselves. Others have learned instead to use local media contacts, NGO allies and other resources such as rural radio and village theatre to great effect. These success stories deserve to be more widely shared around the PACE family of national structures, and the know-how behind them made available to others in the PACE 'family' through (for example) in-service training and staff attachments. Four major parameters used in the course of country visits to vet communication needs and capacity are:

- resources (sufficiency of funds, an appropriate team of people and range of skills, adequate timeframe and communications infrastructure);
- strategies (knowledge of audiences, behaviours, attitudes, risks, languages);
- channels (radio, press, TV, online, direct mail, word-of-mouth, advertising, other); and,
- tactics (scope for opportunism, initiative and alliances with other actors).

The PACE regional communications personnel can help national structures make sensible choices and avoid wrong turns in these critical respects, but it cannot force such choices on them nor pre-empt their right to operate in their own way. A series of sub-regional strategy workshops will, however, present opportunities for national PACE teams to self-assess the status quo (according to the criteria above) in PACE countries in terms of capacity, to enable progress to be tracked and evaluated over time at least in this respect.

Initiatives [cross-references in square brackets] of primarily national import are:

- *Plan and deliver sub-regional strategy workshops for E Africa and for West and Central Africa [N1.1, N1.2]*
- *Mount national communications workshops in four countries [N2.1-N2.4]*
- *Make communications needs assessment visits to 9 countries [N3.1-N3.9]*
- *Develop prototype posters and other outputs required to publicize 6 PACE programme issues, for use as standard handouts by national and regional centres [N4.1-N4.6] (also relates to N8-N16, below)*
- *Develop a communications training manual and guidelines for national strategy formation, based on the strategy and training workshops [N5]*
- Scope marketing campaigns in four selected areas bordering the *cordon sanitaire*, to be designed to test the relative impact of differing outreach techniques to promote and prompt local disease reporting [N6.1-N6.4]
- Assist publication of best practice guidelines for community-based animal health workers (DFID to fund) [N7] (also relates to N11, below]
- Assist design and production of two information handbills and/or handbooks on practical aspects of public-private AH partnership [N8.1-8.2] (also relates to N9, N12, below)
- Support development of a handbook featuring guidelines and codes of practice for legislation vis-à-vis privatization and drug quality [N9]
- *Support development of four public information brochures and/or posters on key epidemiosurveillance topics [N10.1-N10.4] (also relates to N4, N6 above and L10, below)*
- Assist development of a training video on practical guidelines and role models for community animal health workers (DFID to fund) [N11]
- Assist development of training video on how to plan, finance and operate a private rural veterinary health practice [N12] (see also N8, above)
- Assist development of a document delivery service for sharing specialist literature held by IBAR and PACE with national PACE teams on demand [N13] (also relates to C6, below)
- *Develop hard-copy and digital dossiers on at least five PACE national programmes, highlighting worthwhile lessons, for distribution to other countries and for use in training activities [N14.1-N14.5] and as a feature of a web-site and an AH Reference Centre (see also E6 above, C3 below)*
- **Support media relations activities surrounding CAPE border harmonization work in Karamojong Cluster** [N15]
- Commission study to evaluate attitudes towards private veterinary practice [N16]

3.3.2.4 Building communications infrastructure and capacity in regional PACE centres and IBAR [code C]

The fourth class of activities hinges on upgrading communications capacity within PACE co-ordination centres in Bamako and Nairobi and in IBAR. The main Year Two activities under this additional heading will comprise efforts to:

- **Commission a rapid consultant study of costs and benefits of in-house *vs* outsourced design, production, distribution *etc* at regional centre level in English and French language versions of international quality** [C1]
- *Work with DMU to create a region-wide mailing (including email) and distribution list of at least 2000 PACE stakeholders and associates, which all units and structures can access, amend, add to and routinely update [C2] (also relates to L2, above)*
- Develop a web-site and related ICT platform (include intranet and email list server facilities) to prototype stage by the end of Year Two, and develop suitable content for posting to it. Identify the necessary resources and skills required to maintain and upgrade it on a steady basis in Year Three. [C3]
- *Upgrade PACE stock of cameras and other audiovisual equipment and acquire lightweight hand-held digital camcorders for fieldworker use [C4]*
- *Digitize and catalogue the video and photo archive of PARC to create an accessible image library as part of an Animal Health Reference Centre [C5] (also relates to E6, above)*
- **Commission evaluation of IBAR library and documentation services** [C6] (also relates to N13, above)
- **Commission consultant study tracing distinctions between human and animal health communications initiatives in Africa in past 12 years and offering recommendations on lessons to be learned from these** [C7]
- **Commission integrated design grids for a standard publications range** [C8]
- Provide for meaningful and timely evaluation of impact of PACE communications activities, based on national and regional appraisals [C9]

3.3.3 TYPES OF ACTIVITY AND DIVISION OF RESPONSIBILITIES IN YEAR 2

During the second programme year, Unit personnel in Nairobi and Bamako will consist of two Technical Assistants (one in each co-ordination centre), a counterpart Communications Expert and an Audiovisual Assistant (Nairobi). Lead responsibility for specific activities is assigned to these team members in the breakdown that follows, using the notation TA-N (for TA Nairobi, to become a vacancy w.e.f. 31 July 2001), TA-N2 as the latter's replacement from August 2001, TA-B (for TA Bamako, currently a vacancy since 31 March 2000), CE-N (for CE Nairobi) and AVA for A/V Assistant (currently termed a DTP Officer).

Short-term consultant and/or service contract inputs (STC/SC) are also noted and a list of Year Two needs in this respect are itemized at the end of this section. An

Information Assistant post, funded by DFID, will be established in Nairobi by the end of May 2001. Services of this editorial assistant (coded below as IA) will be shared between the Unit and CAPE and will include eventual responsibility for editing the hard-copy and email bulletins.

3.3.3.1 Publishing

During Year Two the Communications Unit will take effective steps to:

[L3] Issue a quarterly news roundup of PACE activities and experiences in English and French versions and distribute to 5000 stakeholders	TA-N1/2 & TA-B
[L4] Issue a monthly electronic (email) newsletter for circulation to a list of at least 2000 relevant addresses by the end of the year	IA
[C1] Scope reliable facilities of high quality for publishing and disseminating print and online materials in French versions.	TA-B
[E1/N15] Oversee press and other media relations activities arising from major PACE concerns, issues and events	IA, CE
[E2] Devise a corporate Annual Report highlighting outcomes of PACE projects (to be developed in outline form for sponsorship)	TAs AVA
[N4/E7] Assist in designing and producing posters, stickers and other AV or promotional outputs required to publicize PACE events, issues and concerns, for use or customization at regional or national level	AVA

At an inaugural stage, outside contractor inputs will be mobilized to help establish arresting and contemporary design grids and an integrated design 'story' and brand identity for all PACE outputs in print. This step will also enable standard costings to be made for particular types of outputs (e.g. brochures, reports, handbills). Using short-term consultant assistance the Unit will also take steps to:

[C1] Investigate costs/benefits of in-house vs outsourced production, distribution and marketing activities, including language versioning	STC/SC
[C3] Identify cost-effective and practical choices for Internet-based communications development	STC/SC

The Unit will also assist in editing and packaging the following CS unit products:

[N7] Handbook of best practice guidelines for community-based animal health workers (DFID to fund)	STC/SC
[N8] Information handbills or handbooks on practical aspects of public-private AH partnership (VPLU)	TA-N2
[N9] Guidelines and codes of practice for legislating vis-à-vis privatization and drug quality (VPLU)	TA-N2
[N10] Public information brochures and/or posters on key epidemiosurveillance topics (for PEU)	TA-N2, TA-B
[E3] Initiate an information campaign to sensitize policymakers to benefits of investing more in AH care (for Economics Unit).	TAs

3.3.3.2 Audiovisual and multimedia outputs and services

The Unit will help research, develop and produce a range of AV and multimedia outputs, mainly in digital formats, to permit ready recycling and incorporation into further outputs such as web-site features, CD-ROM compilations and the like. Responsibility will be assigned mainly to the in-house audiovisual resource person, with outsourced support under short-term contracts where necessary at development stage.

PACE has abundant audiovisual 'intellectual property' in such forms as video-tapes, transparencies and audio-tapes, inherited from the PARC programme. But it is of variable quality and is uncatalogued. An outside contractor will be engaged to help the AVA make a quality-based selection of this material, document it and transfer it to a quality digital format. The improved resource will form the basis for (among other outputs) an online photo library on the programme web-site and the visuals on a PACE CD ROM. It will be donated to OAU-IBAR at the end of the PACE term as a working reference source [C5, L6].

Building on these core materials and incorporating appropriate additional footage from other sources, a professional outside video production house will be engaged to help the Unit (TA-N, TA-B) develop a stock PACE promotional video of 10-15 minutes duration, to be used as a curtain-raiser at PACE project launch events and meetings and as a general introductory presentation to donors and other stakeholders. A French dubbed version will also be produced and distributed and both versions will be recycled in part on a CD ROM generic information pack (see above). An assessment questionnaire will harvest user feedback. [E4]

The Unit has also been asked to help other PACE units develop video outputs for specialized purposes on the following topics (but *NB* no related budget has been charged to the Unit for these added initiatives, other than for CAPE outputs):

[L10] RP and CBPP control (based on FAO, PARC and other archive sources plus some new footage)	STC/SC
[N11] Practical guidelines and role models for community animal health workers (mainly new footage)	STC/SC
[N12] How to plan, finance and operate a private rural veterinary health practice (mainly new footage)	STC/SC

The work of developing treatments in harness (when necessary) with video production contractors, will be mainly the responsibility of the main unit heads (TA-N & B). Once in digital video format, the material will be transferred to CD ROM for low-cost dissemination. In addition, the Unit will continue to liaise with the TV Trust for Environment on proposals to develop a pair of major network TV documentary features for PACE for the BBC World TV *Earth Report*. [E5]

3.3.3.3 Online outputs and services

Working in close liaison with PACE Data Management Unit the Communications Unit will take lead responsibility for developing content and architecture of open-access

sections of a dynamic web-site. To help decide optimum choices in respect to hosting and server arrangements, choice of computer wares, issues of connectivity and other technical concerns, short-term consultant input will be mobilized. Outputs and resources to be targeted for rapid development in this section of the workplan include:

[L6] Develop all-purpose information and promotional materials in a multimedia CD ROM format	TAs
[L4, L11] Creation of an email list server to convey news and e-alerts, synthesize current awareness and provide open forum for debate	TAs (+DMU)
[L8] Creation of internal (intranet and extranet) facilities to share information between PACE offices	TAs (+DMU)
[L9, N13/14] Developing sustainable lateral linkages between PACE national structures, to share knowledge useful for decision support	TAs (+DMU)

3.3.3.4 Reference and documentation services and resources

During the year in prospect, the Unit will take constructive steps to ensure that the intellectual property and practical lessons accumulated in the course of past, present and future programme efforts can be captured and made readily available to all who hold a stake in them within PACE and in the programme's wider network (national, regional and international) of stakeholders. In pursuit of the objective of assisting OAU-IBAR to build its own capacity to serve as a flagship for animal resource development and use in Africa, the Unit will commission (at IBAR's request) an assessment and reorientation of existing library and documentation services. It will also seek to integrate improvements on this front with continuing steps to develop new PACE reference resources, including:

[C3-6, N14] Founding an open access Animal Health Reference Centre for Africa, online and in the form of a Nairobi-based physical facility	TAs, AVA (+IBAR)
[C6/N13] A bibliographic database and document delivery service planned as a feature of the PACE programme web site or suite	TAs (+DMU) (+IBAR)
[N14] Assemble hard-copy and digital (CD ROM) dossiers on at least five PACE national programmes, regularly updated and on open access	CE, IA, AVA, TAs
[L2/C2] Develop dynamic mailing/distribution lists for various uses	IA/DMU
[L1] Assist and encourage efforts to improve national IT connectivity	TAs

3.3.3.5 Training and outreach resources and capacity

The staff of the Communications Unit will strive during Year Two to assess communications training and outreach needs arising from strategic evaluations of existing global plans for national PACE components and in the light of archive material such as National Communications Strategy reports commissioned under PARC. Activities to plot strategic needs and priorities will focus on two sub-regional communications strategy workshops, beginning with an East Africa workshop in June. Communications personnel of national programmes will present national scenarios developed under and since PARC. Subsequent debate and discussion will center on common strategic concerns and priorities that emerge from this process of comparison. Media and NGO representatives will be invited to contribute their insights to these enquiries. Aims will include agreement on a Plan of Action for communications and outreach activities for the sub-region.

Following these enquiries at sub-regional level and bearing in mind the priorities identified by them, national-level communications training workshops will be offered at the request of individual country offices. Specific training and outreach activities proposed for implementation during Year Two include:

[N1] Sub-regional strategy workshops for E Africa and W/C Africa and a scoping workshop for countries surrounding the *cordon sanitaire*	TA-N1/2 TA-B CE
[N2] National communication training workshops in 4 PACE countries	CE
[N3] Communications needs assessment visits to 9 PACE countries	TAs
[N5] Preparation of a communications training manual and guidelines for forming national strategies	CE
[N16] Design marketing campaigns in selected areas bordering the *cordon sanitaire* to test the relative potential impact of different communications tactics to promote better local disease reporting	TAs, CE, STC
[L12] Assess current vet school curricula vis-à-vis communications or outreach components and work with Deans to propose and test reforms	CE, TAs (+CAPE +VLPU)
[L13] Develop training modules for EISMV Dakar vet students	TA-B

Curriculum development initiatives will be inaugurated with a workshop of veterinary college or faculty deans to be organized in collaboration with CAPE and VPLU during the year in prospect for institutes in E Africa and the Greater Horn. Contact with the veterinary academy and veterinary educators in general will also be sought through existing networks and a wide range of views on the need for change canvassed by email as part of general communications needs assessment efforts. Representatives of veterinary colleges in each sub-region will be invited to participate in the sub-regional communications strategy workshops, together with natural science educators, schoolteachers and educational NGOs.

3.3.3.6 Tasks proposed for contracted-out support by short-term consultants and/or local service contract providers

Some items in this 'shopping list' of proposed short-term consultant and outsourced service contractor inputs are subject to further discussion or to the raising of additional donor funding or in-kind provision (see cost estimates).

[C1] Assess cost and quality benefits of outsourced *vs* in-house design, production, distribution and language versioning of regional publications (funded)
[C5] Sort, catalogue and digitize a quality selection of audiovisual materials inherited from PARC (funded)
[C3] Identify available hardware, software, HR and connectivity options and make recommendations (funded)
[E4] Develop treatment and storyboard for 10-15 minute all-purpose promotional video for PACE (funded)
[E4] Produce and package finished version of 10-15 minute PACE promotional video (see above)
[C8] Develop integrated design grids and standard-cost formats for the PACE publications range (funded)
[C3] Assist in design of a prototype PACE web-site and in training an in-house webmaster to run it (funded)
[C3] Pursue search engine registrations, linkage permissions and web marketing campaigns to maximize use of PACE web site or suite
[C9] Evaluate the worth and impact of ongoing PACE communications activities for purposes of a mid-term review.
[C6] Evaluate usage and worth of IBAR library and documentation services, in relation to PACE and to the sustainable provision of AH information after PACE
[N15] Investigate rural attitudes to private vets in x3 PACE countries (funded)

Indicators for main activities of the Communications Unit

Main activity	Indicator
To build the profile and 'brand image' of PACE and its concems in the eyes of external stakeholders, including the donor and policymaker communities and the international media. This strand of work is expected to absorb up to 15 percent of overall Unit effort.	• By December 2001, PACE press clipping files and transcripts demonstrate increased and enhanced media coverage of PACE and its key concems (e.g. press clippings, radio and TV airtime, www search engine rankings) assuming current zero base. • By May 2002, results of audience/market research surveys show increasing interest in animal health care by policymakers, donors, planners and private sector as a result of coverage.
To aggregate and share the experiences of PACE national projects to ensure that lessons are learned and collective knowledge and expertise made available throughout the PACE network. Some 25 percent of effort will be expended on this knowledge management process.	• In May 2002, an analysis of ISP statistics and direct testimony from email surveys show increasing interaction and sharing of information between PACE national teams (both laterally and via a regional hub) for decision support. • Reports from national PACE teams demonstrate increased personal contact networking and follow-up arising from PACE meetings and events (*i.e.* numbers of staff exchanges, internships, visits and spontaneous contacts). [Participants agree to keep a log of interactions]
To directly counsel, monitor and encourage the communications initiatives of all PACE national projects. This class of activity is expected to mobilize at least 45 percent of the Unit's effort.	• By December 2001, self-assessments conducted at sub-regional strategy workshops provide baselines of how national teams perceive their own confidence and competence to function as animal health communicators; subsequent reappraisals will track changes).
To build an appropriate communications infrastructure and necessary capacity in the PACE regional centres and, for the longer-term, at IBAR. This strand of activities is expected to involve 15 percent of the Unit's work effort.	• Consultant reports in June 2001 assess existing level of adequacy of communications infrastructure and make appropriate recommendations. • Routine assessments in December 2001 and May 2002 track progress towards required levels of capacity, skills and long-term sustainability.

3.4 UNIT TO IMPROVE THE DELIVERY OF VETERINARY SERVICES

3.4.1 ORGANISATION OF THE UNIT

In the context of privatizing the veterinary service delivery, this unit will address all aspects of animal health service delivery, and particularly up-flow with the legislative environment, and vertical linkages to field level activities. Different types of animal health delivery systems will be adopted according to the socio-economical environment as well as the various geographical and political situations. The unit will support countries to adapt their veterinary legislation and policy to enable privatization of veterinary practice and drug delivery, whilst harmonizing the different partner countries of PACE. Furthermore it will support the implementation, at field level, of the most appropriate and efficient AHW networks that have a potential for future upgrading. The unit will also optimize negotiations with various financial intermediaries and reinforce the veterinary profession through its professional bodies. Auxiliaries (paravets or CAHWs) will take part in improving the distribution of veterinary products and services in the arid regions, as well as in vaccination campaigns and disease surveillance in remote and unsafe areas (and everywhere they could be relevant), under the supervision of veterinary doctors.

There are two funding sources for this unit's activities: the PACE Programme's EDF budget lines "Support for privatisation" and "Husbandry auxiliaries", and the DfID budget for the "Community-based Animal health and Participatory Epidemiology" (CAPE) project. As a result of the two funding sources, the activities of this unit are managed by two sub-units that work very closely together and whose work programmes have been developed jointly. The sub-units are:

- the Veterinary Legislation and Privatization Unit (VLPU)
- and the CAPE project unit.

Their principal responsibilities are allocated as shown in the table below.

Focal areas	VLPU	CAPE
Legal aspects of the privatization process	XXX	X
Harmonization of approaches	XXX	X
Negotiations with financial intermediaries	XXXX	
Promoting participation of husbandry auxiliaries ("paravets", community-based animal health workers) in vaccination campaigns in remote or unsafe areas, under the supervision of veterinary doctors	X	XXX
Improving the distribution of veterinary products and services in the arid regions by auxiliaries		XXXX
Process of privatizing veterinary medicine using auxiliaries	XX	XX

3.4.2 VLPU SUB-UNIT

3.4.2.1 Introduction

One technical assistant (TA), who took up his post in July 2000, staffs the VLPU. His first tasks were to assess the achievements of the PARC programme and determine the requirements of PACE countries for assistance in the area of veterinary legislation and privatization. A preliminary questionnaire was circulated to some francophone countries of West/Central Africa, where the process of privatization of veterinary services had made most progress under PARC. By May 2001, responses had been received from 8 countries.

By May 2001, the TA had visited eleven countries (Senegal, Guinea Conakry, Mali, Ivory Coast, Ghana, Cameroon, Uganda, Rwanda, Tanzania, Ethiopia and Kenya).

A start was made to update the privatization policy of IBAR, in close collaboration with the CAPE sub-unit. Different models of animal health networks will be proposed, according to the ecological and economic systems of the different countries, as well as their human resources. Contacts were established with representatives of the OIE, FAO and World Bank to learn of their vision and experience of the privatization process in African countries.

The TA has designed guidelines on various topics. With regard to legislation, these cover veterinary practice, veterinary drugs act, code of ethics, and a white paper on the sanitary mandate. Concerning economic aspects of private veterinary practice, the topics include budget estimates for maintaining a privatization support bureau, business plans for veterinary practice under various conditions, and a model memorandum of agreement with a bank and management of the guarantee funds. Most of the documents await translation into English.

The TA also participated in a workshop on Kenyan veterinary legislation and in the meeting of the OIE Africa Commission, in Tanzania.

3.4.2.2 Strategy for the Veterinary Legislation and Privatization Sub-unit (VLPU)

The paradigm shift that PACE seeks to achieve with regard to the delivery of veterinary services represents an enormous challenge. The VLPU has one staff member whose input spans a total of 30 months; he has to cover 32 countries in which numerous obstacles have to be overcome. These include:

- Reluctance of the decision makers to change legislation
- Resistance of the public services to relinquish the provision of services (withdrawal of service provision at field level)
- Conflicts between different socio-economic and interest groups
- Lack of motivation of private veterinarians (lack of role models)
- Lack of appropriate training of veterinarians for private practice
- Reluctance of bankers to finance activities in the livestock sector

- Livestock owners lack capital and sometimes refuse to assume the costs of animal health
- Low potential of the market in some areas

Other problems exist at the regional level, including:

- Disparity in legislative approaches between French-speaking and English-speaking countries
- Prevalence of unfavourable economic or political conditions that relegate privatization as a minor issue

The time and resources assigned by the PACE Programme to achieve such a paradigm shift require careful management to achieve well-defined impacts. The human resources for the VLPU will be supplemented by short term TA in the areas of finance, legislation and education. The development of legislation will require close monitoring in each country and additional human resources will be required. This will be available/requested through the TA to be provided to national PACE components.

The sub-unit will facilitate the upgrading, quantitatively and qualitatively, of the delivery of veterinary services for livestock owners by encouraging the establishment of networks of private veterinary practitioners, that will collaborate closely with other animal health workers and the government veterinary services in a supportive legislative framework.

In each region of the PACE Programme, some countries already embarked upon the process of privatizing the delivery of selected veterinary services during the PARC programme. The Veterinary Legislation and Privatization sub-Unit (VLPU) will assist the refinement of the OAU/IBAR policy on privatization, in close collaboration with the CAPE sub-Unit. The revised policy will orient the work of the VLPU and help it to harmonize the approaches chosen by different countries, either in restructuring public services or in the privatization of services. The VLPU will ensure that guidelines are available nationally for the adoption of a coherent approach that takes into account the need for reliable delivery of essential veterinary services and the enhancement of the animal health (sanitary) status.

In the period covered by this work programme, the following priorities will be addressed:

- The refinement of the IBAR policy on the privatization of veterinary services A draught document will be drawn up in association with the CAPE sub-unit and presented to IBAR.
- The establishment of guidelines to harmonize the approaches to the revision of veterinary legislation in PACE countries, taking into account socio-cultural differences.
- Fostering (at decision-maker level) the development of para-veterinary networks under the responsibility of private veterinarians in relevant ecological

or economic zones (The CAPE project will foster and monitor the implementation of those paravets networks at the field level – see below).

3.4.2.3 Outputs and Activities

The important outputs of the work programme are listed below.

1. PACE member countries will have available the OAU/IBAR's revised policy on re-organization of veterinary services, which they could adopt as a starting point for their own activities.
2. Guidelines will be produced that will assist the harmonization of sanitary legislation between the different countries of PACE (allowing a facilitation of trade)
3. The basis for a legal framework will be established to enable the further development of cost recovery measures related to animal health.
4. The activities of National Veterinary Services in some countries will be refocused and will become more coherent, in the context of overall national capacities for the delivery of veterinary services to livestock owners.
5. The transfer of responsibilities for the provision/delivery of selected veterinary services and the distribution of drugs by the private sector will achieve broader national coverage.
6. Private veterinarians will participate in licensed activities related to state veterinary medicine in the context of national herd health and epidemiosurveillance.
7. Effective private veterinary networks (including paravets) will be present at field level.
8. Opportunities will have been created for stockbreeders associations to participate in the management of animal health.

The main activities of the VLPU will be directed towards achieving these specific outputs.

3.4.2.3.1 OAU/IBAR's policy on privatization

At the level of OAU/IBAR, the VLPU TA will collaborate closely with the CAPE sub-unit to support the debate to revise and update IBAR's policy on the re-organization of veterinary services. CAPE will engage a short-term consultant to review and draft the text of the policy and guidelines for a supportive legislative framework within which to implement the policy. The policy will be presented to the PACE Policy Committee for comment and endorsement.

The VLPU will investigate the options for OAU/IBAR to obtain access to the necessary resources for it to assume effectively an advocacy role in the field of veterinary legislation, which would enable IBAR to support the implementation of its privatization policy.

3.4.2.3.2 Dialogue on privatization

At the national level, the VLPU will establish, expand and maintain dialogue with key stakeholders to demonstrate and convince them of the positive effects of privatization of animal service delivery. These stakeholders will include high level decision-makers, public services staff, private veterinary practitioners, stockbreeders through their associations, and professionals in the animal trade. The TA will participate in meetings and national workshops, and will use the opportunity created by the PACE Regional Co-ordination workshops for western/Central and eastern Africa to raise awareness of the issues related to the sub-Unit's themes.

3.4.2.3.3 Veterinary legislation

The VLPU will carry out an audit of the existing laws and in the second half of the year will engage a short-term consultant to draft veterinary legislation in English. The VLPU will broadcast information (in collaboration with the PACE Communication Unit) first on regional level, then on national level, on the benefits of harmonization of these laws between African countries, in an international zoo-sanitary framework, as recommended by the OIE. The VLPU will evaluate the amendments suggested at the national level and will work in close relationship with the OIE's Regional Representative, based in Bamako (section 2.3 above).

The development of national legal frameworks, the availability of a private and independently self-financed veterinary service, and the achievement of legislative harmonization between the African States to enhance trade, is expected to promote the sustainability of the results of the activities pursued by the VLPU.

To enhance the harmonization of veterinary legislation in African countries, the sub-unit will conduct some preparatory studies to obtain a clear understanding of the main differences between the French style and English style veterinary legislation, on which the legislative frameworks in most PACE countries were based.

3.4.2.3.4 Reforms to the delivery of services

In the course of the dialogue fostered through the activities mentioned above, the VLPU will support and introduce reform of the legislative framework for animal health. This framework will encompass:

- Veterinary private practice
- Creation of professional association
- Veterinary pharmacy
- Veterinary public health
- Re-focusing the activities of State Veterinary Services

The PARC introduced the concept of **sanitary mandates** under which private veterinarians are licensed to intervene in the delivery of curative and preventive (obligatory vaccination campaigns, emergency plan) services and also in epidemiosurveillance activities. The VLPU will continue to promote the more extensive use of this approach. In addition, the use of paravets, working under

appropriate veterinary supervision, in remote and low potential areas will be introduced and fostered (CAPE will address the implementation of these networks of paravets in close collaboration with the existing private veterinarians).

The problems associated with the delivery of veterinary services in remote or low potential areas requires careful study at national level since the constraints differ according to the zones (climatic, logistic, economic, social or political). Each country is, therefore, responsible for conducting the preliminary analysis of constraints in these particular zones. The design of viable models for the delivery of veterinary services and products in these zones can however be studied, this being released under the responsibility of CAPE. These models, by now have been exclusively developed in East Africa, which was the main area of the PARCVAC project's intervention. The models will have to be adapted to the other PACE countries, particularly in the Sahelian countries in West Africa. The PACE Communications Unit will make a strong contribution in this area, provided that it can mobilize the national communication units to address this topic.

3.4.2.3.5 Support for private veterinary practice

In addition to promoting the more widespread application of the sanitary mandate to support the development of private veterinary practice, the VLPU will introduce dialogue to produce a shift in relationship between the banking sector and animal health professionals. The aim will be to reinforce the banks' confidence in the sector, encourage the banks to share the risks in start-up investments in private practices and the guarantee funds, and involve a professional veterinary organization in the management of the guarantee funds.

To enhance the effects of these activities that are geared towards the creation of an enabling environment, the VLPU will encourage the provision of training of such key actors as decision-makers (through seminars and study trips), government staff (through national workshops), private veterinarians (through workshops), and stockholders (through their associations). An assessment will be made of the curricula of veterinary schools and universities and propose amendments in order to adapt them to the reality of private practice. An evaluation of the curricula of those OIE-approved veterinary schools and universities approved will be made in close collaboration with the OIE's Regional Representative (section 2.3). According to the possibilities, the integration of a training course on private veterinary practice management will be encouraged.

The VLPU will work closely with the PACE Communication Unit for which a role in this area has been foreseen.

3.4.2.3.6 Integration of private veterinarians in epidemiosurveillance networks

The VLPU will emphasize to the national administrations in PACE countries the benefits of integrating the private veterinarians and their staff (paravets) in epidemio-surveillance networks. within the framework of the granting of sanitary mandates.

3.4.2.3.7 Assistance to national PACE programmes

The TA will assist countries to prepare their proposals for promoting the process of privatization, which will be funded through the national PACE programmes. The VLPU will collect information on veterinary legislation and privatization from such sources as the OIE, FAO and World Bank. Articles will be written about privatization (stakes, constraints, positive and negative points, case studies, etc.) to create and update a calendar of the privatization process in the various countries of PACE.

The Unit will propose models for the regulation of the delivery of veterinary products, so that the countries could adapt them to their national circumstances and requirements. The creation of a "Unique Pan-African Act ", whereby each country would pledge its commitment to adopt a harmonized veterinary legislation under the aegis of the OAU/IBAR, would be highly desirable. The expert will work in this direction, even though this target may not be achievable in such a short time.

The VLPU will promote the organization of workshops at national level during which stakeholders in the livestock sector should participate in the determination of priorities, strategy and policy options for the re-organization of animal health services, taking into account the OAU/IBAR policy guidelines. Policy options should promote complementary linkages between the public and private sectors, one example of which is the granting of sanitary mandates to registered veterinary practitioners.

3.4.2.3.8 Collaborative studies

The VLPU will promote and assist in economic studies of the costs and benefits derived from private veterinary practices and of the conditions of the veterinary market. Close co-operation will be maintained with the PACE Economics Unit. To ensure the reliability of data collected in these studies, short-term assistance could be required. At national level, the promotion of professional associations of paravets will be promoted, each of them being regulated by a "Code of good practice", which should be accepted by the National Veterinary Board. This activity will be undertaken in association with CAPE. The formation of associations of livestock keepers will be encouraged by raising awareness of the results obtained at national level by the different PARC projects, with support from other national projects (AFDI, GTZ, VSF, French Co-operation, DFID, Belgian Co-operation and NGOs).

Indicators for the main activities of the VLPU sub-unit

Main activities	Indicators
PACE member countries will have available the OAU/IBAR's revised policy on re-organization of veterinary services, which they could adopt as a starting point for their own activities.	OAU/IBAR's revised policy for the re-organisation of veterinary services has been proposed to IBAR by the end of June 2001.
Guidelines will be produced that will assist the harmonization of sanitary legislation between the different countries of PACE (allowing a facilitation of trade)	Guidelines and models of legislation for sanitary mandates (contracts and legislation) will be available : • By the end of for September Francophone countries • By the end of for December Anglophone countries
The basis for a legal framework will be established to enable the further development of cost recovery measures related to animal health.	Guidelines and models of legislation for private veterinary practice and drug delivery will be available: • By the end of November for Francophone countries • By the end of February for Anglophone countries
The activities of National Veterinary Services in some countries will be refocused and will become more coherent, in the context of overall national capacities for the delivery of veterinary services to livestock owners.	Guidelines for refocusing the activities of National Veterinary Services will be available by the end of December. By the end of May, at least 3 countries should have re-organized their Public Veterinary Services.
The transfer of responsibilities for the provision/delivery of selected veterinary services and the distribution of drugs by the private sector will achieve broader national coverage.	By the end of May, at least 10% of the PACE countries should have developed private veterinary medicine delivery system in pastoral areas. By the end of May, volume of importations of veterinary drugs have increased of 10% compared to the previous year in at least 20% of the countries.
Private veterinarians will participate in licensed activities related to state veterinary medicine in the context of national herd health and epidemiosurveillance.	By the end of May, 30% of the countries should have mandated private vets for legal sanitary tasks.
Effective private veterinary networks (including paravets) will be present at field level.	By the end of May: • 20% of the countries should have private vets installed in regional areas • 10% of the countries should have field level paravets or CAHW or Stockholder associations active in animal health delivery.
Opportunities will have been created for stockbreeders associations to participate in the management of animal health.	By the end of May, at least 10% of PACE countries should have Stockholders association involved in animal heath management as negotiating partners with private and public veterinary services.

3.4.3. COMMUNITY-BASED ANIMAL HEALTH & PARTICIPATORY EPIDEMIOLOGY (CAPE) SUB-UNIT

3.4.3.1 Introduction

In the context of those same constraints listed for the VLPU sub-unit (see above), the purpose of the "community-based animal health workers (CAHWs) sub-unit" of the PACE programme is to establish sustainable community-based animal health delivery systems in pastoral areas where private veterinarians (or even technicians) cannot intervene for obvious economic or logistical reasons. The first year's work programme of the Common Services and Co-ordination units of the PACE Programme stated that EDF funds allocated to the "CAHW unit" were contingent upon the unit obtaining further funding for long-term technical assistants (TAs). A concept note to obtain funds for long-term TA was under discussion between OAU/IBAR and the Government of the United Kingdom from April 1999. A team of DfID-funded consultants appraised the concept note between November 1999 and February 2000 and a funding proposal was submitted to DfID in June 2000. In December 2000, the Government of the United Kingdom agreed to provide funds both for long-term TA and other "CAHW Unit" activities. The first tranche of DfID funds was utilized in January 2001.

During the development of the DfID proposal, the activities, results and purpose of the "CAHW Unit" were refined and the sub-unit name changed to Community Animal health and Participatory Epidemiology (CAPE) Sub-unit to better reflect its scope of work. The logical framework for the CAPE sub-unit is closely linked with the results/outputs and main activities of the PACE programme. OAU/IBAR is grateful to the Government of the United Kingdom for providing funds for four years to complement those provided by the EDF.

3.4.3.2 Overview of CAPE

3.4.3.2.1 Overall strategy

The CAPE sub-unit's activities will be implemented over four years till September 2004. CAPE can be divided into major two phases. The initial two and half years, effectively starting in PACE year 2, will be a "doing and learning" period of rapid expansion of fieldwork to facilitate the establishment of community-based animal health delivery systems. These systems will allow national projects to co-ordinate activities in various pastoral ecosystems and give them the opportunity meet their commitments to successfully conclude the OIE pathway for final eradication of rinderpest. The delivery systems will at the same time improve the health of pastoral livestock populations by providing basic veterinary services and controlling other epizootic diseases.

During year 2 of PACE, the CAPE sub-unit will work in collaboration with the VLPU sub-unit to assist both IBAR and PACE to advance both their institutional and their policy development. CAPE plans to bring institutional change and policy development consultants to work with IBAR. CAPE will also be able to provide funds to bring institutional development or social science advisers to the PACE Advisory Committee as the need arises.

During this year, CAPE will concurrently develop its ability to gain and use the results of community-based animal health delivery and the field level projects to train, network, search and assess impact in order to refine the systems and disseminate the results internationally. Findings and experiences will be presented at a Pan-African international conference, to be held in PACE year 3. Project achievements and experiences, together with the findings of the international conference will then form the basis of determining the broad objectives and methods for the final project years.

From PACE year 3, the sub-unit will essentially concentrate on ensuring that African governments and international agencies integrate community-based animal health delivery systems as a complementary animal health delivery system in relevant areas. CAPE will promote the use of the results of the international conference, by showing they are effective and sustainable and by working with partners on policy, legislative and institutional change an enabling environment in the framework of the re-organization of veterinary services and privatization of veterinary practice and drug delivery.

3.4.3.2.2 Purpose and outputs

The purpose of the sub-Unit is to help create new alternative sustainable systems for animal health service provision in pastoral areas to control livestock diseases. Intervention will build upon activities already started in the Greater Horn of Africa (GHA) and these will be used to present a model for other countries presenting equivalent eco-systems (Sahelian countries). The sub-unit will have five major outputs. CAPE will achieve its purpose by: -

1. Establishing (or supporting the establishment) of innovative private and self-sustaining animal health care systems in pastoral areas, capable of controlling epizootic diseases and providing surveillance information for epizootic disease control (in particular rinderpest);
2. Strengthening IBAR's capacity as a regional body, to champion change in formal and informal institutions that shape animal health service delivery in pastoral areas;
3. Promoting, in association with VLPU, policy changes and legislation to create an enabling environment for private practice monitored community-based animal health services;
4. Collecting and presenting relevant data and information in support of wider policy changes;
5. Producing and circulating information on best practice guidelines for the establishment of self-sustaining animal health services in pastoral areas;

3.4.3.2.3 Areas of operation

The DfID funds provided to CAPE target its field activities to five pastoral ecosystems in the Greater Horn of Africa [including eastern Chad and CAR] These ecsystems reflect the perceived risks of rinderpest epizootics and the need to protect Central and Western Africa from outbreaks similar to those that occurred in the early 1980s. OAU/IBAR is aware that there has been significant progress in developing private veterinary practices and auxiliary delivery systems in West Africa over the last 15 years. It recognizes that there is a need to assess and learn from these experiences if practices are to be refined and further developed, and perhaps used to influence the development

of such systems in other areas. OAU/IBAR will use EDF funds to promote this development and exchange of experiences.
In West Africa, both sub-units will fund a series of assessments of those private and government animal health services that utilize auxiliaries or Community-based Animal Health Workers (CAHW). On the basis of these assessments, there will be further development and standardization of auxiliary training, plus revision of policies and legislation that enable such systems to operate effectively. In close collaboration with the national PACE programmes, suitably qualified nationals will be commissioned to conduct these short-term studies.

3.4.3.3 Summary of CAPE's Activities in PACE year 2

The CAPE sub-unit specifically aims to improve the delivery of animal health services and epidemio-surveillance in pastoral areas. The sub-unit will be involved in a broad range of activities, largely field-based, to achieve the six major results of the PACE Programme Common Services and Co-ordination Units. Whilst implementing these activities the following approaches will be adopted -

1. In close collaboration with OAU/IBAR staff, CAPE will strengthen IBAR's capacity to understand complex issues affecting pastoral areas and develop its policies toward pastoral development. CAPE will work closely with IBAR's Pastoral Policy Adviser to achieve this and will present a paper to the PACE Policy Committee at its first meeting in 2001.
2. In close collaboration with the PACE VLPU (section 3.4), CAPE will assist IBAR to review its current policies and to draw up a clear policy toward strengthening veterinary services in Africa through private and public sector development.
3. In partnership with relevant stakeholders,[7] the PACE Epidemiology Unit and its sister sub-unit, CAPE will establish new and refine existing community-based animal health delivery systems. This is a vital, core activity for year 2 and will include appropriate evolution of impact assessment. The PACE Economics Unit will be collaborate in the economic aspects of such assessments particularly the cost:benefit analysis of the various models of community-based animal health service delivery. The strategy will encourage the development of networks for implementing partners and this will involve the PACE Communications Unit. For example, a network-brainstorming workshop held in April 2001 will be used to form a regional network for animal health delivery in Pastoral areas. In collaboration with the PACE Data Management Unit relevant indicators and facts arising from the activities will be recorded in a database.
4. CAPE in close collaboration with VLPU will begin the process of convincing National and Regional policy makers of the effectiveness of community-based animal health delivery systems. This will start in year 2 with a review of current policies and legislation affecting community-based animal health delivery system development in pastoral areas in selected countries. The strategy will be

[7] (National and Regional Veterinary Services, statutory veterinary and regulatory bodies, NGOs, CBOs, Livestock owners, the veterinary pharmaceutical suppliers, vets and veterinary technicians and international agencies [particularly FAO, OIE, ILRI and IGAD)

implemented in close collaboration with implementing partners and the PACE Communications Unit.

5. CAPE will research and field-test new technologies that might improve community-based animal health delivery systems. This will be carried out in close consultation with the PACE Epidemiology Unit and relevant research organizations such as CIRAD-EMVT and the world reference laboratory for rinderpest. The CAPE field-based staff will be used to implement this activity.

3.4.3.4 Use of EDF Funds in Year 2

Between 1 March 2000 and 2 January 2001, none of the EDF funds allocated for use by the "CAHW Unit" of PACE Common Services was utilized. This was because disbursement was contingent upon the presence of long-term technical assistants to staff the unit, under new funding agreements. On 14 December 2000, IBAR signed a memorandum of understanding for the provision of such funding with the Department for International Development (DfID), Government of the United Kingdom.

This has meant that funds allocated for year 1 were largely unutilized, as only relatively small items of equipment could be bought between January and March 2001. The vehicles budgeted in year one could not be purchased because of the length of time required to obtain exemption from duty through the Ministry of Foreign Affairs in Kenya, and the need to tender for vehicles costing over Euro 25 000. Unutilized funds will, therefore, be carried over into year 2.

Indicators for main activities of the CAPE sub-unit

Year two summary outputs and activities[8]	*Indicator*	*Means of Verification*	*Assumption*
Output – IBAR's capacity to understand complex issues affecting pastoral areas and develop its policies toward pastoral development strengthened	OAU-IBAR policy on CAH delivery systems documented by 2002 OAU-IBAR agree to organisational analysis by Dec. 2001 Organisational analysis accepted by OAU-IBAR	OAU / IBAR / PACE reports	Full collaboration of senior OAU-IBAR staff and active partners
Output – Community-based animal health delivery systems in pastoral areas refined	Publication of a how to do it manual for CAHW projects by Dec. 2001 Database on CAH in the Horn of Africa in place by March 2002 Two border harmonisation workshops completed in year two Policy position on CAH by OAU-IBAR by 2002 Review and stakeholder analysis of experiences in participatory evaluation (human and animal) and veterinary uses of PE completed by end-October 2001	Invoice for purchase of manual PACE data management unit reports Workshop proceedings OAU / IBAR reports The Review	Partners with roles in establishing CBAHW systems continue to receive funding Partners make agreed contributions
Activity – Develop institutional capacity of veterinary schools to teach, research and inform debate on CAH and PE	Reviews conducted in 4 veterinary schools in 4 countries by end 2001.	The reviews	
Activity – Support the development of a network for animal health delivery in the GHA	Network in place with CAPE inputs by 2002	Network reports PACE reports	
Activity - Support reviews of institutional organisation, legislation and policy by mandated livestock organisations	At least 2 reviews in year two	Reviews	
Activity - Support stakeholder analysis of current policy and legislation.	At least 3 stakeholder workshops in year two	Workshop reports PACE reports	
Activity - Disease surveillance tools appropriate for use by CAHWs validated and improved	RP diagnostic and serum sampling tools validated for field use by CAHWs by 2002	Sub-unit and PACE reports	Partners make agreed contributions

[8] *Extracted from global log frame for CAPE sub-unit*

3.6 DATA MANAGEMENT UNIT

3.6.1 INTRODUCTION AND BACKGROUND

The Data Management Unit comprises a professional officer who took up his post in July 2000. The Unit aims to establish an information system, which will assist PACE, at national and regional levels, to eradicate rinderpest and develop appropriate strategies for the control of other major epizootic diseases. The information management system should also serve as a base for IBAR's future information system.

During the first year of PACE, a Local Area Network (LAN) was established at OAU/IBAR; it became operational in May 2000 and a LAN Administrator was recruited. A lease line connection to Internet (and e-mail services) was established and most of the computing facilities needed at the PACE Programme Co-ordination Unit were set up. A system was applied to ensure data/information safety and security and a centralized electronic filing system was initiated. The basic infrastructure of the Data Management Unit (DMU) was in place at a central level by the end of February 2001.

A preliminary assessment of information needs was conducted. Eight PACE member countries (Ethiopia, Guinée Conakry, Kenya, Mali, Rwanda, Senegal, Tanzania, Uganda) were visited; their information management capacities were assessed and their immediate needs identified. The collection of data and sorting of available information at PACE/IBAR was started to develop an interim information resource. A questionnaire to update baseline data of PACE member countries was developed together with PACE Epidemiology Unit. This was distributed to the countries and responses are awaited.

The Data Management Officer visited the headquarters of the OIE and FAO, and ILRI and CIRAD/EMVT. These initial contacts established a liaison with the main organizations and institutions working in areas of animal health information management. Ideas for information management including digital filing system were gathered and the Data Management Officer familiarized himself with TADinfo, a tool to manage information on animal health that was developed by the EMPRES group of FAO. This familiarization included the French version of the software that had been customized for Senegal.

In collaboration with the PACE Communications Unit, a start was made to assess the requirements for developing a PACE home page on the Internet.

The first year's work has revealed several constraints. The information flow between countries and IBAR is not well established and many countries lack a standard data collection system. Many countries experience connectivity problems with the Internet and, generally, most national information management staff lack training needed for the tasks that they are required to perform. There are also problems that arise because of the lack of standardization of hardware and software used for data management in different member countries.

3.6.2 STRATEGY

The Data Management Unit (DMU) will lay a foundation for the establishment of a sustainable animal health and production information system. This will make use of modern information technology and approaches that will enable IBAR to prioritize, plan, make decisions, advise users and monitor activities related to animal resources.

The Unit will provide information on the epidemiology of rinderpest in member countries by developing appropriate methods to collect data from national veterinary services, CAHW/NGOs and other sources. These data will enable PACE to monitor the activities of member countries, in the first instance those that are geared towards the final eradication of rinderpest. The collection of data and management of information related to animal production and health will be harmonized and standardized wherever possible with the requirements of international organizations operating in Africa (*i.e.* OIE, FAO EMPRES, FAO RADISCON). The DMU will also collect and assist in the analysis of baseline epidemiological and economic data on major livestock diseases for setting control and/or research priorities.

The Unit will assist member countries to build the necessary capacities to establish the management and dissemination of information on animal health and exchange it with neighbouring countries. By building the national capacities in areas of information management in PACE member countries, the DMU will provide the basis for an African network of animal health information. To enhance the sustainability of such a network, PACE will foster cross-border skills sharing related to information management between member countries.

Various approaches will be adopted at the global, regional and national levels. At global level, liaison will be established with such organizations as the OIE, FAO, Panaftosa and ILRI and the harmonization of activities and standardization of data collection from countries will be promoted, mainly through exchanging information and experience.

At the continental level, which principally concerns OAU/IBAR, the DMU will develop a system and establish routines for data collection, processing and information generation and dissemination. It will harmonize activities of PACE Common Services regarding information management.

The national PACE programmes are major clients of the Data Management Unit. The Unit will encourage the participation of staff from National Programmes in planning activities and establishing routines. It will also assist countries to establish the identified information system and will assist capacity building in PACE member countries related to information management and the use of information technology.

3.6.3 ACTIVITIES

3.6.3.1 Compile and structure available information for CD-ROM production

The identification and introduction of an information management system for PACE is a medium-term project. During Year 2, data and information from IBAR, PARC,

PACE and other sources will be gathered and structured. More recent data will be received from PACE member countries arising from the questionnaire that was circulated and from country visits made during the first year. The main objective is to create an interim information resource both in English and French to fill the gap of insufficient baseline data required for planning. The information gathered and structured in this way will be placed on CD-ROM and copies will be produced for distribution to PACE member countries; other users will be able to purchase copies. This will enhance PACE information dissemination and provide feedback for member countries. In view of the considerable problems of connectivity in many PACE member countries, this approach represents an affordable alternative for information dissemination until the situation improves. Animal health staff with access to computers with CD-ROM drive will be able to retrieve information from the CDs and print selected information for colleagues working in remote areas. Experience acquired from this exercise will shed light on the potential of this medium to disseminate information and generate income to improve the sustainability of data management.

3.6.3.2 Identify and establish an appropriate information system for PACE member countries and at the PACE PCU, OAU/IBAR

The database and GIS system to be used to capture and analyze epidemiological data, and to generate information, has not yet been identified. There have been various proposals ranging from the adoption and adaptation of TADinfo to manage disease information, to the development of a new information system. The Data Management Officer has familiarized himself with TADinfo and has gained knowledge of alternative information management systems from different organizations, including FAO and OIE. In the second year, a short-term consultant will be engaged to make an independent assessment of the information needs of PACE and its member countries, and identify appropriate options for information systems. Once the consultant has confirmed the types of information needed by PACE, the next task would be to suggest the information tool(s) that would be appropriate for its management. Although the decision will be made after the consultancy, choosing an existing information system has the considerable benefits of reduced investments in time and money. The development of a new system would be slow because of the time needed to fine-tune it, and this step would have to precede its transfer to PACE countries. Taking into consideration the timeframe of the PACE Programme, the consultant is expected to recommend the adoption or adaptation of existing tools, the transfer of which has already started in some PACE countries. In this case, the existing system should be modified to accommodate the Programme's needs. The parallel development by other organizations of a new, improved and more flexible information management systems would require the new system to have a module capable of importing data from the "old" system and the modification of the existing system to be able to "export" data to a new system. Despite the activities of PACE, a new system may have to be transferred at the end of PACE or as a major follow-up activity to the Programme.

Once a suitable system has been identified, it will be established at the PACE Programme Co-ordination Unit, at the Bamako office and then in PACE member countries. Identification will be completed in the first six months; the remaining six months would be used to introduce the system into two model or pilot countries. Due

attention will be given to running English and French versions of the information system in parallel.

Based on the strengths of their information management units and on the fact that they have started implementing their PACE programmes, Senegal (in francophone West Africa) and Ethiopia (in anglophone East Africa) have been selected as the two pilot countries for the establishment of the IM system. National epidemiologists or information management officers from these countries will be trained after which they will be mobilized to transfer skills to neighbouring countries. This approach will rapidly achieve a multiplier effect and will assist harmonized development of IM systems.

3.6.3.3 Develop and introduce a routine for data collection, transmission and analysis, and information dissemination

This activity complements the development of an information management system. T is to some extent dependent on the completion of the system and although the operation may start earlier, the establishment of routine activities will continue beyond the end of the second year.

A routine on how often (temporal resolution) and at what level (spatial resolution) data should be collected from field and ways of their transmission to national and regional (PACE/IBAR) levels will be agreed upon. Similarly, ways and means of disseminating information generated at national or regional levels need to be determined and executed accordingly. This last activity will rely upon the participation of national PACE programme Communication Units. A workshop to introduce the identified information system and to reach consensus on the spatial and temporal resolution of data collection will be organized for PACE staff in charge of information management. Potential threats to harmonized information management, including policy issues, will be discussed and solutions will be proposed during the workshop.

3.6.3.4 Capacity building in areas of Information Management and Geographical Information System (GIS)

The introduction of modern technology such as GIS and approaches to PACE information management (*e.g.* risk analysis and decision support) are crucial to the achievement of the objectives of the PACE Programme. This in turn requires the building of sufficient capacity in the Data Management Unit and at national levels to ensure that OAU/IBAR can fulfil its mandate as centre of excellence. Appropriate in-service training will be provided to selected staff who will be funded by their respective national PACE projects; the Data Management Officer will provide support.

3.6.3.5 Compile epidemiological data and update Eco-zone maps to assist reviewing current rinderpest eradication strategy in Eastern and Central Africa

The PACE Epidemiology Unit will review the rinderpest eradication strategy and focus more on an eco-zone approach. To support this approach, the DMU will update information on the rinderpest situation in East and Central Africa, both in cattle and wildlife, including the maps prepared during the recent African Wildlife Veterinary Project implemented by OAU/IBAR. Maps depicting cattle and wildlife distribution and density, movement patterns, physical and traditional barriers, *etc.* are also required

to continuously refine the rinderpest strategy. This will be a high priority activity because of the urgent need to revise the strategy and support its implementation, particularly in areas considered to be endemic and in the "cordon sanitaire". Short-term clerical assistance will be required to digitize maps.

3.6.3.6 Devise ways and means of collecting animal health data from remote and insecure areas by involving CAPE

Information is required to support surveillance activities in remote and insecure areas that are not covered by the conventional veterinary services. Consequently, the DMU will work closely with the CAPE project to collect data in the required formats and will provide feedback in terms of appropriate information. In addition to establishing a mechanism of collecting data on disease occurrence from such areas, the means will be devised to improve the quality of these data, standardize formats and protocols and integrate them in the national reporting system. The evaluation of the system at the later stage will guide future developments. The role played by CAPE will be crucial in achieving these goals.

3.6.3.7 Strengthen the sustainable use of appropriate information technology at PACE/IBAR and in member countries

The Local Area Network (LAN) at PACE/IBAR has been active since mid-May 2000. In the second year, electronic connection with PACE Co-ordination Units and member countries will be improved. Although Internet services are now available in all African countries, in the departments of veterinary services of most member countries connections are not yet adequate; only a few national PACE Programmes have reliable access. In order to assure fast and reliable information exchange, national PACE staff require access to Internet services. The PACE Data Management Unit, together with the Communication Unit, will explore ways and means of strengthening connectivity of national PACE programmes and introducing more information technology facilities such as Intranet and discussion groups. Integration of a PACE filing system and e-mail services into a PACE home page will be explored using short-term consultants. The Units will also explore means of securing funds for the implementation of some of these activities and ways of making the system sustainable.

3.6.3.8 Contribute to reviewing rinderpest surveillance standards and monitor key indicators

In addition to OAU/IBAR, institutions like OIE, FAO/EMPRES, GREP and IAEA are involved, in one way or another, in rinderpest eradication and the control of other major epizootic diseases. As a result of their activities, these institutions have set standards, time-frames and recommendations for surveillance systems, the pathway for rinderpest eradication, performance indicators and a rinderpest eradication "blue print". Implementation of these standards is compulsory in order to obtain international recognition for the freedom from specified diseases. Hence, the Data Management Unit will collate the various documents these issues and, with the assistance of the Communications Unit, will disseminate recommended codes and standards to PACE member countries. It will follow up the implementation of these to assist the preparation of dossiers for member countries to progress towards disease control or eradication.

3.6.3.9 Start collecting as much epidemiological and economic data as possible and map the distribution of CBPP and other major epizootic diseases to assist designing control strategies

This task will be started during the second year and continue in year three. Available information from most PACE member countries suggests that CBPP, FMD and African swine fever are high priority diseases in many PACE countries. Extensive data collection on the spatial and temporal distribution of these and other major epizootic diseases, the economic losses they cause, current control strategies and experiences of control/eradication from elsewhere is imperative for designing appropriate control strategies. Disease mapping will be one of the essential tools included to this activity.

Indicators for the main activities of the Data Management Unit

	Main Activity	Indicator
1	Compile and structure available information from IBAR, PARC, PACE proposals, field visits, circulated questionnaire and other sources for CD-ROM production	One thousand CD-ROM with information on IBAR, PARC and PACE produced by end of October 2001 All the CD-ROM distributed to target groups by end of May 2002
2	Identify and establish an appropriate information system for PACE member countries and the headquarters	Report on appropriate information system for PACE co-ordination Offices and member countries presented to PCU by end of December 2001. Identified information system introduced and become operational in at least two member countries by end of May 2002.
3	Create and introduce a routine for data collection, transmission, analysis and information dissemination	Technical support on reporting and information management given to at least five countries by end of May 2002
4	Capacity building in areas of Information Management and Geographical Information System (GIS)	Staff attended two training sessions by end of December 2001
5	Compile epidemiological data and update Eco-zone maps to assist reviewing current rinderpest eradication strategy in Eastern and Central Africa.	Eco-zone maps with rinderpest information for East Africa and *Cordon Sanitaire* area produced and made available by end of August 2001.
6	Devise ways and means of collecting animal health data from remote and insecure areas by involving CAPE	Simple and easy to use standard disease reporting format produced and tested by the end of February 2002
7	Strength the use of information technology at PACE/IBAR and member countries and devise means of its sustainability	Report on appropriate information technology for PACE co-ordination offices and member countries presented to PCU by end of December 2001. List of information products which can be used for cost sharing prepared and submitted to PCU at the beginning of April 2002
8	Contribute to reviewing standards set for rinderpest surveillance and Monitor key indicators to assess the progress of member countries in fulfilling the requirements of the OIE pathway	At least 120 monthly reports on key Performance Indicators received from 25 countries between December 2001 and May 2002.
9	Start collecting as much epidemiological and economic data as possible and map the distribution of CBPP and other major epizootic diseases to assist designing control strategies.	Information on continental distribution of at least one disease (CBPP) collected and mapped by end of May 2002

3.7 FINANCIAL CONTROL UNIT

3.7.1 INTRODUCTION

The Financial Control Unit was established at the offices of the OAU/IBAR in Nairobi. It consists of the Financial Controller and a Counterpart Accountant. In Bamako, the Regional Co-ordination Unit has an Accountant who administers its budget under the immediate supervision of the Regional PACE Co-ordinator for West and central Africa. Reports and claims for reimbursement are submitted to the Financial Control Unit in Nairobi.

In the first year, formats were devised to provide a framework for developing budgets for the various components of the PACE Programme and to monitor expenditure at national and regional levels. The first work programme and cost estimate for the Co-ordination Units and Common Services in Nairobi and Bamako followed the budget lines of the PACE proposal (summarized as Table 1 of the financing agreement). The work programmes of the national components were developed along the lines of the four thrusts of the PACE Programme; within each thrust three major budget lines of "Personnel," "Equipment" and "Running costs" were used. By the end of the year, the first monthly statements of expenditure were awaited from the five countries funded under the Batch I consolidated work programme and cost estimate.

The budgets of the Co-ordination and Common Services Units for Nairobi and Bamako are annexed to this document. They are presented as a detailed budget and a combined budget for both Units, by main budget line. The European Commission will make two separate commitments: one for Nairobi in KES and one for Bamako in FCFA.

3.7.2 MAIN ACTIVITIES OF THE FINANCIAL CONTROL UNIT

3.7.2.1 Accounting for regional imprest accounts

The Counterpart Accountant in Nairobi and the Accountant in Bamako will present monthly financial reports on expenditures, commitments and balances for the information of the PACE Programme Co-ordinator, the Regional Co-ordinator, the heads of the Common Services units and the Financial Controller.

In addition, they will prepare quarterly financial reports supporting documentary evidence for submission to the PACE Programme Co-ordinator and the Financial Controller. On the basis of these latter reports, claims for replenishment of the advance imprest will be made, in accordance with the rules annexed to this document (Annexes 4 & 5). The Financial Controller will check and endorse the financial reports, approve the documents of evidence, formulate remarks and recommendations, and transfer the documents through the Regional Authorizing Officer to the Lead Delegation of the EC.

To facilitate the financial follow-up of the Programme, the unit will establish an accounting software programme that can be used in the Programme Co-ordination Units in Nairobi and Bamako, and, eventually, by the National Components. This will be developed in French and English language versions with the assistance of short-term

service providers who will be commissioned under the provisions for this work programme.

The Financial Control Unit will assist the PACE PCU to prepare the work programme and cost estimate for the third year's work programme.

3.7.2.2 Accounting for imprest accounts of national PACE components

In the first year, the work programmes of 15 countries were launched and they received advance payments of their imprests. In these countries, the National Co-ordinators and their accounts sections will produce quarterly financial reports, in the standard format required by the Financial Control Unit. These reports will be sent with supporting documentation to the National Authorizing Officer, the local delegation of the EC with requests for reimbursements. Copies of these reports will be provided to the PACE Co-ordinator and the Financial Controller to enable financial monitoring to be done. From such information, a financial database will be compiled. The Financial Controller will provide summary reports to the Regional Authorizing Officer and the Lead Delegation of the EC. The National Authorizing Officers (NAOs) will send a copy of each payment order to the Financial Controller, the RAO and the lead Delegation of the EC in Nairobi.

The Financial Controller will undertake support missions to PACE countries to provide support to national PACE co-ordinators, and advise NAOs and delegations on the financial status of the PACE Programme. Based on these missions, he will produce appraisal and financial / audit reports, with remarks and recommendations. Copies of these reports will be provided to the NAOs, national PACE co-ordinators, the local EC delegations, the PACE Programme Co-ordinator, regional PACE Co-ordinator for West and central Africa (as applicable), the RAO and the lead Delegation of the EC.

The unit will work with the PACE Regional Co-ordination Units and will assist in the consolidation of the national components' second year work programmes.

3.7.2.3 Specific commitments

The Financial Control Unit will check the invoices received by the PACE Programme Co-ordination Unit related to the specific commitments made for service contracts (mainly the provision of technical assistance) and supplies (for example vehicles purchased by OAU/IBAR for the "Fight against rinderpest lineage 1" project in northern Sudan). In the second year, subvention contracts will be signed for research and environmental monitoring; the Financial Unit will monitor expenditure according to the requirements of the EDF.

3.7.3 EXPECTED RESULTS FROM YEAR 2

The Financial Control Unit will produce regular financial reports of the Programme Co-ordination Units in Nairobi and Bamako, and the National PACE Components.

By March 2002, an accounting software programme, in French and English, will have been established for use at regional and national levels. This will be linked to a financial database that uses the national financial reports.

The unit will contribute to the timely submission of the consolidated work programmes for the second year, and to the AWP&CE for the Co-ordination and Common Services Units for their third year.

PART III

COST ESTIMATES FOR COMMON SERVICES AND CO-ORDINATION AND MANAGEMENT BASED IN NAIROBI

The Cost Estimate is detailed in Annex 3.1.

1. COMMON SERVICES

1.1 EPIDEMIOLOGY

1.1.1 PERSONNEL

1.1.1.1 Main Epidemiologist

The Food and Agriculture Organization (FAO) of the United Nations has provided an international expert for the post of Main Epidemiologist. He took up his post on 2 December 2000. The provisions of the contract will cover the expert's personnel costs, and those of short-term experts that may be engaged to support the Programme (subject to the prior approval of the Director of OAU/IBAR and the European Commission). The Main Epidemiologist has been provided with computer equipment; his contract will cover the running costs if his service vehicle, and the costs of his regional travel.

1.1.1.2 Counterpart Epidemiologist

In July 2000, the OAU/IBAR recruited the Counterpart Epidemiologist whose personnel costs will be met from provisions of this work programme.

1.1.1.3 Technician

No provision is made under this item. The need for this appointment will be assessed by the Main Epidemiologist.

1.1.1.4 East Africa Epidemiologist

The Centre de cooperation international en recherche agronomique pour le developpement (CIRAD) EMVT is a Collaborating Centre in Epidemiology of the Food and Agriculture Organization (FAO) of the United Nations. Since June 2000, it has provided the expert for the post of East Africa Epidemiologist. The provisions of the contract cover the expert's personnel costs, and those of short-term experts who may be engaged to support the Programme (subject to the prior approval of the Director of OAU/IBAR and the endorsement of the European Commission). The expert will be provided with a computer under the terms of the contract, which additionally, will cover the costs of his regional travel and office consumables.

1.1.1.5 East Africa Wildlife Expert

A consultant contract for Lot 1 has provided the services of an expert for the post of East Africa Wildlife Expert. The provisions of the contract cover the expert's personnel costs, and those of short-term experts who may be engaged to support the Programme. The expert has been provided with specialized capture equipment under the terms of the contract, which additionally, will cover his regional travel and operating costs.

1.1.2 EQUIPMENT

Vehicles that were used during the PARC project have been transferred to the PACE epidemiology component (Table 1 lists the allocation of vehicles). No new vehicles will be purchased this year.

1.1.3 RUNNING COSTS

Provision is made under this heading to meet the following costs of the Nairobi-based epidemiology component of PACE.

- Travel of the Counterpart Epidemiologist (111302) – provision is made for daily allowance for 90 days, and air travel
- Meeting/workshop for the regional epidemiology network (111346) – this provision will meet the costs of convening a workshops related to the establishment of a regional epidemio-surveillance network in Eastern Africa. National PACE projects will meet the costs of attendance of their representatives.
- Diagnostic reagents (111366) - Provisions are made for the supply of laboratory reagents required to diagnose rinderpest, CBPP and other selected diseases in compliance with internationally accepted standards that the PACE Programme will promote.
- Laboratory tests and follow-up (111367) - provisions are made to pay for specialized laboratory tests and follow-up diagnostics; these tests will, as a rule, be performed at the appropriate world reference centres.
- Regional meeting of wildlife specialists (113347) – the costs of a regional meeting for wildlife specialists in Eastern Africa will be met from this provision. National PACE projects will meet the costs of attendance of their representatives.
- Sampling and analysis of specimens (113368) – this provision will cover the costs associated with sampling selected populations of wild animal species, and the subsequent costs of analysis of specimens collected.

1.2 COMMUNICATIONS

1.2.1 PERSONNEL

1.2.1.1 East Africa Communications Technical Assistant

Since September 2000, the consultant contract for Lot 2 has provided the services of an expert for this post. The provisions of the contract cover the expert's personnel costs, and those of short-term experts who will be engaged to support the Programme (subject to the prior approval of the Director of OAU/IBAR and the endorsement of the European Commission[9]). The expert has been provided with a vehicle, computers and accessories. Additionally, the contract covers his regional travel and operating costs.

[9] The same approval procedure applies to the short-term experts provided under all TA contracts.

1.2.1.2 Communications Expert - Counterpart

In July 2000, the OAU/IBAR recruited the Counterpart Communication Expert whose personnel costs will be met from provisions of this work programme.

1.2.1.3 Desk top staff (Website manager)

This post has been reassigned to the Communications Unit and the provision under this item will meet the personnel costs of the Desk top publisher who may be re-trained to assume the role of a Website Manager, as appropriate.

1.2.2 EQUIPMENT

All purchases will be made under the provisions of the consultant contract for the technical assistance expert.

1.2.3 RUNNING COSTS

Provision is made under this heading to meet the costs of the Nairobi-based communications staff of PACE.

- Travel expert (12308) - travel and incidental costs for 90 days per year, covering daily allowance and air travel, incurred by the counterpart Communications Expert in connection with setting up communications training and workshops, launches and other events

- Operating costs (12326) - refers to costs incurred regularly for purposes such as subscriptions to periodicals and reference books or CD ROMs, domain name fees, search engine registration fees and memberships

- Printed matter (12336) - refers to costs of development and production of reports, brochures, guidelines and handbooks on behalf of other PACE units, including PCU, for circulation within PACE and the PACE region.

- Production of promotional materials (12337) - costs incurred in the design, production and general distribution of a monthly PACE bulletin in English and French versions, and a generic PACE promotional CD-ROM, etc.

- Video, DTP, photo supplies (12338) - refers to expendable accessories (e.g. toner cartridges, film and tape)

- In-country training and outreach (12356) - costs of mounting strategy workshops and setting up in-service training opportunities at country and sub-regional levels, plus prototype communications campaign tools

- Review and co-ordination of training workshops (12357) - refers to costs of regional inputs to national level communications training workshops, including provisions for periodic review and evaluation of impacts.

- Vet faculties deans workshops (12358) - costs of curriculum reform and development activities in harness with CAPE, and VPLU with a view to modernizing and enhancing communications skills for new vets.

- Commissioned services (12387) - occasional costs such as the periodic engagement of student help to boost web site use through linkages campaigns, specialized AV digitized scanning and cataloguing services, etc.

1.3 ECONOMICS

1.3.1 PERSONNEL

1.3.1.1 Senior Economist

In June 2000, the OAU/IBAR recruited a Senior Economist to head this component of the programme; his personnel costs will be met from provisions of this item.

1.3.1.2 Knowledge Transfer Assistant

In June 2000, the OAU/IBAR recruited a Knowledge Transfer Assistant whose personnel costs will be met from this provision.

1.3.1.3 Consultancies/honoraria

This small provision will be used to pay honoraria to individuals who will be engaged to conduct short-term studies and other services related to the economic aspects of animal diseases and their control.

1.3.2 EQUIPMENT

A provision is made under this item for the purchase of 1 desktop computer, for the use of the Knowledge transfer assistant.

1.3.3 RUNNING COSTS

Provision is made under this heading to meet the following costs of the economics component of PACE.

- Travel of the Economist (90 days) and his assistant (45 days) covering daily allowance and air travel
- Commissioned services – in order to collect data -

1.4 UNIT TO IMPROVE THE DELIVERY OF VETERINARY SERVICES

1.4.1 VETERINARY LEGISLATION/PRIVATIZATION

1.4.1.1 Personnel

1.4.1.1.1 Legislation/privatization TA

Since July 2000, the consultant contract for Lot 2 has provided the services of an expert for this post. The provisions of the contract cover the expert's personnel costs, and those of short-term experts who will be engaged to support the Programme (subject to the prior approval of the Director of OAU/IBAR and the endorsement of the European Commission). The expert has acquired a service vehicle, office equipment, a computer and accessories. The service contract covers his regional travel and operating costs.

1.4.1.1.2 Short-term consultants

The costs of short-term consultants will be met from the provision in the consultant contract between the OAU/IBAR and Agrer.

1.4.1.2 Equipment

No equipment will be purchased under this cost heading.

1.4.1.3 Running costs

All of the expert's operating costs will be met from provisions in the consultant contract.

1.4.2 COMMUNITY-BASED ANIMAL HEALTH & PARTICIPATORY EPIDEMIOLOGY (CAPE)

It is estimated that €99 400 of the provision for CAHWs made under the PACE imprest account for the first year will be carried from year 1 to year 2. The total EDF budget for the CAPE unit for year 2 is €183 000. The disbursement of these funds will be under the technical supervision of the EDF-funded TA of the VLP sub-unit; some funds will be reallocated between the major budget lines of Personnel, Equipment and running costs.

DfID will fund all CAPE's long-term technical staff and a significant number of short-term consultants [*indicated in italicized text*]. EDF funds will complement the DfID funds by providing the following [non-italic, regular text]: -

1.4.2.1 Personnel

1.4.2.1.1 Head of Unit/Advisor to the CAPE Unit

The TA in this post has been recruited through a subcontract with Tufts University. The contract is funded by DfID and will meet all of his personnel costs.

1.4.2.1.2 Epidemiology & Informatics Officer

The TA in this post has been recruited through a subcontract with Tufts University. The contract is funded by DfID and will meet all of his personnel costs.

1.4.2.1.3 Veterinary field officers

The OAU/IBAR has recruited one veterinary field officer from the region; two more will be recruited. Their personnel costs will be covered by DfID funds. USAID funding has covered the costs of one veterinary field officer.

1.4.2.1.4 Technical Officer (Nairobi-based)

The OAU/IBAR has recruited one Technical Officer (APO) to be based in Nairobi. Her costs will be covered by DfID funds.

1.4.2.1.5 CAPE Sub-unit Administrative Assistant

DfID funds will cover the costs of the CAPE Unit Officer Manager who the OAU/IBAR has recruited for this post.

1.4.2.1.6 Accountant

DfID funds will cover the costs of the CAPE Unit Accountant who the OAU/IBAR has recruited for this post.

1.4.2.1.7 Logistician

DfID funds will cover the costs of the CAPE Unit Logistician/Secretary who the OAU/IBAR will recruit for this post.

1.4.2.1.8 Drivers

The OAU/IBAR has recruited three drivers for the CAPE Unit, and will recruit one more; DfID and USAID funding will cover their costs. Another driver will be recruited and his/her costs will be covered by the PACE imprest account. S/he will be employed for a period of 10 months only, after the arrival of new vehicles.

1.4.2.1.9 Commissioned studies and services

Progress has been made in the development of private practice and auxiliary based animal health delivery systems in West Africa, and there are lessons to be learned and exchanged between East, West and Central Africa. To promote this exchange, individuals from the region will be engaged to conduct a series of short-term studies to collect data needed to assess the progress of community-based animal health delivery systems and assist in their development for West Africa. Provision is made under this budget item to meet these costs from the PACE EDF imprest account.

1.4.3 EQUIPMENT

This item under the PACE imprest account will cover the costs of a range of equipment such as:

- Computer equipment (15201) - (not budgeted for DfID funding), such as laptops and modems, required by the four CAPE field officers for communicating with OAU / IBAR;
- Office equipment (15202) -- required when the CAPE Unit office expands to accommodate more staff who will be recruited in 2001;
- Vehicles (15203) - two new heavy duty four-wheel drive vehicles will be purchased for the use of two veterinary field officers who will operate in remote pastoral areas. These vehicles are vital in the fight against rinderpest. As stated, the CAPE sub-unit will be working with the national projects and PACE Epidemiology Unit in the "front-line" battle against rinderpest whilst developing functional animal health delivery systems. One vehicle will be stationed in Kenya and cover key remote areas of Kenya, Somalia, Uganda, Ethiopia and Tanzania. The other vehicle will be stationed in Ethiopia and cover key areas of Ethiopia, Kenya, Sudan and Somalia. It is vital to have independent transport facilities and rapid response capacity in these areas.
- Radios (15205) - radios for the new vehicles and base stations will be purchased to ensure effective communication between the OAU / IBAR, the CAPE Sub-Unit, NGOs and national projects in some of the most remote and insecure areas of the Horn of Africa. HF radios are the preferred communications medium, providing flexibility, cost effectiveness, compatibility and very importantly security.

- Field base office equipment (15215) – this small provision will meet the costs of office equipment for the field offices
- Camping equipment (15252) – the costs of camping equipment will be met from this provision.

1.4.4 RUNNING COSTS

- *Travel field officers (15311) - DfID and USAID will cover the costs of travel incurred by DfID/USAID-funded CAPE Unit field officers.*
- Field accommodation for field officers
- Radios (15205) - radios for the new vehicles and base stations will be purchased; (15321) – this provision is based on 180 days per year for the CAPE field officers and the driver whose personnel costs will be paid from the PACE imprest account. Payments will be made to meet their subsistence costs in the field.
- Vehicle running costs (15330) – This provision is made to cover the running costs of the two vehicles to be purchased by PACE.
- Field workshops (15360) - The CAPE Unit and PACE VLPU will combine their resources to host two workshops to address privatization / policy issues for the whole PACE region. Although national projects have funds for participants to attend such workshops, the costs of hiring venues and associated costs will be covered by this provision.

1.5 FINANCIAL UNIT

1.5.1 PERSONNEL

1.5.1.1 Financial Controller

The EC recruited a technical assistant for this post in November 1999. His personnel, travel and operating costs will be met from provisions under his contract, which is managed by the GTZ.

1.5.1.2 Counterpart Accountant

The OAU/IBAR has recruited a Counterpart Accountant whose personnel costs will be met from this provision.

1.5.2 EQUIPMENT

Provision is made to meet the costs of purchasing office equipment, cupboards and software for an accounting programme.

1.5.3 RUNNING COSTS

Provision is made under the Project Co-ordination Unit

1.6 OTHER COMMON SERVICES

1.6.1 DATA MANAGEMENT UNIT

1.6.1.1 Personnel

1.6.1.1.1 Data Management Officer

In July 2000, the OAU/IBAR recruited an international expert as Data Management Officer to assist with the initial establishment of the computer systems to be used in the

PACE Programme Co-ordination Unit. The post is funded from the original provision made for a Statistician, which meets all personnel costs of the post. The services of a Statistician may be engaged at an appropriate time, as the need arises.

1.6.1.1.2 LAN Administrator

The OAU/IBAR recruited an Administrator for the Local Area Network in January 2001. His personnel costs will be met from this provision.

1.6.1.2 Equipment

The provision made under this item will be used to purchase software and accessories, and equipment needed for the computer systems, as the need arises.

1.6.1.3 Running costs

A provision is made to meet the operating costs related to data management and the local area network (LAN) that has been installed at the PACE Programme Co-ordination Unit. These costs include anti-virus protection, back-up systems, a maintenance contract, internet service provision through a lease line, and other associated costs of maintaining and developing the necessary computerized systems to international standards. A provision to meet the costs of the Data Management Officer's travel for 60 days has been made.

1.6.2 PANVAC

The PANVAC unit will be managed under a separate work programme and budget. The technical assistance staff for the PANVAC to be provided through the consultant contract for Lot 1 will be the Veterinary Vaccines Expert and a CBPP specialist. The contract provides for the purchase of equipment, materials, training and operating costs. The PACE Programme Co-ordination Unit will assist OAU/IBAR to finalize the institutional procedures to ensure the smooth start-up of PANVAC activities and will facilitate discussions with JICA concerning possible collateral funding.

1.6.3 RESEARCH

The research priorities for the PACE Programme were defined during consultative workshops that were convened in October (CBPP) and December 2000 (rinderpest). The appropriate world reference centres will be commissioned to conduct the necessary research, in partnership with other institutions, as appropriate. Separate financial commitments will be raised to cover the costs of these research contracts.

1.6.4 ADVISORY COMMITTEE

A Policy Committee and an Advisory Committee have been established to support the implementation of the PACE Programme (Figure 1).

The Advisory Committee is a non-decision-making body that will provide technical advice and guidance for the PACE Programme. It will hold its fourth and fifth meetings during the periods covered by this work programme.

1.6.4.1 Personnel

Provisions are made under this item to meet the daily allowances of eligible committee members, advisors and observers. The committee may appoint consultants to assist

and monitor the implementation of the PACE Programme. Their costs will be met from provisions under this head. Provisions are also made to fund these meetings and to meet the costs of studies (up to a limit of four person months) that the Committee may decide to commission to assist the implementation of the PACE Programme.

1.6.4.2 Equipment

No provision is made under this budget item.

1.6.4.3 Running costs

The travel costs of eligible committee members, advisors and observers and the general costs of convening each meeting (including hire of venue and equipment, materials and secretarial costs) will be met from provisions under this item.

1.6.5 PACE POLICY COMMITTEE AND THE MEETING OF MINISTERS OF LIVESTOCK

It is proposed that the first meeting of the Policy Committee of the PACE Programme will be held before December 2001. Provision to support a three-day meeting of the Directors of Veterinary Services from OAU Member States with representatives of donor organizations and international development agencies is made under the contingencies. This meeting would immediately precede the two-day meeting of ministers responsible for animal resources and livestock development in OAU Member States meet. However, the release of such funds to this budget line will require the specific separate authorization of the regional Authorizing Officer and the endorsement of the Head of the Delegation of the EC in Kenya.

1.6.6 SUPPORT FOR VETERINARY MEDICINE SCHOOLS

Provisions under this item will enable the PACE Programme to provide support to veterinary schools for the revision of their curricula, particularly by supplying information on the control of epizootics. Disbursements are foreseen for this year.

1.6.7 REVIEWS AND EVALUATIONS

Provisions under this item will be used to fund independent mid-term and final reviews of the PACE Programme. In addition, the costs of environmental impact assessments and monitoring (including the use of remote sensing) and technical support will be met from this item. Provisions for such activities will be made under secondary commitments that will be separate from the budgets of annual work programmes.

An independent chartered accountant firm may be engaged on a contract that will be issued under a specific secondary commitment to conduct an operational audit of the Office's accounts at the end of the year.

During the period of this work programme, the mid-tem evaluation of the PACE Programme will take place.

A provision is made for a consultative workshop to be held on the subject of livestock environment interactions in order to scope the environmental monitoring that PACE will fund.

2. PACE CO-ORDINATION & MANAGEMENT EASTERN AFRICA & PROGRAMME CO-ORDINATION UNIT

For practical reasons, the management and budgeting of activities related to Eastern Africa and the overall co-ordination of the PACE Programme are presented together. The explanations of the main cost items are as follows.

2.1 PERSONNEL[10]

2.1.1 PROGRAMME CO-ORDINATOR

The Director of OAU/IBAR has appointed the Programme Co-ordinator. His personnel costs will be paid by OAU/IBAR. The PACE Programme will meet his travel costs.

2.1.2 MAIN TECHNICAL ASSISTANT

The EC has engaged the PACE Main Technical Assistant through a direct contract that is managed by the GTZ.

2.1.3 ACCOUNTS ASSISTANT

Originally, a provision was made for a locally recruited Accountant to assist activities in Eastern Africa. However, in the light of the experience gained in implementing the programme, an Accounts Assistant was recruited for this post; she took up her duties on 11 January 2001.

2.1.4 SECRETARIES

2.1.4.1 Secretary (Co-ordination)

OAU/IBAR recruited locally a bilingual secretary to assist the co-ordination of the programme. This budget item will meet her personnel costs.

2.1.4.2 Secretary (Administration)

OAU/IBAR recruited locally a bilingual secretary to assist the administration of the programme. This budget item will meet her personnel costs.

2.1.4.3 Secretary (Common Services)

OAU/IBAR recruited locally a bilingual secretary to assist the Programme's Common Services. This budget item will meet her personnel costs.

2.1.4.4 Secretary Eastern Africa

A provision is made under this item for a post to support the administrative activities of the PCU and Common Services in Eastern Africa. The timing of recruitment and the precise duties assigned will depend on the workload in the office of the PCU and Common Services.

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[10] The personnel costs of staff recruited by OAU/IBAR either internationally or locally are based on OAU/IBAR salary scales. The budget figures include normal allowances, contributions to medical and pension schemes, and life insurance. A management consultant will develop a performance-related bonus scheme. If the Lead Delegation of the EC approves the scheme and if funding is available within the Programme's budgetary limits, it might be implemented. The EC Delegation would endorse staff appraisals as a basis for the award of such bonuses.

2.1.5 ADMINISTRATIVE ASSISTANT

OAU/IBAR has recruited locally an Administrative Assistant to assist the PCU with general administrative duties of the programme. This budget item will meet her personnel costs.

2.1.6 TRANSLATOR

The Programme Co-ordination Unit is responsible for producing documents in English and French. A Translator was recruited in December 2000 to translate the major documents produced by the PACE Programme; these include the work programmes of the Co-ordination and Common Services Units, consolidated national work programmes, programme reports, PACE Bulletins, web-site documents, and policy, strategy and technical documents. This budget item will meet his personnel costs.

2.1.7 DRIVERS

2.1.7.1 Driver (Co-ordination) Recruited

The provisions under this item will cover his personnel costs.

2.1.7.2 Driver (Administration) Recruited

The provisions under this item will cover his personnel costs.

2.1.8 MESSENGERS

2.1.8.1 Messenger (Administration)

Provision made.

2.1.8.2 Messenger (Technical)

Provision made.

2.1.9 TEMPORARY STAFF – CASUAL LABOUR

It is foreseen that it will be necessary to engage additional assistance on a temporary basis. The costs of temporary office staff will be met from this provision.

2.1.10 Desk Officer for Eastern Africa

The PACE PCU proposed the creation of a new post for a Desk Officer to assist the PACE Programme Co-ordinator in the eastern Africa region. A provision has been included in the contingencies of this cost estimate. Its release to this budget line will require the separate prior authorization of the RAO and endorsement of the Head of the delegation of the EC in Kenya.

2.2 EQUIPMENT

Equipment will be purchased in accordance with the EDF procedures. Provisions made in consultant contracts will be used for the purchase of specialized equipment required by technical assistants (see the explanations under the Common Services components).

Provision is made under this cost item to purchase a range of items including the following, to establish the necessary capacity to administer the Programme effectively.

- Computer-compatible office desks, chairs, filing cupboards, cabinets.

- Licences for all software packages that will be installed in the PCU.
- Two new vehicles will be purchased for the Programme Co-ordination Unit in Nairobi. One that was not purchased in the first year, and the second to replace an unroadworthy pool vehicle that is more than seven years old.

2.3 RUNNING COSTS

The following major costs will be covered under this item.

Office costs

- Furniture and fittings

A provision is made to meet the costs of painting, maintenance and minor refurbishment of the offices to upgrade them for the introduction of computerized systems.

- Post, telecommunications and courier services

This provision will cover the cost of postage, telephone rental and utilization, telefax utilization and courier services costs. The provision also covers the costs of E-mail and internet services. Costs have been estimated by using the expenditure rates incurred during the PARC Programme. However, increased usage of E-mail facilities that will be installed early in the year will help to contain costs.

- Insurance and maintenance of equipment

A provision is made to cover the costs of insuring and maintaining the PCU's equipment.

Travel and transport

- Vehicle running costs

The running costs of service vehicles for all PACE Technical Assistants are met from their individual contracts. The running costs of other service vehicles will be met from the provision under this item. The provision includes the costs of insurance, fuel and lubricants, repairs and maintenance.

The vehicles are listed in Table 1, which also gives the breakdown of the mileage allocation. In accordance with Article 4 "Initial allocation and subsequent replenishment" of the "Detailed rules for conducting imprest accounts in EDF-financed programmes and projects", copies of vehicle logbooks will accompany claims for replenishment.

- Air travel, hotel accommodation and DSA

The regional travel costs of technical staff of the Common Services and Co-ordination Units who are to be engaged under consultant contracts will be met under the provisions of their respective contracts.

The provisions of this item will cover the costs of air travel and daily subsistence allowances of OAU/IBAR staff at OAU-IBAR rates. The provision covers: the

costs of the Director of OAU/IBAR (up to 100 days); the Programme Co-ordinator (up to 100 days); the Chief Livestock Projects Officer (up to 60 days). Duty travel in support of the PACE Programme undertaken by other senior OAU/IBAR staff is subject to the prior approval of the Regional Authorizing Officer and the EC Delegation in Nairobi.

A provision is made to meet the travel costs of he Desk Officer for Eastern Africa, for 60 days travel.

Provision is made to support a Regional Co-ordination meeting which will be attended by the National Co-ordinators of PACE Programmes in Eastern Africa.

Commissioned Services

Provision is made under this item to fund an initial management consultancy, the need for which was identified at the Machakos planning workshop in October 2000. Short follow-up consultancies are foreseen, particularly to develop the basis for an appropriate performance-related bonus scheme in accordance with Article 8.1 (b) of the "Detailed rules for conducting imprest accounts in EDF-financed programmes and projects."

The large team in the PCU will benefit from in-service training in team skills and the use of computerized and other systems. Provision is made to engage trainers to assist with team development and systems usage to ensure that the PCU staff can function effectively and co-ordinate the PACE Programme effectively. Part of the provision will be used to fund specialized management training for the PACE Programme Co-ordinator.

Reports and documentation

The costs of printing reports and PACE documents will be met from a provision under this item. It will also cover the expenses associated with installing a documentation system for the PACE Programme, which will be compatible with the IBAR system. This may include the transfer of documents onto CD-ROM for subsequent distribution to PACE countries.

2.4 CONTINGENCIES

A provision of 10% of the total estimated cost has been made as a contingency to meet unforeseen increases in costs.

Table 1

ALLOCATION AND BUDGETED RUNNING COSTS OF SERVICE VEHICLES OF THE COMMON SERVICES AND PROGRAMME CO-ORDINATION UNIT

PACE COMPONENT & USER	DESCRIPTION OF VEHICLE			BUDGET ALLOCATION[11] KM
	Type	*Registration number*	*Date registered (km logged to 5/2001)*	
Epidemiology				
Main Epidemiologist[12]	Land Rover LWB special*	47 CD 21K	Aug 1997	20 000
Counterpart Epidemiologist	*No provision*			
East Africa Epidemiologist	Land Rover Discovery*	73 DX 08A	1997	
East Africa Wildlife Expert	Land Rover 110	47 CD 46 K	Mar 1999	
Communications				
East Africa Communications TA	Ford Mondeo	47 CD 53K	2000	
Communications expert	*No provision*			
Economics				
Senior Economist	*No provision*			
Knowledge Transfer Assistant	*No provision*			
VLPU				
Legislation/privatization TA	Ford Mondeo	47 CD 51K	2000	
CAPE *	To purchase 2 vehicles			40 000
Finance				
Financial Controller	Ford Mondeo S/wagon	47 CD 48K	2000	
Co-ordination & Administration				
Programme Co-ordinator *	Ford Mondeo S/wagon	47 CD 29K	2000	20 000
Main Technical Assistant	Land Rover Discovery*	47 CD 26 K	Sep 1997 73 000 km	20 000
Administrative staff *	Peugeot 405 (to be replaced) & a second vehicle to be purchased	KAD 276C	Jun 1993	40 000
TOTAL BUDGET ALLOCATION (km)				140 000

[11] Unit costs will be determined during the implementation of PACE.

[12] The Main Epidemiologist will transfer this vehicle to the PACE PCU pool when the Main TA transfer 47 CD 26K to him: this will be effected upon registration of the Main TA's service vehicle (to be purchased under the provisions of his GTZ contract).

*Note: Provision is made in the cost estimate to meet the running costs of 7 vehicles.

Table 1a

ALLOCATION AND BUDGETED RUNNING COSTS OF SERVICE VEHICLES OF THE COMMON SERVICES AND REGIONAL CO-ORDINATION OFFICE, BAMAKO

PACE COMPONENT & USER	DESCRIPTION OF VEHICLE			BUDGET ALLOCATION[13] KM
	Type	*Registration number*	*Date registered (km logged to 2/2001)*	
Epidemiology West Africa Epidemiologist West Africa Wildlife Expert	Megane (Renault) TBA	77 CD 04	October 1996	22 500
Communications West Africa Communications TA	TBA			
Co-ordination & Administration PACE Regional Co-ordinator	Terrano (Nissan)	ITRM 6894 A	1 April 1996	22 500
OIE Representative	Terrano (Nissan)	77 CD 03	October 1996	22 500
Administrative staff	TBA			22 500
TOTAL BUDGET ALLOCATION (km)				90 000

Note *

The Epidemiologist's vehicle will be replaced, taking into account the repairs and breakdowns of 77 CD 04.

[13] Unit costs will be determined during the implementation of PACE.

PART IV

COST ESTIMATES FOR COMMON SERVICES AND REGIONAL CO-ORDINATION IN BAMAKO

The cost estimate is detailed in Annex 3.2.

1. COMMON SERVICES

1.1 EPIDEMIOLOGY

1.1.1 PERSONNEL

1.1.1.1 West Africa Epidemiologist

During the PARC Programme the French Government provided to the Regional Co-ordination Unit based in Bamako, an Epidemiologist to support the countries of West and Central Africa to establish a system of Epidemiological surveillance of animal diseases. The Government of France has agreed again to fund the post of West Africa Epidemiologist for a further three years. This arrangement will meet the personnel costs of the expert: his operational costs and equipment will be met under different budget lines in the PACE Programme.

1.1.1.2 West Africa Wildlife Expert

A consultant contract for Lot 1 provides the services of an expert for the post of West Africa Wildlife expert. The provisions of the contract cover the expert's personnel costs, and those short-term experts who may be engaged to support the programme. The expert will be provided with specialised captured equipment under the terms of contract and, additionally, his regional travel and operating costs will be covered by his contract. He will work under the supervision of the main epidemiologist.

1.1.2 EQUIPMENT

The vehicle used by the Epidemiologist during the PARC Programme will be replaced. Funds are allocated under this budget item for the purchase of a new vehicle, portable computer, accessories and software.

The Wildlife expert will be provided with a vehicle over his contract.

1.1.3 RUNNING COSTS

- Travel of the Epidemiologist (1121303) – provision is made for daily subsistence allowances for 120 days while on official missions, and air travel
- Office running costs – these will be met from the general budget of the Regional Co-ordination Unit.
- Vehicle running costs (1121330) – this provision will cover the running costs of the Epidemiologist's service vehicle.
- Regional epidemiology workshop/meeting (11211346) - this provision will meet the costs of convening a workshops related to the establishment of a regional epidemio-surveillance network in Eastern Africa. National PACE projects will meet the costs of attendance of their representatives.

- Regional meeting of wildlife specialists (113347) – the costs of a regional meeting for wildlife specialists in Eastern Africa will be met from this provision. National PACE projects will meet the costs of attendance of their representatives.
- Sampling and analysis of specimens (113368) – this provision will cover the costs associated with sampling selected populations of wild animal species, and the subsequent costs of analysis of specimens collected.

1.2 COMMUNICATIONS

1.2.1 PERSONNEL

1.2.1.1 West Africa Communications Technical Assistant

A consultant contract for Lot 2 provides the services of an expert for this post. The TA resigned from the post with effect from 31 March 2001 and a new TA will be recruited. The provisions of the contract will cover the expert's personnel costs, and those short-term experts who may be engaged to support the programme (subject to the prior approval of the Director of OAU/IBAR). The expert will be provided with a vehicle, media storage equipment, computers and accessories, presentation equipment, and software under the terms of the contract. Additionally, the contract will cover his regional travel under operating costs.

1.2.2 EQUIPMENT

All purchases will be made under the provisions of the consultant contract for the Technical Assistant's expert.

1.2.3 RUNNING COSTS

Travel, operating costs, vehicle-running costs will met over his contract;
Provision is made for:

- Production of promotion materials (122337) - costs incurred in the design, production and general distribution of a monthly PACE bulletin in French versions, and a generic PACE promotional CD-ROM, etc.
- In country training and outreach (122356) - costs of mounting strategy workshops and setting up in-service training opportunities at country and sub-regional levels, plus prototype communications campaign tools
- Review training workshops (122357) - refers to costs of regional inputs to national level communications training workshops, including provisions for periodic review and evaluation of impacts.
- A workshop for Deans of veterinary faculties (122358) - costs of curriculum reform and development activities in harness with CAPE, PANVAC and VPLU with a view to modernizing and enhancing communications skills for new vets.
- Commissioned services (122387) - occasional costs such as the periodic engagement of students toconduct specific short-term tasks related to communications activities.

1.3 SUPPORT TO THE OIE REGIONAL OFFICE

1.3.1 PERSONNEL

1.3.1.1 OIE Veterinarian

The Director General of the OIE recruited the veterinarian, who will be located in the Regional Office of the OIE in Bamako, according to the procedures of the OIE, after consultation with the Director of OAU/IBAR, he took up his duties on 1 November 2000.

1.3.2 EQUIPMENT

No separate provision is made under this item.

1.3.3 RUNNING COSTS

The provisions under this item will meet the costs of the OIE veterinarian's travel in PACE member countries, up to a maximum of 90 days in the year and a provision is made for his vehicle running costs.

2. REGIONAL CO-ORDINATION IN WEST AND CENTRAL AFRICA

2.1 PERSONNEL

2.1.1 REGIONAL CO-ORDINATOR

The Director of OAU/IBAR has appointed a Regional Co-ordinator for the PACE Programme in West and Central Africa. His personnel costs will be met from the provision under this item.

2.1.2 ACCOUNTANT

The Regional Co-ordinator for West and Central Africa has recruited locally, on behalf of the Director of OAU/IBAR, an accountant who is responsible for the management of the budget of the Regional Co-ordination Unit in Bamako. The provision under this item will meet his personnel costs.

2.1.3 SECRETARIES

The Regional Co-ordinator for West and Central Africa recruited locally, on behalf of Director of OAU/IBAR, three secretaries (two bilingual, one monolingual) to support the common services and co-ordination activities at Bamako. Their personnel costs will be met from the provisions under this item.

2.1.4 ADMINISTRATIVE/ LOGISTICS ASSISTANT

The Regional Co-ordinator will recruit locally on behalf of the Director of OAU/IBAR an Administrative/Logistics Assistant who will be responsible for general administrative duties (travel arrangements, visa applications, organization of workshops and training seminars etc.). His/her personnel costs will be met from the provisions under this item.

2.1.5 DRIVERS

Two drivers are locally recruited, one to work with the co-ordination section, the other to work with the epidemiology component. Their personnel costs will be met from the provisions of this item.

2.1.6 WATCHMEN

Four watchmen (two day-guards and two night-guards) are recruited locally to provide security for the staff and equipment of the programme in Bamako. This item will meet their personnel costs.

2.1.7 MESSENGER

A messenger has been recruited locally to be responsible for the upkeep of the offices and facilities of the co-ordination unit and the OIE regional office in Bamako. His personnel costs will be met from the provisions under this item.

2.2 EQUIPMENT

Apart from the vehicle for the Epidemiologist, which will be purchased in this year, no other vehicle will be purchased.

Provision is made to purchase two computers (for the Administrative/Logistics Assistant and the Regional Co-ordinator) and some office furniture,

2.3 RUNNING COSTS

Office Costs

- General consumables

  A provision is made for the upkeep and cleaning of the offices, purchase of office consumables (stationery, toner cartridges, sundry office consumables) needed to ensure the smooth operation of office activities. The costs of producing and binding PACE Programme reports and other documents will be covered from the provisions of these items.

- Posts, Telecommunications and courier services

  This budget line covers the costs of the regional offices communications: posts, telephones, telefax, e-mail, internet, courier services. The costs of maintenance contracts for office equipment used by the Co-ordination Unit, Common Services and the Regional Office of the OIE will be met from this provision.

Travel and transport

The costs of vehicles used by the Co-ordination Unit, the Common Services and the OIE Regional Office will be met from this provision. The costs will include those related to vehicle maintenance and repair, tyres, spare parts, insurance, road licence and taxes, fuel and lubricants. This provision takes into account the fact that these vehicles were purchased some years ago under the PARC Programme and the costs of maintenance repair will be relatively high. The running costs of vehicles used by the Technical Assistants (Wildlife and Communications) will be covered from the provisions under their separate contracts.

This budget item will also meet the costs of travel on missions, including the purchase of air tickets and daily subsistence allowances. Provision is made for the Regional Co-ordinator (90 days) and the OIE Veterinarian (90 days).

Provision is also made to support a Regional Co-ordination meeting which will be attended by the National Co-ordinators of PACE Programmes in West Africa.

2.4 CONTINGENCIES

A provision is made for contingencies equivalent to 7% of the total budget for the Regional Co-ordination Unit and Common Services.

PART V

IMPLEMENTATION PROCEDURES

Part V

IMPLEMENTATION PROCEDURES

The implementation procedures are described in the Imprest account contractual document (Annex 4).

Administrative procedures have been developed for the PACE Programme PCU which have been based upon the rules and regulations of the OAU.

The outcome of the annual assessment of staff performance will be provided to the Lead Delegation of the European Commission before bonuses are awarded.

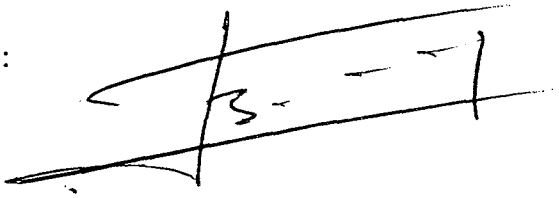
PART VI

SIGNATURES

Part VI

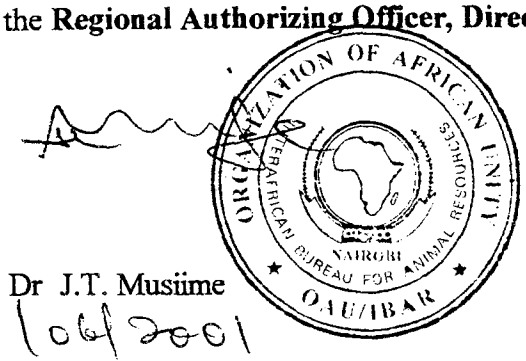
SIGNATURES

1. Proposed by the **PACE Programme Co-ordinator**

Signed : 

Name : Dr R Bessin
Date : 01/06/01

2. Authorized by the **Regional Authorizing Officer, Director of OAU/IBAR**

Signed : 

Name : Dr J.T. Musiime
Date : 01/06/2001

Read and endorsed by the
Head of the Delegation of the European Commission in Kenya

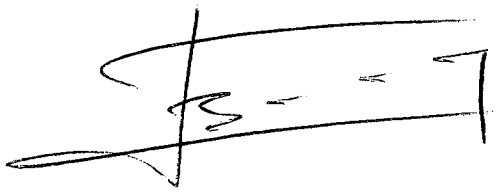
Signed : 

Name : Date : 1/06/01

Part VI

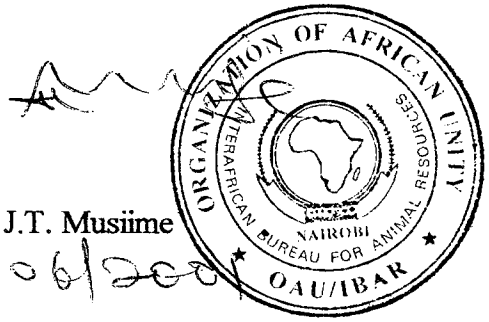
SIGNATURES

1. Proposed by the **PACE Programme Co-ordinator**

Signed : 

Name : Dr R Bessin
Date : 04/06/07

2. Authorized by the **Regional Authorizing Officer, Director of OAU/IBAR**

Signed : 

Name : Dr J.T. Musiime
Date : 04/06/2007

Read and endorsed by the
Head of the Delegation of the European Commission in Kenya

Signed :

Name : Date :

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ANNEX 1

Annex 1	PACE staff list for Nairobi office
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ANNEX 1

OVERVIEW OF STAFF IN NAIROBI AND BAMAKO

1.1. List of PACE staff in NAIROBI Office				
	NAMES	POSITION	DATE OF EMPLOYMENT	DATE OF END OF CONTRACT
1	Dr Rene Bessin	Program Coordinator	OAU/IBAR	
2	Dr Robert J Connor	Main Technical Assistant	30/10/99	28/10/01
3	Mr Paul Mertens	Financial Controller	611/99	04/11/01
4	Dr Gavin Thomson	Main Epidemiologist	11/12/00	31/10/04
5	Dr Risto Heinonen	Epidemiologist	20/06/00	31/10/04
6	Dr Kebkiba Bidjeh	Epidemiologist	13/07/00	31/03/01
7	Dr Richard Kock	Wildlife Technical Assistant	01/07/00	
8	Dr Berhanu Bedane	Data Management Officer	20/07/00	31/03/01
9	Dr Emmanuel Tambi	Senior Economist	01/06/00	31/03/01
10	Mr Onesmus Maina	Economist	01/06/00	31/03/01
11	Mr Francis Iganji	Communication Expert	09/07/00	31/03/01
12	Dr Robert Lamb	Communication TA	18/09/00	
13	Dr Yvon Le Brun	Privatization/Legislation Expert	19/07/00	
14	TBA	Desk Officer for Eastern Africa		
15	Mr Dominic Kiarie	Accountant	01/04/00	31/03/01
16	Mrs Milka Musoke	Secretary	01/04/00	31/03/01
17	Ms Shadra Zaid	Secretary	01/04/00	31/03/01
18	Mrs Electa Obura	Secretary	01/04/00	31/03/01
19	Mr Sammy Ng'ang'a	Desktop Publishing Officer	01/06/00	31/03/01
20	Mrs Rosemary Muriungi	Administrative Assistant	02/01/01	31/03/01
21	Mr A Lawson	Translator	02/01/01	31/03/01
22	Mr Charles Mwangi	LAN Administrator	02/01/01	31/03/01
23	Stephen Kahura	Driver	01/04/00	31/03/01
24	Clement Nyamori	Driver	01/06/00	31/03/01
25	Vincent Ooko	Messenger	01/04/00	31/03/01
26	Moses Juma	Messenger	01/04/00	31/03/01
27	Mrs. Ann Rita Mugambi	Accounts Assistant	01/02/01	31/03/01
28	Dr Tim Leyland	Unit Head/Advisor - CAPE Unit	01/12/00	30/10/04
29	Andy Catley	Epidemiology/Informatics Officer	01/12/00	30/10/04
30	Mohammed Dirie	Veterinary Field Officers	10/11/00	09/11/01
31	Darlington Akabwai	Veterinary Field Officers	1997	30/10/04
32	Dr Delia Grace	Technical Officer	14/01/01	13/01/02
33	Loise Kimani	CAPE Unit Office Manager	01/01/01	30/10/04
34	Esther Ludeki	Accountant	01/01/01	30/10/04
35	Samuel Kinyanjui	Driver	01/01/01	30/10/04
36	Nathan Simiyu	Driver	01/01/01	30/10/04
37	Saney Abdi	Driver	01/01/01	30/10/04

ANNEX 1

1.2. PACE STAFF LIST FOR BAMAKO OFFICE			
NAMES	**POSITION**	**DATE OF EMPLOYMENT**	**DATE OF END OF CONTRACT**
Dr Amadou Samba Sidibe	Regional Co-ordinator	01/02/00	2003
Dr Bouna Alboury DIOP	Counterpart Co-ordinator	01/12/00	31/03/01
Dr A Maillard	W Africa Epidemiologist		
Dr B Chardonnet	W Africa Wildlife Expert		
TBA	W Africa Communications TA		
TBA	Assistant Economist		
Mme N'diaye Youma Sadio Diawara	Accountant	01/02/00	31/03/01
Mme Minta Mariam Konate	Secretary	01/02/00	31/03/01
Mme Bagayoko Aissata Konate	Secretary	01/04/00	31/03/01
Mme Fane Mariam Kanoute	Administrative Assistant	01/02/00	31/03/01
Mr Toumani Doumbia	Driver	01/02/00	31/03/01
Mr Mamadou Traore	Driver	01/02/00	31/03/01
Mr Souleymane Kone	Messenger	01/02/00	31/03/01
Mr Mamadou N'diaye	Guard	01/02/00	31/03/01
Mr Mamadou Simaga	Guard	01/02/00	31/03/01
Mr Niania Coulibaly	Guard	01/02/00	31/03/01
Mr Namory Keita	Guard	01/02/00	31/03/01
N'djamena			
Dr F Bendali	C Africa Epidemiologist		

ANNEX 2

Annex 2	Logical framework of the PACE Programme
Annex 2A	Time Plan of Activities of the PACE Common Services and Co-ordination Units

ANNEX 2

LOGICAL FRAMEWORK OF THE PACE PROGRAMME

with specific reference to the PACE Common Services and Co-ordination Units

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
SUPER GOAL Achievement of enhanced food security and significant reduction of poverty among rural communities is promoted	- increased incomes at household levels - reduced stockouts of food reserves at community or household level during drought seasons *[THE STUDIES TO PROVIDE THE INFORMATION THAT WILL BE USED TO EVALUATE THESE IMPACTS WILL BE DESIGNED DURING THIS YEAR]*	[National statistical abstracts]	
OVERALL GOAL **Production and productivity of animal resources are sustainably increased**	- increased offtake in livestock sector - increased quality or yields of livestock products - increased trade opportunities *[THE ACTIVITIES TO PROVIDE THE INFORMATION THAT WILL BE USED TO EVALUATE THESE IMPACTS WILL BE DESIGNED DURING THIS YEAR]*	[National statistical abstracts Report of PACE economic studies]	

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
PROJECT PURPOSE Under the auspices of the OAU/IBAR, the Regional components of the PACE Programme co-ordinate and facilitate the successful launch of national PACE programmes and promote the cooperation of animal resource keepers, traders and national level professionals to combat major animal diseases, within the context of Pan-African collaboration.	(a) In at least 60% of countries, appropriate national networks, forums, mechanisms, boards, *etc* are initiated by PACE and convene regular meetings which have quorums to pursue mandated business; their memberships include: public sector, AHWs[1] in the livestock and wildlife sectors, private sector AHWs, wildlife and/or livestock keepers (female and male), traders *e.g.* drug distributors *etc.* b) Regular disease surveillance reports produced by at least 60% of PACE countries veterinary services demonstrate the continued absence of rinderpest c) By September 2001, 28 national PACE programmes have received funding for the implementation of their respective national programmes, and from at least 15 countries, regular financial and technical reports are received by the PACE Regional Co-ordination Units. d) Between April 2001 and March 2002, through the resources of the PACE Programme, OAU/IBAR responds to each epidemic in wildlife populations by extending appropriate assistance/advice, as requested by the national veterinary authorities.	- Minutes of forums, mechanisms, meetings - Disease surveillance reports of OAU/IBAR - OAU/IBAR report to the PACE Advisory Committee - PACE reports	A positive perception prevails at national level of the important contribution that animal disease control makes towards livestock development. [*PACE member country livestock policy documents;* *Reports of the PACE Policy Committee*]

[1] = Animal Health Workers

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
RESULTS/OUTPUTS 1. **Capabilities of OAU/IBAR to fulfil its mandate as a Centre of Excellence in the management of animal resources are strengthened and the PACE Programme is managed effectively.**	Improvements recorded in key areas are as follows: a) By 12/2001, at least 5 information and communications products/services[2] have been launched, and access by national level target groups is growing as per agreed benchmarks b) By 03/2002, OAU/IBAR has presented its policy on the privatization of veterinary services to the PACE Advisory Committee. c) By 03/2002, the costs of maintenance of office assets (vehicles, telecommunications) and systems (local area network, internet services) have been quantified to improve the accuracy of future budget estimates. d) By December 2001, the PACE information management system will have been defined, and will be compatible with the data management needs of PACE countries, OAU/IBAR, FAO and OIE. e) By December 2001, an analysis of government spending on animal health services and disease surveillance has been completed and recommendations based on the report have been circulated to the veterinary authorities in all PACE countries, in the appropriate language version. f) The PACE financial and technical half-year report, based on the Programme's quarterly M&E system, is presented to the RAO of the EDF within the third quarter.	- Minutes of the PACE Advisory Committee - Minutes of the PACE Advisory Committee - Reports of the PACE Financial Controller - Report of the PACE Data Management Unit - PACE reports - PACE despatch register	OAU/IBAR receives adequate budget support and revenue to meet running costs of core functions, including additional staff posts and information management systems. [*IBAR annual reports*] OAU/IBAR retains capable staff [*OAU/IBAR staff lists*] OAU member states and international organizations continue to recognize the role and mandate of OAU/IBAR. [*Reports of the PACE Policy Committee*] EDF funds are released on time. [*Reports of the PACE Financial Controller*] Administrative procedures related to contracts issued by PACE are competed in time. [*PACE reports*]

nple, newsletters, website, reports and library services, IBAR directories, online focus groups, *etc.*

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
2. **The creation of opportunities to increase the capabilities of livestock owners, public and private animal health workers to work in synergy at national levels has been facilitated.**	a) In at least 50% of PACE countries, baseline inventories of veterinary legislation, regulations and sanitary mandates have been completed and the results collated. b) At least 25% of PACE countries' national budgets provide allocations for disease surveillance in the livestock/wildlife sectors sufficient to fund at least 50% of the programme's proposed surveillance activities, in selected zones/areas. c) In at least 25% of PACE countries, at least 30% of selected staff in national level networks, Public sector AHWs (including wildlife), private sector/NGO AHWs or CAHWs have completed training and exposure programmes recommended by PACE d) In at least 75% of PACE countries, meetings have been convened to raise the awareness of professional associations, integrating livestock and wildlife AHWs or technicians, concerning the thrusts of the PACE Programme and the opportunities accruing from increased cooperation in the delivery of animal health services. e) By December 2001, the cost:benefit analysis model of animal disease control, based on PARC's experience of rinderpest control, has been transferred to at least 8 PACE member countries in the three regions during participatory workshops. f) By March 2002, a draft preliminary report on the economics of veterinary private practice in selected West African countries has been presented to the PACE Advisory Committee.	- Report of the VLPU - Proposed budgets of PACE countries - Reports of studies and surveys commissioned by PACE VLPU - Reports of studies and surveys commissioned by PACE VLPU - PACE workshop reports - Report/minutes of the PACE Advisory Committee	Sufficient personnel and facilities are available to veterinary and animal health services on a timely basis [*National PACE programme reports*]

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
3. Pan-African network for epidemio-surveillance is effectively promoted.	• By September 2001, the PACE Advisory Committee has commented on the disease surveillance model/guidelines that have been developed for adoption by PACE countries; the model should provide for linkages between PACE countries and OAU/IBAR's sub-regional and regional databases such that operations comply with the performance indicators with respect to key criteria[3] such as: • By March 2002, plans are in place to convene sub-regional participatory meetings to refine the development of epidemio-surveillance networks.	- Minutes of the PACE Advisory Committee - AWP&CE of the PACE PCU & Common Services for PACE Year 3	In each PACE member country, policies and practices are in place that support information sharing on the occurrence of animal diseases and related subjects. [*PACE reports*] OAU/IBAR receives adequate budget support and revenue to meet running costs of core functions, including additional staff posts and information management systems. [*IBAR annual reports*] Governments of PACE member countries approve requests of nationals to travel to PACE regional meetings and workshops, and national PACE programmes have funds released in good time [*PACE reports*]

y criteria include: Reporting system; Response system; Laboratory diagnostics; Feedback; International reporting.

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
4. Increased availability of quality assured vaccines, drugs and other inputs at grassroots level is promoted effectively	Baseline information is available from a sample of at least six PACE countries in each PACE Region on such subjects as: a) Number of licensed retail outlets in rural areas which regularly stock ethical drugs are increased above baseline data b) Number of vaccine manufacturers or traders submitting samples of vaccines to PANVAC for quality assurance tests have increased c) At least 50% of livestock keepers interviewed in a statistically valid survey receive veterinary services from private veterinarians d) CAHWs[4] work under the supervision/responsibility of registered private veterinarians	- Reports of commissioned studies	National PACE programmes receive funding on time to implement their work programmes [*PACE national reports; Financial Controller reports*]

Ws = Community-based Animal Health Workers

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
5. Total eradication rinderpest from the region has been facilitated	• By July 2001, the strategy related to the "cordon sanitaire" in east/central will have been revised and accepted the three countries concerned (RCA, Sudan and Tchad) and, by October 2001, the PACE PCU has received the comments of the PACE Advisory Committee on the proposed strategy - (the strategy should promote and a shift towards intensified surveillance, as demonstrated by a reduction in the number of doses of vaccine used, and the numbers of specimens collected and tested in accordance with PACE performance indicators).	- Report of the fourth meeting of the PACE Advisory Committee	National PACE programmes receive funding on time to implement their work programmes [*PACE national reports; Financial Controller reports*]
	• By December 2001, the OAU/IBAR has facilitated the development of an internationally accepted masterplan for rinderpest surveillance in southern Sudan and Somalia.	- PACE reports	
	• By July 2001, the PACE Emergency Fund and vaccine bank is in place, and all PACE countries are informed of the procedures for the release of funds in the event of an outbreak of rinderpest.	- Contract documents; PACE reports	
	• By March 2002, the laboratory capacities related to the diagnosis of rinderpest have been assessed in at least 15 of the funded PACE countries.	- PACE reports	
	• By March 2002, the GREP blueprint for the eradication of rinderpest has been revised and harmonized with the approaches of OIE and PACE programme.	- GREP blueprint; PACE reports	
	• By March 2002, in Eastern Africa, wildlife surveys in lineage 2 eco-clusters (including north-eastern Kenya, Tanzania) and in lineage 1 eco-clusters (including N. Uganda, W Ethiopia & Ogaden region) will have been completed according to PACE protocols.	- PACE reports	Security conditions permit access to survey areas. [*PACE reports*]

INTERVENTION LOGIC	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
5. Development of strategies for participatory control of other priority epizootics has been initiated.	By December 2001, the PACE Epidemiology Unit has convened a strategic planning meeting/workshop at which at least 90% of active PACE countries were appropriately represented and at which consensus is achieved regarding: ♦ Compatible procedures are agreed for data collection, analysis and information flow. ♦ Compatible formats and protocols are agreed for reporting, disease diagnosis and control measures. ♦ Performance indicators are agreed to monitor implementation of strategies and related activities	- Minutes/reports of strategic planning meetings/workshops	Appropriate technologies are available, the application of which can be undertaken by CAHWs as well as veterinary professionals. [*PACE reports*]
	By March 2002, the PACE Epidemiology Unit has reviewed the strategy options for the control of African swine fever in West African countries, taking into account the possible role of wildlife, and these have been agreed in a participatory manner with the veterinary authorities in the countries concerned.	- PACE reports	
	By March 2002, the PACE Epidemiology Unit has reviewed the strategy options for the control of CBPP and these (in English and French language versions, as appropriate) have been circulated for comment to the veterinary authorities in the PACE countries.	- PACE reports	
	By March 2002, the PACE Epidemiology Unit has reviewed the role of wildlife as indicator species of epizootics, taking into account the possibilities of serological and DNA phylogenetic mapping of FMD based on samples collected from wildlife and livestock.	- PACE reports	Interested partners are available to assist with advanced diagnostic tests. [*PACE reports*]

TIME PLAN OF ACTIVITIES OF THE PACE COMMON SERVICES AND CO-ORDINATION UNITS
1 JUNE 2001 TO 31 MAY 2002

:AHW	Community-based Animal Health Worker
:APE	Community-based Animal Health & Participatory Epidemiology
:ommunication	Communication Unit
)MU	Data Management Unit
:conomics	Economics Unit
'EU	PACE Epidemiology Unit
'LPU	Veterinary Legislation & Privatization Unit

ctivities of CAPE that are presented *in italics will be funded by the DfID budget.* Other activities will be funded by the EDF budget for PACE.

Capabilities of OAU/IBAR to fulfil its mandate as a Centre of Excellence in the management of animal resources are strengthened and the PACE Programme is managed effectively

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Establish and operationalize advisory and policy committees for the programme													
meetings of PACE Advisory & Policy Committees	PCU/IBAR				X						X		
Appoint and deploy long-term advisors and short-term consultants													
e the recruitment of long-term TAs for national PACE programmes	PCU		X	X	X	X	X	X	X				
a web-site and related ICT platform (include intranet and email list cilities) to prototype stage by the end of Year Two, and develop content for posting to it. Identify the necessary resources and skills to maintain and upgrade it on a steady basis in Year Three.	COMMUNICATION		X	X	X	X		X					
and deploy advisors and short-term consultants (see the separate nmarizing these inputs)	PCU	X	X	X	X	X	X	X	X	X	X	X	
Assist member states to compile proposals for funding and participate in mechanisms to approve proposals													
to provide updated/revised technical, administrative and financial s to PACE countries	PCU	X	X	X	X	X	X	X	X	X	X	X	X
ate work programmes for PACE countries – Batches I & II (see / table)	PCU	X	X			X	X	X	X				
ember states to revise their proposals for privatization.	VLPU/CAPE	X											
Contribute to improvement of vision of OAU/IBAR and advise on organization structure and budgets to sustain programme impacts													
and employ institutional change consultant for internal IBAR work. , facilitate, assist a review of OAU / IBAR's institutional capacity, programmes, aims and working practices with a view to developing a d strategy for pastoral areas.	CAPE/VLPU						X	X	X	X	X	X	X
the revision of the OAU/IBAR privatization policy	VLPU/CAPE	X	X										
AU/IBAR to determine options to fulfil its advocacy role in the of its privatization policy	VLPU/CAPE						X	X	X	X	X		
PACE/IBAR on appropriate information systems & technology to be sed on needs of member countries and PACE Co-ordination offices me page, subscription to digital journals, *etc.*) and identify income ng information products. *(see 3.6.3.7 in text)*	DMU		X					X					
ne needs which require external funding.	PCU								X				
nformation products (e.g. Bulletins, CDs, Journals and specific which can be used for cost sharing.	DMU									X	X		

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Establish and operationalize a bilingual reference resource base (electronic and paper) on all key aspects of the programme *e.g.* • Reputable animal health resource persons • Potential associates/collaborators on specific issues/activities • Assorted animal health issues		*NOT FOR ACTION THIS YEAR*											
Regularly produce and widely circulate/distribute a newsletter on PACE-related activities													
l issue quarterly PACE Bulletin in print and online monthly e-bulletin E progress and concerns, intended mainly for an Africa-based ıment manager and policymaker readership with AH knowledge	COMMUNICATION	X	X	X	X	X	X	X	X	X	X	X	X
~~ontracts for outsourced production in French and English versions in and Bamako, and for outsourced distribution~~	~~COMMUNICATION~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~	~~X~~
) and update a publications distribution mailing list of up to 5000 es, using a researcher to source and acquire addresses and rights	COMMUNICATION	X	X	X	X	X	X	X	X	X	X	X	X
local contractor support to help PACE and OAU-IBAR develop a fully ed range of design grids for serial publications and reports, tion handbills and other regular publications and print outputs	COMMUNICATION	X	X	X	X	X	X	X	X	X	X	X	X
Regularly produce and widely circulate/distribute a newsletter on PACE-related activities (continued)													
contract help to catalogue, evaluate and digitize the best of the ıudiovisual archive for re-use in various new PACE outputs	COMMUNICATION	X											
h procedures for appropriate provision for bilingual production of cording to demand and for bilingual summaries in all published PACE	COMMUNICATION			X									
) a treatment for a 15-20 min video/CD-ROM to promote PACE	COMMUNICATION	X	X										
a media production contractor to develop a generic information ıd/or CD-ROM promoting the work and goals of PACE in the context -IBAR and PARC, for 2001production in French and English versions	COMMUNICATION						X	X	X	X			
: and structure available information from IBAR, PARC, PACE ıls, field visits, circulated questionnaire and other sources for CD- oduction (together with Communication Unit). *(see 3.6.3.1 in text)*	DMU	X	X										
ılected information resources and write in English and French on a M *(see 3.6.3.1 in text)*	DMU			X	X								
the CD-ROM in sufficient numbers for distribution. *(see 3.6.3.1 in*	DMU					X							
te CD-ROMs (at cost and/or free-of-charge) *(see 3.6.3.1 in text)*	DMU						X	X	X	X	X	X	X

Main Activities	Responsible Unit	Month											
		J	J	A	S	O	N	D	J	F	M	A	M
Introduce improved management systems and equipment with a view to sustainability of programme impacts													
/ and engage a suitable outside evaluator and mentor for entation and library facilities.	COMMUNICATION		X										
and assist OAU-IBAR in relation to improving documentation and facilities, with a view to creating an Animal Health Reference Centre ed in Nairobi, in harness with appropriate partners and in conjunction \CE work to set up bibliographic and other databases	COMMUNICATION			X	X	X	X						
ce and use improved document handling systems for PACE Co-ion Units	PCU	X	X	X	X	X	X	X	X	X	X	X	X
Facilitate training of staff of OAU/IBAR in technical and managerial subjects according to need		X	X	X	X	X	X	X	X	X	X	X	X
ze appropriate training in computerized systems for IBAR and PACE	PCU	X	X	X	X	X	X	X	X	X	X	X	X
e technical skills of the IBAR and PACE staff in areas of information ement and the use of GIS in Epidemiology (*see 3.6.3.4 in text*)	DMU						X	X	X				
Promote an integrated team approach to work at regional and sub-regional levels and improve liaison/ consultations with relevant parties													
ie frequent meetings of PACE teams	PCU/CUs	X	X	X	X	X	X	X	X	X	X	X	X
and organize relevant stakeholder workshops such as networking op (April 2001), CAPE startup workshop (March 2001) + PACE l workshop	CAPE/VLPU	X	X										
Propose and test cost recovery and sharing system(s) for selected services of OAU/IBAR													
ways and means of linking PACE information system with other l and international information systems to reduce costs.	DMU							X	X				

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Advise national authorities to establish participatory mechanisms for discussing animal health related policies													
e workshops at sub-regional level, to identify communications goals vailing obstacles, then to visualize successful ways forward: (2 workshops for West & Central Africa, one for East Africa; one for the sanitaire)	COMMUNICATION		X	X									
e a communications training workshop for Ethiopia	COMMUNICATION	X											
and engage contractors competent to deliver short video-based and atory communications training packages, including monitoring and on or self-assessment follow-up	COMMUNICATION		X	X	X	X	X						
a discussion document on restructuring national veterinary services.	VLPU/CAPE	X			X	X							
articles about privatization.	VLPU/CAPE	X			X	X	X	X	X	X	X	X	X
ACE countries to develop and implement and appropriate ition policy that would produce sustainable impacts.	VLPU/CAPE	X	X		X	X	X	X	X	X	X	X	X
the organization of national participatory workshops to review and programmes for implementing privatization measures.	VLPU/CAPE	X	X		X	X	X	X	X	X	X	X	X
Advise national authorities to establish participatory mechanisms for discussing animal health related policies (continued)													
the adoption of policies to establish complementarity between public ate services, including the adoption of sanitary mandates and the ment of community-based animal health workers (CAHWs).	VLPU/CAPE	X	X		X	X	X	X	X	X	X	X	X
Advise national authorities to adopt policies, which promote complementary work between public and private animal health workers through various approaches *e.g.* • Demonstrations of good practices • Exposure to appropriate models													
and disseminate x 3 relevant articles and booklets	COMMUNICATION			X			X			X			
ate with and provide advice to national administrations, private nd NGOs • collaborate with the PACE VLPU to organize two regional stakeholder analysis workshops • *funds exchange visits for senior policy makers to community-based animal health delivery systems.*	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X

Main Activities	Responsible Unit	Month											
		J	J	A	S	O	N	D	J	F	M	A	M
dvise on national priorities to review legal framework for private eterinary practice and organization and regulation of drug stribution													
eviews of national veterinary legislation and disseminate findings (in aboration with national and regional Communications Units)	VLPU/CAPE	X				X	X	X	X				
he importance of legislative frameworks for private veterinary nd for the organization and regulation of vet drug distribution	COMMUNICATION						X	X	X	X			
d disseminate guidelines and codes of practice	COMMUNICATION								X				
community-based animal health policy and institutional analysis involves baseline survey in GHA countries, documents from a perspective policy development (time-lines of key influences and at determine current policy status, determine common themes and that CAPE will work on over the next three years. The results of is will be stored in the IBAR/PACE database and used as baseline n against which future CAPE and VLPU activities can be assessed. ts in national projects would include university veterinary faculties, nts of vet. services, veterinary boards, major NGO partners. PE start up workshop to gain views of senior SVS officials on licy and legislative situation. rt-term consultants to assess from West Africa legislation with private practice and use of auxiliaries.	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X
rge and assist tertiary training institutions to review curricula in vour of producing graduates who can work in integrated proaches and who aspire to self-employment, and facilitate unselling of graduates accordingly													
e curricula of veterinary schools and universities and propose nts in order to adapt them to the reality of private practice.	VLPU/CAPE								X	X	X	X	X
raining modules for EISMV Dakar vet students	COMMUNICATION				X	X	X	X					
e with PACE Communications Unit to engage deans of veterinary n policy development process at national and regional level.	CAPE							X	X	X	X		
a participatory epidemiology training course for national PACE co-, national & PACE epidemiologists, vet. faculty staff and other key eholders	CAPE/VLPU							X	X	X	X		

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Continue to encourage formation of professional associations of animal health workers (integrated livestock and wildlife)													
age formation of associations of CAHWs (integrated livestock and , propose models for association and identify possible partnerships er institutional parties	VLPU/CAPE										X	X	X
oration with the PACE VLPU and other units network vet boards, vet tions, CBOs and NGOs to discuss and advise on the merits of MoUs tner organizations implementing projects in pastoral areas *exchange visits between associations.*	CAPE/VLPU					X	X	X	X	X	X	X	X
Continue to encourage formation of associations of livestock keepers.													
i core activity of the CAPE unit and has numerous and detailed sub-s that can be encompassed in the overall shment and refinement of community-based animal health delivery	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X
Facilitate training of livestock keepers and animal health workers under the umbrella of associations													
h and refine community-based animal health delivery	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X
r with CAPE, identify CAHWs to participate in data collection and m to use the standard formats (*see 3.6.3.6 in text*)	DMU									X	X	X	
Assist authorities of selected countries to conduct priority studies in technical, social and economic fields													
the initiation of studies of the economics of private veterinary delivery and collaborate in their implementation.	VLPU/CAPE & ECONOMICS				X	X	X	X	X	X	X	X	X
oration with the PACE Communications Unit, disseminate guidelines ct assessment studies of community-based animal health delivery in pastoral areas *ith national authorities to develop their ability to establish functioning ssessment teams for pastoral projects and partners* inate results of cost benefit study done in Kenya	CAPE/VLPU			X	X	X	X	X	X	X	X	X	X

Result 3 **Pan-African network for epidemio-surveillance is effectively promoted**

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Support inventorization of capacities of national networks to participate in epidemio-surveillance work													
existing epidemiological capacities of PACE countries (including for	PEU	X	X	X	X	X	X						
plans for regional epidemiological networks (including wildlife)	PEU					X	X	X					
training needs assessment for epidemiology in PACE countries	PEU			X	X	X							
and structure information from IBAR, PARC, PACE proposals, field culated questionnaire and other sources (*see 3.6.3.1 in text*)	DMU	X	X										
essential elements of a "PACE disease surveillance model"	DMU/PEU/CAPE	X	X	X	X	X	X	X	X	X	X		
t baseline survey of community-based animal health delivery in selected pastoral ecosystems of the GHA oration with the PACE DMU record geo-referenced data in the PACE e	CAPE/VLPU		X	X	X	X	X	X					
short-term consultants to assess status of auxiliary delivery systems ed West African countries	CAPE/VLPU					X	X	X	X	X	X	X	X
the costs of setting up and running a sustainable national epidemio-nce network in one country each in East, Central and West Africa. *3.4 in text*)	ECONOMICS	X	X	X	X	X	X	X	X	X	X	X	X
training needs assessment for epidemiology in PACE countries	PEU			X	X	X	X						
Facilitate inventorization of national laboratory networks, particularly with regard to essential and sustainable diagnostic capacities	PEU	X	X	X	X	X	X	X	X	X	X	X	X
existing national capacities and establish a database	PEU DMU			X	X	X	X	X	X	X	X		
necessary training for laboratory workers where required	PEU						X	X	X	X	X	X	X
th the procurement of essential equipment and reagents	PEU							X	X	X	X	X	
recognition of sub-regional and regional laboratories	PEU					X	X	X	X	X	X	X	

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Assist countries to adopt/adapt "PACE disease surveillance model" to local situation *i.e.* • Training of staff and stakeholders according to needs and PACE guidelines • Logistical support (equipment for labs, diagnostic reagents, sampling materials) • Setting up disease reporting and data management system for animal diseases • Compatibility with PACE standardized information management system • Linking national, sub-regional and regional (IBAR) information management systems													
assessment of an appropriate information management system for in association with DMU and consultant	PEU	X	X										
ational PACE programmes with procurement of essential equipment emiological information management	PEU						X	X	X	X			
untries to adopt appropriate epidemiological norms	PEU			X	X	X	X	X	X	X	X	X	X
continuous technical support to strengthen epidemiological services d countries	PEU				X			X					
consultants for specialized inputs as required	PEU			X		X		X		X			
ological practices with respect to wildlife are being implemented	PEU	X	X	X	X	X	X	X	X	X	X	X	X
nd prolong scope of epidemio-surveillance by setting up email list nnection to facilitate lateral networking of information between s in PACE	COMMUNICATION		X	X	X	X	X	X					
port from ICT industry sector and foundations for upgrading ICT ks and skills in all national PACE co-ordination units	COMMUNICATION		X	X	X	X	X	X					
disease surveillance training curricula and guidelines for CAHW and ervisors *e regional PRA training course for IBAR and CAPE staff plus key akeholders such as PACE national co-ordinators and epidemiology y November 2001* *boration with rinderpest WRL further develop sampling and c tools appropriate for community-based animal health delivery*	CAPE/VLPU					X	X	X	X	X	X	X	X

Main Activities	Responsible Unit	Month											
		J	J	A	S	O	N	D	J	F	M	A	M
Assist countries to adopt/adapt "PACE disease surveillance model" to local situation (continued)													
r with CAPE, devise ways and means of collecting animal health n remote and insecure areas (*see 3.6.3.6 in text*)	DMU									X	X	X	
e a workshop to introduce the identified information system and the proposal on the spatial and temporal resolution of data collection	DMU/PEU					X	X						
o member countries to introduce the data collection system and l link with PACE Data Management Unit and neighbouring countries. *3.2 & 3 in text*)	DMU							X	X	X	X	X	X
l routines agreed at the workshop and provide technical pping (*see 3.6.3.3 in text*)	DMU							X	X	X	X	X	X
Encourage routine exchange of information between neighbouring states and organize periodic forums to share knowledge and experiences													
e two international level border harmonization meetings for ong cluster and Somali areas of Kenya/Somalia/Ethiopia.	CAPE/VLPU	X	X										
ith the OAU Conflict Resolution Unit and IGAD, Djibouti, in April liscuss conflict aspects of border harmonization work	CAPE/VLPU	X											
structure of regional animal health network for Horn of Africa	CAPE/VLPU	X	X	X									
assist two model countries to introduce the data collection system blish link with PACE DMU and neighbouring *countries (see 3.6.3.2 in*	DMU							X	X	X	X	X	X
ge routine cross-border exchange of information, knowledge and ices between private veterinary associations	VLPU/CAPE	X	X		X	X	X	X	X	X	X	X	X
ACE epidemiologists in producing appropriate reports, brochures ion handbills and A/V materials to support epidemio-surveillance	Communication /PEU				X			X					
short information videos in association with PEU (French and versions) on rinderpest and CBPP recognition and control, based on and new footage	Communication	X	X	X	X	X							
x 3 public information handbills in French and English versions on lemio-surveillance topics for regional distribution	Communication												
x 3 technical reports on epidemio-surveillance issues and trends	Communication			X	X			X	X			X	X

5 Total eradication rinderpest from the region has been facilitated

MAIN ACTIVITIES	RESPONSIBLE UNIT	MONTH											
		J	J	A	S	O	N	D	J	F	M	A	M
Facilitate participatory review of strategies for dealing with rinderpest endemic and high-risk areas													
e harmonization of the OIE and GREP pathways for recognition of ı from rinderpest	PEU	X	X	X	X	X	X	X	X	X	X	X	X
e participatory review of strategies dealing with rinderpest in endemic ı-risk areas (including wildlife)1	PEU CAPE				X			X					
e and co-ordinate rinderpest surveillance in livestock and selected ɔopulations in threatened ecozones	PEU	X	X	X	X	X	X	X	X	X	X	X	X
epidemiological data and update eco-zone maps to assist reviews of st eradication strategy in Eastern and Central Africa (*see 3.6.3.5 in*	DMU	X	X	X									
r with CAPE, review, design and test community-based animal surveillance systems (including ways and means of collecting animal ata from remote and insecure areas) (*see 3.6.3.6 in text*)	DMU									X	X	X	
implementation of the PACE rinderpest research programme	PEU	X	X	X	X								
Facilitate intensification of public awareness campaigns in selected ɔperational areas													
ınd support national anti-rinderpest and other relevant disease ı information campaigns in the Greater Horn and cordon sanitaire	COMMUNICATION	X	X	X			X	X	X	X		X	X
and Central Africa, initiate campaigns to promote understanding of pathway and associated control measures among stock keepers	COMMUNICATION (Bamako)						X	X	X	X	X	X	
Organize and co-ordinate intensive and extensive rinderpest surveillance in livestock and selected wildlife populations, in specific 'ecozones"													
ınd and refine community-based animal health delivery systems in pastoral areas [this is a core activity of CAPE and has numerous ities]	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X

Main Activities	Responsible Unit	Month											
		J	J	A	S	O	N	D	J	F	M	A	M
Facilitate strategic rinderpest vaccination in identified endemic (epidemic) areas and verify disease and vaccination status													
:he guidance of the PACE Epidemiology Unit train, fund and refine ınity-based animal health delivery systems in selected pastoral areas a core activity of CAPE and has numerous sub-activities]	CAPE/VLPU &PEU	X	X	X	X	X	X	X	X	X	X	X	X
und and refine community-based animal health delivery systems in d pastoral areas	CAPE/VLPU	X	X	X	X	X	X	X	X	X	X	X	X
ınate findings of assessment of community-based animal health / systems in Tchad	CAPE/VLPU	X	X										
Assist relevant authorities to develop and adopt emergency preparedness plans													
PACE countries with development of contingency plans against re-ɔn of rinderpest	PEU	X	X	X	X	X	X	X	X	X	X	X	X
se and maintain an emergency vaccine stock of heat-stable vaccine rinderpest in PACE countries	PEU			X	X	X							X
Assist countries to compile dossiers to support progress on the OIE pathway													
ɜ assistance to West/Central African countries to fulfill OIE standards demiological surveillance	PEU						X	X	X	X	X	X	X
East African countries to meet OIE set criteria for freedom from est	PEU									X	X	X	X
r key indicators to assess the progress of member countries in fulfilling uirements of the OIE pathway (*see 3.6.3.8 in text*)	DMU				X	X	X	X	X	X	X	X	X
Monitor performance indicators and produce reports													
ıciation with PEU, monitor key indicators to assess the progress of ɜr countries in fulfilling the requirements of the OIE pathway and ɜ to identify short-comings(*see 3.6.3.8 in text*)	DMU				X	X	X	X	X	X	X	X	X

ANNEX 3

Annex 3.1	Nairobi Budget in detail
Annex 3.2	Bamako Budget in detail
Annex 3.3	Nairobi/Bamako budgets per main budget line

Annex: 3.1. OAU-IBAR PACE PROGRAMME - Project Co-ordination Unit /PCU / and Common Services Nairobi
BUDGET FOR YEAR 2: FROM: 1/6/2001 UP TO 31/5/2002
BUDGET IN DETAIL

EXPENSES CHARGED ON IMPREST ACCOUNT

Accts. Codes	Main titles and budget line items	Units	Quantities	unit costs Euro	Budget Euro	Budget KES
1	**1. COMMON SERVICES**					
11	**1.1.Epidemiology Unit**					
111	**1.1.1. Central Unit**					
1111	***-Personnel***					
111124	Counterpart main Epidemiologist	m/yr	1	55000	55000	3877500
111125	Travel/leave internat.staff	Yr	flat amount	5280	5280	372240
	sub total				60280	4249740
1112	***-Equipment***					
	sub total				0	0
1113	***-Running costs***					
111302	Travel Counterpart (90 days/year)	yr	1	22000	22000	1551000
111346	Epidemiology network/ formation annual meeting	yr	2	15000	30000	2115000
111366	Diagnistic Reagents	yr	25000	2	50000	3525000
111367	Laboratory testing & Follow up	yr	3	6000	18000	1269000
	sub total				120000	8460000
	Sub total Central Unit				**180280**	**12709740**
112	**1,1,2, Regional Units**					
1121	Bamako - Western and Central Africa-**(1)**-					
1122	Nairobi- Eastern Africa					
1123	1.1.2.3. (Ndjamena Western Cordon sanitaire) **(2)**					
113	**1,1,3, Wildlife unit (3)**					
1131	Wildlife unit Nairobi					
11311	***-Personnel***					
	sub total				0	0
11312	***-Equipment***					
	sub total				0	0
11313	***-Running costs***					
1131347	Meetings	unit	1	15000	15000	1057500
1131368	Sampling and analysis	piece	65	390	25000	1762500
	sub total				40000	2820000
	Sub total wildlife				***40000***	**2820000**
						0
	SUB TOTAL EPIDEMIOLOGY				**220280**	**15529740**
12	**Communication unit**					
121	Communication Unit Naitobi **(4)**					
1211	***-Personnel***					
121108	Communication expert	m/yr	1	41000	41000	2890500
121156	desk top staff	m/yr	1	18300	18300	1290150
	sub total				59300	4180650
1212	***-Equipment***					
	sub total				0	0
1213	***-Running costs***					
121308	Travel expert (-60 days year)	yr	1	17000	17000	1198500
121326	Operating costs-Nairobi	yr/	1	5000	5000	352500
121336	Printing matters (coordin. Nairobi)	yr	1	10000	10000	705000
121337	Production of promotion materials	yr	flat amount.	60000	60000	4230000

Accts. Codes	Main titles and budget line items	Units	Quantities	unit costs Euro	Budget Euro	Budget KES
121338	Video-DTP-Photo -supplies-	yr	flat amount.	10000	10000	705000
121356	In countrry training & outreach	session	4	7500	30000	2115000
121357	Review /training workshops -coordin.-	session	2	8000	16000	1128000
121358	Vets. Faculties Deans workshops	session	1	4000	4000	282000
121387	Commissioned services	yr	flat amount.		40000	2820000
	sub total				192000	13536000
	Sub total Communication:				**251300**	**17716650**
13	**. Economics unit**					
131	***-Personnel***					
13109	Senior economist	m/yr	1	60000	60000	4230000
13125	travel/leave internat. Staff	yr	flat amount	3080	3080	217140
13110	Knowledges transfer assistant	m/yr	1	35000	35000	2467500
13131	Consultancies	m/m	1	15000	15000	1057500
	sub total				113080	7972140
132	***-Equipment***					
13201	Computers	unit	1	4500	4500	317250
13202	Office furniture	yr	flat amount	1000	1000	70500
	sub total				5500	387750
133	***-Running costs***					
13309	Travel (60 days year)	yr	1	17000	17000	1198500
13324	Knowledges transfer assist -45 days yr-	yr	1	13000	13000	916500
13387	Commissioned services	yr	flat amount	6000	6000	423000
	sub total				36000	2538000
	Sub total Economical unit				**154580**	**10897890**
14	**Privatisation scheme unit (5)**					
15	**CBAHWs Unit**					
151	***-Personnel***					
15133	Consultancies	yr	flat amount	77400	77400	5456700
15151	Drivers	month	10	500	5000	352500
	sub total				82400	5809200
152	***-Equipment***					
15201	Computer/ printer	unit	1	3500	3500	246750
15202	Office equipment	yr	flat amount	1000	1000	70500
15203	Vehicle purchase (4x4)	unit	2	29500	59000	4159500
15205	Radios	unit	2	5700	11400	803700
15215	Office equipment field base	unit	1	3500	3500	246750
15252	Camping equipment	unit	5	200	1000	70500
	sub total				79400	5597700
153	***-Running costs***					
15321	Field accomodation for field officers (180 days ye	yr	flat amount	3571	3571	251755.5
15330	Vehicle running costs	yr	2	6000	12000	846000
15360	Field workshops	unit	flat amount	5629	5629	396844.5
	sub total				21200	1494600
	ub total CBAHW unit				**183000**	**12901500**
16	**. Financial Unit**					
161	***-Personnel***					
16155	Counterpart accountant	m/y	1	35000	35000	2467500
	sub total				35000	2467500

Accts. Codes	Main titles and budget line items	Units	Quantities	unit costs Euro	Budget Euro	Budget KES
177	**Revues and evaluations (7)**					
1773	***Running costs***					
1773911	-Environemental surveys/ preparat. Meeting	unit	flat amount	20000	20000	1410000
						0
	Sub total revues and evaluation:				20000	1410000
	Sub total other common services:				***310860***	**21915630**
	SUB TOTAL COMMON SERVICES;				**1166520**	**82239660**
2	**COORDINATION AND MANAGEMENT;**					
21	**Nairobi**					
211	***- Personnel***					
21121	OIE Vet.	m/y	1	68000	68000	4794000
21123	Desk Officer for East Africa	m/y	1			0
21150	Bilingual secretaries(3 secret.))					0
	A-	m/y	1	18200	18200	1283100
	B-	m/y	1	18900	18900	1332450
	C-	m/y	1	17800	17800	1254900
21151	Drivers (2 drivers)	m/y	2	9500	19000	1339500
21154	Casual labor	yr	flat amount	5000	5000	352500
21155	Accountant assistant/data entry.	m/yr	1	16500	16500	1163250
21157	Admin.assistant	m/yr	1	25000	25000	1762500
21162	Secretary East Afr. Sub-regional Coord.	m/yr	1	14000	14000	987000
21164	Translator/secretary	m/yr	1	20000	20000	1410000
21165	Messenger (2 messeng,)	m/yr	2	6000	12000	846000
21169	Management Bonuses	yr	flat amount	46000	46000	3243000
	sub total				**280400**	19768200
212	***-Equipment***					
21201	Computers	unit	2	5000	10000	705000
21202	Office furniture :-	yr	flat amount	15000	15000	1057500
21203	Vehicle (2 x 22500 Euro)	unit	2	22500	45000	3172500
21207	Communication eqmt.(fax, scanners, projector)	set	flat amount	11000	11000	775500
21208	copier	unit	1	13000	13000	916500
	sub total				**94000**	6627000
213	***-Running costs***					
21314	Travel Director (100/days year)	yr	1	23000	23000	1621500
21315	Project Coordinator (100 days/year)	yr	1	23000	23000	1621500
21316	Chief Livestock Projects Officer (60/days/yr	yr	1	17000	17000	1198500
21323	Desk Officer for East Africa (60 days)	yr	1	17000	17000	1198500
21326	Office running costs	yr	flat amount	50000	50000	3525000
21327	Communications and public utilities	yr	flat amount	50000	50000	3525000
21330	Vehicles running costs	yr	4	5700	22800	1607400
21351	East Africa coord. Meetings	yr	1	20000	20000	1410000
21365	Training Workshops PCU	yr	flat amount	10000	10000	705000
21386	Offices Refurbishment	yr	flat amount	2000	2000	141000
21387	Commissioned services/training Coordin.Unit	yr	flat amount	15000	15000	1057500
	sub total				**249800**	17610900
	Sub total coordination unit Nairobi				**624200**	**44006100**
22	**. Bamako (1)**					
221	-Personnel					
222	-Equipment					
223	-Running costs					
	sub total					
	Sub total Bamako Coordination unit:				0	0
	Sub total coordination Nairobi:				**624200**	**44006100**

Accts. Codes	Main titles and budget line items	Units	Quantities	unit costs Euro	Budget Euro	Budget KES
162	*-Equipment*					
16202	Office equipment / software	yr	flat amount	11500	11500	810750
	sub total				11500	810750
163	*-Running costs*					
	sub total				0	0
	Sub total Financial unit:				**46500**	**3278250**
	Sub total Common services:				**635380**	**44794290**
17	**Other Common services**					
171	Data management service					
1711	*-Personnel*					
171115	Data management officer	m/yr	1	50000	50000	3525000
171125	Travel / leave international staff	Yr	flat amount	2310	2310	162855
171170	LAN Administrator	m/yr	1	20000	20000	1410000
	sub total				72310	5097855
1712	*- Equipment*					
171201	Computer/server(part)	yr	flat amount	19000	19000	1339500
171209	Software/licensing	unit	1	18500	18500	1304250
	sub total				37500	2643750
1713	*-Running costs*					
171341	Data base operational costs/lease line/maintenanc	yr	flat amount	20450	20450	1441725
171325	travel Data Management Officer-60 days-	yr	1	17000	17000	1198500
	sub total				37450	2640225
	Sub total Data management				**147260**	**10381830**
172	**. PANVAC (6)**					
	Sub total PANVAC:				**0**	**0**
173	**Research(7)**					
	Sub total research				**0**	**0**
174	**. Advisory Committee**					
1741	*-Personnel*					
174118	Perdiem (days:5x4x2)	day	40	140	5600	394800
174135	Consultancies-3M/M-	m/m	2	15000	30000	2115000
	sub total				35600	2509800
1743	*-Running costs*					
174313	Travel	unit	12	2000	24000	1692000
174348	Session	session	2	6000	12000	846000
	sub total				36000	2538000
	Sub total Advisory Committee:				**71600**	**5047800**
175	**Other monitoring**					
1753	*-Running costs*					
	sub total				0	0
	Sub total Other monitoring:				**0**	**0**
176	**Veterinary medicine schools support**					
1761	*-Personnel*					
176136	International lecturer	m/m	4	15000	60000	4230000
176137	Local lecturer	m/m	4	3000	12000	846000
	sub total				72000	5076000
	Sub total verterinary school support:				**72000**	**5076000**

Accts. Codes	Main titles and budget line items	Units	Quantities	unit costs Euro	Budget Euro	Budget KES
3	**Staff advances and other receivables**					
	TOTAL				1790720	126245760
	Contingencies (10%)				179030	12621540
	OVERALL TOTAL PCU Nairobi				**1969750**	**138867300**
	Total to be commited:					**138867300**
	Total of the 40% advance:					**55546920**
	1 Euro = 70,5 Kes					
	Totals per costs center:				**Euro**	**%**
	- Personnel:				810370	45
	-Equipment:				227900	13
	-Running costs:				752450	42
	Total:				1790720	
	Contingencies 10%				179030	
	Overall PCU Nairobi total				**1969750**	100

Remarks
(1) Regional PACE office Bamako is presented in a separate budget
(2) contracted to CIRAD-EMVT
(3) contracted to CIRAD-EMVT
(4) contracted to Agrer
(5) contracted to Agrer
(6) PANVAC, contracted to CIRAD
(7) will be managed under direct EC comittment

1 Euro = KES 70,5 (JOEC-03/2001)

Annex: 3,2,

OAU-IBAR PACE Programme : Unite de Coordination Regionale -Bamako- Mali
BUDGET AN 2

Période: 1/6/2001 au 31/5/2002

Dépenses à payer par la Régie d'Avance

codes compt.	Rubriques budgetaires	Unités	Quantit,	Côuts Unit, Euro	Budget An 2 Euro	Budget An2 FCFA
1	**1. SERVICES COMMUNS**					
11	**1.1.UNITE EPIDEMIOLOGIQUE**					
111	**1.1.1. Unite Central**					
112	**1.1.2. Unites Sub Region.**					
1121	1.1.2.1. Bamako - Afique de l 'Ouest et Central					
11211	***-Personnel (1)***					
	sous total				-	0
11212	***-Equipement:***					
1121203	voiture	an	1	27000	27,000	17710839
1121201	Computer/printer/scanner/fax,, epidemiologist	set	1	5850	5,850	3837348
	sous total				***32,850***	**21548187**
11213	***- Fonctionnement***					
1121303	travel epidemiologist - 120 days year- missions-	yr	1	25000	25,000	16398925
1121330	Fonctionnement vehicule epidemiologiste	yr	1	5700	5,700	3738955
1121346	Ateliers de formation epidemiologie	atelier	1	15000	15,000	9839355
	sous total				***45,700***	***29,977,235***
	Sous total Bamako- epidemiologie				**78,550**	**51,525,422**
	1.1.2.2. Nairobi					
	1.1.2.3. (Ndjamena Western Cordon sanitaire)					
	1.1.3. Wildlife unit					
1132	1,1,3,2,Wildlife Unit Bamako					
11321	***-Personnel***					
11322	***- Equipement***					
11323	***-Frais de fonctionnement***					
1131347	meetings	meeting	1	7500	7500	4919678
1131368	sampling & analyses	pièce	59	390	23000	15087011
	sous total				***30500***	**20006689**
	sous total wildlife				**30500**	**20006689**
	SOUS TOTAL EPIDEMIOLOGY Bamako				***109,050***	**71532111**
	1,2. Unite de Communication -					
122	**1,2,2, Unite Communication Bamako**					
1221	***-Personnel***					
122154	Casual labour				0	0
	sous total				**0**	**0**
1222	***-Equipements***				0	
1223	***-Fonctionnement***					
122337	Production materiel de promotion	an	forfait	25000	25000	16398925
122356	in country training & outreach	an	forfait	20000	20000	13119140
122357	review training workshops-coord.-	workshop	1	8000	8000	5247656
122358	vet,Fac,deans workshop	session	1	4000	4000	2623828
122387	commisioned services	an	forfait	5000	5000	3279785
	sous total				***62000***	**40669334**
	Sub total Communication:				**62000**	**40669334**

codes compt.	Rubriques budgetaires	Unités	Quantit,	Côuts Unit, Euro	Budget An 2 Euro	Budget An2 FCFA	
	2. UNITE DE COORDINATION						
	2.2. Coordination Bamako						
221	***221-Personnel***						
22120	Coordonnateur Regional	h/an	1	50000	50000	32797850	
22121	Veterinaire OIE (voir coordination Nairobi)	pm			0	0	
22150	Secretaires bilingue-3-	h/an	3	7000	21000	13775097	68442
22151	Chauffeur-2-	h/an	2	3000	6000	3935742	27377
22155	Comptable -1-	h/an	1	11120	11120	7294242	109507
22157	agent pour logistics -1-	h/an	1	7000	7000	4591699	366000
22165	Planton-1-	h/an	1	2100	2100	1377510	17111
22166	Gardiens-4-	h/an	4	1280	5120	3358500	12548
22169	Bonus	an	forfait	9000	9000	5903613	
	sous total:				***111340***	**73034252**	
222	***222-Equipement***						
22201	Computers/printer	unit	2	4500	9000	5903613	
22202	Equipements de bureau	an	forfait	2000	2000	1311914	
	sous total				***11000***	**7215527**	
223	***223-Frais de Fonctionnement***						
22318	Missions Coordon. Regional- 90 jours/an-	an	1	22000	22000	14431054	
22320	Missions OIE Representant -90 jours/an-	an	1	22000	22000	14431054	
22326	Frais généraux bureau	an	forfait	20000	20000	13119140	
22327	Communications -fax,DHL,telephone,email,..Coordin	an	forfait	20000	20000	13119140	
22330	Fonctionnement vehicule	an	2	5700	11400	7477910	
22351	Reunion de Coordination Afrique de l'Ouest et Centr	session	1	20000	20000	13119140	
	sous total:				***115400***	**75697438**	
	sous total coordination:				**237740**	**155947217**	
	TOTAL BUREAU REGIONAL BAMAKO				**408,790**	**268,148,662**	
	Imprevus +-7%)				28615	18770338	
	GRAND TOTAL BUREAU REGIONAL DE BAMAKO				**437,405**	**286,919,000**	
	montant à engager:					**286,919,000**	
	1 Euro = 655,957 FCFA						

Totaux par Nature:

				Euro	%
-personnel:				111340	27
-equipements:				43850	11
-fonctionnement;				253600	62
total:				408790	
imprévus				28615	
grand total:				**437405**	100

Total de l'avance de 40%: 286,919,000 x 40% = **114767600**

Annex: 3,3,PACE PROGRAMME

BUDGET FOR YEAR 2: PCU-Com.Services : Nairobo and Bamako : Per MAIN Budget Heading

From: 1/6/2001 to 31/5/2002

Main titles and budget line items	NAIROBI Year 2 Euro	NAIROBI Year 2 KES	BAMAKO Year 2 Euro	BAMAKO Year 2 FCFA	Nairobi - Bamako Totals in Euro
1. COMMON SERVICES					
1.1.EPIDEMIOLOGY UNIT					
1.1.1. Central Unit					
-Personnel	60,280	4249740			
-Equipment	-	0			
-Running costs	120,000	8460000			
Sub total Central Unit	**180,280**	12709740			
1,1,2, Regional Units					
1,1,2,1, Bamako - western and Central Africa					
11211 Personnel			0	0	
11212 Equipement			32850	21548187	
11213 Fonctionnement			45700	29977235	
Sub total			**78550**	**51525422**	
1,1,2,2, Nairobi-Eastern Africa					
1,1,2,3, Ndjamena -Western Cordon San.					

Main titles and budget line items	NAIROBI		BAMAKO		Nairobi - Bamako Totals in Euro
	Year 2 Euro	Year 2 KES	Year 2 Euro	Year 2 FCFA	
1.1.3. Wildlife unit					
1,1,3,1, Wildlife Unit Nairobi					
-Personnel	0	0			
-Equipment	0	0			
-Running costs	40000	2820000			
Sub total wildlife Nairobi	**40000**	2820000			
1.1.3.2, Wildlife unit Bamako					
-Personnel			0	0	
-Equipment			0	0	
-Running costs			30500	20006689	
Sub total wildlife Bamako			**30500**	**20006689**	
SUB TOTAL EPIDEMIOLOGY	**220,280**	**15529740**	**109050**	**71532111**	**329,330**
1.2. Communication unit					
-Personnel	59300	4180650			
-Equipment	0	0			
-Running costs	192000	13536000			
Sub total Communication:	**251300**	**17716650**			
1,2,1, Comminication Unit Bamako					
-Personnel			0	0	
-Equipment			0	0	
-Running costs			62000	40669334	
Sub total Communication:			**62000**	**40669334**	

Main titles and budget line items	NAIROBI Year 2 Euro	NAIROBI Year 2 KES	BAMAKO Year 2 Euro	BAMAKO Year 2 FCFA	Nairobi - Bamako Totals in Euro
1.3. Economics unit					
-Personnel	113080	7972140			
-Equipment	5500	387750			
-Running costs	36000	2538000			
Sub total Economical unit	**154580**	10897890			
1.5. CBAHWs Unit					
-Personnel	82400	5809200			
-Equipment	79400	5597700			
-Running costs	21200	1494600			
Sub total CBAHW unit	**183000**	12901500			
1.6. Financial Unit					
-Personnel	35000	2467500			
-Equipment	11500	810750			
-Running costs	0	0			
Sub total Financial unit:	**46500**	3278250			
Sub total Common services:	**635380**	**44794290**	**62000**	**40669334**	**697380**
1.7. Other Common services					
1.7.1 Data management service					
-Personnel	72310	5097855			
- Equipment	37500	2643750			
-Running costs	37450	2640225			
Sub total Data management	**147260**	10381830			

t. e	Main titles and budget line items	NAIROBI Year 2 Euro	NAIROBI Year 2 KES	BAMAKO Year 2 Euro	BAMAKO Year 2 FCFA	Nairobi - Bamako Totals in Euro
	1.7.4. Advisory Committee					
	-Personnel	35600	2509800			
	-Running costs	36000	2538000			
	Sub total Advisory Committee:	**71600**	5047800			
	1,7,5, Other Monitoring					
	-Running costs	0	0			
	sub total other monitoring	**0**	0			
	1,7,6, Veterinary medecine schools support					
	-Personnel	72000	5076000			
	sub total Veterinary med,schools sup,	**72000**	5076000			
	1,7,7, Revues and evaluations					
	-Running costs	20000	1410000			
	sub total revues and evaluations	**20000**	1410000			
	Sub total other common services:	**310860**	**21915630**	0	0	**423050**
	SUB TOTAL COMMON SERVICES;	**1,166,520**	**82239660**	0	0	

Main titles and budget line items	NAIROBI Year 2 Euro	NAIROBI Year 2 KES	BAMAKO Year 2 Euro	BAMAKO Year 2 FCFA	Nairobi - Bamako Totals in Euro
2. COORDINATION AND MANAGEMENT:					
2.1. Nairobi					
- Personnel	280400	19768200			
-Equipment	94000	6627000			
-Running costs	249800	17610900			
Sub total coordination unit Nairobi	**624200**	44006100			
2,2, Bamako					
- Personnel			111340	73034252	
-Equipment			11000	7215527	
-Running costs			115400	75697438	
Sub total coordination unit Bamako			**237740**	**155947217**	
TOTAL PCU & CS Nairobi/Bamako	**1,790,720**	**126245760**	**408790**	**268148662**	2199510
Contingencies on common components (10%) - (7%)	197,000	13888500	28615	18770338	225615
OVERALL TOTAL PACE Nairobi/ Bamako	**1,987,720**	**140134260**	**437405**	**286919000**	***2425125***

1 Euro = 70,5 KES

Euro = 655,957FCFA

Totals per costs center:

	Nairobi Euro	Nairobi %	Bamako Euro	Bamako %
- Personnel:	810,370	45	111340	35
-Equipment:	227,900	13	43850	10
-Running costs:	752,450	42	253600	55
Sub total:	1,790,720		408790	
Contingencies 10%	179,030		28,615	
Overall PACE total	**1,969,750**	**100**	**437405**	**100**

To be commited:

	Euro	Kes
Nairobi		
	1,969,750	***138867300***
Bamako	**Euro**	**FCFA**
	437405	***286919000***
Total;	2407155	

Imprest Account Advances:40%

Nairobi:	**KES**	**55546920**
Bamako:	**FCFA**	**114767600**

ANNEX 4

Annex 4.1	Imprest account contractual document - Nairobi
Annex 4.2	Imprest account contractual document - Bamako
Annex 4.3	Detailed rules for conducting imprest accounts in EDF-Financed programmes and projects

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

IMPREST ACCOUNT CONTRACTUAL DOCUMENT
for the Second Annual Work Programme
of the PACE Programme Common Services and Co-ordination Unit
NAIROBI – 2001 - 2002

1. IMPLEMENTING AND MANAGEMENT STRUCTURE

The PACE Programme will be financed through the Seventh and Eighth European Development Funds (7th and 8th EDF) for which the rules are laid down in the revised Fourth Lomé Convention (signed in Mauritius on 4 November 1995), the provisions of the financing agreement for the programme, in particular its technical and administrative provisions for implementation (hereinafter referred to as TAP), and the PACE Programme Implementation Protocol.

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 imprest account holders.

Payments in respect of expenditure under the EDF imprest account may be made only after the Regional 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 Regional 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 authorised signatures by imprest account holders and accounting officers;

- the opening of a special bank account named **"OAU/IBAR – PACE PCU Yr. 2"** for the PACE Programme;

- the physical capacity of the imprest account holders and accounting officers to carry out their tasks;

The designated imprest account holders shall be:

The PACE Programme Coordinator
Dr. René BESSIN

- in accordance with the TAP, responsibility for conducting this imprest account has been given to the Organization of African Unity Interafrican Bureau for Animal Resources (OAU/IBAR), represented by the imprest account holder for the implementing , as designated above;

3. PERIOD COVERED BY THE IMPREST ACCOUNT

This imprest account shall run from 1st June 2001 to 31 May 2002.

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. In all cases the imprest account must be closed not later than six months after the final date give above (*i.e.* 31 May 2002).

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"

		Kenya Shillings (KES)
1. Works contracts		
Capital expenditure (including maintenance)	< Euro 100 000	< KES 7050000
2. Supply/equipment contracts		
2.1 Capital expenditure	< Euro 100 000	< KES 7050000
2.2 Operating expenditure	< Euro 100 000	<KES 7050000
3. Memoranda of agreement		
(Grants from the RDP to other agents)	< Euro 10 000	< KES 705000
4. Services		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	< Euro 10 000	< KES 705000
4.3 RDP management personnel[1]	Yes	Yes
4.4 RDP non-management personnel[2]	Yes	Yes

(At an exchange rate Euro 1.00 = KES 70.5 - Source Infor-euro, March 2001)

[1] Not including salaries of officials assigned to the PACE Programme from government departments or the OAU/IBAR (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 contracts).

4. AMOUNT OF THE IMPREST ACCOUNT

KES 138.867.300

(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 (Article 299 of Lomé IV).

The equivalent in Euros of this amount will be committed by the EDF financial management department in Brussels as soon as possible.

5. SPECIAL RDP "EDF IMPREST ACCOUNT" BANK ACCOUNT

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

Account Name: **OAU/IBAR – PACE/PCU Yr. 2**

Bank account number : Acct.No.: **173.206.82**

Bank: ABN-AMRO
Nairobi Branch
Nyerere Road
Nairobi
Kenya

This is a double-signature account requiring the signature of: (See Annex 6 page vii)
2 accounting officers , one out of each group;

(Specimens of their signature have been sent to the RAO and the Delegation of the EC in 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 Annexes 3.1. 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: KES 55.546.920 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):

- from the budget of the OAU/IBAR.

7. Audits

The Regional 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 OAU/IBAR (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 R. BESSIN
PACE Programme Coordinator

P. O. Box 30786
Nairobi
Kenya

Place and date: 01/06/01

Accepted by the Contracting Authority

Regional Authorizing Officer of the EDF
Dr. J. MUSIIME
Director
OAU/IBAR
P. O. Box 30786
Nairobi
Kenya

Place and date: 01/06/2001

Endorsed by the Head of the Delegation
of the European Commission in Kenya

P. O. Box 45119
Nairobi
Kenya

Date: 4/06/01

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

IMPREST ACCOUNT CONTRACTUAL DOCUMENT
for the Second Annual Work Programme
of the PACE Programme Common Services and Co-ordination Unit
BAMAKO – 2001 - 2002

1. IMPLEMENTING AND MANAGEMENT STRUCTURE

The PACE Programme will be financed through the Seventh and Eighth European Development Funds (7th and 8th EDF) for which the rules are laid down in the revised Fourth Lomé Convention (signed in Mauritius on 4 November 1995), the provisions of the financing agreement for the programme, in particular its technical and administrative provisions for implementation (hereinafter referred to as TAP), and the PACE Programme Implementation Protocol.

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 imprest account holders.

Payments in respect of expenditure under the EDF imprest account may be made only after the Regional 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 Regional 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 authorised signatures by imprest account holders and accounting officers;

- the opening of a special bank account named **"OAU/IBAR – PACE PCU An. 2"** 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 holder shall be:

Dr. Bouna DIOP Coordonnateur Régional Afrique de l' Ouest et du Centre

- in accordance with the TAP, responsibility for conducting this imprest account has been given to the Organization of African Unity Interafrican Bureau for Animal Resources (OAU/IBAR), represented by the imprest account holder for the implementing , as designated above;

3. PERIOD COVERED BY THE IMPREST ACCOUNT

This imprest account shall run from 1st June 2001 to 31 May 2002.

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. In all cases the imprest account must be closed not later than six months after the final date give above (*i.e.* 31 May 2002).

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"

		(FCFA)
1. Works contracts		
Capital expenditure (including maintenance)	< Euro 100 000	< CFA65.595.700
2. Supply/equipment contracts		
2.1 Capital expenditure	< Euro 100 000	CFA 65.595.700
2.2 Operating expenditure	< Euro 100 000	CFA 65.595.700
3. Memoranda of agreement		
(Grants from the RDP to other agents)	< Euro 10 000	< CFA6559570
4. Services		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	< Euro 10 000	< CFA65595570
4.3 RDP management personnel[1]	Yes	Yes
4.4 RDP non-management personnel[2]	Yes	Yes

(At an exchange rate Euro 1.00 = CFA 655.957 - Source Infor-euro, March 2001)

4. AMOUNT OF THE IMPREST ACCOUNT

CFA 286.919.000

(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 (Article 299 of Lomé IV).

[1] Not including salaries of officials assigned to the PACE Programme from government departments or the OAU/IBAR (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 contracts).

The equivalent in Euros of this amount will be committed by the EDF financial management department in Brussels as soon as possible.

5. SPECIAL RDP "EDF IMPREST ACCOUNT" BANK ACCOUNT

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

Account Name: **OAU/IBAR – PACE/PCU An2**
Bank account number : 01 814470105

Bank: BANQUE MALIENNE DE CREDIT ET DE DEPOTS
Bamako Branch
B.P. 45 Bamako
Bamako
Mali

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 RAO and the Delegation of the EC in 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 Annexes 3.2. 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: **FCFA 114.767.600** 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):

- from the budget of the OAU/IBAR.

7. Audits

The Regional 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 OAU/IBAR (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 Bouna Diop
PACE Regional Co-ordinator for West and Central Africa
B.P.2954
Bamako
Mali

Place and date: Bamako, le 4 Août 2001

Accepted by the Contracting Authority

Dr. J.T. Musiime
Regional Authorizing Officer of the EDF
OAU/IBAR
P. O. Box 30786
Nairobi
Kenya

Place and date: 01/06/2001

Endorsed by the Head of the Delegation of the European Commission in Kenya

P. O. Box 45119
Nairobi
Kenya

Date: 4/06/01

EDF Imprest Account Specimen Signatures

PAN AFRICAN PROGRAMME FOR THE CONTROL OF EPIZOOTICS PACE PROGRAMME)

These specimen signatures were sent to the Delegation of the European Commission in Kenya on 2001

Group 1 Signatories

Dr Bouna DIOP
Coordonnateur Régional pour l'Afrique du l'Ouest et du Centre

Dr . Antoine MAILLARD
Epidemiologiste

Group 2 Signatories

Mme. N'diaye Youma S> DIAWARA
Comptable Programme PACE

Dr. Samba SIBIRE
Représentant OIE pour l'Afrique

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

1. 1. GENERAL PRINCIPLES FOR CONDUCTING IMPREST ACCOUNTS

Under the fourth Lomé Convention, the Regional 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 authorising 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 OAU/IBAR), which in that case is represented by the imprest account holder for the "national party";

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 agent's 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 authorising powers to the designated Imprest account holders for the "EDF imprest account"

		Kenya Shillings (KES)
1. Works contracts		
Capital expenditure (including maintenance)	< Euro 100 000	< KES 7050000
2. Supply/equipment contracts		
2.1 Capital expenditure	< Euro 100 000	< KES 7050000
2.2 Operating expenditure	< Euro 100 000	<KES 7050000
3. Memoranda of agreement		
(Grants from the RDP to other agents)	< Euro 10 000	< KES 705000
4. Services		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	Euro 10000	< KES 705000
4.3 RDP management personnel[1]	< yes	Yes
4.4 RDP non-management personnel[2]	Yes	Yes

(At an exchange rate Euro 1.00 = KES 70.5- Source Infor-euro, March 2001)

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[3], and accepted by the PACE Programme Financial Controller (acting on behalf of the Regional Authorizing officer) and the Delegation of the EC.

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[1] Not including salaries of officials assigned to the PACE Programme from government departments or the OAU/IBAR (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).

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

[3] Or, in specific cases explicitly stipulated in the work programme **and** in the imprest account contractual document, on a flat-rate basis.

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 (OAU/IBAR) 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):

- from the budget of OAU/IBAR.

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 Regional 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 Regional 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 Regional Authorizing Officer and the Head of Delegation.

For expenditure on services from Euro 5 000 up to Euro 10 000, the prior agreement of the Regional 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 Regional 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 Regional 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 OAU/IBAR 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:

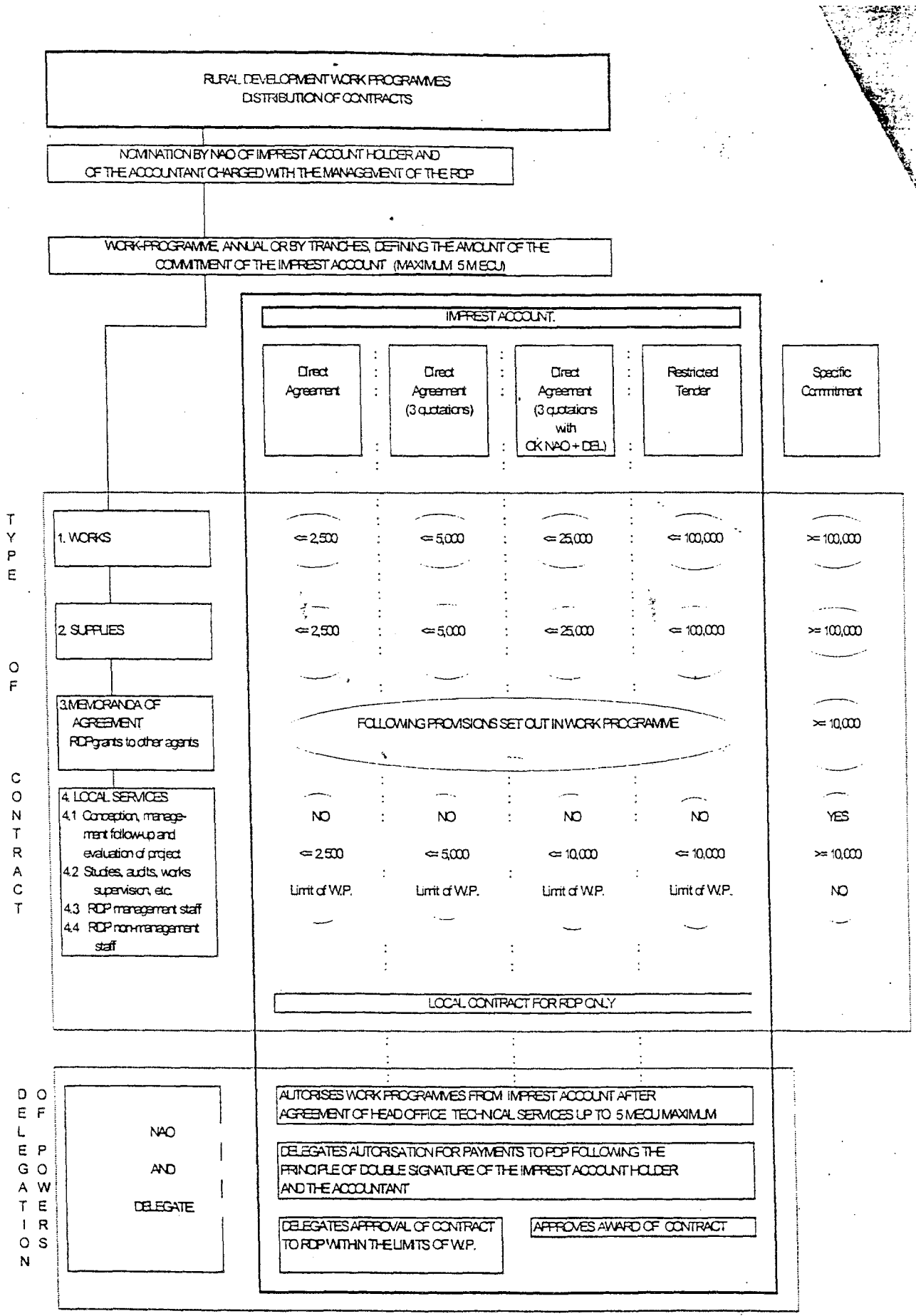
- by forwarding all supporting documents for expenditure paid out (as in the case of replenishment), but with no request for reimbursement; hence there is no replenishment and it is the advance itself that is used up;

- 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).


RURAL DEVELOPMENT WORK PROGRAMMES
DISTRIBUTION OF CONTRACTS
NOMINATION BY NAO OF IMPREST ACCOUNT HOLDER AND OF THE ACCOUNTANT CHARGED WITH THE MANAGEMENT OF THE RDP
WORK-PROGRAMME, ANNUAL OR BY TRANCHES, DEFINING THE AMOUNT OF THE COMMITMENT OF THE IMPREST ACCOUNT (MAXIMUM 5 M ECU)
IMPREST ACCOUNT.
Direct Agreement
Direct Agreement (3 quotations)
Direct Agreement (3 quotations with CK NAO + DEL)
Restricted Tender
Specific Commitment
TYPE OF CONTRACT
1. WORKS
2. SUPPLIES
3.MEMORANDA OF AGREEMENT RDP grants to other agents
4. LOCAL SERVICES
4.1 Conception, management follow-up and evaluation of project
4.2 Studies, audits, works supervision, etc.
4.3 RDP management staff
4.4 RDP non-management staff
<= 2,500
<= 5,000
<= 25,000
<= 100,000
>= 100,000
<= 2,500
<= 5,000
<= 25,000
<= 100,000
>= 100,000
FOLLOWING PROVISIONS SET OUT IN WORK PROGRAMME
>= 10,000
NO
NO
NO
NO
YES
<= 2,500
<= 5,000
<= 10,000
<= 10,000
>= 10,000
Limit of W.P.
Limit of W.P.
Limit of W.P.
Limit of W.P.
NO
LOCAL CONTRACT FOR RDP ONLY
DELEGATION OF POWERS
NAO AND DELEGATE
AUTORISES WORK PROGRAMMES FROM IMPREST ACCOUNT AFTER AGREEMENT OF HEAD OFFICE TECHNICAL SERVICES UP TO 5 MECU MAXIMUM
DELEGATES AUTORISATION FOR PAYMENTS TO RDP FOLLOWING THE PRINCIPLE OF DOUBLE SIGNATURE OF THE IMPREST ACCOUNT HOLDER AND THE ACCOUNTANT
DELEGATES APPROVAL OF CONTRACT TO RDP WITHIN THE LIMITS OF W.P.
APPROVES AWARD OF CONTRACT