FEDERAL REPUBLIC OF NIGERIA

FEDERAL MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT

DEPARTMENT OF LIVESTOCK AND PEST CONTROL SERVICES

PAN- AFRICAN PROGRAMME FOR THE CONTROL OF EPIZOOTICS

European Development Fund Project Number REG/5007/005
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Financing Agreement NO 6125/REG

WORK PROGRAMME & COST ESTIMATE

NIGERIA NATIONAL PACE PROGRAMME

FOR THE PERIOD

1st May, 2002 to 30th April, 2003
(Year 2)

TOTAL AMOUNT TO BE COMMITED: 1 355 006.10 Euros

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I. Introduction

1. General information

The Nigerian Pan African Rinderpest Campaign (PARC) project came to being through the preparation and approval of a work programme that was considered and endorsed by the Inter-African Bureau for Animal Resources of the Organization of African Unity (OAU/IBAR) Nairobi. The Project (PARC) was an assistance by the European Economic Commission (EEC) now European Commission/Union (EU) in supporting African countries to, among other things, control Rinderpest and to a certain extent Contagious Bovine Pleuro-Pneumonia (CBPP) while at the same time enhancing the national capacity in the control of other diseases of economic importance like Contagious Bovine Pleuro-Pneumonia (CBPP). The Nigerian PARC Project was executed as PARC 1 between July 1989 and May, 1995.

Following the successful completion of the PARC Project in Africa in March 1999, the OAU/IBAR further solicited for support from the European Union (EEC/EU) for another Project, Pan-African Programme for the Control of Epizootics (PACE) which is also to be executed in 32 African countries, including Nigeria. It has been planned such that the PACE Project is built on the gains of PARC and will result in the final eradication of Rinderpest. Substantial progress would also be made in our knowledge of the status of some Transboundary Animal Diseases (TADs) along with the improvement of the capacities and capabilities of both public and private veterinarians, Para veterinarians and livestock farmers.

Nigeria is to benefit the sum of Two million Six Hundred and Fifty-eight Thousand, One Hundred and Twenty-eight Euro (2,658,128 Euro) during the five years (2000 – 2005) of the PACE Project. A Memorandum of Understanding (MOU) was signed between the Regional Authorizing Officer (RAO) of the OAU/IBAR on behalf of the EU and the Nigerian National Authorizing Officer (NAO) on behalf of the Federal Government of Nigeria to facilitate the implementation of the Project in Nigeria. Another Memorandum of Understanding for the Second Year of the Project in Nigeria will similarly be signed.

The main components of the Nigeria PACE project include:

- Development of capacities of public and private veterinary services as well as livestock farmers.
- Development of data base and communications systems.
- Processing of the Nigerian OIE pathway on Rinderpest free status.
- Assessment of CBPP and other TAD Epizootics.
- Improvement of the epidemiological capacity.
- Development of Emergency Preparedness System (EMPRES).
- Development of Wildlife epidemiology.
- Support for the privatization of veterinary services.
- Improvement of laboratory capacities and facilities.

The PACE Programme Co-ordination Unit in Nairobi will co-ordinate the delivery of the Common Services to countries in West Africa, including Nigeria. The activities of the Nigeria component of PACE

will, in conformity with the overall design of the PACE Programme, be grouped under four headings and will have the broad aim that is common to all national components (Table 1).

Regional co-operation will be an important feature of the PACE Programme and it is envisaged that a multiplier effect will be produced through regional and sub-regional meetings that the Co-ordination Units will be responsible for organizing. Representatives of Nigeria's Department of Livestock and Pest Control Services will participate in such meetings.

Tableau 1: Aims and objectives of the national PACE programmes

Aims and Ojectives	• Strengthening the institutional capacity of National Animal Health Care Services • Enhancing national capacities for planning, implementation, Monitoring and evaluation of programme * Assessment of TADs nationwide.
Heading 1	• Enhancing national capacity for analysis and action in the fields of epidemiology, socio-economics of animal health, communications and project management.
Heading 2	• Improving accessibility to veterinary services and drugs, based on developing a harmonized approach to the privatisation process and institutional linkages between public services and private operators. • Strengthening livestock based Cooperative Societies
Heading 3	• Eradication of Rinderpest in Nigeria to fulfil the OIE procedure for declaring Nigeria free from the disease, including active search for the disease, strengthening the surveillance network and setting up of rapid response systems.
Heading 4	• Improving the control of other epizootic diseases, like CBPP, PPR, FMD, NCD, ASF. Based on experience gained in the campaigns , States would explore the possibility of full or partial cost recovery in future campaigns, involvement of Private Sector in Sanitary mandates.

2. Initial strategy for the implementation of PACE

The PARC project had considerable success and Rinderpest now appears to be restricted to only two foci, namely, Southern Sudan and Southern Somalia, two countries affected by chronic civil unrest and insecurity. In launching the PACE Programme, the OAU/IBAR recognizes three broad regions, based on the prevailing epidemiological conditions related to Rinderpest, and the current situation with regard to the delivery of veterinary services in the regions. The regions are Eastern, Central and Western Africa.

In West Africa, no cases of Rinderpest was reported since 1989. Nigeria is free of clinical Rinderpest and has been declared provisionally free from the disease in April 1998. With support from PACE programme, Nigeria will intensify Rinderpest surveillance activities in line with OIE pathway for the confirmation of Rinderpest disease free status. A major output of the PACE Programme will be to strengthen the emergency preparedness of national veterinary services to combat Rinderpest, and Contagious Bovine PleuroPneumonia.

3. Expected results of the national PACE programme

Expected results to be achieved during the Second Year will be derived from the Global Project Document. These include:-

Support to Government Services by:

- Continuing efforts in the establishment of a sustainable and reliable emergency preparedness programme.
- Continue in the development and improvement of national animal diseases surveillance capacities for epidemiological knowledge of major diseases.
- Continue the enhancement of the skills and efficiency of public and private veterinary staff are enhanced along with livestock owners.
- Improving and sustaining communication and sensitization.ofstakeholdres on disease control activities of stakeholders for disease control activities..

- Improving on the developed reliable reporting and feedback systems for animal health in line with FAO TAD information.
- Continuing to encourage private sector involvement in the prevention and control of animal diseases.
- Developing national programmes for CBPP and other major TADs.

Relations with Common Services will center on training, support for the Nigerian vaccine quality control through PANVAC and study of the economic viability of the Nigerian Animal Health Care Services. This will be coordinated by IBAR and will include epidemiology, communication, animal care economics, private veterinary services promotion, data collection and processing, vaccine quality certification, research, monitoring and evaluation.

The objectives of the Project are presented in the following diagram (Annex IV) and detailed in the logical framework presented in Annex V.

Development of Veterinary Services and drug delivery to livestock owners by:

- Increasing the number of private veterinary practitioners in farming and pastoral areas.
- The development of appropriate laws/legislations and the creation of an enabling environment.
- Introducing Community Animal Health Workers (CAHWs), animal health assistants and technologists into the rural animal health care delivery services working under the supervision of public and private veterinary services.
- Encouraging veterinarians *through* adequate motivation and appropriate incentives to establish private veterinary practices in the rural areas.
- Encouraging livestock cooperatives to take retainer ships with private veterinary practices.
- Encouraging Local Government Councils based Cooperatives to form LGA/States apex bodies for easier coop administration.
- Introduction of loan schemes for Cooperatives and Private Veterinary Practices.

Eradication of Rinderpest by:

- Conducting nationwide clinical and serological surveillance against Rinderpest as provided for in the OIE pathway against Rinderpest. At least 15,000 serum samples will be collected for screening against Rinderpest and rinderpest-like diseases.About500 herds will be randomly sreened for Rinderpest antigen.
- Investigating all suspected 3D's outbreaks nationwide..
- Establishing a reliable network for animal diseases monitoring and surveillance established.
- Ensuring that effective barriers are maintained along strategic border areas and any possible reintroduction of Rinderpest from neighboring countries would be prevented.
- Ensuring strict livestock movement control especially along international borders, by transhumance and trade cattle.

Assessment and control of CBPP and other major epidemic diseases by:

- Carrying out epidemiological surveys on major TADs throughout the country through the developed reliable surveillance and reporting systems.
- Developing a reliable disease surveillance and reporting systems.
- Instituting appropriate control measures for major epidemic diseases.
- Improving the efficiency of private and public veterinary services in the prevention, control and monitoring of diseases.

- Improving the control of TADs like CBPP, PPR, NCD ASF, and FMD

II. Results of the first year programme

1. Activities

The implementation of the first year project activities was delayed due to late arrival of Project funds along with delay in the release of counter part. These delays resulted in the lack of procurement of inputs for the Project. This also means postponement of Field activities along with non-performance of surveillance of wildlife against rinderpest, planned for April/May, 2001, as a result of cancellation by the Wildlife Epidemiologist in Bamako. In reality the program started in October 2001 (5 months behind schedule). Tender dossiers are being processed for the procurement of motor vehicles, motor bikes, and computers and accessories as provided for in the Year I WP&CE with the hope that they will be opened before the end of the first year iof the project/ Meanwhile, other equipment like photocopiers, Fx machines, diagnostic fie\ld kits , veterinary surgeon's kits etc are being sourced locally due to their low financial provisions under the guidance of the European commission Delelagation office in Nigeria.

i) Establishment of Administrative Systems

A national Project Coordination Office was established at Wuse, zone I Abuja on first April 2001 with a national coordinator, 3 technical officers and a complementary staff. Six zonal coordination offices at Calaba, Enugu, Ibadan, Jos, Kaduna and Sokoto and the sanitary cordon office at Maiduguri were opened.
An accounts office has also been opened with two senior accountants on the ground.

ii) Improvement of the accessibility and the distribution of drug and veterinary services

During the First Year of the Project implementation in Nigeria, the following were achieved under the privatization component: -

(a) Development of a comprehensive Work Programme and schedule of activities.

(b) The constitution of the NCPVS (National Committee for the Privatization of the Veterinary Services) and SCPVS (State Committee for the Privatization of Vet. Services) has been concluded. The Terms of Reference and selection of members of the committees have been concluded. The NCPVS has commenced work in earnest.

(c) Detailed planning of all training programmes scheduled for the First Year have reached advanced stage.

(d) Identification of the equipments to be procured as Diagnostic kits for Community Animal Health Workers and Veterinary Surgeons kits.

(e) Collation of existing States edicts and Local Government Councils By-laws concerning veterinary practice and meat hygiene for review.

(f) Establishment of linkages with related organization for the purpose of encouraging the establishment and development of farmer cooperative groups. Over 30 Cooperative Societies have so far been identified.

(g) Collation of teaching curricula of veterinary facilities from various Universities.

(h) Questionnaires have also been prepared and served for the survey of private veterinary practices, livestock farmer associations and feeds and drugs manufacturers.

Tableau 2: Summary of the achievement on the Project Privatization drive for the year 1.

S/N	ACTIVITY	EXPECTED RESULTS	RESULTS DURING WP1	OBSERVATIONS
1.	Design of Questionnaires on list of registered private veterinary practices and laws and regulations etc, to States and LGAs	To obtain base line on private veterinary practices To provide bases for review of laws	Questionnaire completed and administered	Information obtained being collated to be analyzed
2.	Questionnaire on activities of Private Veterinary practices	To establish database on private veterinarian in the country areas of activity	Questionnaires design completed	To be administered soon
3.	Procurement of Veterinary surgeon kits and Diagnostic field kits	To assist Private Veterinarians and Community Animal Health Workers to become more effective in the field	Contents of the kits have been identified and advertised. Bids collected from supplies and being processed	Successful bids to perform
4.	Privatization Workshop	To expose Veterinarian and Government officials to the concept of privatization	Arrangement for the Workshop completed	To be conducted later in the year
5.	Livestock farmers Workshop	To improve farmers relations with Private Veterinarians and public officers	Arrangement for the Workshop completed	To be conducted later in the year

iii) Fight Against Rinderpest:

- In serosurveillance, 16,000 serum samples have been collected from cattle through the country and submitted to the Central Laboratory at National Veterinary Research Institute for analysis. These samples were collected from 1 to 1,5 year old cattle from 300 herds nationwide. The samples were collected from both sexes, traditional and elite herds. Delay in the analysis of the samples is expected as a result of inadequate reagents in the laboratory. Efforts are being made to order the reagents from reputable laboratories like CIRAD. Results are still being awaited.

- Questionnaires were sent to the different responsible through the country for the identification of locations for Rinderpest surveillance. Those questionnaires include the situation of the different clinics, hospitals, parks, cattle routes etc.

- New documents for training are also being prepared.

The technical Assistant to the project, reported on 26th October since arrival he was preoccupied with the design of implementation of appropriate emergency preparedness plan, surveillance of the five TAD's and any other aspects of his terms of reference.

Tableau 3: Activities realized during the year 1

S/N	Activities	Expected Results	Results During WP 1	Observations
1.	Identification of laboratories	3 laboratories have been identified for diagnosis	Three Veterinary Teaching Hospital Ibadan, NVRI Vom, and Veterinary Teaching Hospital Maiduguri, have been selected	
2.	Laboratory equipment and consumable procurement	Equipment and consumables are expected to be purchased for the laboratories for networking	Quotations and Tenders have been prepared for approval	
3.	Questionnaires on disease surveillance points and Veterinary Services status were designed	Feedbacks are expected from 36 States and FCT	Results received so far are from less than 20 number States	
4.	Formats are designed for search for 3Ds and Rinderpest antigen in surveillance points	Surveillance for Rinderpest is expected to be performed in all the surveillance points	The expected result may not be achieved in Year 1 as modalities for	Vehicles and other inputs for disease exercise are yet to be procured.

		(Clinics, Control Posts, Abattoirs, Cattle Market, Cattle Routes, Cattle Farms)	collecting data are yet to be put in place.	
5.	Rinderpest Sero-surveillance	More than 16,000 sera are expected to be collected and screened	The seromonitoring for rinderpest has started ans samples are being analysed	

iv) Training

Tableau 4: Trainings realized during the year 1

Description	Total number included in the Global Plan	Total number included in the WP 1	Results during WP 1	Observations
Epidemiology	150	100	Nearly all participants are expected to turn up for the training	Training expected to be performed in March, 2002
Disease surveillance techniques	100	100	Nearly all participants are expected to turn up for the training	Training expected to be performed in March, 2002
Livestock diseases economics	50	50		Training is not going to hold in Year 1 due to time lag
G.I.S Technique	5	5		Training will be held in April 2002
Wildlife	75	20	More than 30 people participated	The training was a huge success and was held at Yankari National Park

v) Improvement of the Control of other Epizootic diseases particularly CBPP

Achievements in the areas of CBPP and other epizootics during the First Year of the Nigeria PACE Project include: -

(i) Identification of 3 laboratories for use in the Project. A National Laboratory network involving the Central, Regional and Veterinary Teaching Hospitals Laboratories was also established. A survey of facilities in the laboratories was carried out. The categorization of the laboratories in the country into four has also been made.

(ii) Identification of the technologists and technicians to be involved in the laboratory aspect of the Project, has also been made.

(iii) Laboratory protocols for the various diseases have been identified. So also the Project sites (Livestock markets, abattoirs, control posts, clinics, etc).

(iv) Identification of logistic support for the laboratories was made.

(v) Surveillance questionnaires along with that on economic survey on ASF have been prepared and will be tested in preparation for the Year 2 of the Project. Below is also a summary in the table form.

Tableau 5: Activities carried during the year 1

S/N	Activity	Expected Results	Results during WP 1	Observations
1.	Design of Questionnaires to be administered at surveillance points for CBPP, PPR, FMD, ASF and NCD	• To obtain epidemio-Logical data for the listed TADs • To design effective National control programmes for the	Questionnaires administered at States and Local levels	Information from the completed Questionnaires being collated
2.	Purchase of Sampling kits for Abattoirs	Detection of rinderpest,CBPP and the other TADs	Being awaited	Conducted late in Year 1. Activity extended to Year 2
3.	National Communication Workshop	• To enlighten participants on communication network for the PACE Project • Use of format and informal communication channels for PACE	Extensive publicity for PACE Project among all the stakeholders	Workshop scheduled for March, 2002

		Project		

2. Equipments

Tableau 6: Equipment bought during the year 1

Designation	Total number included in the Global Plan	Total number included in the WP1	Bought during the WP1	Observation
Vehicles	**23**	**21**	**Cancelled**	**Postponed to year 2**
Motorbikes	**40**	**26**	**Cancelled**	**Postponed to year 2**
Computers	**19**	**19**	**Cancelled**	**Postponed to year 2**
Lab equipment	lump	lump	In process	
Photocopiers	9	9	In process	
Fax	15	15	In process	
Vet surgeons kits	300	300	In process	
Diagnostic field kits	lump	lump	In process	

3. Trainings

Tableau 7: Trainings realized during the year 1

Designation	Total number included in the Global Plan	Total number included in the WP1	Bought during the WP1	Observation
Emergency preparedness	3	1	0	
Disease reporting techniques	3	1	0	
Disease surveillance techniques	3	1	1	For march,2002
GIS	1	1	1	For April,2002
Workshop PACE	1	1	1	For February2002
Livestock disease economics	2	1	1	For march,2002
Control post officers training	2	1	0	
Workshop for private vets.	3	1	0	
Privatization	2	1	0	For April,2002

workshop				
Livestock farmers workshop	4	1	1	For April.2002
Wildlife training	2	1	1	
Livestock market inspectors	2	1	0	
Lab. Technicians training	2	0	0	
Meat inspection training	3	1	0	

III. Activities planned in the work programme year 2

1. Support to Government Services:

It has become increasingly necessary to enhance the national capacity in the area of prevention, control and eradication of major livestock diseases in Nigeria especially those with great propensity for transboundary spread. Nigeria is endowed with adequate manpower/staff (both in the public and private sectors) to execute the PACE programme both in the public and private sectors. Technical assistance will continue in the second year under PACE and this is expected to further boost our national capacities. Training in such areas as epidemiology, diagnostics, livestock and animal health economics will continue to be provided. The Nigeria PACE Project will continue to collaborate with Common Services Unit personnel in the formulation of appropriate disease surveillance and control strategies.

In all, the PACE Project is expected to improve the capacities and capabilities of the Nigerian veterinary surgeons and other stakeholders in the industry for adequate and effective disease surveillance and control. Arrangements for manpower development through on-the-job training, skills oriented training, practical trainings, are provided for under the Project.

Close contact with OAU/IBAR/PACE art both Nairobi and Bamako Regional offices will be intensified as soon as telephone, fax and e-mail facilities are fully installed. Communication with Project and Sanitary Coordination offices along with other relevant bodies in Nigeria will also be intensified. So also the production of directory of all stakeholders for easy contract and reach. Four issues of the Project Newsletter(NADIS-AINFO) will be produced in Year2.

Data from the field on clinical and serological surveillance against Rinderpest along with other data from Privatization and Transboundry Animal Diseases(TADS) and Enhanced National capacities will be used to build on the Data base being developed.

The expected results under Enhanced National Capacities are presented in table 9 below.

Tableau 8: Summary of Expected Results on Enhanced National Capacities

S/N	Activity	Expected Results

.	**Trainings** a) Emergency preparedness	Participants to put into action knowledge acquired during the training and support the establishment and implementation of Emergency preparedness plan and Early Warning and Early Reaction programs in Nigeria.
	b) Disease Reporting and Surveillance techniques	Participants to ensure proper and prompt reporting of field activities along with adequate feed back mechanism. Participants to be active members of National surveillance network.
	c)Livestock Diseases Economics	Participants to appreciably understand the role of economics in livestock diseases and impart such knowledge to livestock farmers with a view to pay more attention in disease control and surveillance as well as improve their production systems.
.	**Project Administration**	All project staff (Headquarters, Zonal, Sanitary Cordon and States) to carry out assigned activities properly, promptly as and when due.
.	**Communications**	a) Nigeria PACE Coordination office to be fully linked through tel, fax and e-mail with OAU/IBAR/PACE Nairobi, Bamako, Zonal and Sanitary Cordon offices, states, laboratories and other major stakeholders. A state by state directory of addresses of stakeholders to be complied nationwide. b) No less than 15 min. radio programs to be produced in major Nigeria languages on various aspects of the project. So also 20 handbills posters leaflets and other extension publications on the various aspects of the project. c) No less than 21 meetings to be organized by the project Zonal Coordination offices with stake holders in their zones.
4.	**Data base Development**	Data generated from the field on clinical and serological surveillance, 3Ds investigation, training programs among others should have been to the Data base and analyzed and reports prepared there from.
5.	**National Steering Committee Meeting**	At least one meeting would be held and decisions fully implemented by the Project Coordination office and Technical Committee Proceedings of both National and States steering committee meeting would have been produced and circulated.
6.	**Technical Committee Meetings**	At least 3 meetings to chart the course of the field and laboratory activities of the project would have been made. Proceedings of meeting produced and

		decisions implemented.
7.	**Frontier Meetings**	Good report with frontier states would have been made so also channels for prompt and regular exchange of information on diseases situations put in place. Strategies for exchange of visits by border Veterinary personnel would have been mapped out along with full implementation of decisions reached during such visits/meetings.

Close contact with OAU/IBAR/PACE at both Nairobi and Bamako regional office will be intensified as soon as telephone, fax and e-mail facilities are fully installed. Communications with project Zonal and Sanitary Coordination offices along with other relevant bodies in Nigeria will also be intensified. So also the production of directory to all stakeholders for easy contract and reach. Fair to issues of the project Newsletter (NADIS-Info) will be produced in year 2.

Data from the field on clinical and serological surveillance against Rinderpest along with other data from privatization and Transboundary Animal Diseases (TADs) and enhanced national capacities will be used to build on the data base being developed.

The expected results and enhanced national capacities are presented in table 9 below:-

Tableau 9: Activities to be carried out during Year 2:

Activity	M	J	J	A	S	O	N	D	J	F	M	A	Remark
Drivers allowances	X	X	X	X	X	X	X	X	X	X	X	X	
Office running costs	X	X	X	X	X	X	X	X	X	X	X	X	
Communication (Phones, fax, E-mail)	X	X	X	X	X	X	X	X	X	X	X	X	
Vehicle running costs	X	X	X	X	X	X	X	X	X	X	X	X	
Emergency Preparedness Training				X									Support by Regional PACE Office
Disease Reporting and Surveillance Training			X										
Annual/Coordination Meeting							X						
National Steering						X							

Committee Meeting													
National Technical Committee Meetings		X				X					X		
National Committee on Private Vet Practice Meetings			X					X				X	
Cross border meeting (Nigeria/Niger Rep.)				X									
Cross border meeting (Nigeria/Benin Rep.)							X						
Cross border meeting (LCBC)					X								
Operating running costs	X	X	X	X	X	X	X	X	X	X	X	X	
Promotion materials				X	X	X							
Communication Workshop							X						
Livestock Disease Economics Training						X							
In-country Travels	X	X	X	X	X	X	X	X	X	X	X	X	
Operating Costs (Stationary)	X	X	X	X	X	X	X	X	X	X	X	X	
Wildlife Epidemiology (Regional)													Common Services - Training
Wildlife Epidemiology Workshop (National)													Collaboration with Nigeria National Parks
Support to Field Offices	X	X	X	X	X	X	X	X	X	X	X	X	
Procurement of Motor Cycles, vehicles			X	X	X								
Motor Cycles Running Costs	X	X	X	X	X	X	X	X	X	X	X	X	
Local Training for Control Post Officers					X								
Procurement of lab. Material	X	X	X										

2. Development of Veterinary Services and Privatization:

Over the years, government has realized the need for improvement of veterinary and other livestock services through the involvement of the private sector. This has been done through the provision of the enabling environment for private veterinary practice to be lucrative and thriving. However, there is still room for improvement on what is currently on ground.

In the past , and to some extent even in the present , veterinary services were provided by governments – (Federal and States) either free-of-charge to producers/farmers or at highly subsidized rates .With the recent economic downturn of government coupled with other microeconomic factors, government has been finding it increasingly difficult to cope with this arrangement resulting in most cases , in the non-availability of effective services .

It is in realization of the above, that government has introduced a number of measures to enable the private sector contribute and provide animal health inputs to farmers. Such measures include making the atmosphere conducive for the manufacturer and distribution of veterinary drugs, chemicals and livestock feeds. Government has also encouraged Veterinary Surgeons to go into private practice through the enactment of states edits.

The privatization component of the Nigeria PACE Project aims at facilitating this course through improving accessibility to Veterinary services and drugs based on developing a harmonized approach to the privatization process and development of viable institutional linkages between public services and the private operators. The Project aims at promoting the involvement of livestock farmers and their associations, private veterinarians and Community Animal Health Workers (CAHWs) in disease control and on general animal health care delivery services.

The activities envisaged to be carried out during the 2nd Year of the Project, will not only build on the 1st Year achievements, but will also address some of the lapses and new concerns that have surfaced. These activities include:-

(a) The CPVS will continue to hold regular meetings on relationship with banking sector, harmonization of legal environment, regulation and policy formulation on private practice, promotion of privatization, development of systemic contracting for vaccination, meat inspection, monitoring and surveillance work. The CPVS will also promote the involvement of both Para veterinary professionals and Community Animal Health Workers, especially in remote and rural areas.

(b) Efforts will also be continued in the development of a legal framework (Act) on Private Veterinary practice in the country. Technical Assistance from the Nairobi Coordination Unit, will be needed to enhance this process.

(c) Training Workshops and other enlightenment programmes will also continue to be conducted for Private Veterinarians, Community Animal Health Workers and Livestock Farmers.

(d) Implementation of a loan scheme for private Veterinarians to encourage them to establish more private practices and expand, will commence during the Second Year. This will involve the

development of a viable link with the Banking Sector and the development of appropriate loan models and lending guidelines and procedure.

Tableau 10: Activities to be carried out during 2nd Year are as follows:

	Activities	M	J	J	A	S	O	N	D	J	F	M	A	Remark
1.	Livestock Farmers Workshop		X											
2.	Training Workshop for Private Vets				X									
3.	CAHWs Training						X							
4.	Loan Scheme	X	X	X	X	X	X	X	X	X	X	X	X	
5.	Legal Framework	X	X	X	X	X	X	X	X	X	X	X	X	
6.	CPVS Meetings	X			X			X			X			
7.	Curriculum Review					X	X	X	X	X	X	X	X	

Expected results under the Development of Veterinary Services and Privatization are summarized in table below:

Tableau 11: Year 2: Expected Results Under Development of Veterinary Services and Privatization

S/N o.	Activities	Expected Results
.	CPVS Meetings	a) Meet at least four (4No.) times during the year b) Develop loan-scheme models c) Identify Banks to participate in loan scheme by putting more funds d) Make substantial head way on development of registration on privatization e) Identify at least 100 CAHWs for CAHWs programme

		f) Produce draft harmonized Veterinary curricula g) Develop areas of sanitary mandates for consideration by states and other stake holders h) States to register at least 200 Private Vet. Practices
2.	a) Training Private Vet. Practice Training	Participants to comprehend the essentials for Private Vet. Practice particularly in the areas of economics, record keeping, client relationship, diversification, etc.
	b) Livestock Farmers Workshop	Participants to understand the role of cooperatives in boosting livestock production and maintenance of animal health along with use of Vet. Retainership, sanitary mandates and avoid quacks etc.
	c) CAHWs Training	Participants to appreciate working under supervision by public or private Vets. Registration with relevant authorities and participation in disease surveillance network etc.
3.	Loan Scheme	At least 50 Private Vet. Practices to benefit during the year. Also 50 Cooperative Societies to benefit from loans from commercial banks
4.	CAHWs Programme	About 100 Paraveterinary graduates nationwide to be involved in the programme
5.	Livestock Cooperative Development	At least 200 Cooperative Societies to be fully registered nationwide

3. Rinderpest Eradication

Nigeria was provisionally declared Rinderpest disease free along the OIE pathway with effect from April 1998. The last outbreak of the disease was in June 1987. The Federal Department of Livestock and Pest Control Services (FDLPCS) in conjunction with the States and Local Government Councils are intensifying efforts in surveillance of the disease. To this effect serosurveillance activities along the sanitary cordon, control posts and quarantine stations, cattle markets, abattoirs and slaughter slabs, grazing reserves, stock routes, grazing corridors, cattle farms and cattle herds are being carried out with serum samples submitted to the National Veterinary Research Institute NVRI for analysis. In addition we also look for the 3Ds (diarrhea, discharge and death).

(i) Enough funds will be provided for the sampling exercise and to enhance the serosurveillance activities and the clinical surveillance (OIE pathway).

(ii) Training of Livestock Market Inspectors on the recognition of the 3Ds and disease reporting activities will be carried out.

(iii) Training in epidemiology and network activities.

(iv) A geographic Information System (GIS) will be developed with the data collected with the different questionnaires sent during the year one. Actually, the coordination has the first layers for this GIS and 5 people will be trained in April 2002.

(v) The zonal offices as well as 3 laboratories will store the different data in a computerized data store. All the data (serological surveillance, active surveillance, reports etc.) will be analyzed and the data transmitted to the coordination and the OIE.

(vi) Nigeria will transmit the sanitary situation to the OIE.

(vii) A risk analysis about rinderpest introduction in Nigeria will be carried out.

(viii) With the answer to the different questionnaires, the coordination will be able to locate all the different agents that will be part of the network.

(ix) With the cars bought during the first year and the GPS (To buy in the second year), the coordination will be able to drawn in the different cattle transhumance and trade routes in the country.

(x) We will finish the emergency preparedness plan for rinderpest depending of the results of the questionnaire sent to the ground.

(xi) Preparation of manuals of epidemiosurveillance for the different agents involved in the network.

(xii) Central and Regional Laboratories and Veterinary Teaching Hospitals (VTHs) will be equipped to meet up with the challenges ahead.

(xiii) Wildlife activities will start in the Fields after the training sessions. The coordination will take part in the different training sessions. Manuals will be produced, poster and handbill for tourist network will be printed. The data collected by this network will be stored by the zonal office. A game capture operation will be organized to collect blood for serosurveillance.

(xiv) Frontier meetings between Nigeria with Benin Republic, Nigeria and the LCBC countries will be held in order to exchange formation on Rinderpest eradication, Transboundary Animal Diseases status and harmonization of activities, especially transhumance and livestock movement control.

(xv) Liaison will be made during the Second Year between the Privatization Officer and the States in the Federation to carry out pilot sanitary mandates on vaccination, serosurveillance, among others.

ıble 10: Activities under Rinderpest eradication for the 2nd

Nigeria – PACE - Year 2 programme

	Activities	M	J	J	A	S	O	N	D	J	F	M	A	Remark
1.	Monitoring of stock movements (border, posts, sanitary cordon	X	X	X	X	X	X	X	X	X	X	X	X	
2.	Meetings/liaison with neighboring countries	X					X			X			X	
3.	Cross border coordination activities	X	X	X	X	X	X	X	X	X	X	X	X	
4.	Development of GIS	X	X	X	X	X	X	X						
5.	Conduct nationwide Rinderpest surveillance and serosurveillance	X	X	X	X	X	X	X	X	X	X	X	X	
6.	Computerization of the network						X	X	X	X				
7.	Wildlife surveillance	X	X	X	X	X	X	X	X	X	X	X	X	
8.	Risk analysis							X						
9.	Localization of the agents								X					
10.	Organize Wildlife capture operation						X							
11.	Update of the cattle transhumance and trade routes							X	X					
12.	Preparation of manuals	X	X											
13.	Emergency plan	X												
14.	Purchase equipment and reagents for serosurveillance	X	X	X	X	X	X							
15.	Participate in all PACE Workshops				X	X	X				X	X	X	
16.	Establishment and maintenance of rapid response capacity	X	X	X	X	X	X	X	X	X	X	X	X	
17.	Submit reports to OIE and OAU/IBAR				X			X				X		
18.	Despatch suspected specimens to approved Laboratories for analysis	X	X	X	X	X	X	X	X	X	X	X	X	
19.	Monitoring of activities and submission of reports	X	X	X	X	X	X	X	X	X	X	X	X	
20.	Local Training for Livestock Market Inspectors									X				

Tableau 12 : Expected Results under Rinderpest Eradication component

S/No.	Activities	Expected Results
1.	Surveillance Network	About 300 herds would have been examined clinically and by serology for the evidence of RP and other RP like diseases for processing the OIE Pathway. Field staff at surveillance points wildlife surveillance network would have been fully operative. Status of wildlife with regard to RP would have been known
2.	Development of GIS Network	A network would have been fully operational as to contribute in the Data base programme and result in ample information on animal health nationwide
3	Risk analysis for RP re-introduction	A risk analysis for RP re-introduction would have been carried out particularly at the nort eastern border of the country.
4	Emergency preparedness plan and Early Warning Early Reaction document	A final draft would have been produced and accepted by federal and states governments foer implementation.
5	Manual for Epidemio-surveillance	Manual to be finalized and be put to use nationwide

4. CBPP and Other Epizootics

Situation before PACE Project

Prior to the commencement of the project, surveillance against major epizootics, especially against CBPP,PPR,FMD,NCD,and ASF was mainly through the quarterly and annual reports on diseases situation in the country. Monthly diseases status reports also gave scanty positions of the diseases. Reports were also in most cases, irregular with the information therein similarly poor to enable any meaningful planning on diseases control programs.

The Central Diagnostic Laboratory at the National Veterinary Research Institute, Vom, also received very few samples from the Field for reasons that included inadequate funding and mobility by Field Officers along with lack of sample collection and storage facilities. The seventeen (17 No.) Regional National Veterinary Research Institute Laboratories were similarly poorly equipped as to support the diagnostic and surveillance activities of Field Officers.

As to personnel, there are adequate Veterinary technologists and technicians to carry out both Field and Laboratory investigations and diagnostic activities on all the major diseases. What seemed to

be lacking was on the job training on new technologies in the areas of diagnosis, surveillance, and epidemiology, among others along with poor and almost outdated equipment.

Year 2 Activities:

The questionnaires designed for the assessment of the Contagious Bovine PleuroPneumonia and other Transboundary Animal Diseases (PPR, FMD, ASF and NCD) during the First Year of the Project, will be administered at specific Project locations nationwide. This will aid in the establishment of the current status of these diseases in the country. In the process, effective control programme will be designed for the control of the diseases. Samples will be collected from livestock markets, abattoirs, control posts and during outbreaks and processed in the laboratories.

The samples collected for rinderpest serological surveillance will be analyzed for those different diseases to have a complete idea of the sanitary situation through the country.

Sampling kits for abattoirs will be procured and used at abattoirs as aid in the surveillance against these diseases. Also the CFT-ELISA equipment for running test for the diseases will be procured and distributed to the 3 Laboratories.

Training programmes for 100 each of Laboratory Technicians and Meat Inspectors will be conducted during the year. Similarly, 300 Butchers will be trained on the importance of disease reporting, surveillance and sample taking for diagnosis of animal diseases. Meat inspection inputs will be procured. Both Butchers training programme and procurement of meat inspection inputs will be through Counterpart fund. Both office and laboratory running costs will be provided by the Project and the Counterpart funds.

Tableau 13: Activities planned for the year 2

S/N	Activities	M	J	J	A	S	O	N	D	J	F	M	A	Remark
1,	CBPP and Transboundary Animal Disease Surveillance	X	X	X	X	X	X	X	X	X	X	X	X	

2.	Training for Laboratory Technicians				X	X								
3.	Training for Meat Inspectors				X	X								
4.	Procurement of sampling kits for Abattoirs		X	X	X									
5.	Procurement of CF-ELISA Equipment		X	X	X									
6.	Office running costs	X	X	X	X	X	X	X	X	X	X	X	X	
7.	Laboratory running costs	X	X	X	X	X	X	X	X	X	X	X	X	
8.	Local Training for Butchers		X				X				X			Counterpart fund
9.	Procurement of meat inspection inputs		X	X	X									Counterpart fund

IV. Major activities common to PACE countries

1. Establishment of Administrative Systems

National and States level administrative Project offices were established during the First Year. These offices will continue to direct the activities of the Project during the Second Year of the Project. The NCPVS will continue to encourage Livestock Cooperatives to form Local Government and States level based apex associations for better administration of the Cooperative Societies and their use in diseases surveillance and control.

2. Regionally coordinated activities

Financial provision is made to fund the participation of representatives of the Livestock and Pest Control Services Department in the PACE Programme's regional activities, and those of the PACE Common Services. Broadly, these will include:

- Training needs assessment (TNA)

- Attend Common Services workshops
- Attend Sub-regional meetings
- Attend PACE Regional meetings
- Convene Planning meetings

3. Monitoring, Auditing and Reporting:

The PACE Programme Co-ordination Unit (PCU) will produce half-yearly and annual reports that are based on the quarterly technical reports and monthly financial reports submitted by the National PACE Programmes, and the technical reports of the Common Services. PACE Nigeria will produce monthly financial reports and will submit quarterly technical reports in the standard formats.

Auditors engaged under a framework contract will conduct auditing of the account independently. The framework contract will be financed from the budget line for»technical assistance» to the National PACE Programmes.

Tableau 14: Indicative schedule of main activities related to the activities common to PACE countries

Activity	2002 Month								2003			
	M	J	J	A	S	O	N	D	J	F	M	A
1 Adopt PACE systems	X	X	X	X	X	X	X	X	X	X	X	X
2 Purchase equipment and materials locally	X	X	X	X	X	X	X	X	X	X	X	X
3 Launch tender to purchase motor cycles, vehicles etc.					X	X	X					
4 Participate in the PACE TNA*				X	X	X						
5 Representatives of PACE Nigeria participate in sub-regional meetings	X	X		X		X	X	X	X	X	X	X
6 Representatives of PACE Nigeria participate in PACE Regional Common Services Workshops	X	X		X	X	X	X	X	X	X	X	X
7 Representatives of PACE Nigeria participate in PACE Regional Coordination meeting	X	X		X	X	X	X	X	X	X	X	X
8 Prepare for annual audit	X										X	X
9 Submission of monthly financial reports	X	X	X	X	X	X	X	X	X	X	X	X
10 Submission of quarterly reports				X			X			X		

Note: * TNA = Training Needs Assessment

4. Activities to enhance sustainability of PACE impacts

These activities are:-

- Increased government contributions/commitments to animal diseases control programme
- Greater private sector participatory role & responsibility
- Cost recovery; affordability; common goods *versus* private goods
- Enabling legislative framework
- Adoption of technical standards
- Strategic thinking embedded in Veterinary Departments
- Regional strategies in place
- Information exchange promoted (networking/communications) – nationally and internationally
- Monitoring & evaluation (to determine impacts quantitatively/qualitatively)
- Networking - Laboratories
- Increased participation of livestock owners and private veterinary practices in disease surveillance/control

V. Presentation and justification cost estimates of WP year 2

The overview of required total funds from EDF total and Federal Government of Nigeria for Year 2 are indicated below:

Breakdown of estimated expenditure of funds
for
PACE NIGERIA

Item	Estimated annual cost (euros) Year 2	Estimated annual cost (Naira) Year 2
1. Enhanced national capacities	707 860.00	73 099 994.34
2. Improved veterinary services	241 000.00	24 887 829.00
3. Eradication of rinderpest	213 622.00	22 060 530.00
4. Control of CBPP and other Epizootics	128 000.00	13 218 432.00
Sub total	**1290482.00**	**133 266 785.65**
Contingency 5%	64524.10	
Total estimated expenditure	**1355006.10**	**139930114.61**

- Federal Government of Nigeria

Breakdown of estimated expenditure of funds for PACE Nigeria Federal Government of Nigeria Year 2		
Item	**Estimated annual cost in Naira (*1000)**	**Estimated annual cost in Euro**
1. Enhanced national capacity	23,900	231,434.4
2. Improved veterinary services	2,100	20,335.24
3. Eradication of	1,500	14,525.17

rinderpest		
4. Control of CBPP and other epizootics	2,800	27,113.65
Sub total	**30,300**	**293,408.46**

1. Cost estimates

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

vi) Enhanced National Capacities:

Personnel

For the implementation of the programme, the following table summarizes the personnel, and their allowances during Year 2. It should be noted that no salaries will be paid through the Project or Counterpart funds that is, only allowances will be paid. These allowances are based on 10 Euro per day for each driver on out of station duty. Counterpart fund will be used to substantially augment what is expected to be paid to drivers, Accountant, secretary, and Data Entry clerk as the project fund will not be adequate,

	Personnel	No. of Personnel	Amount (Euros)	Amount Naira
1.	Drivers Allowances	10	1,000	103 269.00
2.	Accountant	1	150	15 490.35
3.	Secretary	1	150	15 490.35
4.	Data Entry Clerk	1	200	20 653.8
	Total	=	**1,500**	**154 903.5**

Equipment

	Equipment	Number	Amount (Euros)	Amount Naira
1.	Motor Cycles for Control Posts	14	21,560	2 226 479.6
2.	**Motor Cycles (Year 1)**	**26**	**40,040**	**4 134 890.70**
3.	**Vehicles sedan (Year 1)**	**2**	**37,500**	**3 872 587.50**
4.	**Vehicles (4WD) (Year 1)**	**16**	**360,000**	**37 176 840.00**
5.	**Computers (Years 1)**	**19**	**49,400**	**5 101 488.60**
	Total		**508,500**	**52 512 286.00**

Running Costs

	Item	Number	Amount (Euros)	Naira
1.	Office running costs	Lump	7,000	722 883.00
2.	Communications (Phones,etc)(Nat. Coord.)	Lump	2,500	258 172.50
3.	Vehicle running costs	Lump	24,000	2 478 456.00
4.	Emergency Preparedness	100. 3d/yr	12,000	1 239 228.00
5.	Annual Coordination Meeting	2.7d/yr	3,400	351 114.60
6.	Vet. Officers allowances	Session	4,000	413 076.00
7.	National Steering Committee Meeting	60. 2d/yr	3,000	309 807.00
8.	Technical Committee Meetings	22. 2d/yr	1,000	103 269.00
9.	Cross Border Meetings	2. 2d x 2/yr	3,000	309 807.00
10.	C P V S Meetings	10.2d x 2/yr	1,000	103 269.00
11.	Operating Costs for Communications	Lump	3,000	309 807.00
12.	Promotion materials	Lump	2,000	206 538.00
13.	Communication Workshop	100 x 4d/yr	10,000	1 032 690.00
14.	Livestock Diseases Economics Training	50 x 3d/yr	5,000	516 345.00
15.	In-country travels	Lump	40,960	4 229 898.20
16.	Operating Costs - Stationary	Lump	4,000	413 076.00
17.	Communications (Phone, Fax) (Epidemiology)	Lump	4,000	413 076.00
18.	Vehicles Running Costs (Epidemiology)	Lump	12,000	1 239 228.00
19.	Wildlife Epidemiology (Regional)	2	6,500	671 248.50
20.	Motor Cycle Running Costs	Lump	19,000	1 962 111.00
21.	Local Training for Control Posts Officers	Session	6,000	619 614.00
22.	Disease reporting techniques	Session	10,000	1 032 690.00
23.	Disease surveillance techniques	Session	10,000	1 032 690.00
	Total		**193,360**	**19 968 093.00**

vii) Development of Veterinary Services

Running Costs

1.	Livestock Farmers Workshop	250 x 2d/yr	8,000	826 152.00
2.	Training Workshop for Private Vets	30 x 3d/yr	8,000	826 152.00
3.	CAHWs Private Practice Training	100 x 2d/yr	10,000	1 032 690.00
4.	Privatisation Workshop Harmonization	100 x 2d/yr	10,000	1 032 690.00
5.	Soft Loan Fund	100Vets at 2000 Euros	200,000	20 653 800.00
6.	Legal Framework Improvement	10 x 5meetings/yr	5,000	516 345.00
	Total		**241,000**	**24 887 829.00**

viii) Rinderpest Eradication

Personnel

1.	Wildlife Officer Allowances	1X 5days/yearr	150	15 490.35
2.	Wildlife Trackers Allowances	4X 5days/year	200	20 653.80
3	Agent of wildlife Network Allowances	8X5days/yuear	200	20 653.80
	Total		**550**	**56 797.95**

Equipment

1.	Vehicles	2	45,000	4 647 105.00
2.	**Vehicles (Year 1)**	**3**	**67,500**	**6 970 657.50**
3.	Sampling Equipment	Lump	17,000	1 755 573.00
4.	Laboratory Equipment	Lump	20,000	2 065 380.00
5.	Numeric camera	1	1219	125 884.91
6.	GPS	7	2667	275 418.42
7.	Map info software	1	2286	236 072.93
8.	Wildlife Equipment	Lump	6,400	660 921.6
	Total		**162072**	**16 737 013.00**

Running cost

l	General Operating Expenses	Lump	3,000	309 807.00
,	Vehicle Running Costs	5vehicles at 1200Euros	6,000	619 614.00
.	Laboratory Consumables	Lump	10,000	1 032 690.00
.	Wildlife Consumables	Lump	6,000	619 614.00
.	Livestock Market Inspectors Training	200 x 2d/yr	8,000	826 152.00
.	Random Sampling	Lump	8,000	826 152.00
.	Support to Laboratories	Lump	10,000	1 032 690.00
	Total		**51,000**	**5 266 719.00**

ix) CBPP and other Epizootics

Running costs

.	Office Running Costs	Lump	2,000	206 538.00
.	Training for Laboratory Technicians	100 x 5d/yr	10,000	1 032 690.00
.	Training for Meat Inspectors	100 x 3d/yr	10,000	1 032 690.00
.	Laboratory Running Costs	Lump	2,000	206 538.00
.	Butchers Training Programme	Counterpart	Counterpart	
.	Procurement of Meat Inspection Inputs	Counterpart	Counterpart	
	Total		= **24,000**	2 478 456.00

Equipment

.	Sampling kits for Abattoirs	Lump	44,000	4 543 836.00
.	CFT-Elisa Equipment	Lump	60,000	6 196 140.00
	Total		**104,000**	**10 739 976.00**

* **Trainings:**

Training	Number of people	Number of days
Emergency preparedness	150	5
Disease reporting techniques	100	5
Diseases surveillance techniques	100	5
Geographic Information System	5	20
Communication workshop	100	4
Livestock diseases economics	50	3
Wildlife Epidemiology (regional)	2	7
Training for control post officers	50	3
Livestock farmers workshop	250	2
Workshop for Private Vets	30	3
CAHWs Training	100	2
Privatisation workshop	100	2
Livestock Market Inspectors Training	200	2
Meat Inspectors Training	100	15
Workshop on PACE	50	2
Training for Laboratory Technicians	50	5
Training Programme for Butchers	300	2

2. Explanation of Cost:

x) Enhanced National Capacities

National Coordination Unit

- **Personnel:**

The National PACE Coordinator will be the Project Administrator of all services in Nigeria. All Project staff salaries will be borne by the Counterpart fund. However, Drivers, Secretary allowances and Accountant allowances will be paid from both Project and Counterpart funds.

- **Equipment:**

The 11 computers are these of the work program 1. These equipment was not bought because of a late starting of the programme.
The cars (2 sedan and 16WD) and the motorcycles were not bought for the same raison.
The equipment initially part of the work programme 1 and postponed to the work programme 2 are indicated on a gray background.

- **Running Costs:**

Office running costs, communications (phones, fax and e-mail), vehicles running costs will be paid throughout the life of the project by both project and counterpart funds.

Trainings on emergency preparedness (150 people for 5 days), diseases reporting and surveillance techniques (100 people for 5 days), will be conducted during the second year of the Project; so also workshop on PACE (for 50 people 2 days). For these trainings, both Project and Counterpart funds will be used.

Annual meetings: International **air** tickets, DSA (per diem) and visa for 2 Project Officers will be borne. National Steering Committee and CPVS meetings will also be paid through Project and Counterpart funds; so also for Technical Committee meetings.

Communication Unit

- **Personnel:**

  Data Entry Clerk allowances will be paid by the Project.

- **Running Costs:**

  Operating running costs will be provided during the second year by both Counterpart and Project funds. Promotion materials will be provided during the second year of the Project, using Counterpart fund and Project funds.
  Communication workshop for 100 people for the second year will be funded by both Project and Counterpart funds.

Epidemiology/Economics Unit

- **Personnel**:

The Technical Assistant provided by the French Embassy will support the Epidemiology Unit during the second year. He will be expected to among other things, help in the designing of the National Emergency Preparedness System and Early Warning Early Reaction Programme as well as contribute in the development of the contingency funds.

- **Running Costs:**

Livestock diseases economics training will be organised during the second year of the Project, for 50 Veterinarians for 3 days.

In-country travels, operating costs and communications along with vehicles running cost during the second year of the Project, will be borne by both Project and Counterpart funds.

Wildlife Epidemiology, regional training for 2 officers (one Vet, one Wildlife Officer), will be organised during the second year of the Project.

Support to field offices

- **Personnel:**

  Allowances for 74 Veterinary Officers (in each of the 37 States: one Veterinary Officer and one Paraveterinary Officer) will be paid by both funds.

- **Equipment:**

  14 motorcycles will be procured for Control Posts Officers to patrol illegal cattle trade routes, along the International Borders.

- **Running costs:**

  Motorcycles running costs will be paid from both funds during the second year. Local training for 50 Control Post Officers during the second year of the Project will also take place.

xi) Development of Veterinary Services:

Services Delivery

* **Personnel:**

  A back-stopping. Mission on Private Veterinary Practice development for two months will be paid by the Project funds.

  Livestock farmers workshop for 250 farmers for 2 days, during the second year, will be funded by both funds.

Support to Private Veterinary Services

- **Running costs:**

Training workshops (economics, public relation, management, accountancy, disease reporting, and epidemiological technique) for 30 Private Vets for 3 days will be organized during the second year of the Project life, using both Project and Counterpart funds.

Community Animal Health Workers training programme for 100 persons for 2 days will be paid by both Project and Counterpart funds, to groom them to be able to provide auxiliary veterinary services at the grass roots under the supervision of Private Vets and Public Services Vets. The training programme is

lso to enable them participate in the Rinderpest surveillance and Contagious Bovine PleuroPneumonia nd other major epizooties assessment.

egal framework for the review of the Animal Diseases (Control) Decree No 10 of 1988, enactment of 'eterinary Practice Act and Meat Hygiene Act will be funded during the second year of the Project. oft loan fund will be provided by the Project for the execution of Private Veterinary Practice loan iodels.

oan schemes for Livestock Farmers Cooperatives based on developed models will also be implemented uring the second year using funds from commercial banks. Similarly loan schemes to encourage 'eterinarians to go into private veterinary practice will be implemented, presently no less than 300 eterinarians graduate annually from the five Veterinary facukties in the country not to include those /ho graduate from abroad. The number of these veterinarians that get absorbed by both public and rivate sectors arte negligibkle while veterinarians in public and private sectors are been laid off due to ie economic downturn.This loasn scheme will therefore encourage veterinarians and commercial banks) use the facility to a sustainable level and in the end boost livestock development and animal protein vailability.

Rinderpest Eradication

Personnel

Vildlife Officer allowances and agent of the wildlife network allowances will be paid over the period f the Project. Wildlife trackers allowances (for 2 trackers) will be paid during the second year of the roject, during capture operation.

back-stopping mission by a Wildlife Epidemiologist over a period of two months will be paid by the roject.

Equipment:

vehicles will be procured for VTHs during the second year of the Project for Rinderpest surveillance.

he 3 other vehicles are these initially part of the work programme 1 and postponed to the work rogramme 2 because of a late starting in the programme.

ampling and laboratory equipment will be procured for serosurveillance, active disease search and ssessment of epizootics.

Vildlife equipment will also be procured for surveillance of Rinderpest in Wildlife.

even GPS will be bought to update the cattle transhumance and trade routes.

camera will be bought to realize film of sensibilization for the different trainings organized during the econd year and the following years.

Map info software will be used for the GIS. The conception of the GIS is actually started. The data from the border, rivers, roads and most important villages are already stored, but the pace coordination has not the software.

Running costs:

General operating expenses, vehicle running costs, laboratory consumables (reagents ,serosurveillance inputs etc), will be procured for the second year of the Project. Wildlife consumables will be procured for game capture operations and for surveillance during the second year of the Project.

Livestock Market Inspectors training programme (200 for 2 days per year), random sampling, and support to laboratories will take place during the second year of the Project.

CBPP and other major Epizootics

Personnel

The Technical Assistant to the Project will help in the designing of appropriate disease surveillance and control programmes for epizootics (CBPP, FMD, PPR, NCD, ASF) in addition to epidemiological activities. He will be financially supported by the French Embassy.

Equipment:

Sampling kits for abattoirs and CFT-Elisa Equipment will be provided using Project funds. Meat inspection inputs will be procured using Counterpart funds.

Running costs:

Office running costs will be paid during the life of the Project. A training session for 100 Meat Inspectors for 3 days will be organized. So also training for 100 Laboratory Technicians for 5 days. Laboratory running costs will be borne by both Project and Counterpart funds. Training programme for 300 Butchers will be organized using Counterpart funds.

VI. Budget and cost estimates WP 2

The budget for the second year is detailed below, for the 4 headings in Euro and Naira.

ode	Cost item					
		Unit	Quantities	Unit cost	(Euros)	Naira
	Enhanced National					

	Capacities :					
1.1	*National Coordination Unit*					
1.1.1	**Personnel :**					
11150	Secretary allowances	Man/year	1	150	150	15,490.35
11151	Drivers allowances	Man/year	10	100	1000	103,269.00
11155	Accountants Allowances	Man/year	1	150	150	15,490.35
	Subtotal				**1 300**	**134,249.70**
1.1.2	**Equipment**					
11201	Computers & accessories (Year1)	Unit	11	2,600	28,600	2,953,493.40
11203	Vehicles(Sedan) (Year1)	«	2	18,750	37,500	3,872,587.50
1123	Vehicles (4WD) (Year1)	«	10	22,500	225,000	23,235,525.00
	Subtotal				**291,100**	**30,061,605.00**
1.1.3	**Running costs :**					
11326	Office running costs	Year		7000	7000	722883.00
11327	Communications: phones, fax, e-mails	Year		2500	2500	258172.50
11330	Vehicle running costs	Year		24000	24000	2478456.00
11356	Training					
	Emergency Preparedness	Session	150*5d/y	12000	12000	1239228.00
	Diseases reporting techniques	Session	100*5d/y	10000	10000	1032690.00
	Diseases surveillance techniques	Session	100*5d/y	10000	10000	1032690.00
	Workshop on PACE	«	50*2d/yr	3,500	3,500	361441.50
	Annual Coordination meetings	Session	2*7d/y	3400	3400	351114.60
	Cross Border meetings	Session	2*2d*2/y	3000	3000	309807.00
	CPVS meetings	Session	10*2d*2/y	1000	1000	103269.00
	Nat. Steering meetings	Session	60*2d*2/yr	4000	4000	413076.00
	Tech. Com. meeting	Session	22*2 d/yr	1000	1000	103269.00
	Sub total				**81400**	**8406096.60**
12	*Communication Unit*					
121	**Personnel :**					
12156	Data entry clerk allowances	Man/year	1	200	200	20653.80
	Subtotal				**200**	**20653.80**
1.2	**Equipment**					
12201	Computers & accessories (Year1)	Unit	2	2,600	5,200	**536,998.80**
	Subtotal				**5,200**	**536,998.80**
123	**Running costs**					
12326	Operating running costs	Year	5	3000	3000	309807.00
12337	Promotion materials	Year	5	2000	2000	206538.00
12356	Communications workshops	Session	100*4d/y	10000	10000	1032690.00
	Sub total				**15000**	**1549035.00**

	Epidemiology/Economics Unit					
	Personnel :					
01	Epidemiologist/consultant	Year	5	pm	pm	
70	Emergency preparedness/consultant	Year	5	pm	pm	
71	Economist/consultant	Year	5	pm	pm	
	Subtotal				**0**	
2	**Equipment**					
01	Computers & accessories (Year 1)	Unit	6	2600	15,600	1,610,996.40
03	Vehicles for labs(Year 1)	«	6	22500	135,000	13,941,315.00
	Subtotal				**150,600**	**15,552,311.00**
	Running costs					
65	Livestock diseases economics training	Session	50*3d/y	5000	5000	516345.00
01	In-country travels	Year	2048d*20eur	40960	40960	4229898.20
26	Operating costs –(stationary)	Year		4000	4000	413076.00
27	Communications: phone,Fax machine	Year		4000	4000	413076.00
30	Vehicle running costs	Year		12000	12000	1239228.00
57	Wildlife epidemiology workshop/(Regional)	Session	2*20d/yr	6500	6500	671248.50
	Sub total				**72460**	**7482871.70**
	Support to Field Offices :					
	Personnel					
69	Vet officers allowances	Year		4000	4000	413076.00
	Sub total				**4000**	**413076.00**
	Equipment					
04	Motorcycles for Control Post	Unit	14	1540	21560	2226479.60
	Motorcycles (Year1)	Unit	26	1540	40040	4,134,890.70
	Sub total				**61600**	**6361370.40**
	Running costs					
31	Motorcycle running cost	Year	5	15600	19000	1962111.00
62	Local training for Control Post Officers	Session	2	6000	6000	619614.00
	Sub total				**25000**	**2581725.00**
	Totals for Heading 1				**707860**	**73099994.00**
	Contingencies @ 5 %				**35393**	
	Global Annual (Year 2) Budget for Heading 1				**743253 Euro**	**76754994.00 Naira**

Code	Cost item	Unit	Quantities	Unit cost	Year 2	
2	**Development of Veterinary Services :**					
21	*Services Delivery*					
211	**Personnel :**					
	Subtotal				**0**	
213	**Running costs**					
21356	Livestock farmers workshop	Session	250*2/y	8000	8000	826152.00
	Subtotal				**8 000**	**826152.00**
22	*Support to private/ Vet practices*					
221	**Personnel**					
	Subtotal				**0**	
223	**Running costs**					
22337	Training workshops for private vets	Session	30*3d/y*3y	8000	8000	826152.00
22358	CAHWs Private practice training	Session	100*2d/y*4y	10000	10000	1032690.00
22376	Soft loan fund	Lump	1	200000	200000	20653800.00
	Privatization Workshop harmonization	Session	100*2 d/yr	10000	10000	1032690.00
222377	Legal framework improvement	Session	10*5meet./y	5000	5000	516345.00
	Subtotal				**233 000**	**24061677.00**
	Totals for Heading 2				**241 000**	**24887829.00**

.4	**Contingencies @ 5%**			**12050**	
	Global Annual(Year 1) Budget for *Heading 2*			**253050**	**26132220.00**

Code	Cost item	Unit		Unit cost	Euros	Naira
3	**Rinderpest Eradication**					
3,1	**Personnel**					
	Wildlife officer's allowances	Year	5	150	150	15490.35
	Wildlife tracker's allowances	Year	2	200	200	20653.80
	Agents of the wildlife network allowances	Year	5	200	200	20653.80
	Sub total				**550**	**56797.95**
312	**Equipment**					
	Vehicles	Unit	2	22500	45 000	4647105.00
	Vehicle (Year1)	Unit	3	22500	67,500	6970657.50
31254	Sampling equipment	Lump	5	17000	17000	1755573.00
31261	Laboratory equipment	Lump	12	20000	20 000	2065380.00
	Wild equipment	Lump	1	6400	6,400	660921.60
	GPS	Year	7	381	2667	275418.42
	Camera	Year	1	1219	1219	125884.91
	Map info software	Year	1	2286	2286	236072.93
	Subtotal				**162072**	**16737013.00**
313	**Running costs**					
31326	General operating expenses	Year	5	3000	3000	309807.00
31330	Vehicles running costs	Year	5	6000	6000	619602.00
31340	Lab consummables	Year	5	10000	10000	1032690.00

	Wildlife consommables	Year	5	6000	6000	619614.00
31361	Livestock Markets Inspectors' trainings	Session	200*2d/y*3y	8000	8000	826152.00
31368	Random sampling	Lump		8000	8000	826152.00
31370	Support to diagnostic labs	Year	5	10000	10000	1032690.00
	Subtotal				**51000**	**5266719.00**
	Totals for Heading 3				**213622**	**22060530.00**
3,4	**Contingency @ 5%**				**10681.1**	
Global Annual(Year 2) Budget for Heading 3					**224303.1 Euros**	**23163556.00**

Code	Cost item	Unit	Quantities	Unit cost	Euros	Naira
	CBPP and other major Epizootics					
,2	**Equipment**					
266	Sampling kits for Abattoirs	Lump		44000	44000	4543836.00
267	CFT-ELISA equipment	Lump	12	5000	60000	6196140.00
	Sub-total				**104000**	**10739976.00**
3	**Running costs**					
	Office running cost	Year	5	2000	2000	206538.00
351	Training for Laboratory Technicians	session	100*5d/y	10000	10000	1032690.00
352	Training for Meat Inspectors	session	100*3d/y	10000	10000	1032690.00
	Laboratory running costs	year	4	2000	2000	206538.00
	Sub-total				**24000**	**2478456.00**
	Totals for Heading 4				**128000**	**13218432.00**
	Contingencies @ 5 %				**6400**	
	Global Annual (Year 2) Budget for				**134,400 Euro**	**13879353.00**

	Heading 4			

total of the 4 Headings is summarized below:

Work Plan & Cost Estimate PACE Nigeria - Year 2				
			Euros	Naira
Item			**Total**	
			Year 2	
1.Enhanced national capacity			707860	73099994.00
2.Improved Veterinary Services			241000	24887829.00
3.Eradication of Rinderpest			213622	22060530
4. Control of CBPP and other major epizootics			128000	13218432.00
Sub-total			**1290482**	
Contingency 5 %			64524.1	
Total estimated expenditure for Year 2			**1355006.1**	**139930124.94**

/II. COMPARATIVE TABLE BETWEEN THE GLOBAL PLAN AND THE WORK PROGRAMME YEAR 2

Component description	Budget plan for the year 2 in the global plan	Budget plan in the WP 2	Difference	Comments
Enhanced national capacity	218,420	707,860	489,440	
Improved Veterinary Services	241,000	241,000	0	
Eradication of rinderpest	139,950	213,622	73672	
Control of CBPP and other major epizootics	128,000	128,000	0	
Sub total	727370	1290482	563112	
Contingency 5%	36368.5	645241	28155.6	
TOTAL	763738.5	1355006.1	591267.6	

difference with the budget allowed for the second year appears for the "Eradication of rinderpest" and nhanced national capacity" budget lines. These difference are mainly du to the postpone in the second ar of the budget line allowed for the buy of the cars, motorcycles and computer. Because of the late rting of the program and the problems to find correct tender dossiers, this procedure has not be lized in time. The line postponed are written on a gray background.

the other lines are strictly the same as the budget line written in the global project.

VIII. Impress account contractual document

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

IMPRESS ACCOUNT CONTRACTUAL DOCUMENT
for the second Annual Work Programme
of the PACE programme in Nigeria

1. Implementation and management structure

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

- have approved the relevant Work Programme, and hence the impress account column contained in it,

- and have signed and countersigned, respectively, this contractual document.

-

2. Impress account holders and accounting officers

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

- (as Authorising 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 impress 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 country;

- compliance with the rules set out in the annexed document on "Detailed rules for conducting impress accounts in EDF-financed programme";

- the certified lodging of authorised signatures by impress account holders and accounting officers;

- the opening of a special bank account named " ***Nigeria PACE Programme Yr. 1***" for the PACE Programme;

- the physical capacity of the impress account holders and accounting officers to carry out their tasks .

The designated impress account holder shall be:

1. Impress account holder: Dr. E.F. Fasanmi, Director, FDLPCS,

2. Accountant: S.C Osemene, Federal Department of Account and Finance, Federal Ministry of Agriculture and Rural Development;

n accordance with the TAP, responsibility for conducting this impress account has been given to an fficial state body , represented by the impress account holder for the implementing , as designated bove;

3. Period covered by the impress account

This impress account shall run from 1st may, 2002 to 30th April, 2003.

Payment under this impress 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 impress account. In all cases the impress account must be closed not later than six months after the final date given above.

The account may be closed only where the "impress 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 impress account).

Table 1:

Limits set for the partial delegation of authorizing powers to the designated Impress account holders for the "EDF impress account"

	(Euro)	(In Nigerian Naira)
1. Works contracts:		
Capital expenditure (including maintenance)	100 000	9 900 000
2. Supply/equipment contracts:		
2.1 Capital expenditure	100 000	9 900 000
2.2 Operating expenditure	100 000	9 900 000
3. Memoranda of agreement:		
(Grants from the RDP to other agents)	10 000	990 000
4. Services:		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	10 000	990 000
4.3 RDP management personnel	Yes	Yes
4.4 RDP non-management personnel	Yes	Yes

(At an exchange rate Euro 1.00 = 99 Naira. Source : Financial Standards paper Jan.17, 2002)

4. Amount of the impress account:

Nigeria: 1 355 006.10 euros

(For breakdown of this amount see the "Budget" of the relevant Work Programme, reproduced in local currency terms). The estimated 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 PACE Programme "EDF Impress Account" bank account

A special account for bank transactions bound up with the operation of this impress account has been opened :

Account Name:	**Nigeria PACE Programme Year 1**
Bank Account Number:	**507638**
Bank :	**Bank of the North Limited** Area 3, Garki, Abuja

This is a double-signature account requiring the signature of: (all transactions must be covered by two signatures, one out of each group)

Group 1: The impress account holder

- Dr. E.F. Fasanmi, Director of FDLPCS
- Dr. J. A. Maina, Deputy Director, AHQS

Group 2 : The Accounting Officer

- Mr. S. C. Osemene, Fed Dept of Accounts & Finance
- Mrs M. E. Anuna, Principal Executive Officer Accounts, FDLPCS

(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, 4 and 5 of the Work Programme may be made from this account.

IX.

1. Initial allocation and successive replenishment:

An advance (initial allocation) of 40% of the amount given in point 4 above, namely:
Euros : 542002.44 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 impress account at closure.

Successive replenishments corresponding to requests for reimbursement, made out by the designated impress 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 Authorising 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 impress account holders are unable to provide the evidence required by the PACE Programme's Financial Controller (acting on behalf of the Regional Authorising 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 impress account):

- from the National budget .

X.

1. Audits

The Regional Authorising 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 (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 impress 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 impress account" bank account for the PACE Programme (credit and debit items, reconciliation and balance);

original documents relating to contracts awarded by impress 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 impress 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 impress account holders by virtue of the partial delegation of powers (lists, grounds for payment, evidence of receipt by wage earners).

2. 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).

3. Signatures

Accepted by the Impress Account Holder: Place and Date: ABUJA 10/4/02	Dr. E.F. Fasanmi, Director, FDLPCS 10/4/02
Accepted by the Contracting Authority: Place and date: 15/4/02	National Authorising Officer of the EDF, Dr. Magnus L. Kpakol Chief Economic Adviser to the President, National Planning Commission, Federal Secretariat, Abuja DEPUTY FOR CHIEF ECONOMIC ADVISER
Endorsed by the Head of the Delegation of the European Commission in Nigeria: Date: 16/4/02	Europe House, Plot. No. 63 Usuma Street, Maitama District, Abuja.

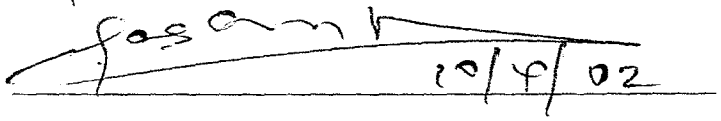
ORGANIZATION OF AFRICAN UNITY
INTERAFRICAN BUREAU FOR ANIMAL RESOURCES
NAIROBI
OAU/IBAR

24/04

4. EDF Impress 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 Nigeria on 2000 and to the RAO on:.....

Group 1: Signatories	a) Dr. E.F. Fasanmi, Director, Fed. Department of Livestock and Pest Control Services, Fed. Ministry of Agric & Rural Dev., Area 11, Garki, Abuja  b). Dr. Junaidu. A. Maina Deputy Director, Federal Department of Livestock & Pest Control Services, P.M.B. 135,Garki Abuja. 

Group 2: Signatories	*a)* *Mr S. C. Osemene* *Accountant, Central Pay Office,* *Fed. Min. of Agric & Rural Dev.,* *P.M.B. 135,* *Area 11, Garki,* *Abuja* *b)* *Mrs M. E. Anuna* *Principal Executive Officer Accounts,* *Federal Department of Livestock &* *Pest Control Services,* *Fed. Min. Agric & Rural Dev.,* *P.M.B. 135,* *Area 11, Garki,* *Abuja.* 12/4/02

XI. Detailed rules for conducting impress account in EDF-financed programmes and projects

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

1. General principles for conducting impress accounts:

Under the fourth Lomé Convention, the Regional Authorising Officer for EDF funds may delegate part of his powers as Authorising Officer and impress account holder to programme/project leaders (field management) so that they may have direct responsibility for certain operations and items of expenditure (see the PACE Programme Implementation Protocol). This is the «EDF impress account» system, which constitutes in each Work Programme a special source of financing, given tangible fund in the special impress 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 impress accounts in EDF-financed projects and programmes»
- the certified lodging of authorised signatures by impress account holders and accounting officers;
- the opening of special RDP «EDF impress account» bank account;
- the physical capacity of the impress account holders and accounting officers to carry out their tasks.

Reference is made to these restrictions and conditions in each impress 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 impress account) also designates the impress account holders and Accounting Officers, and sets out the amount adopted for the impress account, the period of time (generally twelve months, tied in with the calendar year) during which expenditure is authorised under the impress account concerned, and the title of the RDP «EDF impress account» bank account into which payments will be made from the EDF and from which the Accounting Officers will make payments under the impress account arrangements.

2. Division of responsibilities:

Conduct of the impress account is based on **separation of functions and powers** between impress account holders and Accounting Officers:

(a) Impress account holders are responsible for all authorising operations: they commit the specified expenditure (see impress 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 authorised by impress 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 impress 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 impress account administration statement.

The **two-signature** principle also applies in the case of both impress account holders and accounting officers: this means that both impress 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 impress account holders. It is stipulated in the TAP that responsibility for the programme/project is in the hands of:

– an official state body of the country concerned (*i.e.* the Ministry of Agriculture and Rural Development), which in that case is represented by the impress account holder for the «national party»;

The impress account holder representing the body declared responsible, may overrule the requirement for a second signature from the co-impress 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 impress 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 impress account» bank account for the RDP:

A special account reserved for bank transactions bound up with the conduct of this impress account must be opened by impress 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 impress account (see impress account column in the work Programme) will be made from this special account. This account will require the joint signatures of the impress account holder and the accounting officer.

Table 1:

Limits set for the partial delegation of authorising powers to the designated Impress account holders for the «EDF impress account»

	Euro	Nigerian Naira
1. Works contracts:		
Capital expenditure (including maintenance)	100 000	< 9 900 000
2. Supply/equipment contracts:		
2.1 Capital expenditure	100 000	<9 900 000
2.2 Operating expenditure	100 000	<9 900 000
Memoranda of agreement: (Grants from the RDP to other agents)	10 000	< 990 000
Services:		
4.1 Conception, management, follow-up and evaluation of project	Not applicable	Not applicable
4.2 Studies, audits, works supervision, etc.	10 000	< 990 000
4.3 RDP management personnel[1]	Yes	Yes
4.4 RDP non-management personnel[2]	Yes	Yes

(At an exchange rate Euro 1.00 = 99 Naira - June 2002)

[1] Not including salaries of officials assigned to the PACE Programme from government departments (their salaries will continue to be charged 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).

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 impress account expenditure (subject to a two-fold maximum of 6 months and 50% of the amount of the impress account).

The bank account will be replenished at intervals in line with requests for reimbursement signed and forwarded by the designated impress 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 Authorising Officer) and the Delegation of the EC.

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

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

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

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

The Financial Controller (acting on behalf of the Regional Authorising Officer) and the Commission Delegation check the expenditure (or have it checked by a duly authorised body). Where expenditure is not accepted, and the impress account holders are unable to provide the supporting evidence required by the Financial Controller (acting on behalf of the Regional Authorising 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 impress account):

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

– from the budget of the Ministry of Agriculture and Rural Development.

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

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

– up to **Euro 2 500**, direct purchase (order form suffices)

– between **Euro 2 500 and Euro 5 000**, direct purchase following bids from local suppliers, without endorsement by the National Authorising Officer or Delegation (order form suffices); the expenditure memorandum must be accompanied by evidence of the bids from at least three local suppliers, in the form of three *pro forma* invoices;

– between **Euro 5 000 and Euro 25 000**, direct purchase following bids from local suppliers, with endorsement of at least three *pro forma* invoices by the National Authorizing Officer and the Delegation of the EC (contract to be made out, bearing the signature of an authorized representative of the PACE Programme and the supplier);

– between **Euro 25 000 and Euro 100 000**, restricted local invitation to tender; at least three suppliers will be asked to make closed bids; the tenders will be opened together and assessed; award of the contract follows the same rules as those governing the selection of successful tender for major EDF-financed works or supply contracts and is valid only after endorsement by the National Authorizing Officer and the Head of Delegation.

For expenditure on services of up to **Euro 10 000,** the prior agreement of the National Authorising Officer and the Head of the Delegation of the EC is required (contract to be made out, bearing the signature of an authorised 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 impress 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 authorisation of the Regional Authorising Officer and the Head of the Delegation of the EC.

8. Local staff:

The EDF impress 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).

Impress 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.

Officials Attached to the PACE Programme:

These officials may receive the following benefits.

a) **Acting allowance:**
Allowances will be paid to officers according to laid down regulations.

b) **Travel or mission subsistence allowance:**
This is set as a percentage of gross salary, or by reference to a specific grade or rank; eligibility must be in accordance with existing government rules; where the allowance is set by reference to a specific grade, it must be based on the institutional scales.

c) **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.

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 impress account holders.

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 impress account» bank account is to be entered as PACE Programme own resources. As such it should not be entered in the EDF impress account administration statement but should be removed from the «EDF impress 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 impress 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.

I.B. The PACE Programme will not provide loans. Loans should be managed by local banks or intermediate credit bodies, with the EDF impress 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

xii) Transfer of balance of the advance

The transfer of the balance of an advance from one impress account to the next is purely an accounting operation. It has no impact on the Programme's cash flow (impress account holders and Accounting Officers continue to use the remainder, transferred from one impress 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 Authorising Officer) and the Delegation draw up **at the same time:**

(i) a receipt order against the impress account commitment for the current work programme (for an amount equivalent to the initial advance) and

(ii) a payment order against the impress account commitment for the following work programme (for an amount equivalent to 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 impress account, and

(ii) as a credit in the administration statement for the succeeding impress account.

xiii) 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 Authorising 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 impress account» bank account.

xiv) 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.

xv) 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 Authorising 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 impress account

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

Closure may take place only where the impress 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 impress account).