1. Basic Information
1.1 Désirée Number: PL01.04.10 Twinning number: PL/IB/2001/AG/09
1.2 Title: Agriculture Information System
1.3 Sector: Agriculture
1.4 Location: Poland

2. Objectives
2.1 Wider Objective: Fulfilment of the obligation of transfer of agricultural information (other than the information collected within the framework of public statistics and transferred to EUROSTAT) to the EU institutions by the governmental administration
2.2 Immediate Objectives:
Establishment of technical and institutional basis for a system of agricultural information collection for the needs of the EU institutions, consistent with the EU requirements in respect of the scope and methodology; consistent with the timetable for survey and data transfer to the EU institutions;

2.3 Priorities of the AP and the NPAA
AP: The capacity to discharge the obligations resulting from the membership, in particular the pursuance of the policies of the political, economic and monetary union. The agricultural information system, which is being established for the CAP consists of many elements. The NPAA defines the tasks essential to establish certain components of the system:
Priority 7.7: Preparation for the implementation of the Common Agricultural Policy;
Task 2: Organisation of the integrated administration and control system (IACS);
Task 3: Organisation of the unified farm accounting system;
Task 4: Reorganisation of the National Agricultural Market Information System to create the Integrated Agricultural Market Information System (IAMIS).

2.4 Contribution to the National Development Plan: N/A

3. Description
3.1 Background and Justification
Establishment of an information system capable of providing information on agriculture and the agricultural market to the EU institutions is one of the major CAP obligations for all Member States. The common market organisation currently includes 25 commodity groups. The data refer to the information featuring both the production situation of respective products, and their market situation, i.a. prices, supply, stocks, commodity exchange with the third countries. Information of administrative nature is also collected, i.a. on intervention, direct payments, export and import licences granted, etc. The scope of such information, its standards, and survey methodology are laid out in the EU regulations, together with the frequency and timing of data transfer to the respective CAP institutions. In view of the above obligations and, on the other hand, due to the lack of a system in Poland which would grant collecting agricultural information in order to meet the obligations towards the EU institutions by the Polish administration, the Ministry of Agriculture and Rural Development has undertaken the activities aimed at the establishment of such a system. The Ministry carries them out in co-operation with the institutions involved in the implementation of the monitoring tasks related to the following: agricultural market and agriculture, foreign exchange of the agri-food commodities, intervention policy, advisory policy, and agricultural sector restructuring. “The Concept of Agricultural Information System for CAP Purposes” developed under Phare PL 9704-01-13 Project assumes that the co-ordinator and leader role in the system will be borne by the Ministry of Agriculture and Rural Development. The whole agricultural information system will include a set of the following subsystems: Integrated Agricultural Market Information System IAMIS (Ministry of Agriculture and Rural Development); Integrated Administration and Control System IACS (Agency for Agriculture Restructuring and Modernisation); Information system of the Agricultural Market Agency; Public agricultural statistics (sectoral statistics carried out by the Ministry of Agriculture and Rural Development); Customs information system (Central Board of Customs); Veterinary Inspection information system; Farm accountancy system FADN (Institute of Agricultural and Food Economics); Information system of the sectoral organisation and other institutions.
In Poland work on the establishment of an agricultural information system has been started with the system of monitoring the agricultural market prices of selected products. For a few years there is the Polish Agricultural Market Information System (AMIS) operating in the Ministry of Agriculture and Rural
Development (MARD) - the System deals with the monitoring of agricultural market in respect of basic products, such as cereals, meat, fruits and vegetable. The system relies on the price quotations at commodity exchanges, wholesale markets and local markets. The AMIS will form the basis for the establishment of an Integrated Agricultural Market Information System (IAMIS) which will provide market information required from the Member States after the accession of Poland to the EU, and will constitute one of the more essential elements of the agricultural information systems (annex 5 – list of the EC Regulations providing the basis for agricultural market survey). Following the provisions of the NPAA and the commitments of the Polish party adopted during the screenings the Ministry of Agriculture and Rural Development has developed a law draft on the agricultural market survey which will provide the basis for current survey on the price level and the sales of the agri-food products. While developing the above law draft the scope and the methodology requirements embodied in the EU regulations were taken into account. The law draft has been adopted by the Council of the Ministers during the meeting on December 5th, 2000 and transferred to the Sejm. The enforcement of the Law is planned for the January 1, 2001. The Law will allow the price quotation methodology to be carried out in accordance with the EU legislation. The Agency for Agriculture Restructuring and Modernisation carries out the activities aimed at the establishment of an Integrated Administration and Control System (IACS). So far, The Agency has developed the system concept and established the regional organisation structure in two pilot Voivodships. The computer equipment has been purchased for the regional units. The tendering procedure for the system software will be completed soon (public budget financing). The work on telecommunication connections for the system has been started. The work related to the establishment of a multifunctional farm register and central animal register will be continued till the accession date. The work on the development of an act draft on the establishment and operation of a system of direct payment administration and control is under way. The Agricultural Market Agency carries out several actions aimed at the technical and institutional preparation for the Payment Agency functions. The operations concept and the principles of implementing selected market mechanisms have been already developed. Now, work on IT system design for licence issuing and export subsidies is being carried out. Particular care is paid to the preparation of the AMA employees for the new tasks. The Veterinary Inspection carries out the tasks related to the incorporation of Poland into the ANIMO, ADNS and SHIFT systems. It is assumed that Poland will be ready for full participation in these systems by the year 2002. The implementation of this project will enable the planned target state, which consists in linking all the above listed elements of the agricultural information system into one coherent system, to be achieved faster. The system to be established will be consistent both in respect of the scope of information collected by the respective institutions and the adopted IT solutions which will grant their efficient exchange. Besides, there is a need to continue the development of the Integrated Agricultural Market Information System being established by the Ministry of Agriculture and Rural Development. In view of achieving the above it will be necessary to continue the investments already started within in the previous Phare projects and from the Ministry of Agriculture and Rural Development budget, as well as from the budget of the remaining institutions establishing the system, and mainly consisting in purchasing the computer hardware and software. Another equally important element of the system establishment is the staff training in the institutions which participate in the system and among the participants of the market (producer groups, for instance).

3.2 Linked activities
The activities carried so far and related to the establishment of agricultural information system for CAP purposes can be arranged in two stages: stage I – establishment of the information system on the basic agricultural product prices, and stage II – establishment of agricultural information system compliant with the EU requirements.

The activities to be carried out within Stage I were started in 1992 and concerned mainly the establishment of current monitoring system of basic agricultural commodity prices, the system operating as the National Agricultural Market Information. Although that system is not fully adjusted to the EU methodological requirements, it allows starting up market survey and carrying it out on the basis of the continuously improved market reporter staff from the Agricultural Extension Centres and the cooperating staff of commodity exchanges and wholesale markets. Within the scope of National Agricultural Market Information the following information bulletins are published: “Information Bulletin on fruit and vegetable market”, issued twice a week, on Monday and Thursday at 13.00. “Weekly Information Bulletin on agricultural market prices recorded on local spot markets”, issued once a week Monday at 13.00. “Information Bulletin on commodity exchanges and wholesale markets”, issued every Monday at 13.00. “Cereals, oil seeds and feed components”, a monthly analytical
In 1997 work on the adjustments of market survey to the EU requirements and on the establishment of the Integrated Agricultural Market Information System (IAMIS) was started. Within that framework following activities were carried out: a general system concept taking into consideration the structure of agricultural market and potential possibilities of their developments was elaborated; the staff of Integrated System of Agricultural Market Information Centre and market reporters participating in market survey within the system framework (staff of Agricultural Extension Centres, wholesale markets, commodity exchanges) was trained; since 1999 work on establishment of the survey methodology conformable to the EU requirements has been carried out. So far, the survey scope for the markets of pork, beef, fruits and vegetables, bananas and flowers has been prepared. In the year 2001 work on the survey methodology for next markets will be started; in the year 2000 work on the implementation of Integrated System of Agricultural Market Information in respect of the markets of pork and beef was started; software for the database of the Integrated System of Agricultural Market Information, which allows for electronic data transmission from local reporters to the central unit (MARD) and then to the recipients of aggregated data was developed; central database servers for the Integrated System of Agricultural Market Information, Internet server enabling data transmission to the central unit, and computer equipment for market experts working in the Centrum were purchased; a number of the PCs for the regional units working within the scope of Integrated System of Agricultural Market Information were purchased.

Work related to the Stage II implementation started in the year 2000 within the framework of PHARE ‘97. Basing on the analysis of European Union legislation in respect of agricultural information requested by EC and of agricultural information system presently functioning in Poland, the Polish and foreign experts elaborated agricultural information system concept, which includes specific features of the Polish agricultural market, and requirements as to the scope and methodology of agricultural information generation covered by the EU legislation. Also, the following proposals have been elaborated: institutional aspects of the system taking into account the institutions that have been recently engaged in market survey, and software for the system including the proposal of technical and hardware requirements.

The PHARE 2000 PL 2000/IB/AG09 “Preparation for the implementation of chosen CAP mechanisms” specifies tasks which will allow the implementation of the agricultural information system for the need of CAP (elaborated within the frames of the project PL 9704-01-13, component C). It is assumed, that implementation of the Phare 2000 project, will allow the achievement of the following objectives: preparation of the MARD staff for the co-ordinating role in the agricultural information system in respect of specific EU information requirements, allocation of the duties as regards information transfer by individual institutions to the EU, monitoring of processed information within the system, and basic knowledge of SAS system operation. This will allow the Ministry to act as the co-ordinator of the agricultural information system operation; completion of the 1st stage of implementation of the concept of the agricultural information system, i.e. the central server together with the basic software will be purchased; development of guidelines for further equipment of the system with hard- and software.

Earlier projects directly linked with the current one:
PHARE P9312/0402 “Establishment of basis for establishing of the system of current market information in food economy”
PHARE-PL 95-06-01-17 “Delivery of equipment for the pilot project of integrated system of agricultural market information in accordance with technical specifications”
PHARE-PL 95-06-01-18 “Market information system (MIS); purchase of hardware and software”
PHARE-PL 95-06-01-19 “Training for participants of integrated agricultural market information system”
PHARE-PL 9704-01-13 (ongoing) “Concept of agricultural information system for CAP purposes”

3.3 Results
The implementation of this project which will provide for supplying the entities with the necessary equipment, building up the software in order to enable linking together all the information sub-systems created by different institutions, and also training for the reporters in respect of survey methodology and techniques will essentially allow approximation of the newly built system to the assumptions of the concept elaborated within the frames of Phare 97. In consequence it will allow to prepare information for the EU institutions according to the EU legislation and the EC expectations.

Results of the project task implementation:
1. staff trained in development of information and consolidated data sheets: Agricultural Market Agency in the field of intervention, export/import licences granted, export subsidies, etc.; Agency for
Restructuring and Modernisation of Agriculture in the field of direct payments and information on comprehensive register of farms and animals; Institute of Agriculture and Food Economics in the field of agricultural accounting; Veterinary Inspection in the field of animal and animal product movement and trade, diseases subject to monitoring and other tasks within their scope of activities; extension service centres, the National Advisory Centre for Agriculture and Rural Development involved in generation of information for the needs of EU within the scope of activities of those institutions.

2 staff of Ministry of Agriculture and Rural Development trained in the area of new software and prepared to proceed with the analysis of the data collected in the system,

3 trained staff and the members of the agricultural organisations collecting data for the system,

4 modernised and completed technical equipment of the central unit, the institutions co-operating within the frames of the system and the regional units,

5 software enabling the collection of information for the needs of institutions which set up the agricultural information system, data transfer between the units, establishment of the central database and data transfer to the EU institutions, according to the requirements set forth in the EU regulations.

3.4. Activities / Inputs
Implementation of tasks defined for is the continuation of activities undertaken within the frames of the Phare 97 and Phare 2000 projects. In view of the work schedule planned for the Phare 2000 project and the need to prepare detailed guidelines for Phare 2001, the following project implementation procedure has been adopted. Substantial assistance under the twinning covenant will relate to harmonisation of the methodology of CAP agricultural survey with the EU requirements, harmonisation of information systems of individual institutions (defined in the system concept) with the needs of a uniform system.

A long-term PAA (18 man/months) will be directed to the Ministry of Agriculture and Rural Development, supported by short-term experts from selected authorities and institutions in the EU Member States will help establish an essential basis for this sub-project implemented under a Twinning Agreement. The Twinning Covenant will also comprise the following: on the spot MARD staff training and consultations of Ministry staff at chosen EU Member State institutions. During the 18 man/months between the 1st quarter 2002 and the 3rd quarter 2003 the PAA will assist and support in the fields listed above. The short-term experts will support the MA&RD between the 2nd quarter 2002 and the 2nd quarter 2003 in some of the fields listed above.

Study visits may be part of the twinning. Training on the methodology and scope of survey carried out by entities operating within the agricultural information system. Training for MA&RD staff.

Equipment: The contract will comprise purchase of computer hard and software in consistence with the specifications developed by experts in consultation with the beneficiaries.

4. Institutional Framework
The Ministry of Agriculture and Rural Development is establishing a system of CAP agricultural information in co-operation with other institutions involved in the implementation of the tasks connected with CAP. The Ministry will act as a system co-ordinator and leader. Within the Ministry these tasks will be carried out by the Agricultural Policy Department. The Department will also be the beneficiary of the aforementioned Phare projects and the Phare 2001 project. Therefore the Ministry of Agriculture and Rural Development will both be responsible for the overall supervision of the project implementation and the project implementation itself. The tasks carried out within the frames of the project will allow to establish the system supporting the governmental administration in discharging its obligations towards the EU institutions after Poland’s accession in the area of agricultural information. The process of establishing the system has been started in 1997 and from the very beginning the co-ordinating role of the Ministry of Agriculture and Rural Development in that system had been assumed. Thus the consecutive projects have only brought us closer to the final solution of the system with its numerous elements – understood as its subsystems – and with the leading role of the Ministry, and in the context of technical solutions - a de-centralised system with the central database located in the Ministry of Agriculture and Rural Development. The investment purchases - under this project they refer to the purchase of the software, preparation of applications for connecting the software prepared for the subsystem, and the computer hardware – shall create the material resources owned by the Ministry of Agriculture and Rural Development.
5. Budget (in €)

<table>
<thead>
<tr>
<th></th>
<th>Investment support</th>
<th>Institution Building</th>
<th>Total PHARE</th>
<th>National Co-financing</th>
<th>Financed by IFI</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twinning PAA+STE; training; technical assistance</td>
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<td>1 300 000</td>
<td>700 000*</td>
<td>2 000 000</td>
<td></td>
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<tr>
<td>Hardware procurement, software updating</td>
<td>700 000</td>
<td></td>
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<tr>
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<td>2 000 000</td>
<td>700 000</td>
<td>2 700 000</td>
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</tbody>
</table>

*operating expenses — costs of employment of new staff for the system, generation of new jobs, maintenance of the existing systems, training by Ministry staff.

The co-financing funds for the project implementation will be available.

6. Implementation Arrangements

6.1 Implementation Agency:
PAO Pawel Samecki, Under-secretary of State in the Office of the European Integration Committee, Aleje Ujazdowskie 9, 00-918 Warszawa; phone 48 22 455 52 41.
CFCU: Foundation “Co-operation Fund” Mr Wojciech Paciorkiewicz-Director 6/12 Nowy Street, 00-400 Warsaw : phone: +4822 661 79 27, fax: +4822 661 72 26

The CFCU is responsible for handling tendering, contracting and payments of contracts on behalf of the Ministry of Agriculture and Rural Development. The representatives of the MA&RD will participate in the tender and contracting procedures carried out by the Central Funding and Contracting Unit.

6.2 Twinning: The Twinning Agreement will be concluded between the MA&RD and the EU Member State institution and will be funded by the CFCU. Funding of direct costs and reimbursables will be agreed upon between the MA&RD and the CFCU. The PAA (18 man/months) will be MA&RD based and will act as the Twinning Project Leader on behalf of the EU Member State; he will co-ordinate the work of the short-term experts (350 man/days). Contact: Andrzej Gorczynski, Head of the Agricultural Policy Department, MARD, 00 – 930 Warszawa, ul. Wspólna 30, tel. + 48 22 628 93 56, fax + 48 22 623 25 70
Hanna Kulik-Wojtys, Head of Division in the Agricultural Policy Department, MARD, 00 – 930 Warszawa, ul.Wspólna 30, tel. + 48 22 628 49 63, fax + 48 22 623 27 07.

6.3 Non-standard Aspects: Dis manual will be followed.

6.4 Contracts:
Foreseen conclusion of one contract (computer hard and software purchase 700,000 EURO) and one Twinning Agreement (2,000,000 EURO)

7. Implementation Schedule

7.1 Commencement of Tendering: April 2001
7.2 Commencement of project activities: January 2002
1.3 Project Completion: 4th quarter of April 2003

8. Equal opportunities: The principles of recruitment for training do not discriminate women.

9. Environmental Impact: N/A

10. Rates of return: N/A

11. Investment Criteria: N/A

12. Conditionality and sequencing:
1. Achievement of the objectives assumed in the project 2000 PL 2000/IB/AG09 “Preparation for the implementation of chosen CAP mechanisms” (i.e. preparation of the MA&RD staff to fulfil the role of a co-ordinator of the agricultural information system; completion of the 1st stage of implementation of the concept of the agricultural information system i.e. furnishing the system with the central server together with the basic software; development of guidelines as to the further system equipment with the necessary hard- and software),
2. Decision-making by the Ministry Management as to the institutional solutions.
3. Adoption of legislation providing for the functioning of system establishing institutions (implementing the EU regulation-based tasks).
4. Launching information systems in all the system establishing institutions.
5. Compliance with legislation provisions by institutions and agricultural market entities (including standards, sanitary and veterinary requirements).
6. Assurance of adequate means in the state budget for the implementation of the AIS concept.

Key activities:
1. Twinning Agreement preparation and signing
2. Development of the concept of system participant training and the training programme
3. Arrangement of the tender procedure for training delivery
4. Delivery of system participant training in the field of methodology and scope of survey carried out by entities operating within the AIS framework
5. Development of the design of software concept for the AIS, sub-systems included
6. Development of software (interfaces) for connecting the AIS sub-systems
7. Development of equipment needs documentation
8. Announcement of tender procedures for equipment
9. Equipment contracts award
10. Equipment purchase and transfer
11. Installation of equipment and software
12. Continuation of training on operation of the newly developed software.
### Wider Objective

**Fulfillment of the obligation of transfer of agricultural information (other than the information collected within the framework of public statistics and transferred to EUROSTAT) to the EU institutions by the governmental administration**

<table>
<thead>
<tr>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>delivery of the information on CAP instruments launched required by the EU from Polish administration to the EU institutions</td>
<td>Polish government documentation; Documents of the Ministry of Agriculture and Rural Development generated by system reports and statements; EC documents</td>
<td>Assumptions: Completion of the legislative process connected with introduction of legal solutions allowing for collecting of agricultural information; Training for the participants of the system; Hardware for the entities; Adoption and implementation of institutional solutions for the created system. Risks: Delays in legislative process</td>
</tr>
</tbody>
</table>

### Immediate Objectives

**Establishment of technical and institutional basis for a system of agricultural information collection for the needs of the EU institutions, consistent with the requirements in respect of the scope and methodology; consistent with the timetable for survey and data transfer to the EU institutions**

<table>
<thead>
<tr>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
</tr>
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<tr>
<td>information essential for the implementation of CAP instruments launched in Poland, delivered in accordance with the EU regulations; scope and methodology of delivered information in accordance with the EU requirements and survey and delivery schedule in accordance with the Union requirements; the system accounts for the structure and organisation of Polish agriculture and the Polish agricultural market; the system is being updated in accordance with the changes on the Polish agricultural market and changes in the Union legislation</td>
<td>Polish government documentation; New legal documents; Documents of the Ministry of Agriculture and Rural Development generated by the system reports and statements; EC documents</td>
<td>Assumptions: Introduction of EU standards for agricultural products; Changes occurring in Polish agricultural market and in the EU legislation will be introduced into the system on an on-going basis. Risks: The EU standards will be observed only by some of the surveyed entities</td>
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### Outputs/Products

**Outputs: Functioning system of information; Information and reports are delivered to the appropriate EU institutions**

<table>
<thead>
<tr>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
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<tbody>
<tr>
<td>Databases in place and operating; Reports and statements generated; Applications for direct payments, intervention instruments and other CAP instruments submitted and processed</td>
<td>Reports and statements delivered by the system; Lists of applications for CAP instruments filed by Polish farmers; EC documents</td>
<td>Assumptions: Implemented methodology of agricultural survey; Entities included into the system in accordance with the methodology of survey. Risks: Non-compliance by the agriculture market entities with EU standards</td>
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### Activities

**Twinning Agreement preparation and signing: Development of a concept for training the system participants and training programme; Arrangement of a tendered procedure for training; Establishment of a list of participants of the system to take part in the training; Selection of trainers; Delivery of training for the participants of the system on methodology and scope of survey done by entities operating within the AIS; Establishment of design of software concept for AIS, sub-systems included; Preparation of software (interfaces) for connecting AIS sub-systems; Generation of equipment needs documentation; Announcement of tender for hardware; Decision of tendering for hardware; Purchase and delivery of hardware; Installation of hard and software; Continuation of training on operation of the newly developed software. Monitoring of the Union regulations concerning the information obligations. Preparation of announcements for the participants of the system about changes required by the EU**

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<thead>
<tr>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
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<tr>
<td>Cost of training; Cost of hardware, Cost of software modifications, Cost of changes in the organisation, of the system resulting from changes in the EU legislation and the information system itself, Cost of employing new staff for the system</td>
<td>List of trained people; List of transferred hardware, List of software modifications, List of changes in the reports and statements delivered to the EU</td>
<td>Assumptions: Selection of entities and institutions obliged to deliver information under the system. Risks: Lack of a sufficient number of entities which meet the EU requirements under the system. Shortage of funds in the budget</td>
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### Annex 2-4 Implementation, contracting and disbursement schedules:

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<td>9/2001-12/2003</td>
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### Agricultural Information System

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#### Budget allocation

- Phare: 2.0 MEUR

#### Implementation, Contracting and Disbursement Schedules

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#### Legend:
- D = design of sub-project
- C = tendering and contracting
- I = contract implementation and payment