



Instituto Latinoamericano y del Caribe de Planificación Económica y Social
NACIONES UNIDAS-CEPAL-PNUD GOBIERNOS DE AMERICA LATINA Y EL CARIBE

Latin American and Caribbean Institute for Economic and Social Planning
UNITED NATIONS-ECLAC-UNDP LATIN AMERICAN AND CARIBBEAN GOVERNMENTS

Institut Latino-Américain et des Caraïbes de Planification Economique et Sociale
NATIONS UNIES-CEPALC-PNUD GOUVERNEMENTS DE L'AMERIQUE LATINE ET DES CARAIBES

ILPES

**Distr.
LIMITED**

**LC/IP/L.32
20 December 1990**

**ENGLISH
ORIGINAL: SPANISH**

**SILPES/INFOPROJECT
PROJECT INFORMATION SYSTEM
(Version 2.1)**

SILPES/INFOPROJECT

Distr.
LIMITED

LC/IP/L.32
20 December 1990

ENGLISH
ORIGINAL: SPANISH

SILPES/INFOPROJECT:
PROJECT INFORMATION SYSTEM
(Version 2.1)

90-12-1948

PROJECT INFORMATION SYSTEM

Table of contents

| | <u>Page</u> |
|---|-------------|
| INTRODUCTION..... | 1 |
| I. BACKGROUND..... | 2 |
| II. STRUCTURE OF THE PROJECT INFORMATION SYSTEM | 8 |
| III. THE INFOPROJECT COMPUTER SYSTEM | 13 |

INTRODUCTION

In this document, the Latin American and Caribbean Institute for Economic and Social Planning (ILPES) introduces the first version of a system designed and programmed to co-ordinate and follow-up investment projects. It also permits the inclusion of pre-investment studies and different programmes, irrespective of whether these may be broken down into specific projects.

The acronym SILPES (ILPES Computerized Systems) is used to designate a variety of jobs undertaken by the Institute in its fields of specialization, all of which are related to the use of electronic data processing. A number of different systems have already been designed and put into operation in the diversified range of "products" of the SILPES line. Some of these (SILPES/SERIES 1.), are for use internally in the technical or administrative management of the Institute itself; others (SILPES/Series 2., 3., etc.), are instruments designed to perform the tasks of planning, co-ordination of public policies and short- and medium term macro-economic programming.

The SILPES/INFOPROJECT (Version 2.1) consolidates some of the most recent advances by the Institute in the area of the computerized treatment of projects. By presenting it in this Report for dissemination, ILPES seeks to promote a greater understanding of it by potential users, and is of course ready to respond to specific requests.

ILPES/Director of Projects and Advisory Services
Santiago, Chile, August 1990.

**SILPES/INFOPROJECT: PROJECT INFORMATION SYSTEM
(VERSION 2.1)**

I. BACKGROUND

01. The setting up of **PROJECT INFORMATION SYSTEM IN PLANNING** and/or Public Policy Co-ordination Offices, at the national, sectoral and regional levels, is a particularly useful strategy for making the application of fiscal expenditure more efficient and ensuring the smoother functioning of the process of public investment programming. This task has become all the more urgent in view of the pressing need to systematize information related to the life cycle of projects, undertake early evaluations of their socio-economic impact and seek greater coherence between investment programmes and the objectives of development.
02. This is reflected in the growing interest of the countries of Latin America and the Caribbean in developing their own national project systems. They are, moreover, **conscious of the urgent need to rationalize the allocation of their resources in times of crisis and the usefulness of incorporating micro-computing systems and developing new computer programmes to realize these objectives.** This has made it possible, at a low cost, to provide institutions with modern management technology which permits the rapid efficient processing of a vast quantity of information and data which, up to a few years ago, would have proven difficult to process quickly enough to be incorporated into the decision-making process in respect of the allocation of public resources.
03. In the particular case of project programming, micro-computers make it possible to have the necessary information permanently compiled and updated. A comprehensive data base permits the most diverse computer processes to be carried out in order to compare, rapidly and with precision, multiple alternative decisions in respect of projects or packages of projects. It therefore permits a more efficient allocation of capital resources among public sector institutions responsible for investments and makes it possible to manage an integrated flow of projects in different stages of implementation and to be constantly identifying, formulating, evaluating and executing projects that are geared to meeting the objectives of the State.

-
04. In order to manage this large volume of information, ensure the proper follow-up in each one of its phases and, consequently, to provide inputs for the decision-making process, ILPES has designed the **PROJECT INFORMATION SYSTEM -INFOPROJECT** -which is presented here. Its conceptualization, logical structure and computer programming permit the compilation and processing of relevant information concerning the overwhelming majority of public sector investment projects. The system conceives of the development of a project as a continuous process of analysis. This system seeks both to increase the degree of certainty in the selection of the best investment options and to ensure that these are implemented in accordance with the programme. This process is known as the **PROJECT LIFE CYCLE**.
05. The design and elaboration of the **INFOPROJECT** is to a large extent the materialization of a long accumulation of experiences in the Latin American and Caribbean Institute for Economic and Social Planning (ILPES) in the area of projects in more than 20 countries of the region. In particular, since 1986 direct advisory services have been provided to at least eight (8) countries of the region, whose Project Banks, designed by ILPES, have proven to be effective instruments for the management of public resources. Figure 1 provides a breakdown of the general structure of the system. (See page 7 at the end of this chapter).
06. Five main considerations underline the structure of the **INFOPROJECT**. These are related to the fact that it is a computer programme which is **SIMPLE, FLEXIBLE, MODULAR**, capable of being installed in a **DECENTRALIZED** manner, and costs little to set up.
- **SIMPLE**, because it is a "friendly" system whose use requires no previous knowledge of computers and which is designed, in all of its component parts, with "help" features that facilitate the task of users in the processing of data.
 - **FLEXIBLE**, because it can be adapted to the needs of the different Governments of the region and their particular institutions, while at the same time being adaptable to private sector or non-governmental work. Because of this, **INFOPROJECT** first of all works with tables of codes which define, among other things, the economic sectors, public institutions and regions, which can be adapted to each particular case by the user. Moreover, project evaluation and impact indicators have been expressed in terms of a matrix of tables and time; thus - in addition to the traditional

evaluation indicators which can be standardized and called up from a central source - the system permits the definition of specific indicators which may be of particular and exclusive use of the different sectoral or regional offices.

- **MODULAR**, in that modules for procedures designed to achieve different objectives may be appended to the various data bases grouped in the **Project Bank**. Thus, for example, the modules presented in Figure 1 are those of **macro-economic impacts, project evaluation, prioritization of projects and investment programming**. These are fed from data contained in the **Project Bank** and permit the generation of additional information for the decision-making processes. Each one of these modules constitutes in itself a computer process based on a specific methodological proposal. As part of the INFOPROJECT, only those of the prioritization of projects and investment programming have so far been implemented. For the time being computer work has been postponed in the project evaluation and macroeconomic impact modules. Without prejudice to this, the indicators of the evaluation and impact of investment projects must be recorded in the Project Bank. The respective modules being proposed as part of the INFOPROJECT are designed only to speed up the performance of this task.
- **DECENTRALIZED**, in that the System has been conceived for installation with a structure of data bases distributed in such a way that their updating and maintenance are done directly by the different users. To a large extent, users process their data autonomously, feed information to a central data base that is attached to a central office responsible for the administration of the system and in which its operation and functioning are standardized and co-ordinated.
- **LOW COST**. This fifth characteristic refers both to the cost itself of equipment and operation and particularly to the cost of the basic design and technical elaboration. By systematizing its experience of various years enriched with concrete applications in various countries, ILPES was able to perfect a system that significantly reduces the time spent in installing and training its operators and users. It is estimated that it now takes as little as a fifth of the time it previously required to prepare and adapt the system to a concrete situation (national, regional or sectoral), depending on the institutional and technical conditions of the user entities. This may mean a saving of up to 80% of the cost of designing the system and its basic programming. Moreover, more than one hundred specific programmes have been interlinked and detailed user manuals have been produced. The

latter two aspects also reduce the cost of dissemination and training of the personnel who will use or manage the system.

- 07. By making INFOPROJECT available to the governments of the region, the **Project and Advisory Services Division of ILPES**, hopes to make a significant contribution to the modernization of an important aspect of public sector management in the region. To this end, it is in a position to provide immediate support to Spanish- and English-speaking countries and, in the near future, to install systems in Portuguese and French.

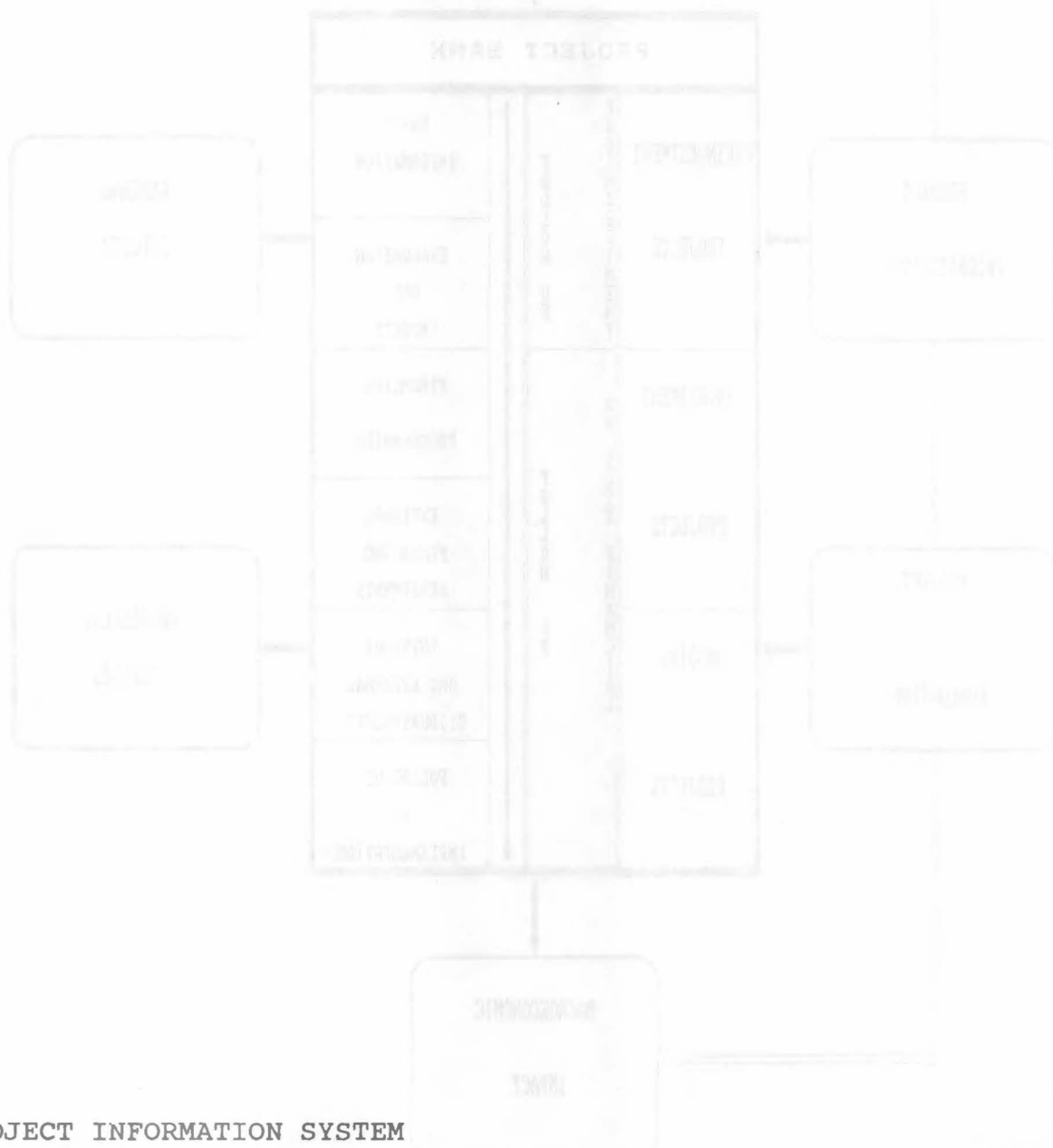
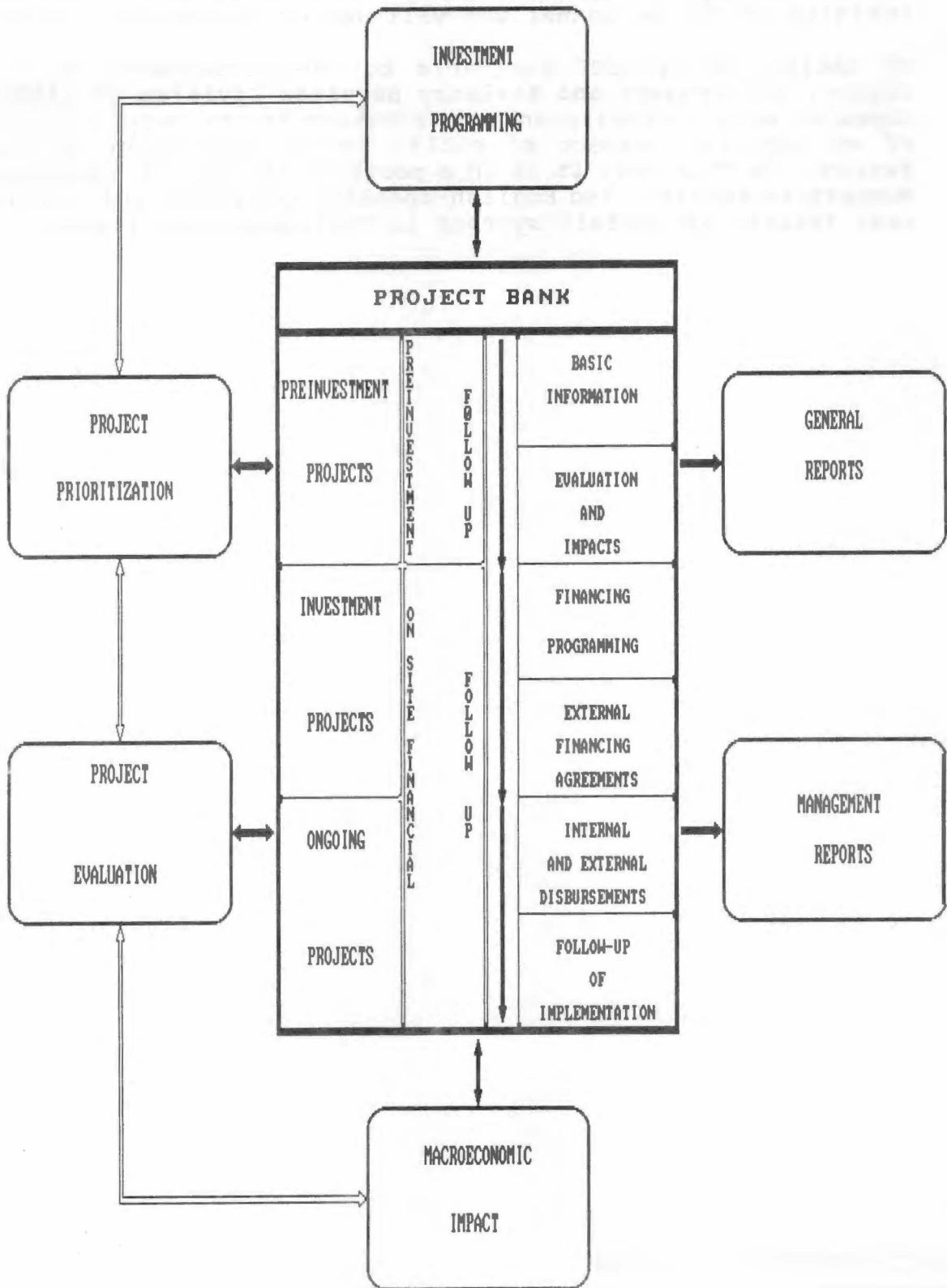


FIGURE 1
STRUCTURE OF THE PROJECT INFORMATION SYSTEM



II. STRUCTURE OF THE PROJECT INFORMATION SYSTEM

08. The logical structure of the Project Bank (the central part of Figure 1) is based on the Project Life Cycle. With the information contained and processed in the Bank, it is possible to produce various kinds of **General and Management Reports** on investment projects in order to improve the decision-making process. This is why the Bank stores the necessary information on the **phases of pre-investment, investment and operation.**
09. Towards this end, seven data storage sheets were designed in order of increasing complexity. In other words, the more advanced the process of execution of a given project, the more extensive the information which it should contain and which should therefore be entered into the INFOPROJECT. Thus, for example, in the case of a project still only at the stage of an idea, it will only be possible to complete the first form. On this basis, the first three forms contain information on projects at the pre-investment stages, while the remaining four contain information that is recorded when the projects have begun to be implemented or are about to be implemented.
10. Figure 2 (see page 12) illustrates these relationships between the forms and the information they contain. As will be seen later, all of this coincides with the INFOPROJECT **Data Entry/Updating "MENU"**. The seven data registration forms are contained in ANNEX 1 to this document. The following is a very brief explanation of its content:
- a) **General Background Information, (Form 01).** This is the form for the initiation of a project and corresponds to its first incorporation into the system. It is at this stage that it is assigned a **Number** ("registration"), by which it will be identified during the entire life cycle of the project. This form contains all the basic data on the project regarding its description, cost, process and sector, among others.
 - b) **Evaluation and Impact Assessment, (Form 02).** This form contains the indicators of the financial and socio-economic evaluation of the project, whether the latter is productive, infrastructural or social. In this way, the indicators entered will depend of course on the methodology of evaluation that is adopted. Also, the system permits the storage of other indicators of impact, whether global or sectoral, according to the specific

needs of its users. In this sense, the system is sufficiently flexible to record the information that is required, according to the methodological option selected in each case, as has already been noted.

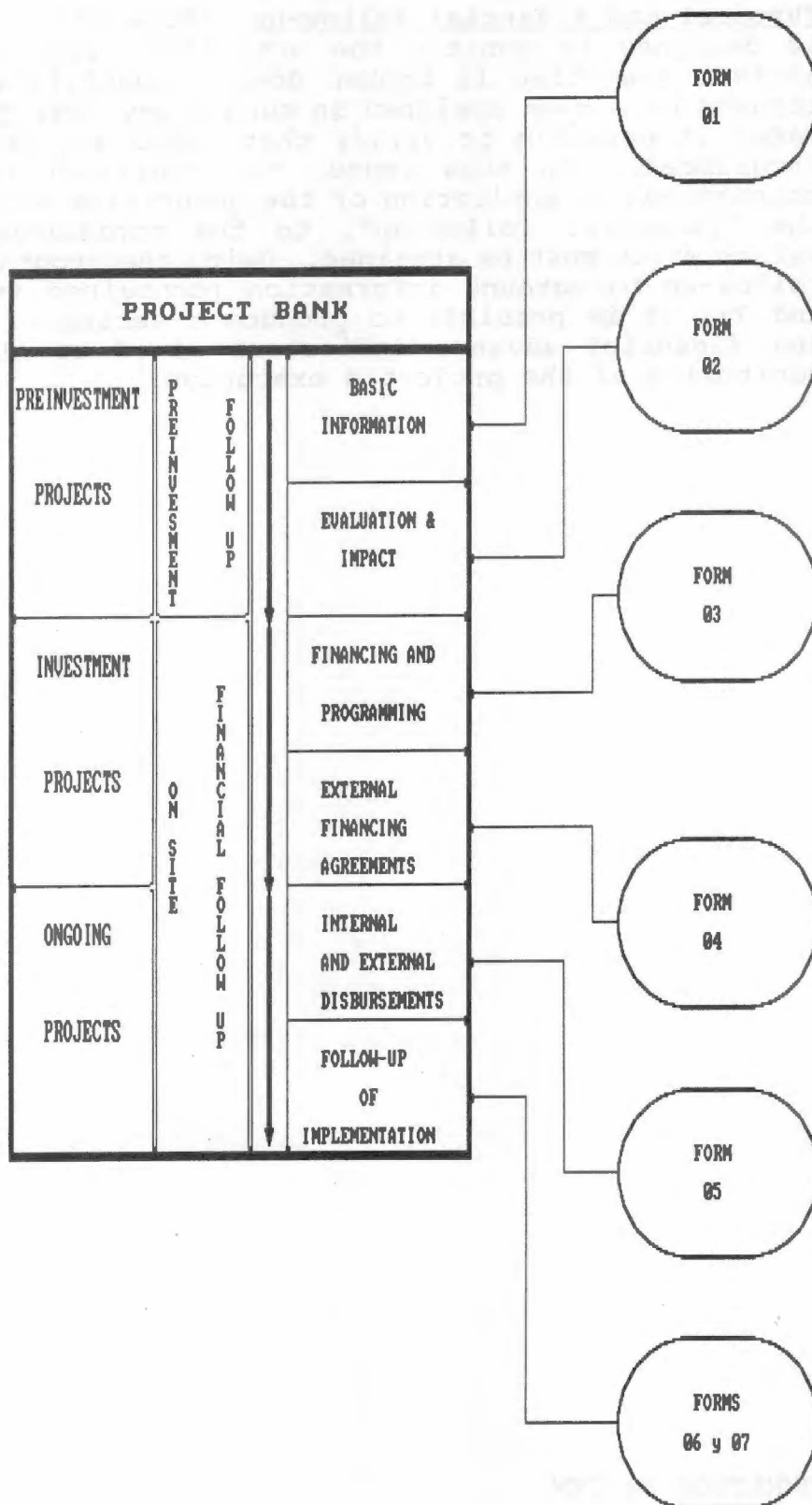
- c) **Financing and Programming, (Form 03)**. This form contains the sources of internal and/or external financing of the project and the annual financial programming done for each of them. Their periodic flows must be reconciled with the estimate of the physical programming for the execution of the project. Some aspects of these flows are linked to the form described below.
- d) **External Financing Agreements, (Form 04)**. This form records the external financing agreements concluded with a Government, bank or international financing agency. In addition to the general background information on each financing operation, it may also contain the financial obligations to which each one of them gives rise, which will be reflected in a projected flow of payments of interest of capital. The system provides for a separate form to be filled for each financing operation carried out. The external financing agreements recorded must of course correspond to the external sources of financing recorded in the Bank (see Form 03 above). Actual repayments of loans obtained are noted on a second sheet of the form for External Financing Agreements.
- e) **Record of Internal and External Disbursements, (Form 05)**. This form has been designed to provide budgetary follow-up to disbursements by "sources of financing" which may be authorized or assigned to the project periodically (including month to month). This permits the individual programming on each project to be constantly adjusted and an evaluation undertaken at the end of each year of the financial disbursements actually made, which can then be compared with the physical and financial progress of the project.
- f) **Programming of Execution, (Form 06)**. This form is for recording the detailed programming of the activities into which the project execution may be broken down, once the investment has been approved. The objective of the follow-up system is to provide warning signals and a control mechanism, based on simple and basic elements of data gathering.

- g) **Physical and Financial Follow-up, (Form 07).** This form is designed to monitor the activities into which the project execution is broken down. Quantity and value targets have been assigned in such a way that the system makes it possible to verify that these are attained as programmed. In this sense, the "physical follow-up" corresponds to monitoring of the quantities achieved and the "financial follow-up", to the monitoring of the values which must be attained. Using the programming and follow-up background information (contained in forms 6 and 7), it is possible to produce a series of physical and financial advance indicators aimed at the proper monitoring of the project's execution.



Figure 2

INFOPROJECT DATA REGISTRATION FORMS



III. THE INFOPROJECT COMPUTER SYSTEM

3.1 The Main Menu of the System

11. The Computer System has been designed to provide comprehensive follow-up to investment projects in the various stages of the project cycle. For the system to be used to its full potential, it needs to be constantly fed by the public sector institutions within which it operates. **While the information can be centralized and standardized by a National Planning Office, its operation and maintenance must be decentralized in order to effectively ensure its full utilization.** In order for the system to operate effectively it is necessary to institutionalize its management and to clearly define the authorities by which decisions should be taken to advance a project from one stage to another and regarding the time at which its execution should be commenced, postponed or abandoned.
12. Upon activating the computer system, the user first gains access to what is known as the **MAIN MENU** of the system, represented by **Screen 1** (see following page). This screen communicates the user with the principal options of the system which are:
 - a) The **ENTRY/UPDATING OF DATA** on the projects, contained in the seven data recording forms described above. In this sub-system, all the processes are interactive and the consistency of the data is checked, at the level of the individual record and between files, in order to ensure the maximum coherence of the information entered.
 - b) The **CONSULTATION OF SPECIFIC BACKGROUND INFORMATION** on projects entered and maintained in the system through the storage of certain forms. Using this option the user may review on the screen all the data on a given project without any danger of modifying the information.

- c) The **ISSUE OF REPORTS** prepared by establishing relationships between projects using different criteria. The lists which the System provides may range from a simple enumeration of projects to sophisticated reports. Without prejudice to the wide range of reports which may be issued, the system contains standardized reports or "standard output" containing certain select information considered basic to the process of public investment programming.
- d) The **SYSTEM TABLES**. Through this subsystem, the user may create, maintain and list a set of records which are identified by a common name (that of the Table), and a search key (the code of the element of the Table). This makes it possible to verify the existence of this element in the Table and to obtain a reply which may be: a value, such as, for example, the exchange rate for a given date; or, a description, for example, the name of the region in which the project is sited. In this way a project may be characterized by the respective code and in the presentation of reports, the description corresponding to that code may be used.

SCREEN 1

Mpri001

PROJECT INFORMATION SYSTEM**MAIN MENU**

-
- 1. ENTERING/UPDATE OF DATA**
 - 2. DATA REVIEW OF EACH CASE**
 - 3. PRESENTATION OF REPORTS**
 - 4. TABLES OF THE SYSTEM**
 - 5. SPECIAL PROCESSES**
 - 0. EXIT FROM THE SYSTEM**

Enter number of desired option

-
- e) The **SPECIAL PROCESSES** permit the execution of a series of routines which may be required by the users of the system with a certain frequency. These may include changing the year of programming and the transfer of files from the system onto diskettes.
- f) **EXIT FROM THE SYSTEM** is the option that permits the user to conclude the operation of the computer system.
13. By depressing the keys bearing numbers 1, 2, or 3, with the first three options of the MAIN MENU, the user accesses **Screen 2, 1/** (see following page), in which the user is consulted by means of the **Data Base Code** in which he wishes to work. This means that if the INFOPROJECT is installed in more than one institution, data base codes corresponding to each one of them must be assigned. This, moreover, is what will permit its installation in a decentralized manner.
14. The data base codes intended for storage should be recorded in one of the tables of the system. Entry into the data base in the case of options 1 and 2 gives immediate access to **Screen 3, (see page 17)**, in which the request is made through the **Number** of the project which the user wishes to enter/modify or through which he wishes to consult. When the **F1** key is pressed, the system offers a help option in which the codes of related projects are given with their names added for clearer identification.

1/ The numbering of the screens refers to the correlative order in which they appear in the text and not necessarily to the order in which they are presented in the computer system. For simplicity, some of the latter have not included in this document.

-
15. The project has a single identification which is the Number that is assigned automatically by the computer system at the time of its inclusion as a new project. From that moment this code will be its unequivocal identification, with the system's user being responsible for its proper use.

3.2 Data Entry/Modification Menu

16. If Option 1 chosen from the MAIN MENU after the selection of the Data Base and the Number of the Project with which the user wishes to work, **Screen 4** corresponding to the system's **Data Entry/Modification Menu** will be displayed (see following page). As may be seen, the options presented are virtually the same as the seven information storage forms which have already been defined and whose relationship to the system was already explained (Figure 2).

17. This Menu will show, in the upper part, the Number and Abbreviated Name of the project with which the user is working, permitting access and/or modifications to its information for any of the options presented in it. As Screen 4 shows, the options which may be accessed are, in correlative order:

a) **GENERAL BACKGROUND INFORMATION**

18. When this option is selected **Screen 5** will display an exact simulation of how it will appear into the computer. In this simulation, the basic data on the project must be entered or modified. These are the same data that have previously been checked against the established Tables of

SCREEN 4

Mpri002

PROJECT INFORMATION SYSTEM

DATA/ENTRY/CHANGE MENU

* 1 1

EXPLANATION OF SYSTEM

1. BASIC INFORMATION
2. RELATED PROJECTS
3. EVALUATION AND IMPACTS
4. FINANCING AND PROGRAMMING
5. EXTERNAL FINANCING AGREEMENTS
6. DISBURSEMENTS
7. FOLLOW-UP OF IMPLEMENTATION
8. ENTERING/UPDATING OF DATA FROM OTHER PROJECTS
0. RETURN TO MAIN MENU

ENTER NUMBER OF DESIRED OPTION

Codes. The data are those that should have been recorded on the Project Form No. 1. After entering the Project Number, which is assigned automatically in the case of a new project, and the abbreviated name of the project, three items of information are requested which are: the **Complete Name**, the **Description** and the **Justification** of the Project. Each one of these fields has been defined as a **variable memo**, which means that when they are entered a complete screen appears to record information without limitations of space (see Screen 5 on the following page).

19. The recording of information on this screen corresponds to what may be termed the "act of baptism" of the project. In addition, data should be entered on the screen such as the **Type** of Project; the **process** in question 2/; the economic **Sector** in which it is located, according to the classification used in the country; the corresponding **SITC Code**; the **Phase** and **Stage** in which it is situated; the next phase and stage through which it must pass; the **Costs** involved; the **Institutions Responsible**; **Geographic Location**; **Exchange Rate**, and **Date** on which information is entered.
20. This entire categorization of information, excepting that which is not codifiable, such as costs and date, for example, has a corresponding Table, which may be brought up with the **Help** option, by depressing the **F1** key. If data is entered which has not been previously recorded in the respective Table, the system will reject it.

2/ Project Form No. 1, which is contained in Annex 1, shows a list of the Processes which may correspond to each type of project in order to better assist the person responsible for filling it up.

SCREEN 5

```

Paba002
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF BASIC DATA
-----
Number: 1 1 Name: EXPLANATION OF SYSTEM
Complete number:  ←- Description:  ←- Justification:  ←-
-----
Type: PROJ: Process: CONS Sector: 00000 Code CIU: 1111
Current stage: Phase: PRE Stage:FAC Progress:INIT
Initiation:0391 Duration: 12 months Cost of state in thous. 00000000
Next stage Phase Stage: EXEC Cost of stage:
in thousands 00000000
Institution Responsible Preinvestment:0000 0000 Geographic
Investment: 0000 0000 location: 0000
Date: 00/00/00 Exchange rate : 00000.00 Total cost (thous) 00000000
Enter:-Record-Return-Correct To activate commands use ESC Help = F1
    
```



SCREEN 6

```

Paba003
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF RELATED PROJECTS
-----
Number: 1 1 Name: EXPLANATION OF SYSTEM
-----
Identification of related project: : 0 0
Name of related project:
Code of relationship:
Name of relationship:
Enter:-Record-Return-Delete-Other To activate commands use ESC Help = F1
    
```

21. All stages of the system are equipped with a series of checks in order to ensure that the information entered is consistent. Thus, for example, if the project is at the feasibility **Stage**, the next Stage cannot be that of a profile; if the **Type** is that of a Programme, the Process cannot be by construction; if the date and cost of the project are not presented, no institution can be considered responsible for it; etc.

b) **RELATED PROJECTS**

22. Upon selection of this option, which corresponds to No. 2 on Screen 4, **Screen 6** will be displayed (see previous page). Although this information is contained in Form 01, it was decided to create a screen exclusively to record this type of information in order not to impose a priori limits on the number of projects which may be linked to the project of reference. Some of the relationships between projects which may be defined as complementary, exclusionary, prior, subsequent, or such others as may be deemed necessary.

c) **EVALUATION AND IMPACT**

23. Upon selection of option 3 of the Data Entry/Modification Menu, **Screen 7** appears (see following page). The data collected on Form 2 should be recorded on that screen. As may be seen, the screen has been designed in such a way as to permit the entering of any information concerning evaluation and impact that may be considered necessary for the process of resources allocation. This is the reason why prefixed indicators do not appear on the screen as such. The evaluation and impact indicators could be some of those suggested in Form 2, in which open spaces are also left for the recording of other information which may be of interest to some specific regional or sectoral office.

SCREEN 7

Pimo002

PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF EVALUATION AND IMPACT INDICATORS

Number: 1 1 Name: EXPLANATION OF SYSTEM

Year of initiation of investment: 0000 (month/year)
 Duration of investment: 00 (months)
 Year of start-up of operation: 0000 (month/year)

| P h a s e | Indicator of Impact | Unit of Measurement | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 |
|-----------------------|---------------------------|---------------------------|--------|--------|--------|--------|--------|--------|
| | | | | | | | | |
| 0 | | | | | | | | |

Enter:-Record-Return-Continue To activate commands use ESC

SCREEN 8

Pfin002

PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF FINANCING AND PROGRAMMING

Number: 1 1 Name: EXPLANATION SYSTEM

| FINANCING | | INTERNAL | EXTERNAL | | Exchange rate | 1.00 |
|--------------------|------|-----------|----------|-----------|---------------|-------------|
| | Code | Thousands | Code | Thousands | Thousands | |
| FINANCIAL 1 | 0001 | 00000000 | 0004 | 00000000 | 00000000 | FINANCIAL 4 |
| FINANCIAL 2 | 0002 | 00000000 | 0005 | 00000000 | 00000000 | FINANCIAL 5 |
| FINANCIAL 3 | 0003 | 00000000 | 0006 | 00000000 | 00000000 | FINANCIAL 6 |
| SUBTOTALES & TOTAL | | 00000000 | | 00000000 | 00000000 | 00000000 |

PROGRAMMING AS OF/d/w/y/in thousands units of nat. curr. Curr.cost 00000000

| | 1990 | 1991 | 1992 | 1993 | 1994 | 1995+ | Total |
|----------|----------|----------|----------|----------|----------|----------|----------|
| INT 0001 | | | | | | | |
| INT 0002 | | | | | | | |
| INT 0003 | | | | | | | |
| EXT 0004 | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 |
| EXT 0005 | | | | | | | |
| EXT 0006 | | | | | | | |
| TOTAL | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 | 00000000 |

Enter:-Record-Return-Correct To activate commands use ESC Help = F1

-
24. For example, it may be of use to the agricultural sector to record data on the areas brought under irrigation by the new projects, or anticipated agricultural yields per hectare for a given crop; on the other hand, it may be useful in the health sector to record the number of beds that will be added to the total number of hospital beds available, etc.
25. In any of these cases, however, it is necessary at the overall and/or sectoral levels, to first define the evaluation and impact indicators that will be used to standardize the system, which are the same ones that should be incorporated into the corresponding **Table** that is defined. After this has been established, with the Option **F1 Help**, the user may call up the indicator which he wishes to feed with the data available for each project.

d) **FINANCING AND PROGRAMMING**

26. Upon selection of Option 4 of the Data Entry/Modification Menu, **Screen 8** appears (see previous page) and is fed from data contained on Form 03. On the first half of the screen up to three internal and three external sources of financing for each project can be recorded. Each source, whether internal or external, has a corresponding code which will be recorded in its corresponding Table.
27. The external sources, which are expressed in dollars, must be converted to their equivalent in national currency at the rate of exchange provided by the competent authority and which is recorded in the upper right hand portion of the screen. The sum of all the sources, expressed in the currency of the respective country, should coincide with the total cost of the project. The other half of Screen 8 should contain the programming of the annual estimates of disbursements by source, which should coincide with the programming of the estimated physical execution of the project.

e) **EXTERNAL FINANCING AGREEMENTS**

28. Upon selection of Option 5 of the Data Entry/Modification Menu, **Screen 9** appears with the data recorded on Form 04, (see following page). On this screen should be recorded all the information relating to the conditions in which the external resources from the different sources of international financing have been obtained. Inter alia, it should enter the information of the Code of the Financing Agency; the currency in which the resources were obtained, which may be in the form of a loan or a grant; the number of the Contract in question, most often assigned by the same source of financing, and the terms on which this resource was negotiated.
29. The information displayed on this Screen has to coincide exactly with the amounts of the breakdowns of the sources of external resources recorded on Screen 8. At the same time, the system is checked in the sense that it requires that the data on the terms of the contract should be coherent. Thus, for example, amortization cannot begin before the conclusion of the grace period; the periods of the interest rates cannot overlap, etc.

SCREEN 9

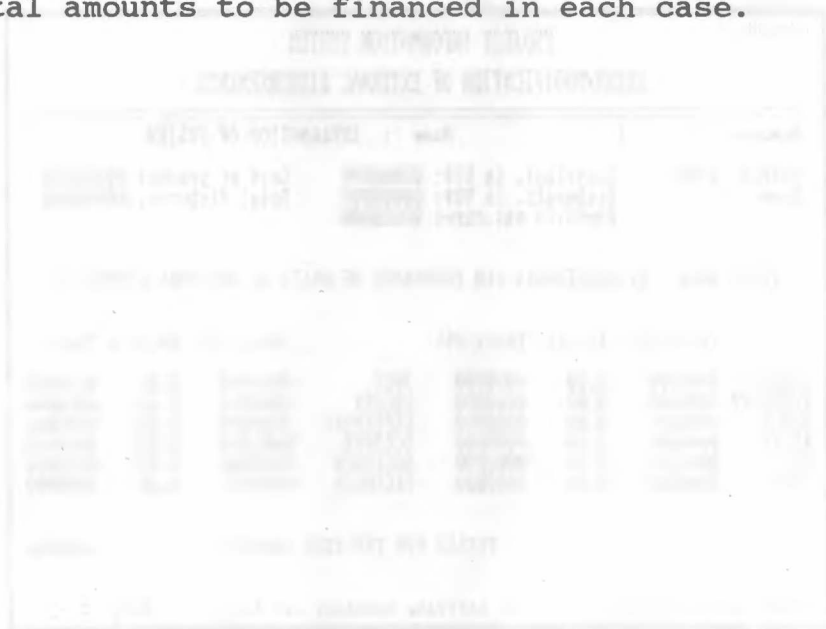
| | | | | | |
|---|------------------|--|----------------|--------------|---------|
| Pope002 | | PROJECT INFORMATION SYSTEM | | | |
| ENTRY/MODIFICATION OF EXTERNAL FINANCING AGREEMENTS | | | | | |
| Number: 1 1 | | Name: EXPLANATION OF SYSTEM | | | |
| DATA | : Financial 0000 | Contract 00000000 | Date: dd/mm/yy | | |
| | Currencies | LLLLL | LLLLL | Form | |
| | Amount | 0000000 | 0000000 | | |
| | US\$ equivalent | 0000000 | 0000000 | L=Loan | G=Grant |
| PERIODS: | | FROM | YEAR | PAYMENT RATE | BASE |
| | Disbursements | dd/mm/yy | 0 | 00.000 | |
| | Grace | / / | 0 | 00.000 | |
| | Amortization | / / | 00000 | 00.000 | |
| INTEREST: | Interest 1 | / / | 0 | 00.000 | |
| | Interest 2 | / / | 0 | 00.000 | |
| | Interest 3 | / / | 0 | 00.000 | |
| COMISSIONS: | Obligations | / / | 0 | 00.000 | |
| | Management | / / | 0 | 00.000 | |
| | Monitoring | / / | 0 | 00.000 | |
| Enter:-Record-Delete-Return | | To activate commands use ESC Help = F1 | | | |

SCREEN 10

| | |
|--|---|
| Mdes001 | <div style="border: 1px solid black; padding: 5px; display: inline-block;">PROJECT INFORMATION SYSTEM</div> |
| SELECTION MENU FOR RECORD OF DISBURSEMENTS | |
| <hr/> | |
| <p>1. RECORD OF INTERNAL FINANCIAL DISBURSEMENTS</p> <p>2. RECORD OF EXTERNAL FINANCIAL DISBURSEMENTS</p> <p>0. RETURN</p> | |
| Enter number of desired option | |

f) **DISBURSEMENTS**

30. Upon selection of option 6 of the Data Entry/Modification Menu **Screen 10** appears (see previous page). This screen, in turn, contains a sub-menu with two options: one to record the disbursements of the internal financing sources and the other to record the disbursements of the external sources.
31. Upon entering the first of these two options, **Screen 11** will appear (see following page), which is fed with the data contained on Form 05. This screen shows the internal disbursements made, and its internal file contains for each project number a register based on the origin of the operation, the year and the financial institution. Upon entering the second option, **Screen 12** appears. This screen too is fed from the data recorded on Form 05. In this case, however, disbursements in dollars must be recorded and converted into national currency at the rate of exchange which the competent authority has set for the month in question.
32. Among other things and as checks in the system, the financing agency involved, whether internal or external, must appear as such in the respective tables and the respective agreement number should be contained in the file of agreements. Naturally, the accumulated amount disbursed should not exceed the total amounts to be financed in each case.



SCREEN 11

```

Pdes002
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF INTERNAL DISBURSEMENTS
-----
Number: 1 1 Name : EXPLANATION OF SYSTEM
FINANCIAL : Contribut. in nat.currency: 00000000 Cost of project:00000000
Name : Disburst. in nat.currency: 00000000 Total disburts: 00000000

YEAR: 0000 DISBURSEMENTS (in thousands of national currency units)
JANUARY 0000000 JULY 0000000
FEBRUARY 0000000 AUGUST 0000000
MARCH 0000000 SEPTEMBER 0000000
APRIL 0000000 OCTOBER 0000000
MAY 0000000 NOVEMBER 0000000
JUNE 0000000 DECEMBER 0000000
ACCUMULATED FOR THE YEAR 0000000

Enter:-Record-Return To activate commands use ESC Help = F1
    
```

SCREEN 12

```

Pdes003
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF EXTERNAL DISBURSEMENTS
-----
Number: 1 1 Name : EXPLANATION OF SYSTEM
AGENCY: 0000 Contribut. in US$: 00000000 Cost of project:00000000
Name : Disbursts. in US$: 00000000 Total disburts.:00000000
Equiv.in nat.curr: 00000000

YEAR: 0000 DISBURSEMENTS (IN THOUSANDS OF UNITS OF NATIONAL CURRENCY)
Thous.US$ Ex.rate Thous.US$ Thous.US$ Ex.rate Thous.
JANUARY 0000000 0.00 0000000 JULY 0000000 0.00 0000000
FEBRUARY 0000000 0.00 0000000 AUGUST 0000000 0.00 0000000
MARCH 0000000 0.00 0000000 SEPTEMBER 0000000 0.00 0000000
APRIL 0000000 0.00 0000000 OCTOBER 0000000 0.00 0000000
MAY 0000000 0.00 0000000 NOVEMBER 0000000 0.00 0000000
JUNE 0000000 0.00 0000000 DECEMBER 0000000 0.00 0000000

TOTALS FOR THE YEAR 0000000 0000000

Enter:-Record-Return To activate commands use ESC Help = F1
    
```

g) FOLLOW-UP OF IMPLEMENTATION

33. Upon selection of Option 7 of the Data Entry/Modification Menu, **Screen 13** appears with a second sub-menu containing two options: the first for programming the activities for the implementation of the project and the second for the quarterly follow-up of the activities programmed. If the user enters any of these two options and the project has not been previously classified as being under implementation, **Screen 14** will appear displaying this situation and indicating that in such a case its programming cannot be effected (see Screens 13 to 16 on the following pages).
34. If approval has been obtained for investment in a project, a detailed programming should be undertaken of its implementation, which should be recorded on Form 06 for entry onto **Screen 15** - an exact reproduction of how it will appear on the computer. Programming of its implementation consists, particularly at the aggregate level of the Project Bank, of enumerating the activities in which the realization of the project is broken down in a given budgetary year. The principal objective on which the follow-up system underlying the requested information is based is to provide warning signals and a control mechanism based on very simple and basic principles of information gathering in such a manner that the system may be implemented and developed at all levels.



SCREEN 13

Mseg001

PROJECT INFORMATION SYSTEM

IMPLEMENTATION FOLLOW-UP MENU

1. PROGRAMMING OF ACTIVITIES

2. QUARTERLEY FOLLOW-UP

0. RETURN

ENTER NUMBER OF DESIRED OPTION

SCREEN 14

Pseg004

PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF IMPLEMENTATION PROGRAMMING

Number: _____ Name: _____

ATTENTION: THE PROJECT CANNOT BE PROGRAMMED SINCE IT IS NOT
UNDER IMPLEMENTATION

PRESS ENTER TO TERMINATE PROCESS

35. After the programming has been defined, it is necessary to determine the manner in which the work budgeted for execution will be monitored. For this purpose Form 07 has been designed to record the physical/financial follow-up information, which must be displayed on **Screen 16** of the system. The necessary information for effectively monitoring the implementation of the projects may be obtained from the information entered on this screen. With this information the system may, inter alia, calculate the indicators of physical/financial progress made, quarterly and projected incremental values, quarterly indices of lags in execution and projected delays, reprogrammed dates for completion and other indicators that will permit a complete report to be obtained on the status of the project and the measures recommended for correcting its execution.
- h) **ENTERING AND UPDATING OF DATA ON OTHER PROJECTS**
36. Upon selection of Option 8 of the Data Entry/Modification Menu, Screen 3 appears on which comments have already been made. In this case, therefore, the user may proceed to enter or modify directly the data on another project from the same data base that had been originally selected.

SCREEN 15

```

Pseg002
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF IMPLEMENTATION PROGRAMMING
-----
Number: 1 1 Name : EXPLANATION OF SYSTEM
Date of commencement:dd/mm/yy Duration:0000 months Cost : 00000000 Thousands
Cost calculated to the year: : 0000000000 In thous.units of nat.curr.
Cost budgeted for the year 0001: : 0000000000 In thous.units of nat.curr.
Cost budgeted for the years0001 & + : 0000000000 In thous.units of nat.curr.
-----
STATUS OF PROJECT: Budget : Form : Position:

IDENTIFICATION OF THE ACTIVITY:
Activity code : 00 Name : Unit :
Dates Programmed : Commencement :dd/mm/yy Completion:dd/mm/yy

Quantity Value Quarter Quantity Value Pert.
Anticipated total000000 000000000 I 000000 000000000 00.0
Realized total 000000 000000000 II 000000 000000000 00.0
III 000000 000000000 00.0
IV 000000 000000000 00.0
Year 0000 000000 000000000 00.0

Enter:-Record-Return-Correct To activate commands use ESC Help = F1
    
```

SCREEN 16

```

Pseg003
PROJECT INFORMATION SYSTEM
ENTRY/MODIFICATION OF IMPLEMENTATION FOLLOW-UP
-----
Number: 1 1 Name : EXPLANATION OF SYSTEM
Date of commencement:d/w/y Duration: 0000 months Cost : 00000000 in thous.
Cost calculated to the year 0000: : 0000000000 in thous. units nat. curr.
Budgeted cost for the year 0001: : 0000000000 in thous. units nat. curr.
Anticipated cost for years 0001 & +: 0000000000 in thous. units nat. curr.
-----
BUDGET 0001 CURRENT QUARTER : 00 PREVIOUS QUARTER : 00 of 0001
STATUS : INITIATED
IDENTIFICATION OF THE ACTIVITY:
Activity code : 00 Name : Unit:
Date programmed : Commencement: dd/mm/yy Completion: dd/mm/yy
Actual date : Commencement dd/mm/yy Completion dd/mm/yy

Quantity Value Completed in quarter 00 of 0001
Anticipated total 000000 000000000 Quantity Value Percentage
Completed total 000000 000000000 000000 000000000 000.0

Evolution: Physical Financial: Cause:

Enter:-Record-Return-Correct To activate commands use ESC Help = F1
    
```

i) **RETURN TO MAIN MENU**

37. Finally, upon selection of Option 0 of the Data Entry/Modification Menu the system will return to the Main Menu displayed on Screen 1.

3.3 Menu of Consultation

38. If **Option 2** is selected from the MAIN MENU, which also requires the prior selection of the Data Base and the Project Number with which the user wishes to work, **Screen 17** (see next page) will display the **Menu of Consultation** of the system. As may be seen, the options presented are practically the same as those on the Data Entry/Modification Menu. The basic differences with the latter may be summarized as follows:

- a) With the system in practical operation, a system of privileges must be established which means that there will be users authorized to enter and/or modify data and others who will only have access to consult the information entered. In this sense, this Menu only provides information on the current status of each project and precludes the risk of involuntarily altering the information it contains.
- b) Upon selection of each one of the options of this Menu, screens similar to those of the Data Entry/Modification Menu will be displayed. In this case, however, in order to facilitate a better understanding by the user, the information will be presented with its complete name and not under its corresponding code.

SCREEN 17

Mpri003

**PROJECT INFORMATION SYSTEM
CONSULTATION MENU**

| | | | |
|---|---|---|------|
| * | 1 | 1 | NAME |
|---|---|---|------|

1. BASIC DATA
2. RELATED PROJECTS
3. EVALUATION AND IMPACT
4. FINANCING AND PROGRAMMING
5. EXTERNAL FINANCING AGREEMENTS
6. DISBURSEMENTS
7. FOLLOW-UP OF IMPLEMENTATION
8. SELECTION OF OTHER PROJECT
0. RETURN TO MAIN MENU

Enter the number of the desired option

3.4 Menu for Selection of Category Report

39. If **Option 3, Issue of Reports**, is selected from the Main Menu, **Screen 18** displaying the **Menu for the Selection of the Category of Report** from the system will appear. In this case these are **printed** reports of the projects contained in the Project Bank. This Screen contains, in turn, two options: the first related to Data on the Project and the other to the Programming of Investments. All the categories presented on these screens and in those that follow are only some of the possibilities of the standard reports which may be produced in the system, without prejudice to the many others which may be of interest to different users. (See below Screens 18 to 20).
40. Upon selection of the first option of this sub-menu **Screen 19** appears which offers two further options: obtaining a list of projects or printing a complete set of information on one, several, or all the projects individually. If the alternative **"List of Projects"** is selected, **Screen 20** will be displayed which, in turn, asks whether the list is desired by **"Economic Sector"**, by **"Institution Responsible"** for the implementation of the project or by **"Region"**. In the latter case, for example, the system will again ask if the projects in the selected region are to be arranged by economic sector, by institution responsible or by some other category which the user might wish to obtain.
41. If the user enters the second option on Screen 18, **Screen 21** displays the **Selection Menu for Public Investment Programming**, which offers four alternatives, adding to those just mentioned, the option of **Financial Institution**. In all of these cases, lists are provided with the annualized public investment anticipated for the following five years. (See Screens 21 and 22 on next page).

SCREEN 18

Mrep001

PROJECT INFORMATION SYSTEM**SELECTION MENU FOR CATEGORY OF REPORT**

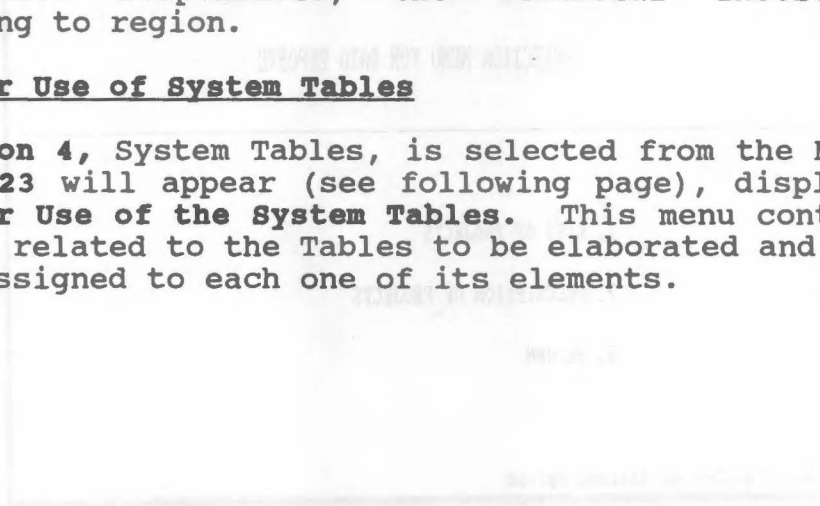
-
1. PROJECT DATA
 2. INVESTMENT PROGRAMMING
 0. RETURN

Enter number of desired option

42. Upon entry into any of the options offered on Screen 21, **Screen 22** is displayed, in which the user is asked if printing of the investment programming by **economic sectors** is desired only for some of them, of which up to four may be selected, or for all the sectors considered. This would also be the case if the user enters the printing options according to the institution responsible, the financial institution or according to region.

3.5 Menu for Use of System Tables

43. If **Option 4, System Tables**, is selected from the Main Menu, **Screen 23** will appear (see following page), displaying the **Menu for Use of the System Tables**. This menu contains four options related to the Tables to be elaborated and the codes to be assigned to each one of its elements.



SCREEN 19

Mrep002

PROJECT INFORMATION SYSTEM

SELECTION MENU FOR DATA REPORTS

-
1. LIST OF PROJECTS
 2. DESCRIPTION OF PROJECTS
 0. RETURN

Enter number of desired option

SCREEN 20

Mrep003

PROJECT INFORMATION SYSTEM

SELECTION MENU FOR LISTS OF PROJECTS

-
1. BY ECONOMIC SECTOR
 2. BY INSTITUTION RESPONSIBLE
 3. BY REGION
 0. RETURN

Enter number of option desired

44. If Option 1 is entered it **displays Names of Tables**, which will appear on a Screen showing the Tables which the system contains, some of which are the following:

| TABLE CODE | DESCRIPTION |
|------------|--------------------------------|
| AA | External Financial Agencies |
| BS | Base Identification Code |
| II | Indicators of Impact |
| MM | Municipalities and Departments |
| RR | Regions |
| SS | Sectors of the Economy |
| UM | Units of Measurement |
| US | Exchange Rate for the Dollar |
| UU | Executing Units |

45. If Option 2, **Display of Elements of a Table**, is selected, a screen will appear requesting the Code of the Table whose contents the user wishes to consult. Thus, for example, if the **AA** Code is entered a screen will appear displaying some of the following elements:

| CODE | ABBREVIATED | DESCRIPTION |
|--------|-------------|---|
| AA0001 | IDA | International Development Agency |
| AA0002 | CABEI | Central American Bank for Economic Integration |
| AA0003 | IDB | Inter-American Development Bank |
| AA0004 | IBRD | International Bank for Reconstruction and Development |
| AA0005 | VIF | Venezuelan Investment Fund |
| AA0006 | IFAD | International Fund for Agricultural Development |

46. For the particular case of each country, the Table should contain all the international agencies, or specific governments, participating in the financing of the investment projects contained in the Project Bank.

47. Option 3 of the Menu, **System Up-Dating**, is for adding, modifying, or eliminating the elements of the defined tables, while Option 4, **List of Elements of a Table**, is designed to provide a print-out of the elements of the tables stored in the system.

| TABLE CODE | DESCRIPTION |
|------------|------------------------------|
| 01 | External Financial Accounts |
| 02 | Internal Financial Accounts |
| 03 | Balance of Payments |
| 04 | Foreign Trade |
| 05 | Foreign Investment |
| 06 | Foreign Direct Investment |
| 07 | Foreign Portfolio Investment |
| 08 | Foreign Reserves |
| 09 | Foreign Debt |
| 10 | Foreign Assets |

In Option 4, display of elements of a table is selected. The user will request the code of the table whose contents he wishes to display. The program will then the table code is entered a screen will appear containing the following elements:

| CODE | ASSOCIATED | DESCRIPTION |
|-------|------------|---|
| AA001 | USA | Industrial Development Agency |
| AA002 | CANADA | Central American Bank for Economic Integration |
| AA003 | USA | Int-American Development Bank |
| AA004 | USA | International Fund for Agricultural Development |
| AA005 | VIT | International Fund for Agricultural Development |
| AA006 | USA | International Development |

For the particular case of each country, the list contains all the international agencies or specific government participating in the financing of the investment projects contained in the project bank.

SCREEN 21

Mrep002

PROJECT INFORMATION SYSTEM

SELECTION MENU FOR PUBLIC INVESTMENT PROGRAMMING

1. BY ECONOMIC SECTOR
2. BY INSTITUTION RESPONSIBLE
3. FINANCIAL INSTITUTION
4. BY REGION
0. RETURN

Enter number of desired option

SCREEN 22

Mrep007

PROJECT INFORMATION SYSTEM

SELECTION MENU FOR PRINTING OF PROJECT LISTS BY ECONOMIC SECTOR

WRITE THE CODES UP TO 4 SECTORS WHICH YOU WISH TO PRINT.
IF YOU WISH ALL THE SECTORS WRITE 99 IN THE FIRST CODE FIELD.
IF YOU WISH TO RETURN WITHOUT PRODUCING DTHE REPORT LEAVE THE FIRST FIELD BLANK

□ □ □ □

Help = F1

SCREEN 23

Mtab001

PROJECT INFORMATION SYSTEM
MENU FOR USE OF SYSTEM TABLES

1. LIST NAMES OF TABLES
2. LIST ELEMENTS OF A TABLE
3. UPDATING OF A TABLE
4. LIST OF ELEMENTS OF A TABLE
0. RETURN

Enter number of desired option

3.6 Special Processes Menu

48. Upon selection of **Option 5, Special Processes**, from the Principal Menu, **Screen 24** (see following page) will appear with a display of the **Special Processes Selection Menu**. This menu contains five options related to the different procedures that must be followed during the operation of the system. Of these, the first two, **Accumulation of Disbursements in Year 00 and Change of Year 00**, are related to the need to move to a new programming year each time that the budgetary year is changed. By referring to the instructions contained in this Menu, the system will tally up the disbursements made up to the previous year for all the projects under implementation, with all the attendant consequences, and will locate itself in the current year as the new year of programming.
49. The following two menu options, **Extraction of Files from Diskettes and Transfer of Files to Diskettes**, are designed to establish forms of communication between the different users, particularly when the system is not yet operating in a computer network, and, especially, to centralize the different data bases in the standard-setting institution responsible for the management of the system.
50. Finally, the Option, **Re-indexing of Data Bases**, permits changes to be made in the search and assembly reference points of the data bases.

SCREEN 24

Mpri004

PROJECT INFORMATION SYSTEM**SELECTION MENU FOR SPECIAL PROCESSES**

-
1. ACCUMULATION OF DISBURSEMENTS IN YEAR
 2. CHANGE OF YEAR
 3. TRANSFER FROM FILES TO DISKETTES
 4. INCORPORATION OF FILES INTO DISKETTES
 5. REINDEXATION OF BASES
 0. RETURN

Enter number of desired option

ANNEX 1

PROJECT FORMS

INDEX

PROJECT FORMS

FORM 01: BASIC DATA (1/2)

A. IDENTIFICATION OF PROJECT: [REDACTED]

Code: []-[] Abbreviated name: []

Complete name: []

B. PROJECT DESCRIPTION: [REDACTED]

C. PROJECT JUSTIFICATION: [REDACTED]

SILPES/INFOPROJECT: FORM 01/BASIC DATA (2/2)

D. PROJECT CHARACTERISTICS:

| Type of Project | | | | | | | |
|--------------------------------------|-----------------------------|-------------|-------------------|-----------------|--------------|-------------|--|
| P r o j e c t s | Physical investment project | | General programme | | Basic study | | |
| | Expansion | Repair | Literacy campgs | Nutrition | Updating | Prospecting | |
| | Application | Replacement | Nutrition | Dis. prevention | Analysis | | |
| | Conservation | Restoration | Application | Protection | Cadastre | | |
| | Construction | Supply | Training | Recreation | Census | | |
| | Equipment | | Monitoring | Recovery | Diagnosis | | |
| | Exploitation | | Sports | Sanitation | Exploration | | |
| | Stocking | | Dissemination | Subsidies | Exploitation | | |
| | Installation | | Eradication | Transfer | Inventory | | |
| | Upgrading | | Forestation | Vaccination | Research | | |
| Normalization | | Management | | Erection | | | |

Code

Name

Sector:

Code CIU:

E. STATUS AND COST OF PROJECT:

| PROJECT LIFE CYCLE | | CURR. STAGE | Startup | | Compl. | | NEXT STAGE | Startup | | Compl. | | PROGR. OF WORKS | | | | COST OF STAGE (thousands) |
|--------------------|-----------------|-------------|---------|-----|--------|-----|------------|---------|-----|--------|-----|-----------------|-----|----------------------|-----|---------------------------|
| PHASE | STAGE | | Mon | Yr. | Mon | Yr. | | Mon | Yr. | Mon | Yr. | St. up | Com | Aba | Sus | |
| Preinvestment | Idea | | | | | | | | | | | | | | | |
| | Profile | | | | | | | | | | | | | | | |
| | Prefeasibility | | | | | | | | | | | | | | | |
| | Feasibility | | | | | | | | | | | | | | | |
| | Definit. design | | | | | | | | | | | | | | | |
| Investment | Implementation | | | | | | | | | | | | | | | |
| Operation | Operation | | | | | | | | | | | | | | | |
| | Full operation | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | TOTAL | | <input type="text"/> | | |

F. RELATIONS, RESPONSIBILITY, LOCATION AND OTHERS:

| Related project | Type of relationship |
|--------------------------|----------------------|
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

| Phase | Institutions responsible | |
|------------|--------------------------|----------------------|
| | Principal | Secondary |
| Preinvest. | <input type="text"/> | <input type="text"/> |
| Investment | <input type="text"/> | <input type="text"/> |
| Operation | <input type="text"/> | <input type="text"/> |

Geographic location:

Exch. rate US\$nat. curr:

Responsibility for information: _____

Office: _____

Telephone: _____

Date: _____

SILPES/INFOPROJECT 2.1

FORM 06: PROGRAMMING OF IMPLEMENTATION (1/2)

A. IDENTIFICATION:

Code: [] [] [] [] - [] [] [] [] [] [] [] []

Budget year: [] [] [] []

Name:

B. STATUS OF PROJECT:

Responsibility:

Budget: Programming (P):

Form of implementation: Direct (D):

Reprogramming (R):

Contract (C):

Position of Project:

New (N):

Cost of Project: Applied up to previous year: [] [] [] [] [] [] [] []

Ongoing (O):

(in thousands) Current budget year: [] [] [] [] [] [] [] []

Anticipated further years: [] [] [] [] [] [] [] []

Total cost of investment: [] [] [] [] [] [] [] []

C. PROJECT ACTIVITIES:

| Code | Denomination | Unit of Measure | Quantity | Value (thousands of units of nat.c.) | Commenc. | | | Completion | | |
|-------|--------------|-----------------|---------------------------------|--|----------|-----|-----|------------|-----|-----|
| | | | | | Day | Mon | Yr. | Day | Mon | Yr. |
| 0 1 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 2 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 3 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 4 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 5 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 6 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 7 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 8 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 0 9 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |
| 1 0 | | | [] [] [] [] [] [] [] [] | [] [] [] [] [] [] [] [] | | | | | | |

Responsibility for information:

Telephone:

Office:

Date:

SILPES/INFOPROJECT 2.1

FORM 06: PROGRAMMING OF IMPLEMENTATION (2/2)

D. QUARTERLY PHYSICAL/FINANCIAL CHRONOGRAM OF THE BUDGET PERIOD:

| Act | FIRST QUARTER | | SECOND QUARTER | |
|-------|---------------|-------------------------|----------------|-------------------------|
| Code | Quantity | Value (thous.nat.curr.) | Quantity | Value (thous.nat.curr.) |
| 0 1 | | | | |
| 0 2 | | | | |
| 0 3 | | | | |
| 0 4 | | | | |
| 0 5 | | | | |
| 0 6 | | | | |
| 0 7 | | | | |
| 0 8 | | | | |
| 0 9 | | | | |
| 1 0 | | | | |
| | Subtotal | | Subtotal | |

| Act | THIRD QUARTER | | FOURTH QUARTER | |
|-------|---------------|-------------------------|----------------|-------------------------|
| Code | Quantity | Value (thous.nat.curr.) | Quantity | Value (thous.nat.curr.) |
| 0 1 | | | | |
| 0 2 | | | | |
| 0 3 | | | | |
| 0 4 | | | | |
| 0 5 | | | | |
| 0 6 | | | | |
| 0 7 | | | | |
| 0 8 | | | | |
| 0 9 | | | | |
| 1 0 | | | | |
| | Subtotal | | Subtotal | |

FORM 07: PHYSICAL AND FINANCIAL FOLLOW-UP

A. IDENTIFICATION:

Code: [] [] [] [] - [] [] [] [] [] [] [] [] Budget year: [] [] [] [] Quarter: [] []

Name: _____

B. STATUS OF PROJECT:

| Previous quarter | | |
|--------------------------|--------------------------|--------------------------|
| Under impl. | Work halted | Not commenc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Current quarter | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|
| Under impl. | Work halted | Completed | Not commenc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

C. PHYSICAL AND FINANCIAL FOLLOW-UP OF ACTIVITIES (ACCUMULATED VALUES)

| Act Code | Effec.start | | Effec.compl | | Unit of measurement | Quarterly accumulated quantity | Quarterly accumulated value (thous.units of national currency) |
|----------|-------------|------|-------------|------|---------------------|--------------------------------|--|
| | Day | Mon. | Day | Mon. | | | |
| 0 1 | | | | | | | |
| 0 2 | | | | | | | |
| 0 3 | | | | | | | |
| 0 4 | | | | | | | |
| 0 5 | | | | | | | |
| 0 6 | | | | | | | |
| 0 7 | | | | | | | |
| 0 8 | | | | | | | |
| 0 9 | | | | | | | |
| 1 0 | | | | | | | |

D. QUARTERLY PERFORMANCE:

| Causes of deviations in physical execution | | | Causes of deviations in financial execution | | |
|--|------|-------------------------|---|------|-------------------------|
| Act | Code | Identification of cause | Act | Code | Identification of cause |
| | | | | | |
| | | | | | |
| | | | | | |

| Physical progress | | |
|--------------------------|--------------------------|--------------------------|
| On | Ahead | Behind |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Limit prices | | |
|--------------------------|--------------------------|--------------------------|
| Higher | Lower | Same |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Responsibility for information: _____ Telephone: _____
 Office: _____ Date: _____