

PROJECT GRANT

APPLICATION FORM

1. Project title	Strengthening of the capacity in the pre-border plant quarantine points associated with inspection and diagnostic services
2. Theme 1, 2 and/or 3	SPS capacity evaluation and planning tools, including the need for and implications of international standards and their application.
3. Starting date	January 01, 2010
4. Completion date	December 31, 2011
5. Requesting organization(s)	State Phytosanitary Control Service at the Ministry of Agriculture R.Aliyev 5, Baku Az1025. Republic of Azerbaijan Tel.: +994 12 4902464; Fax: +994 12 4902464, E_mail: dfnx@mail.az Contact person(s): International coordinator: Ms. Dilzara Aghayeva Head of the Republican Plant Expertise Laboratory: Mr. Jamal Quliyev
6. Implementing organization(s)	State Phytosanitary Control Service at the Ministry of Agriculture R.Aliyev 5, Baku Az1025. Republic of Azerbaijan Tel.: +994 12 4902464; Fax: +994 12 4902464, E_mail: dfnx@mail.az Contact person(s): International coordinator: Ms. Dilzara Aghayeva Head of the Republican Plant Expertise Laboratory: Mr. Jamal Quliyev State Phytosanitary Control Service at the Ministry of Agriculture was established in 2005. Law of the Republic of Azerbaijan "On phytosanitary control" was adopted on May 12, 2006. In accordance with the implementation of this Law 24 rules were developed on phytosanitary activities in August, 2006. These rules were approved with regulations N260, dated 7.12.2006, N280, dated 29.12.2006, N 10, dated 22.01.2007, N14, dated 25.01.2007, N29, dated 13.02.2007 of the Cabinet of Ministers. State Service provides protection of the territory of Republic from quarantine pests: timely revealing their sources, preventing mass spreading of pests in plants and plant products, protecting the flora and fauna from impacts of pesticides and other harmful substances, preventing the introduction and spreading of pests that are under phytosanitary control from other countries to the territory of the Azerbaijan Republic and other such activities. The Azerbaijan Republic has joined to the International Plant Protection Convention (IPPC) in 2000, and to the Convention for the establishment of the European and Mediterranean Plant Protection Organization (EPPO) in 2007.

	<p>The State Services conducts projects with Turkish International Cooperation and Development Agency (TIKA), FAO (Food and Agriculture Organization) and other organizations in the direction of improving phytosanitary activities. TIKA has rendered technical assistance for supplying quarantine expertise laboratories with modern equipment in 2004. The organization also conducted trainings on the organization of fumigation, plant quarantine inspection for staff members of the service.</p> <p>For the purposes of strengthening phytosanitary capacities in Azerbaijan, projects “Means of activities and management system of computerized plant quarantine” and “Modern phytosanitary and procedures” were implemented (TCP/AZE/2801, TCP/AZE/2901) in cooperation with FAO in 2003-2005. Assessment of phytosanitary capabilities in the country was conducted with methodologies of FAO and World Trade Organization (WTO) and directions for improving the activities is identified within the projects. Trainings were organized on the assessment of phytosanitary risks for the State Service’s staff members and technical assistance was given for conducting quarantine examination in the laboratories of the border passage plant quarantine stations.</p> <p>In the direction of the Azerbaijan Republic’s WTO membership, works are done with FAO experts for the purposes of ensuring the compliance of legislation in the field of phytosanitary to the WTO’s SPS agreement and currently cooperation in underway with USAID, USDA and other foreign organizations for developing normative-legal acts on relevant fields. Current law reviewed and proposal for changes and additions are developed. For the purposes of accelerating Azerbaijan’s membership to the WTO, a series of trainings were conducted within the technical assistance project implemented by the government of Germany and an information and notification centre was established within the Ministry of Agriculture for ensuring information transparency in the Sanitary-Phytosanitary field.</p> <p>Endorsement is attached (Appendix 2).</p>
7. Project background and rationale	Project background and rationale is attached as Appendix 3 .
8. Project management	Please see, Project Steering Committee is attached (Appendix 4). (PSC) may be considered.
9. Project objectives	The overall and immediate objectives which the project is expected to achieve in the logframe matrix (Appendix 5).
10. Project outputs	Project outputs (expected results) as the specific products of the project activities undertaken in the logframe matrix (Appendix 5).
11. Project activities	Work Plan is attached (Appendix 6).

12. Timetable	Timetable is attached (Appendix 7).
13. Private/public sector co-operation	Public/private sector will be involved to the implementation of the project. Especially experts from the national NGOs will be invited for the participation in the planned workshops, as well as for the reviewing reports.
14. Budget	breakdown of the proposed uses of the funds is attached (Appendix 8). Terms of reference (TOR) for key project staff is attached (Appendix 9). Costs of laboratory equipment to be funded is provided (Appendix 10).

Appendix 1: Supporting letters

Appendix 2: Endorsement of implementing organizations

Appendix 3: Description of the project background and rationale

Appendix 4: Description of the project management structure

Appendix 5: Logframe matrix (attached)

Appendix 6: Work Plan

Appendix 7: Timetable

Appendix 8: Budget

Appendix 9: TORs of key project staff

Appendix 10: Equipment list

Appendix 1. Support letter

To: STDF Secretary
World Trade Organization
Centre William Rappard,
Rue de Lausanne 154,
CH-1211 Geneva,
Switzerland
Fax : + 41 (0) 22 739 5760
E_mail : STDFSecretariat@wto.org

Subject : STDF Projects and Project Grant Application Form“

To whom it may concern,

The Ministry of Agriculture of the Republic of Azerbaijan presents its compliments to the Secretariat of the Standards and Trade Development Facility. STDF as a joint initiative in capacity building and technical cooperation has a considerable practice in raising awareness on the importance of veterinary-sanitary issues.

The Ministry of Agriculture of the Republic of Azerbaijan hereby presents a project proposal “Strengthening of the capacity in the pre-border plant quarantine points associated with inspection and diagnostic services” for the STDF funding.

The Ministry of Agriculture of the Republic of Azerbaijan avails itself of this opportunity to extend to the STDF its appreciation for mobilizing resources to assist the developing countries to enhance their capacity for meeting SPS standards.

Yours respectfully,




Bahram Aliyev
Deputy Minister of Agriculture

Appendix 2.

To: STDF Secretary
World Trade Organization
Centre William Rappard,
Rue de Lausanne 154,
CH-1211 Geneva,
Switzerland
Fax: + 41 (0) 22 739 5760
E_mail: STDFSecretariat@wto.org

Subject: STDF Projects and Project Grant Application Form “

To whom it may concern,

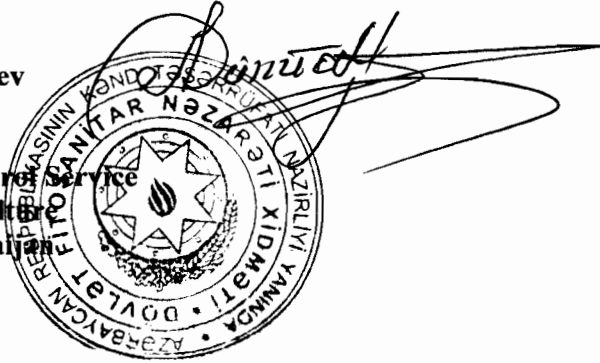
The State Phytosanitary Control Service at the Ministry of Agriculture of the Republic of Azerbaijan presents its compliments to the Secretariat of the Standards and Trade Development Facility.

We hereby present a project proposal “Strengthening of the capacity in the pre-border plant quarantine points associated with inspection and diagnostic services” for the STDF funding.

Yours respectfully,

Mammedali Dunyamaliyev

**Chief,
State Phytosanitary Control Service
at the Ministry of Agriculture
of the Republic of Azerbaijan**



Appendix 3. Project background and rationale

Azerbaijan is a country located in the Caucasus sub-region between the Black Sea and Caspian Sea. It's one of the former Soviet Union Republics. During the Soviet period Azerbaijan as part of the USSR had a plant quarantine border points that were part of the State Plant Quarantine Inspection at the Council of Ministers of the Republic of Azerbaijan which operated until the collapse of the USSR. In 2000 State Plant Quarantine Inspection was abolished and its responsibilities were given to the Plant protection and quarantine section functioning in the administration of the Ministry of Agriculture of the Republic of Azerbaijan.

The State Phytosanitary Control Service Ministry of Agriculture of the Republic of Azerbaijan was established at the Ministry of Agriculture according to the Decree N467, dated October 23, 2004 of the President of the Republic of Azerbaijan. At that time eleven border entry plant quarantine points were functioning in the State Phytosanitary Control Service at the Ministry of Agriculture.

In the 11th of November 2008 was a decree of the President of the Republic on implementation "one window" principle starting from the 1st of January, 2009. In the consistency with a decree, the State Customs Committee was commissioned with authorities of unified government organization (including phytosanitary, veterinary and sanitary control) for implementation of the principle. State Phytosanitary Control Service carries out only exchange of information with the State Customs Committee in appropriate field.

Nowadays Azerbaijan does import and export of plant and plant products with more than 100 countries of the world. Country has a pre-border plant quarantine points. Most of these points have poorly provided with laboratories. Laboratories have no appropriate tools few facilities and equipments for ensure of inspection of the imported exported and transit conveyance plant and plant products. Further detailed analysis sometimes are needed in order to prioritize remedial action in compliance with ISPMs and SPS's Agreement of WTO.

In comparison with neighbor countries Azerbaijan has a small amount (only 17) quarantine pests in it's A 2 list (Quarantine pests that have limited spread in the territory of the Republic of Azerbaijan). Currently inspection of the consignments is possible only in the point of destination. This creates a big risk to secure phytosanitary stability of country. Appropriate laboratory tools are needed for implementation analysis in time. Inspection of the consignment and detection of pests, especially quarantine pests in time are extremely important during imports, exports and transit. This also could help to control of introduction of the new pests in this way, which might result in major lost in plant and plant product.

Taking above mentioned into consideration we propose re-establishment or equipment of the plant quarantine laboratories in the five pre-border quarantine points. This aims to help the control of pest introductions to the territory of the country. It could serve as a buffer zone for control of the plant and plant products before they were directed to the various destination points within and outer of country.

Appendix 4. Project management structure

Project Steering Committee

General management: Chief of service - Mr. Mammedali Dunyamaliyev

Contact persons: International coordinator - Ms. Dilzara Aghayeva
Head of the Republican plant expertise laboratory -
Mr. Jamal Quliyev

Specialists: Plant Quarantine Sector - 2 persons
Republican plant expertise laboratory - 4 persons

Appendix 5: Logframe matrix for STDF projects

	Project description	Measurable indicators	Sources of verification	Assumptions and risks
Overall objectives (goals)	Strengthening of the strategy capacity in the pre-border posts and better manage to protect territory of the country of introduction pests during imports, exports and transit	<ul style="list-style-type: none"> - Action process forming - Project funding - Effective utilizing of sources - Management efficiency of services 	<ul style="list-style-type: none"> - Annual plans - Performance report - Evaluation report 	<ul style="list-style-type: none"> - Government's or STDF's delay in responsibilities (in funding) - Work accidents and adverse impacts on the health of people working on the project activities - Costs for equipment or services may exceed budget allocations (in case of price rise)
Immediate objectives (purpose)	<ul style="list-style-type: none"> - Establishment plant quarantine laboratories in the pre-border posts for prompt inspection imported plant materials - Workshop for laboratory staff compliance with ISPMs and SPS standarts for implementation work at the pre border posts 	<ul style="list-style-type: none"> - Develop implementation manual for projects - Develop training facilities and other services that providers use of the manuals - Organize workshops for laboratory staff 	<ul style="list-style-type: none"> - Visit - Report - Assessment and periodic evaluation 	<ul style="list-style-type: none"> - Government's or delay in responsibilities
Expected results	<ul style="list-style-type: none"> - Founded pre-border quarantine laboratories - Integrated plant protection during importation of a commodity in accordance with specified phytosanitary import requirements - Identification quarantine pests in the border in due course to address plant health issues - A good working 	<ul style="list-style-type: none"> - Number of training sessions - Number and profile of Participants at each training 	<ul style="list-style-type: none"> - Report of the Project Steering committee - Workshop reports - Visits to the laboratories at the pre-border posts - Survey report 	<ul style="list-style-type: none"> - Work accidents and adverse impacts on the health of people working on the project activities - Costs for equipment or services may exceed budget allocations (in case of price rise)

	information exchange with other border services			
Activities	Timetable (Appendix 7) shows activities to be carried out and sequence to produce expected results.	Appendix 6, 8 & 10 reflects means and costs required to implement these activities	<ul style="list-style-type: none"> - Report of the Project Steering Committee - Workshop reports - Available manuals - Visit 	- STDF's delay in responsibilities

Appendix 6.

Work Plan

- ❖ To repair of the laboratory buildings.
Will be implemented by the State Phytosanitary Control Service (SPCS) at the Ministry of Agriculture, Azerbaijan)
- ❖ To organize workshop for the laboratory personal to use laboratory equipment with participation of the national and invited experts.
Will be financed by STDF.
- ❖ To purchase of the laboratory equipment.
Will be funded by STDF and implemented by STDF or SPCS.
- ❖ To organize workshop workshop on plant disease and analysis (with participation of the national and invited experts).
Will be funded by STDF and implemented by STDF or SPCS.

Appendix 7.

Timetable

Stages		Estimated work time (during 12 months)
Stages	Description of work	
1	Repairing of the laboratory buildings.	January-June, 2010
2.	Workshop of the personal for the laboratory work	September 2010
3.	Purchase of the laboratory equipment.	August, 2010 –April, 2011 months
4.	Workshop on plant disease and analysis	May, 2010 July, 1011
5.	Reporting results	November, 2010 November 2011
6.	Final evaluation	December, 2011

Appendix 8.

Breakdown (approximate) of the proposed uses of funds.

STDF Funding:

Components	Costs (US \$)
Personal services	100.000
Travel	20.000
Training	70.000
Equipments	220.250
General operating expenses	54.750
Project evaluation	15.000
Total	480.000

Azerbaijan contribution:

Components

National coordinator

Technical assistant

Laboratory buildings

Computers 2

Notebooks 2

Copier

Physical location to carry trainings

Transport means (renting)

Appendix 9.

TORs for key Project staff is attached

Mr. Mammedali Dunyamaliyev - Chief of the State Phytosanitary Control Service (SPCS) at the Ministry of Agriculture of the Republic of Azerbaijan.

To give institutional support and adopt of legal and administrative regulations to achieve project goals.

Mr. Vaqif Akhmedov – deputy of chief at the SPCS. He will advise and assist in the matters of finance and accounting.

Ms. Dilzara Aghayeva - International coordinator at the SPCS.

Ms. Aghayeva is responsible for creation links with related international organization in and out country. She is considered as contact person for coordination work between STDF and SPCS (from SPCS side). She will assist in organization of workshops and drafting reports.

Mr. Jamal Quliyev - Head of the Republican plant expertise laboratory in the SPCS.

Mr. Quliyev is responsible for the all plant expertise laboratories in the country. He will assist in the implementation of the tasks of project.

Mr. Faiq Hasanov – Senior specialist in the Sector of plant quarantine. He is responsible for import, export and re-export procedures and Phytosanitary Certification of plant and plant products.

Ms. Vasila Salamova - Leading specialist in the Sector of plant quarantine. She is responsible for import, export and re-export procedures and Phytosanitary Certification of plant and plant products. She will assist in organization trainings.

Mr. Bahmen Huseynov – Press-secretary at the SPCS. He will be responsible for briefings for press and television

Appendix 10.

Personal services

- TORs for Project staff is attached
- Expert on general work with laboratory inventory
- Expert on plant pests identification 1 mission 5 days
- Expert on plant diseases identification 1 mission 5 days

Travel

National and International official (expert) travelers for training attendance

Training

- Translation of inventory forms, guidelines
- Workshop on ISPMs and for laboratory personal
- Workshop on plant disease and analysis 20 person for 5 days
- Inventory data management training course for 10 person for 5 days

General operating expenses

- Communication means, phones 12 months
- Internet 12 months
- Photocopy & printing training and other materials
- Fuel for transport

Equipments

N ₀	Name of equipment	Approximate price of 1 item	Number of items	Prices
1	Stereo microscope	3.630	5	18.150
2	Binocular microscope	24.500	3	73.500
3	Stomacher Circulator (laboratory blender)	3.300	5	16.500
4	pH meter	1.640	10	16.400
5	Autoclave	3.200	5	16.000
6	Distillation apparatus	2.470	5	12.350
7	Analytical balance	2.410	5	12.050
8	Homogenizer	1.320	5	6.600
9	Vacuum system	1.980	5	9.900
10	Vacuum pump	625	5	3.125
11	Soil sifting apparatus	1.685	5	8.425
12	Soil sieves	860	5	4.300
13	Sifter separator	450	5	2.250
14	Elutriator	630	5	3.150
15	Water bath	1.310	5	6.550
16	Digital balances	1.380	5	6.900
17	1 liter 2 Speed Blender with Timer	820	5	4.100
Total				220.250