

# **National Agricultural Research Project**

## **Letter of Agreement**

**between the**

**Ministry of Agriculture and Land Reclamation  
Arab Republic of Egypt**

**and the**

**International Rice Research Institute**

### **Purpose**

This Letter of Agreement is to clarify certain terms, conditions and related items included in the contract and approved Work Plans between the Ministry of Agriculture and Land Reclamation (MOA) and the International Rice Research Institute (IRRI). It is also to establish that MOA and IRRI wish to develop a new, stronger and more collaborative scientific working relationship, in keeping with changing conditions and mandates of each. Both wish to continue to develop this working relationship which was begun in the 1970's.

### **Background**

The contract signed by MOA and IRRI in 1977 established a formal, contractual relationship to foster development of rice production in Egypt. This contract implements a Memorandum of Understanding in which MOA and IRRI agreed to collaborate in the following areas of emphasis:

- Genetic Improvement
- Crop and Resource Improvement
- Rice Farming Systems Improvement
- Training and Communication
- Technology Sharing and Transfer

These collaborative efforts have resulted in significant increases in rice production and productivity in Egypt.

Operational experience has shown that certain provisions of the contract and Work Plan need clarification to facilitate the implementation of rice activities and strengthen the management at the Rice Research and Training Center (RRTC) at Sakha. MOA and IRRI are also aware of the recent audit of the contract which highlighted certain areas to be improved and/or clarified in current implementation activities.

## Assumptions

- Both MOA and IRRI wish to continue the collaborative scientific efforts begun in the early 1970's to facilitate the production of rice in Egypt.
- In order to maximize the utilization of finite resources from IRRI, and in keeping with the redefined role for IRRI world-wide, certain changes are needed in the contract between NARP and IRRI.
- Based on its new strategy, IRRI has to discontinue traditional *Technical Assistance* activities, particularly logistic services related to facilities management, in its relationships with National Agricultural Research Centers.
- NARP is willing to remove logistic support items related to facilities management from the existing contract with IRRI and to strengthen the collaborative nature of rice research in Egypt with IRRI.
- IRRI will be provided with adequate financial resources to support expatriate scientists who are assigned to contract activities in Egypt.
- NARP recognizes the validity of overhead charges to support a contract of this type. The establishment of an appropriate overhead rate will follow USAID guidelines and be consistent with the requirements of the contract. A provisional rate of twenty-five (25%) percent will be used from January 1990, for billing purposes.
- This Letter of Agreement is designed to facilitate the implementation of the existing contract. It is anticipated that an amendment will be completed by 30 June 1990, in order to elaborate on the collaborative relationship desired by MOA and IRRI for the long-term.

## Budget Line Item Descriptions

The following budget line item descriptions are to clarify the intent of MOA and IRRI as to the type of expenditures to be recorded against each budget line item.

- *Salaries and Benefits-Expatriate Staff*

Personnel compensation of IRRI scientists serving as long-term Collaborating Scientists. Benefits include those normally allowed as usual and customary practice by IRRI in addition to DBA insurance, or its equivalent for non-American personnel.

- *Salaries and Benefits-Local Hire Staff*

Personnel compensation of Local Hire Staff serving in Egypt. Benefits includes those normally allowed as usual and customary practice by IRRI. This specifically includes medical insurance, holiday and other supplemental pay and Social Insurance.

- *Consultants*

IRRI scientists and administrators working in Egypt and other internationally recruited scientists to work in Egypt for a specifically identified activity, for a period not to exceed ten (10) person months per year.

- *Allowances*

Overseas differential, Sunday differential, temporary lodging, education, which are reimbursed in accordance with personnel policies and practices in IRRI. Provided, however, such reimbursement shall not exceed those provided in the regulations governing direct hire A.I.D. employees in Egypt, as from time to time revised.

- *Travel, and Per Diem*

Educational travel, medical and other evacuations, emergency visitation travel, home leave travel, rest and recuperation travel, per diem, which are reimbursed in accordance with personnel policies and practices in IRRI. Provided, however, such reimbursement shall not exceed those provided in the regulations governing direct hire A.I.D. employees in Egypt, as from time to time revised.

- *Transportation*

Motor vehicle shipment and packing, shipping and storage of household effects, packing which are reimbursed in accordance with personnel policies and practices in IRRI. Provided, however, such reimbursement shall not exceed those provided in the regulations governing direct hire A.I.D. employees in Egypt, as from time to time revised. This also includes shipping of seeds (excluding Winter Nurseries Program operations) to and from Egypt.

- *Winter Nursery Activities*

Costs of greenhouse operations in Egypt and IRRI, including casual labor, utilities, maintenance of equipment and

provision of research supplies, such as, bags, tags and pots. Seed preparation, packing and shipping to and from Egypt.

- *Manpower Development and Training*

Degree training (MSc, PhD), post doctoral, short courses, such as Extension Trainers' Training, observation tours, conference participation, English language testing and training and the Technician Apprentice Program, in Egypt, IRRI and Third Countries. All costs must be allowable in accordance with *AID Handbook 10*. Conference sponsorship in Egypt.

- *Field Operations*

RRTC operating costs, including fuels, oils, gasoline, electricity, seeds, water, shop supplies, spare parts for machines and equipment, raw materials, plot protection, harvest, seed bags and laboratory supplies. Field operating costs, including casual labor for plot preparation, transplanting, irrigating, weeding, spraying, harvesting, threshing, seed cleaning and preparation field demonstrations and displays. Repairs and maintenance of buildings and equipment, excluding major renovations and new construction. Other field operating costs as MOA and IRRI may agree as necessary for research activities.

- *Commodities*

Computers, pumps, sprinklers, space and water heaters, plant and soil grinders, dust extractors, shop tools, projector, television, video recorder, tape recorders, drafting and office equipment, and a lawn mower.

- *Other Direct Costs*

Communication costs, including, courier services, telephone, packet network, telex, facsimile. Printing and binding, photocopy, subscriptions to professional journals, taxi fares, sundries, custodial services, clearance charges, computer and office supplies, fuel, oil and gasoline and repairs and maintenance for vehicles assigned to IRRI, staff orientation and pre-departure preparation and vehicle insurance.

IN WITNESS WHEREOF, the Ministry of Agriculture and Land Reclamation and the International Rice Research Institute have executed this Letter of Agreement, on the date inscribed below at Cairo, Arab Republic of Egypt.

Ahmed Momtaz

Dr. Ahmed Momtaz  
Director General, NARP, ARC  
Ministry of Agriculture and  
Land Reclamation

19 3 1990  
(Day) (Month) (Year)

Klaus Lampe

Dr. Klaus Lampe  
Director General  
International Rice  
Research Institute

19 03 1990  
(Day) (Month) (Year)