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PREPARATION OF INDUSTRIAL PLAN FOR THE PRIVATE SECTOR
AND PREPARATION OF SMI PROJECT PROFILES
AT GOFI

DF/EGY/89/001

EGYPT

Technical report: Workshop on COMFAR model organized by GOFI
held in Cairo, 23 August - 3 September 1992*

Prepared for the Government of Egypt
by the United Nations Industrial Development Organization,
acting as executing agency for the United Nations Development Programme

Based on the work of J. Bendekovic, UNIDO expert
in cooperation with GOFI

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* This document has not been edited.

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FINAL REPORT

1. This report is related to the Job Description DP/EGY/89/001/11--52/J12106 and to the mission carried out from August 20 to September 3, 1992. The mission included briefing and debriefing at the UNIDO Headquarters, as well as the field work in Cairo.

The activities of the mission included two different topics. The first one was a workshop on COMFAR model and the second one comprised the discussions related to the research work done by the sub-contractor MEAG (Project 21-02 and Project 21-03). Accordingly, this Final Report is composed of the two main parts.

2. The objective of the Workshop on COMFAR model was to train the experts from G.O.F.I. in the application of this model to project preparation, financial and economic evaluation, as well as financing.

It should be noted that during my last mission to Cairo (March 1992) COMFAR workshop was allocated too little time and I expected that this mission would be the follow-up including a thorough presentation and practical work of COMFAR grafix and economic analysis module. Another words, It was hoped that the participants from March will continue further training in COMFAR in order to master the whole model. However, this workshop included only the participants who had no prior training in COMFAR and the programme was adjusted accordingly. The G.O.F.I.'s intention to train as many people as possible in a given time imposed splitting the workshop into Group A and Group B.

The workshop covered 10 working days including 2 daily sessions for each of the groups. (See Annex 1) amounting to the total teaching time of 30 hours for Group A and 20 hours for Group B. So, the time allocated to carry out the standard programme was too short and the workshop treated mostly the financial analysis and the graphs related to it.

The participants of the workshop included the students and the instructors. The total number of students was 38, out of which 21 women. (See Annex 2). The G.O.F.I. staff sent 32 participants and 6 were from other institutions (Industrial Development Bank of Egypt, government, public and private firms). All the participants were university graduates. In addition to the UNIDO expert, the team of instructors included the following local experts:

Group A

- * Nader El Sayed Hafez, PIEMCO
- * Raafat Eid Ali Mandour, PIEMCO

Group B

- * Aly Hussieny El santawy, G.O.F.I.
- * Somaia Mohamed Khater, G.O.F.I.
- * Farida Gaber Bogdady, G.O.F.I.

The UNIDO expert planned the workshop programme and took part in the theoretical presentations of selected modules. The local experts took part in both theoretical presentations and practical

exercises. This was done in order to upgrade the local skills in teaching COMFAR. It was estimated that the local teachers in Group A have a good command of COMFAR and that they would be able to carry out the COMFAR workshop by themselves.

Teaching aids included 11 individual PC's, 2 printers, computer overhead projector (computer viewer) and blackboard. All these aids helped a great deal to carry out the presentations and practical work. The installation of COMFAR was not done properly, since the screen and printer drivers were not installed. So, the COMFAR grafs could not be displayed and printed. This was corrected and COMFAR is now fully operable.

The workshop was held in the premises of G.O.F.I. in a room which was divided into separate "boxes", what made a contact with participants very difficult.

The workshop activities included the lectures presented by the instructors, discussions and practical exercises, done by the students. One illustrative numerical example was used for the presentations and two case studies for the practical exercises. The lectures and discussions covered fully the Main system of COMFAR, grafix and utilities, but the economic module was not included into programme.

Taking into consideration all what was mentioned, it may be concluded that the overall conditions of the workshop were not standard. But, all these shortcomings were compensated largely due to a very constructive attitude of the students to the workshop. They all showed a great deal of interest in the application of COMFAR in their daily work. However, it should be strongly pointed out that quite a number of participants did not have a sufficient knowledge of the financial analysis in order to understand fully the logic and application of COMFAR in project preparation, evaluation and financing. Finally, it may be concluded that the workshop was, under the circumstances described, very successful.

3. The discussions with the sub-contractor MEAG were held at different occasions including the local experts Samiha El-Sayed Fawzy and Gamal Mohamed Nawara. The results of these discussions may be summarized as stated below.

The project "Preparation of Industrial Plan for the Private Sector" is delayed. The contract to hire S. E. Fawzy is expected to be signed by the end of August 1992. The draft of the report will be submitted by 19.09. and its final version by 29.09.1992.

The project "Preparation of Small and Medium Industry Project Profiles" is delayed, too. The approach to preparation of profiles was discussed with G. M. Nawara briefly. The information related to the surplus of demand in different sectors of the local market is still not available and the "investment gap", being an orientation when preparing profiles, can not be estimated. During the meeting between G.O.F.I. and MEAG held on 28.08.1992 it was planned that the project profiles will be prepared in the second half of September 1992.

The output of both projects will be presented at the "Investment Forum" to be held on 27.09.1992.

4. The talks held in G.O.F.I. during COMFAR workshop offered a ground for some proposals mentioned below.

In order to upgrade the skill of the G.O.F.I. staff it is proposed to organise a workshop on the financial and economic analysis of the industrial projects. This activity would give the participants a solid ground for better understanding of COMFAR logic and possible applications.

The teaching material (manuals, case studies,...), supplied for the workshops held until now, might be organised in an internal library in G.O.F.I. in order to facilitate the access to it and to put them to a full use of staff members.

The existing hardware could be used in a more rational way. It was observed that the hard disks of many PC's were burdened with software installed. Sometimes this is a software not used at all (WINDOWS 3.0), then the same software installed twice on the same hard disk (COMFAR), two versions of DOS (Version 3.3 and 5.0) and so on. Also, some software was acquired, but not installed (Ventura, Norton Utilities,...). Briefly, the rational use of the existing hardware and software should be organised better in order to make a full use of them.

It would be very useful to speed up the final phase of establishing the data base system of G.O.F.I. in order to offer the full information to the local investors and other users. This system was not installed by the end of August 1992. The same conclusion is valid for the PC network to be established.

The information system of G.O.F.I. ought to be studied further in order to define precisely the needs of different departments. It is important to determine the locations where an individual PC is sufficient, as well as the others to be included into network. This is to say that distribution of existing hardware (PC's, plotter, scanner,...) ought to be related to the information system designed.

It is suggested to G.O.F.I. to consider seriously a need to establish a professional unit to extend consultancy services to small and medium size firms in the field of the investment project planning. These activities might include project preparation, evaluation and implementation. It should be noted that such an action would require only some organisational arrangements, since the professional profiles needed do already exist in G.O.F.I.

5. The UNIDO expert would like to extend his warm and sincere thanks to the staff members of UNIDO Headquarters and G.O.F.I. for their help in carrying out this mission. Special thanks are due to the experts from PIEMCO for their help in conducting the workshop, as well as to the students of the workshop, whose willingness to work and to learn were more than stimulating.

6. Taking into consideration all the above mentioned, it can be concluded that this mission was brought to a successful end as planned.

ANNEX (1)

Group A

Time schedule for COMFAR workshop CAIRO from 23-08-92 to 02-09-92

TIME	SUNDAY AUG. 23	MONDAY AUG. 24	TUESDAY AUG. 25	WEDNESDAY AUG. 26	THURSDAY AUG. 27
8.30 - 10.00	OPENING CEREMONY	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	CALCULATION & REPORT SYSTEMS
10.00 - 10.15	B R E A K				
10.15 - 11.45	INTRODUCTION TO COMFAR	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	REPORT SYSTEM (CONT.)

- * CASE A : COMFAR FORMS
- * CASE B : SMALL FEASIBILITY STUDY

Group A

Time schedule for COMFAR workshop CAIRO from 23-08-92 to 02-09-92

TIME	SATERDAY AUG. 29	SUNDAY AUG. 30	MONDAY AUG. 31	TUESDAY SEP. 1	WEDNSDAY SEP. 2
8.30 - 10.00	CASE [A]	CALCULATION	GRAFIX	CASE [B]	CASE [B]
10.00 - 10.15	B R E A K				
10.15 - 11.45	CASE [A]	REPORT	GRAFIX	CASE [B]	DISCUSSION CLOSING CEREMONY

- * CASE A : COMFAR FORMS
- * CASE B : SMALL FEASIBILITY STUDY

Group B

Time schedule for COMFAR workshop CAIRO from 23-08-92 to 02-09-92

TIME	SUNDAY AUG. 23	MONDAY AUG. 24	TUESDAY AUG. 25	WEDNESDAY AUG. 26	THURSDAY AUG. 27
12:00 - 1:00	OPENING CEREMONY	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	CALCULATION & REPORT SYSTEMS
1:00 - 1:15	B R E A K				
1:15 - 2:15	INTRODUCTION TO COMFAR	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	DATA ENTRY SYSTEM	REPORT SYSTEM (CONT.)

* CASE A : COMFAR FORMS

* CASE B : SMALL FEASABILITY STUDY

Group B

Time schedule for COMFAR workshop CAIRO from 23-08-92 to 02-09-92

TIME	SATERDAY AUG. 29	SUNDAY AUG. 30	MONDAY AUG. 31	TUESDAY SEP. 1	WEDNSDAY SEP. 2
12.00 - 1.00	CASE [A]	CALCULATION	GRAFIX	CASE [B]	CASE [B]
1.00 - 1.15	B R E A K				
1.15 - 2.15	CASE [A]	REPORT	GRAFIX	CASE [B]	DISCUSSION CLOSING CEREMONY

* CASE A : COMFAR FORMS

* CASE B : SMALL FEASIBILITY STUDY

LIST OF PARTICIPANTS GROUP [A]

NO.	LAST NAME	FIRST NAME	JOB	QUALIFICATION	M/F	AGE
1	GHANEM	ADEL	PROGRAM SUPPORT- CO-ORDINATOR (THE-CABINET)	B. SC. ELEC. & COMM. DEPT.	M	23
2	KHALEL	ABDEL MANEIAM	COMPUTER CENTER (GOFI)	B. SC. AGR.	M	37
3	AHMED	HUDA	COMPUTER CENTER (GOFI)	B. SC. COMM.	F	37
4	ABDOU	KAMAL-ELDIN	POWER DEPT. (GOFI)	B. SC MECH. ENG.	M	36
5	ABD EL WAHAB	AZIZA	POWER DEPT. (GOFI)	B. SC. ELEC. ENG	F	35
6	ALI	MOHAMED	BANKER (DIBE)	B. SC COMM.	M	26
7	IBRAHIEM	WAFAA MONEIR	COMPUTER OPERATOR (DIBE)	B. SC COMM.	F	34
8	SHOUHDY	SOHEIR HELMY	SMALL SCALE INDUSTRIES	B. SC. CHEM. ENG	F	35

8	SHOUHDY	SOHEIR HELMY	SMALL SCALE INDUSTRIES	B. SC. CHEM. ENG	F	35
9	SAYED AHMED	AFAF MOHAMED	SMALL SCALE INDUSTRIES (GOFI)	B. SC. CHEM. ENG	F	38
10	ABDEL SATTAR	RAGAA	SMALL SCALE INDUSTRIES (GOFI)	B. SC. AGR.	F	35
11	KHAIR	NIHAD KHAIRY	SMALL SCALE INDUSTRIES (GOFI)	B. SC. APPLIED (GOFI)	F	39

LIST OF PARTICIPANTS GROUP [A]

NO.	LAST NAME	FIRST NAME	JOB	QUALIF.	M\F	AGE
12	AHMED	MOHAMED	SMALL SCALE INDUSTRIES (GOFI)	AGR. NGINEER	M	33
13	ROSTOM	MOHAMED	DUPTY MANAGER DEV. INDUS. BANK OF EGYPT	ACCOUNT	M	51
14	SOLIMAN	MORDY	LOCAL MANUF. DEPT (GOFI)	B. SC MECH. ENG	M	38
15	OMRAN	AHMED	FOOD INDUS. DEPT(GOFI)	AGI. ENGINEER	M	37
16	ABD EL MONIEM	AHMED	LOCAL MANUF. DEPT (GOFI)	B.SC ENGINEER	M	40
17	ABD EL SAMIA	FATIN	FEASBILITY STUDY DEPT. (GOFI)	ACCOUNTANT	F	38
18	FAIK	MOSTAFA	FAIK.COMP.	B. SC ENG.	F	35
19	EL SAGHIR	NABIL	ENG.DEPT (GOFI)	B.SC MACH-ENG	M	40
20	ABD EL AZIZ	AMNA	CHEM. DEPT (GOFI)	B.SC IN SCIENCE	F	
21	ALY EL SAID	AZIZA	ECONM. DEPY (GOFI)	B.SC IN ECONOMI	F	36
22	MORGAN	YUSRI	INDUS. RECGISTER(GOFI)	ACCOUTANT	M	37
23	MOHAMED	MOSTAFA	CATRON INDUS. BENHA	ACCOUTANT	.M.	42

LIST OF PARTICIPANTS GROUB [B]

NO.	LAST NAME	FIRST NAME	JOB	QUALIF.	M\F	AGE
1	ABD EL GAWAD	SOAD	DIRECTOR (GOFI)	B.SC OF COMMERC	F	54
2	NASRAT	NAGIA	DIRECTOR OF STATISTICS DEPT. (GOFI)	B.SC. COMM	F	47
3	SAMY	MONA	CHEM DEPT. (GOFI)	B.SC CHEMIESTY	F	33
4	MOHAMED	ALY	LOCAL MANUF. DEPT. (GOFI)	B.SC MECH.ENG	M	40
5	ATHIA	SAMIA	FINAN. DEPT. (GOFI)	B.SC COMM.	F	40
6	GABER	KAREMA	FINAN. DEPT. (GOFI)	B.SC COMM.	F	40
7	FARGHALLY	FAIDA	INDUS. PLAN. DEPT. (GOFI)	B.SC COMM.	F	48
8	SULTAN	SOLWA	INDUS. PLAN. DEPT. (GOFI)	B.SC COMM.	F	42

LIST OF PARTICIPANTS

GROUP [A]

NO.	LAST NAME	FIRST NAME	JOB	QUALIF.	M\F	AGE
9	EL SHERBINI	ABD ELMOATY	GENRAL ECONOMICAL RESEARCH DEPT. (GOFI)	M.D IN MARKITIN	M	52
10	EL GAINDI	ABD EL FATTAH	POWER DEPT. (GOFI)	B.SC MACH.ENG	M	49
11	KHALIL	MERGRIT	AIR CONDETION DEP. (GOFI)	B.SC ENG.	F	46
12	ABD EL MAGUID	MOSTAFA	ENG. DEPT. (GOFI)	B.SC ENG.	M	44
13	MONTASER	ZENAB	CIVIL. ENG. (GOFI)	B.SC ENG	F	42
14	EL MASRY	MADEHA	CIVIL. ENG. (GOFI)	B.SC ENG	F	42
15	ELBAHRAWY	SEHAM	ENG. DEPT. (GOFI)	B.SCINM.EMG.	F	34