

## Annex B – Template for simplified quality assurance



### S&T International Cooperation Network for Eastern European and Central Asian Countries

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#### Abstract

The objective of this draft generic proposal is to improve the system of S&T statistics in the Eastern European and Central Asian countries to meet on one hand the demands of emerging knowledge based market economies and societies and on the other hand to allow unbiased standardised international comparisons about the level, size and structure of S&T in the countries under scrutiny.

The aim of this proposal is to identify donor interest for the proposed activities since the implementation and funding of this draft generic proposal under INCO-NET-EECA is not foreseen.

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### **Versioning and Contribution History**

<b>Version</b>	<b>Date</b>	<b>Modification reason</b>	<b>Modified by</b>
v.01	15.6.2009	initial generic proposal drafted by	Klaus Schuch
Final	27.7.2009	Waiting for and incorporating feedback from project partners	Klaus Schuch

# Table of Contents

Preamble	4
1. Overall Objective and Project Purpose	5
2. Link with INCO-NET-EECA	5
3. Description of the Project	6
3.1. Thematic area	6
3.2. Background and justification	7
3.3. Main problems identified in the baseline study	7
3.4. Assessment of project impact	9
3.5. Results and measurable indicators	9
3.6. Activities	10
3.7. Conditionality	11
3.8. Cross-cutting issues	11
4. Description of the Institutional Framework	11
5. Budget estimation	12

## **PREAMBLE**

This draft generic proposal on improving S&T statistics in the Eastern European and Central Asian countries has been formulated on basis of a project fiche template<sup>1</sup> used under the IPA programme in order to guarantee best compliance with ToR standards used in the European Commission.

Upgrading statistical systems is a long-term task, even in a limited field like S&T statistics. Support should be provided over at least two years in a stable manner taking careful account of the absorption capacity of the EECA beneficiaries. The absorption capacity is particularly crucial because some EECA beneficiaries have small agencies with only limited experience and resources.

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<sup>1</sup> The template and wording used stems from the IPA 2009 Multi-beneficiary Statistical Cooperation Programme, Project Fiche No. 11

## 1 OVERALL OBJECTIVE AND PROJECT PURPOSE

The overall objective is to enable the statistical authorities in Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Moldova, Ukraine and Uzbekistan to assess the S&T potential of their countries by using standardised international methodology and to enable them to carry out unbiased international S&T comparisons to assess their development towards market-based knowledge societies and economies.

The project purpose is to upgrade and strengthen the statistical systems, in particular the National Statistical Institutes (NSI) in the target countries, thereby improving the availability, quality, comparability and timeliness of statistical S&T and innovation data.

A serious policy dialogue on S&T, regardless if carried out on national or international basis, needs valid, reliable and comparable data and S&T statistics for evidence based policy making!

## 2 LINK WITH INCO-NET-EECA

The present draft generic proposal has been established as a deliverable under the project INCO-NET-EECA. It is a project funded by the European Commission under FP7 designed (a) to establish a structured policy dialogue on S&T between the EU, its Member States and countries associated to FP7 on one side with the Eastern European and Central Asian countries (abbr. EECA) on the other, (b) to identify common scientific priorities, (c) to seek opportunities for coordination with other EU-policies, (d) to support the integration of researchers from the target countries into FP7, (e) to provide data, materials and studies to support an evidence-based dialogue on science and technology cooperation.

A dedicated task under INCO-NET-EECA has been centred on the identification of the main problems and needs for improvement of S&T statistics in the EECA. Therefore, a questionnaire based analysis has been carried out by the Moscow based High School of Economics and the Vienna based Centre for Social Innovation in close cooperation with experts from the EECA (including Russia) and Estonia<sup>2</sup>. Two reports were produced: D5.1 “*Assessment report on the current status of S&T statistics in EECA*” and D5.2 “*Report on the expert meeting on Improving S&T Indicators*”.

The main problems of S&T statistics in the target countries have been identified in D5.1 by comparing the exercised methods and indicators used in EECA with international standards

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<sup>2</sup> Contributing experts in the whole exercise were Tigran Arzumanyan (from Armenia), Florian Gruber, Desiree Pecarz, Klaus Schuch and Manfred Spiesberger (all from Austria), Siyavush Azakov (from Azerbaijan), Olga Meerovskaya, Natalia Smaliuk and Olga Titko (all from Belarus), Ülle Must (from Estonia), Theodore Dolidze and Nikoloz Bakradze (all from Georgia), Olzhas Abuov and Kamila Magziyeva (all from Kazakhstan), Gheorghe Cuciureanu and Larisa Chirita (all from Moldova), Elena Dybtsyna, Natalia Gorodnikova, Anna Pikalova (all from the Russian Federation), Olena Koval, Vadym Yashenkov, Yurik Poghosyan and Viacheslav Slovyov (all from Ukraine) and Erkin Zakhidov and Rustam Saidov (all from Uzbekistan).

and practices. On this basis 14 experts from 8 countries discussed during a workshop held in Vienna the main findings of this baseline study and proposed an outline for improving the situation of S&T statistics in EECA (D5.2). It forms the basis of the present draft generic proposal.

It has to be noted, that the implementation and funding of this draft generic proposal under INCO-NET-EECA is not foreseen. Thus, interested parties are welcomed to support the realisation of this proposed project.

### 3 DESCRIPTION OF THE PROJECT

#### 3.1 Thematic area *Statistics on science and technology*

Research and development are key factors for sustaining economic development. STI statistics include innovation statistics and patent statistics in addition to research and development statistics. Main reference is the so called “Frascati Family” (see Tab. 1)

**Tab. 1: Current methodology guiding principles on sciences and innovation statistics adopted by OECD (“Frascati Family”)**

Focus	Application
Research and Development	Proposed Standard Practice for Surveys on Research and Experimental Development - Frascati Manual (2002) (6 <sup>th</sup> edition) R&D Statistics and Output Measurement in the Higher Education Sector: Frascati Manual, Supplement (1989)
Innovation	Proposed Guidelines for Collecting and Interpreting Technological Innovation Data - Oslo Manual (2005) (3 <sup>rd</sup> edition)
Technology Balance of Payments	Proposed Standard Method of Compiling and Interpreting Technology Balance of Payments Data: TBP Manual (1990)
Patents	Using Patent Data as Science and Technology Indicators – Patent Manual: The Measurement of Scientific and Technological Activities (1994)
R&D Personnel	The Measurement of Human Resources Devoted to Science and Technology – Canberra Manual: The Measurement of Scientific and Technological Activities (1995)

and

- Eurostat (2007): Comparison between NABS 2007 and NABS 1992; accessed on 18 February 2009 under [ciencia.micinn.fecyt.es/ciencia/estadisticas/files/Informe-UE-nueva-clasificacion-NABS\\_en.pdf](http://ciencia.micinn.fecyt.es/ciencia/estadisticas/files/Informe-UE-nueva-clasificacion-NABS_en.pdf)
- ILO (1990): International Standard Classification of Occupations: ISCO-88. Geneva: ILO
- UNESCO (1978): Recommendation concerning the International Standardization of Statistics on Science and Technology. Issued by the General Conference of the United Nations Educational, Scientific and Cultural Organization on 27 November 1978; accessed on 19 February 2009 under [http://portal.unesco.org/en/ev.php-URL\\_ID=13135&URL\\_DO=DO\\_TOPIC&URL\\_SECTION=201.html](http://portal.unesco.org/en/ev.php-URL_ID=13135&URL_DO=DO_TOPIC&URL_SECTION=201.html)
- UNESCO (1984): Manual for Statistics on Scientific and Technological Activities. Published by the former UNESCO Division for Statistics; accessed on 19 February 2009 under [http://www.uis.unesco.org/ev.php?ID=6090\\_201&ID2=DO\\_PRINTPAGE](http://www.uis.unesco.org/ev.php?ID=6090_201&ID2=DO_PRINTPAGE)
- UNESCO (1997): ISCED (International Standard Classification of Education). Paris: UNESCO

### *Dissemination of S&T statistics*

Basic statistical S&T data should be provided free of charge in the language(s) of the beneficiary country, both on internet and as promotional material. Users at both the national and international levels have the right to demand support from the NSI to explain statistical concepts and methods.

**3.2 Background and justification** Reliable, valid and comparable S&T statistics are essential for assessing the S&T situation in the EECA and their performance, both for domestic policy-making purposes and for international comparative purposes (e.g. UN level; international policy dialogue on S&T). The methodologies and practices applied for compiling S&T statistics should be harmonised with international standards (OECD, UNESCO, EUROSTAT) in order to achieve full comparability of key data. The baseline study carried out under the INCO-NET-EECA project, however, clearly indicated the different stages of development and differing priorities for the individual target EECA countries. Tackling the specific needs is best achieved by a sufficient level of flexibility in the implementation of the project that can take account of groups of beneficiaries with different needs and levels of attainment (e.g. South Caucasian Group including Armenia, Azerbaijan and Georgia; Central Asian Group comprising at least Kazakhstan and Uzbekistan and one Eastern European Group consisting of Belarus, Moldova and Ukraine). Experts from OECD, EUROSTAT and UNESCO have already been asked if they would be in principle ready to provide their expertise on improving S&T statistics in the beneficiary countries if adequate funding can be secured. The response was positive without exception. Funding, however, has to be provided by third parties.

**3.3 Main problems identified in the baseline study**<sup>3</sup> S&T indicators are increasingly used in monitoring the performance and dynamics of national R&D systems, in estimating their development trends and in developing S&T policies.

EECA countries are at different stages in terms of introducing an internationally comparable set of S&T indicators: Russia, for instance, has transferred its statistical system to internationally comparable standards and indicators, while for other EECA countries quite significant data are still missing. Methodologies used for data compilation are inhomogeneous or incompatible with the methodology applied in the European Union and most OECD countries.

The major findings regarding the current status of national S&T statistics are:

- the introduction and consequently the use of internationally comparable S&T indicators and data is rather work in progress at the EECA countries than a mission accomplished;
- there is a certain reluctance of using internationally comparable indicators and data because of
  - the usage of old statistical standards formed in the former USSR;
  - lack of qualified personnel, who are aware of international statistical standards and capable to introduce new standards.

However, the governments of the countries under scrutiny place high emphasis on S&T. They are maintaining control over managing and funding S&T and they are creating the majority of

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<sup>3</sup> Text taken from D5.1 “Assessment report on the current status of S&T statistics in EECA”

laws governing this field. The majority of the countries use international indicators, mostly developed by Eurostat and OECD and regional comparisons and comparisons on global scale are believed to be of most importance. Nevertheless, only two countries out of eight use all the classifications for the functional distribution of R&D. All the countries attribute a high or quite high importance to these classifications, whereas the two classifications least used are “Product Groups (ISIC/NACE)” and “Socio-economic Objectives (NABS).

Also the GBOARD related group of indicators is scarcely used, which is a major gap in national statistics, since science is still funded mostly from governmental sources (which calls for impartial statistical studies) and “R&D expenditure” related indicators are still underused (e.g. Armenia, Georgia and Azerbaijan use only 3-5 indicators out of 10). In contrast to these, the group of indicators dealing with “R&D personnel” is the most commonly used.

S&T statistics about the government sector and the higher education sector are best available, while data about the private non-profit sector are weakest.

As regards R&D expenditure by source of funds, it has to be noted that not all countries collect this kind of data across sectors. If data are collected, then the most available information is about government appropriations to the different sectors of performance. There is, however, an obvious data problem as regards business source of funds, not only to the business enterprise sector itself but also towards the other sectors of performance. A further development and improvement of more valid statistics on funding sources has to be considered as crucial.

As regards R&D expenditure by types of costs, it can be concluded that many of the countries divide costs basically into labour costs, (other) current costs and capital costs. These types of costs are not always divided into intramural (including both current and capital) expenditures on R&D, and extramural costs, which might cause invalid calculations.

Statistics by socio-economic objectives hardly exist. Thus, it is recommended to put more attention on this issue. In terms of R&D expenditures by fields of science some deficits in certain sectors of performance exist (especially the private non-profit sector but also in the business enterprise sector).

As regards R&D personnel, it can be summarised that

- all countries collect serial data on R&D personnel on various functional distributions
- R&D personnel is collected in headcounts, but
- R&D personnel collection in full-time equivalents is scarce and there is an obvious need to advance such statistics in the countries under scrutiny.

As regards the differentiation of R&D personnel by occupation, some countries show deficits as regards equivalent data for the business enterprise and the private non-profit sectors. In terms of R&D personnel by qualifications, most countries still use the former Personnel by Qualification distribution that basically differentiates between doctors of science and candidates of science. As regards R&D personnel by field of science, all EECA countries use internationally accepted standards to ensure compatibility of national R&D field of science classifications with the UNESCO recommendations on S&T statistics. In terms of R&D personnel by gender, there are still statistical deficits in collecting and presenting these data especially in terms of the business enterprise sector and the private non-profit sector.

In general, the scope of improving R&D indicators should be focused on

- R&D personnel; and on

- R&D expenditures.

Moreover, all countries lack experience in innovation related STI statistics. This includes methodologies of sampling and data recording, indicators, production and analysis of innovation statistics and dissemination. Thus, it is recommended to start with first trial exercises in applying the Oslo Manual in EECA countries in practice.

Finally, the baseline study recommends tackling the obvious need to develop R&D statistical studies and statistical education and retraining in EECA countries.

**3.4 Assessment of project impact** Since the collapse of the former Soviet Union the intended beneficiaries have made some progress in aligning their statistical legislation and practice with international requirements. However, the analytical report produced under INCO-NET-EECA indicates significant weaknesses in terms of administrative capacity, statistical practices, methodology and coordination. Further alignment with international comparable standards will require further support as well as additional human and operational resources for statistical offices and their partners.

The project is expected to contribute to increased data quality in key areas through harmonised legislation, knowledge transfer, infrastructural support and the regional exchange of experience. Traineeships and study visits to other countries are vital for this aim.

The project will produce improvement actions not only in the statistical offices but also with main partners involved in producing official S&T statistics (e.g. Academies of Sciences) and will promote cooperation between them.

The project will result in strengthened capacity in statistical production, ensuring the availability of timely and good quality S&T statistics that are comparable with the state of art of S&T statistics. The increased capacity and coordinating function of the national statistical offices is the best guarantee for the sustainability of the project. However, institutions in the region are still fragile and exposed to staff turnover, a lack of certain skills (including English language) and a lack of financial and IT resources.

**3.5 Results and measurable indicators** The expected results are

- Improved harmonisation of statistical regulations in the field of science and technology according to international good practices based on OECD, EUROSTAT and UNESCO experience
- A learned network of experts with improved administrative capacity, including capacity for the coordination of the national statistical S&T systems
- Improved functioning of the national S&T statistical system through updated methodology (incl. international comparable definitions), model templates for S&T statistical survey available in the national languages and tested in field trials
- Improved availability, quality and comparability of statistical data in the field of S&T and innovation

Indicators to measure the results are:

- Increased level of alignment with the relevant OECD and UNESCO standards
- Number of new internationally standardised variables covered (especially in the business enterprise sector, the private non-profit sector and in the field of innovation)
- Volume of data transmitted to UNESCO

- Number of statisticians trained
- Number of test-trials

The increased level of alignment with OECD and UNESCO standards and the number of new internationally standardised statistical variables covered can be verified precisely. Also the transmission of statistical data to UNESCO is measurable by the volume of data transferred, and the number of trained statisticians and the number of executed test-trials in the participating beneficiary countries can be clearly counted and assessed.

**3.6 Activities** The relevant experts from the responsible institutions in charge for collection, storage and analysis of S&T statistics are identified, committed, and organised in a regional learning network, trained and networked for continuous information exchange and learning.

- Under the guidance of international experts, the regional learning network becomes self-responsibly familiar with the relevant methodological base. Training seminars accompanied by efforts to translate some relevant methodological guidelines and definitions into the national languages are employed for this. Feedback loops for quality assurance are implemented.
- Emphasis is on certain S&T and innovation key categories and indicators which are by now scarcely applied. A focus is on the business-enterprise sector, but efforts are also devoted to improve the statistical base for the private non-profit sector and the higher education sector. Indicators on GBOARD, product fields, socio-economic objectives, full-time equivalents etc. will be improved.
- In addition, model templates for S&T statistical surveys will be developed during a series of workshops and prepared for test and reality surveys in the national languages. The necessary technical infrastructure for conducting these field exercises will be installed. Experiences from “desk” and “field” will be exchanged and good practices identified.
- Expert missions to the beneficiaries will be organised to give on-the-spot guidance for improving identified weaknesses and a help desk function to give continuous assistance (e.g. on the use of classifications and statistical methods) will be implemented.
- Finally, good practices how data are analysed and presented for specific customers will be identified and distributed.

General statistical assistance will facilitate:

- Experts from the EECA beneficiaries to participate in technical meetings including working group meetings, seminars and workshops organised under this project as well as by international organisations (OECD, UNESCO, EUROSTAT)
- Study visit to statistical offices and other official statistics providers in the countries of the European Statistical System (ESS) as well as in the Russian Federation and in EECA beneficiary countries
- Organisation of training activities both locally, in the Russian Federation and in the EU
- Organisation of consultation visits to the EECA beneficiaries on demand
- Translation and dissemination of relevant material and documentation
- Development of web sites in English and Russian language
- Traineeships of experts from the EECA beneficiary NSI at the NSI of the European Statistical System.

These activities will help to integrate staff of national statistical offices (NSI) into the international statistical network and thus to contribute to the motivation of the staff. In this way a major risk to the sustainability of the project (staff turnover) is alleviated.

**3.7 Conditionality** Good cooperation between the NSI and their partners in the national statistical systems in the implementation of the project is essential. The different providers of official statistics must be willing to cooperate with the NSI in implementing the activities.

- The coordinating role of NSI in compiling and disseminating official statistics must be strongly established and recognised.
- The different level of transition towards good international practices and standards in the field of S&T statistical systems between the different EECA have to be respected and room for flexibility to meet the differing demand levels must be secured. Nevertheless, the participating NSI have to understand the project as a common regional exercise and have to be willing to assist each other where necessary and practical.
- Not only for the latter bullet point, the NSI must have sufficient resources to be able to effectively cooperate and provide necessary information for the different activities.
- It has to be secured that (at least part of) the participating personnel are able to understand and to speak English.

**3.8 Cross cutting issues** The principles and practice of equal opportunity will be guaranteed so as to ensure equitable gender participation in the project.

## 4 DESCRIPTION OF THE INSTITUTIONAL FRAMEWORK

In general, the National Institute, Bureau or Agency (or otherwise named) of Statistics (NSI) is the main responsible organisation for data collection and production of R&D statistics. However, in a few countries the division of labour is shared among different organizations. In such cases, the assigned responsibility mostly differs between the sectors of performance. In

Uzbekistan for instance, the Ministry to whom the enterprise under scrutiny is reporting (obviously highly relevant for state-owned companies) is responsible for the business enterprise sector. For the government sector the State Committee for Statistics is in charge. The responsibility for the higher education sector lies with the Ministry of Higher Education, while for the private non-profit sector the trade and industrial chamber assumes responsibility.

In Ukraine the State Committee of Statistics is the main responsible organization for all sectors of performance. However, different ministries and state agencies have their own statistical data, which are collected at slightly different standards.

In Moldova the sole responsibility lies with the National Bureau of Statistics for all four performance sectors. The same is true for Kazakhstan and Belarus, where the Agency on Statistics of the Republic of Kazakhstan respectively the Ministry of Statistics and Analysis of the Republic of Belarus assume sole responsibility for all four sectors. In Belarus also regional, city and district statistical offices are involved in data collection.

In Azerbaijan the State Statistical Committee of the Azerbaijan Republic is in charge for collecting data on the business enterprise sector, the government sector and the higher education sector. No data are collected for the private non-profit sector.

In Georgia and Armenia the Department for Statistics of Georgia respectively the National Statistical Service of Armenia are in charge for collecting data of the higher education sector and the government sector. There is no data collection for the business/enterprise sector nor for the private non-profit sector in both countries.

## 5 BUDGET ESTIMATION

As the NSI are the institutions inside the public administration of the EECA beneficiary countries responsible for collecting, producing and disseminating official S&T statistics, grants to the NSI should be awarded on the basis of a de-jure and de-facto monopoly to carry out the statistical activities foreseen under this project. Following a restricted tender a service contract should be signed to provide technical assistance for the implementation of the grants provided to the NSI. This service contract will provide mainly external technical expertise in selected areas and the organisation of workshops involving grant beneficiaries.

### *Budget estimation*

Overall, a budget of around two million Euros needs to be earmarked for this exercise comprising

- Three international workshops and training seminars (including knowledge provision and organisation for 24 EECA trainees): € 176.400,00
- Translation of two main documents into nine national language(s) (including Russian): € 144.000,00
- Small-scale infrastructure support for the NSI: € 186.500,00
- 3 test and reality surveys in the field of science and research statistics will be implemented (including know-how provision and organisation): € 444.000,00
- 1 test survey in the field of innovation statistics will be implemented (including know-how provision and organisation): € 136.800,00
- Three expert missions (up to 2 persons) to the beneficiaries to give on-the-spot guidance (including knowledge provision and organisation): € 216.000,00
- Two study visit to statistical offices abroad (including knowledge provision and organisation): € 126.700,00
- Website and online document repository development: € 50.000,00

- Traineeships of one key EECA expert in an European NSI (including knowledge provision and organisation): € 206.400
- Overall external technical support (incl. logistics and project management): € 202.296,00

Further budget details can be found in Annex 1.

## Annex 1: Budget breakdown

<b>International workshops and training seminars</b>							<b>176.400,00</b>
EECA experts	EECA	daily rate	days	travel expense	workshops		
3		8	150	3	1000	3	104.400,00
effort of trainers							
trainers	daily rate	days	travel expense	workshops	daily allowance		
2		700	5	1500	3	200	36.000,00
organisation of training seminars							
international expert	daily rate	days	travel expense	workshops			
1		700	15	1500	3		36.000,00
<b>Translation of documents</b>							<b>144.000,00</b>
EECA experts	daily rate	no. Days	documents	languages			
2		150	20	2	9		108.000,00
supervision and correction of the Russian master texts							
international experts	daily rate	days	documents	languages			
2		450	20	2	1		36.000,00
<b>Small scale infrastructure support</b>							<b>186.500,00</b>
EECA	software licences	cost of software	work stations	cost of workstations			
8		2	9000	2	2000		176.000,00
Organisation of procurement							
international expert	daily rate	days					
1		700	15				10.500,00

<b>Test and reality surveys in S&amp;T</b>										<b>444.000,00</b>
EECA	daily rate	days			surveys					
	8	150	100			3				360.000,00
international experts	daily rate	days			surveys					
	3	700	5			8				84.000,00
<b>Test survey in innovation</b>										<b>136.800,00</b>
EECA	daily rate	days			test survey					
	8	150	100			1				120.000,00
international experts	daily rate	days			surveys					
	1	700	3			8				16.800,00
<b>Expert missions to beneficiaries</b>										<b>216.000,00</b>
international experts	daily rate	days	missions	countries		daily allowances				
	2	700	5	3		8	200			216.000,00
<b>Study visits to two foreign NSI</b>										<b>126.700,00</b>
EECA experts	daily rate	days	missions to foreign NSI	EECA	travel	daily allowances				
	2	150	5	2	8	1500	150			96.000,00
organisation of study visits										
international expert	daily rate	days								
	1	700	20							14.000,00
preparatory visit at foreign NSI										
international expert	daily rate	days		foreign NSI	travel					
	1	700	3		2	1000				6.200,00
accompanying international expert	daily rate	days	missions to foreign NSI		travel	daily allowances				

	1	700	5	2		1000	150	10.500,00
<b>Website and online document repository</b>								<b>50.000,00</b>
<b>Traineeship in European NSI (each 4 EECA experts trained in 4 European NSI)</b>								<b>206.400,00</b>
EECA experts	daily rate	days	missions	EECA	travel		daily allowances	
	1	150	15	2	8	1500	150	96.000,00
supervision of trainees								
experts	daily rate	days		European NSI				
	1	700	30		4			84.000,00
Organisation of traineeships								
international expert	daily rate	days						
	1	700	20					14.000,00
preparatory visit to 4 European NSI								
international expert	daily rate	days		foreign NSI	travel			
	1	700	3		4	1000		12.400,00
<b>Overall technical support</b>								<b>202.296,00</b>
international expert	daily rate	days						
	1	700	210					147.000,00
travel costs								
international expert	days	EECA	missions		travel		daily allowance	
	1	4	8	3		1500	200	55.296,00
<b>Overall Sum</b>								<b>1.889.096,00</b>
<b>TOTAL including 7 % overhead</b>								<b>2.021.332,72</b>

