

# Computerisation of Agricultural Cooperatives and Emerging Producer Associations in Kenya

National Consultant Progress Report 01 18<sup>th</sup> June 2004

Below is the first progress report of the project Computerisation of Agricultural Cooperatives and Emerging Producer Associations in Kenya of the Ministry of Cooperatives and Marketing under the TECHNICAL COOPERATION PROGRAMME with the Food and Agricultural Organization of the United Nations, by the National Consultant to this project.

As per 31<sup>st</sup> of May 2004, all contracts required to implement the Inception Phase had been executed, except the contracting of the supplier of the software solution, which will take place at the end of the Inception Phase. The Rome-based FAO representative has handed over day-to-day responsibilities to his national Consultant.

Activities have started promptly as follows:

1. Roles and responsibilities of all implementation team members have been clarified and agreed upon.
2. FAO (Kenya) has procured and commissioned a motor vehicle with driver, available at all times for purposes of implementing the project.
3. Computer equipment has been ordered and is ready for installation on site in Tulaga.
4. Construction of the computer server room at Tulaga Dairy Society head-office is in progress and nearly finalised. The new training room at Tulaga Dairy Society head-office is of good quality and ready for use.
5. Power equipment has been ordered and installation on site in Tulaga is in progress, with a delay of one week incurred.
6. Commissioning of all equipment on site in Tulaga is scheduled to take place by 25<sup>th</sup> June. An agreement to be signed by Tulaga Dairy Society on use and eventual transfer of the equipment from FAO to Tulaga Dairy Society is being drafted to be executed at commissioning.
7. Procurement of equipment at the Project Implementation Team at the Ministry is showing a delay; team members are working to minimise efficiency loss resulting from this.
8. Introduction to members, staff and management of Tulaga Dairy Society and the local representative of the Ministry of the implementation team and contractors has taken place, in Tulaga. The Project Implementation Team explained the rights and obligations of Tulaga Dairy Society associated with their participation in the project. The project has been welcomed positively by all concerned, even as more detailed dialog on the project is still pending (see item 11). We are satisfied that we shall receive the cooperation required.
9. Analysis of the existing manual administration of Tulaga Dairy Society has started and a report is expected before the end of June. It is important to note that already at this early stage, specific benefits of automation are already apparent to both Tulaga Dairy Society and the Project Implementation team. Speed of pay-outs to members and improvements of the milk collection system are areas that draw attention.

10. Analysis of training needs has taken place and a report is being compiled. Training timetables have been agreed upon and training can start as soon as equipment is ready.
11. The dates for the three Zonal Workshops have been set for 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup> June.
12. Based on the above initial activities and results, it has been possible to revise the original project implementation timetable. About two to three months were lost due to mainly administrative delays. In the revised plan, we are able to recover this delay by running certain activities in parallel and speeding up others. In the revised plan, we still foresee to submit the final report in June 2005.
13. There have been no issues regarding budget and spending so far.

## Conclusion

We are satisfied with the results so far. Collaboration between all partners in the project has been excellent and over the initial three weeks of work we have been realising the speed we have aimed for.

*Marcel Werner, National Consultant*