Another way to look at the Project
Une autre manière de regarder le projet

Montpellier
23 juin - 4 juillet 2008

Gourlot J.-P.

Plan of presentation
Plan de présentation

- Introduction
- Components C, D
- The project and Quality management
- Travels and mission
- Documents and records

- Introduction
- Composantes C, D
- Le projet et le management de la qualité
- Voyages et mission
- Documents et enregistrements

ICAC - CSITC

- International Cotton Advisory Committee created the « Commercial Standardization of Instrument Testing of Cotton » Task Force
- Application of recommendations: Worldwide

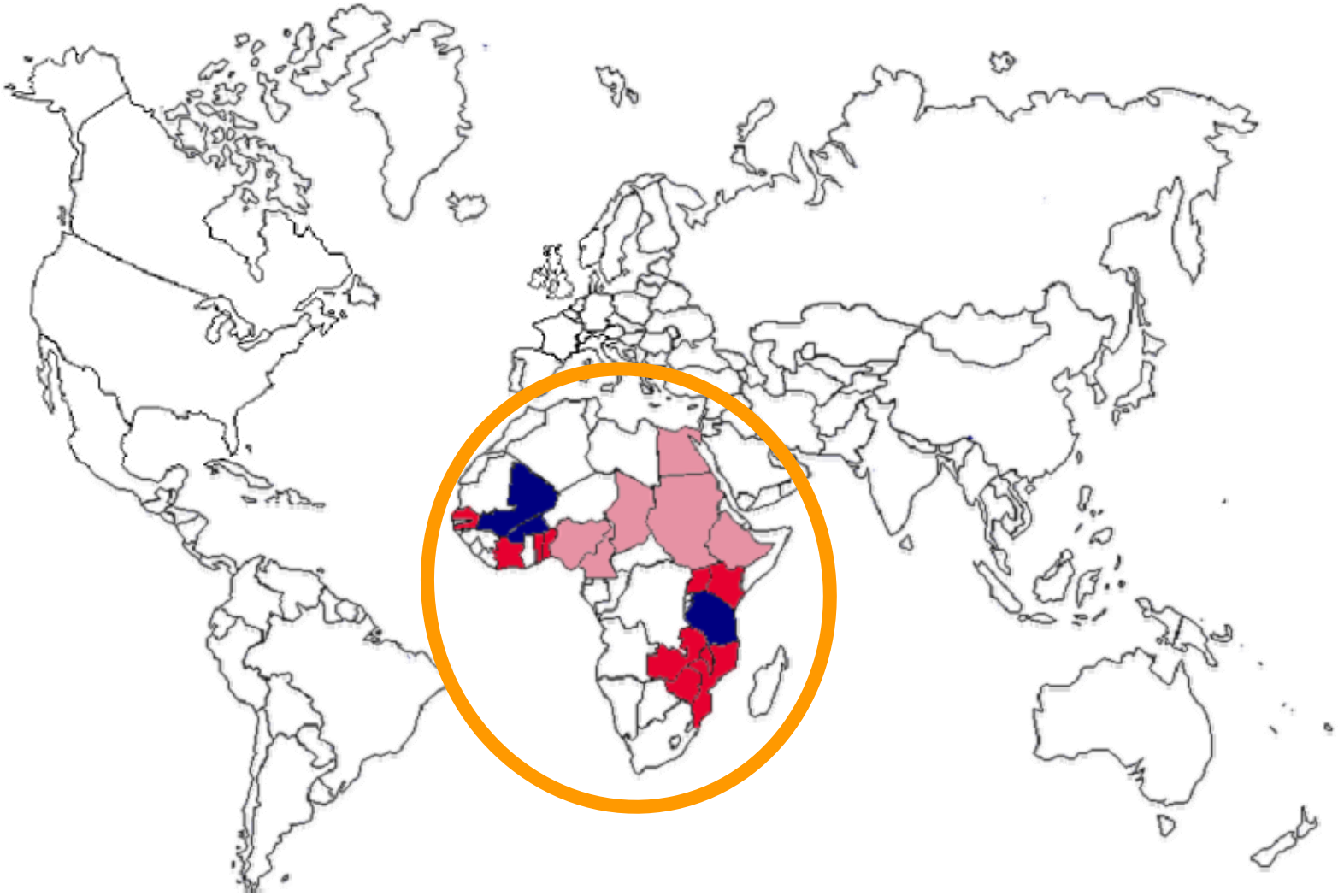
- Le Comité Consultatif International pour le Coton a créé le groupe de travail « Commercial Standardization of Instrument Testing of Cotton »
- L’application de ses recommandations: Monde

Project: basis and requisites

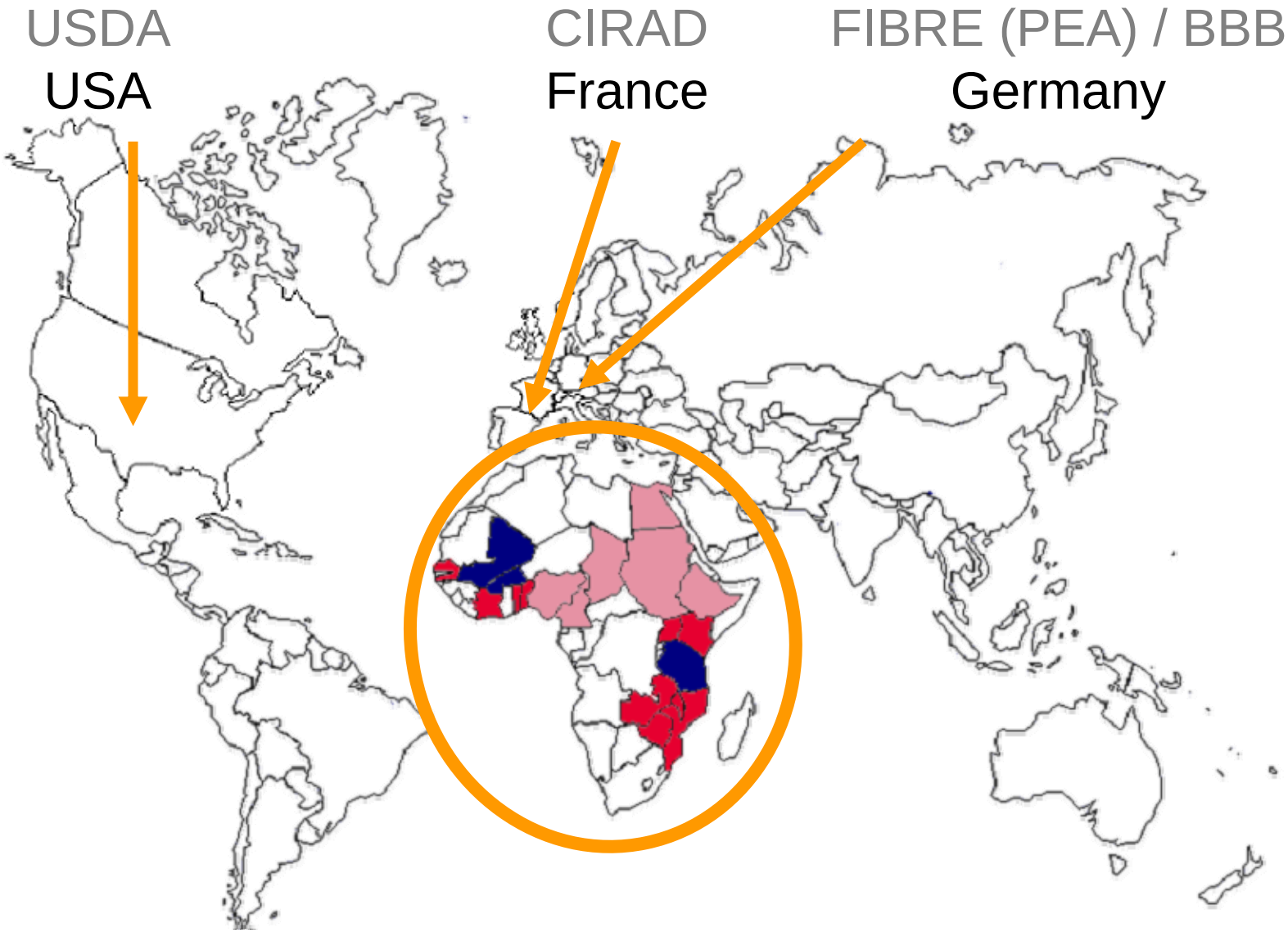
- Demands for a technical support to apply the CSITC recommendations
- A CFC/ICAC project was created to answer to the demand, in particular toward African cotton laboratories to help them fulfilling the CSITC recommendations

- Demandes pour un soutien technique pour appliquer les recommandations du CSITC
- Un projet CFC/ICAC a été créé pour répondre à ces demandes, en particulier vers les laboratoires Africains pour les aider à suivre les recommandations du CSITC

CFC/ICAC project level of application: Africa



CFC/ICAC project level of application: Africa



Projet CFC/EU – ICAC

- Project Components
  - A: Global CSITC Configuration
  - B: Evaluation of Cotton Testing Laboratories – the CSITC Round Trials
  - <u>C: Support to African Cotton Producing Countries</u>
  - D: Technical Developments to Improve Instrument Testing Reliability
  - E, F, G: Evaluation, Dissemination, Administration, Monitoring

- Composantes du Projet
  - A: Configuration globale du CSITC
  - B: Evaluation des laboratoires de test de coton, le test inter-laboratoires du CSITC
  - <u>C: Soutien aux pays Africains producteurs de coton</u>
  - D: Développement techniques pour améliorer la fiabilité des mesures instrumentales
  - E, F, G: Evaluation, Dissémination, Administration, Monitoring

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Components C, D
Composantes C, D

C.1.1.1. Detection/ Listing of the interested cotton testing laboratories
C.1.1.2. Preparation of the structural and legal organisation
C.1.1.3.1a Joint preparation for the routine tasks
C.1.1.3.1b Laboratory and RTC management
C.1.1.3.1c Regional round trial
C.1.1.3.1d Retest on laboratory samples
C.1.1.3.2a Training for regional experts and staff (English)
C.1.1.3.2b Training for regional experts and staff (Lubbock)
C.1.1.3.2c Training for regional experts and staff (Premier and USTER)
C.1.1.3.2d Training for regional experts and staff (FIBRE)
C.1.1.3.2e Training for regional experts and staff (CIRAD)
C.1.1.3.2f Training for regional experts and staff (classing USDA)
C.1.1.3.2g Training for regional experts and staff (from expert to operator)
C.1.1.3.3 Preparation of a retest evaluation software
C.1.1.3.5 Routine test of the regional round trial samples
C.1.1.3.6 Routine re-check of the regional retest samples
C.1.2.0 Daily worker
C.1.2.1 Installations for the Regional Technical Centre (SITC)
C.1.2.2 Training for the laboratories
C.1.2.3. Training for the cotton stakeholders
C.1.2.4. Questionnaire for the evaluation of the laboratory operational ability
C.1.2.5 Expertise for the cotton testing laboratories
C.1.2.6 Periodical support / audit of the Regional Technical Centre
C.1.2.7 Collection and dissemination of technical information
C.1.2.8 Cooperation with others RTCs
C.1.2.9 Facilitate the cooperation between the cotton testing laboratories
C.1.2.10 Technical support for the routine work of the cotton testing laboratories
C.1.2.11 Regional round trial
C.1.2.12 Retest on laboratory samples
C.1.2.13 Work as a testing centre for the region
C.1.3.0 Daily worker
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C.1.4.1 Training for the laboratories based on RTC training sessions
C.1.4.2 Routine training for the cotton stakeholders based on RTC training sessions
C.1.4.3 Expertise for the cotton testing laboratories
C.1.4.4 Collection and dissemination of technical information
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C.1.4.7 Technical support for the routine work of the cotton testing laboratories
C.1.4.8 Regional round trial
C.1.4.9 Retest on laboratory samples
C.2.1 Advice for the fulfilment of the CSITC requirements
C.2.2 Estimation of the necessary monetary support
C.2.3 Direct monetary support for labs
C.2.4 Check of the realisation of the necessary modifications
C.2.5 Participation in the CSITC certification system
C.2.6 Participation in the Regional Technical Centre actions
C.3 Activities and contributions of additional partners
D.1. Basic technical development studies
D.2.1 Basic evaluation of the different sources of cotton result variability …
D.2.2 Study of African cotton variability …

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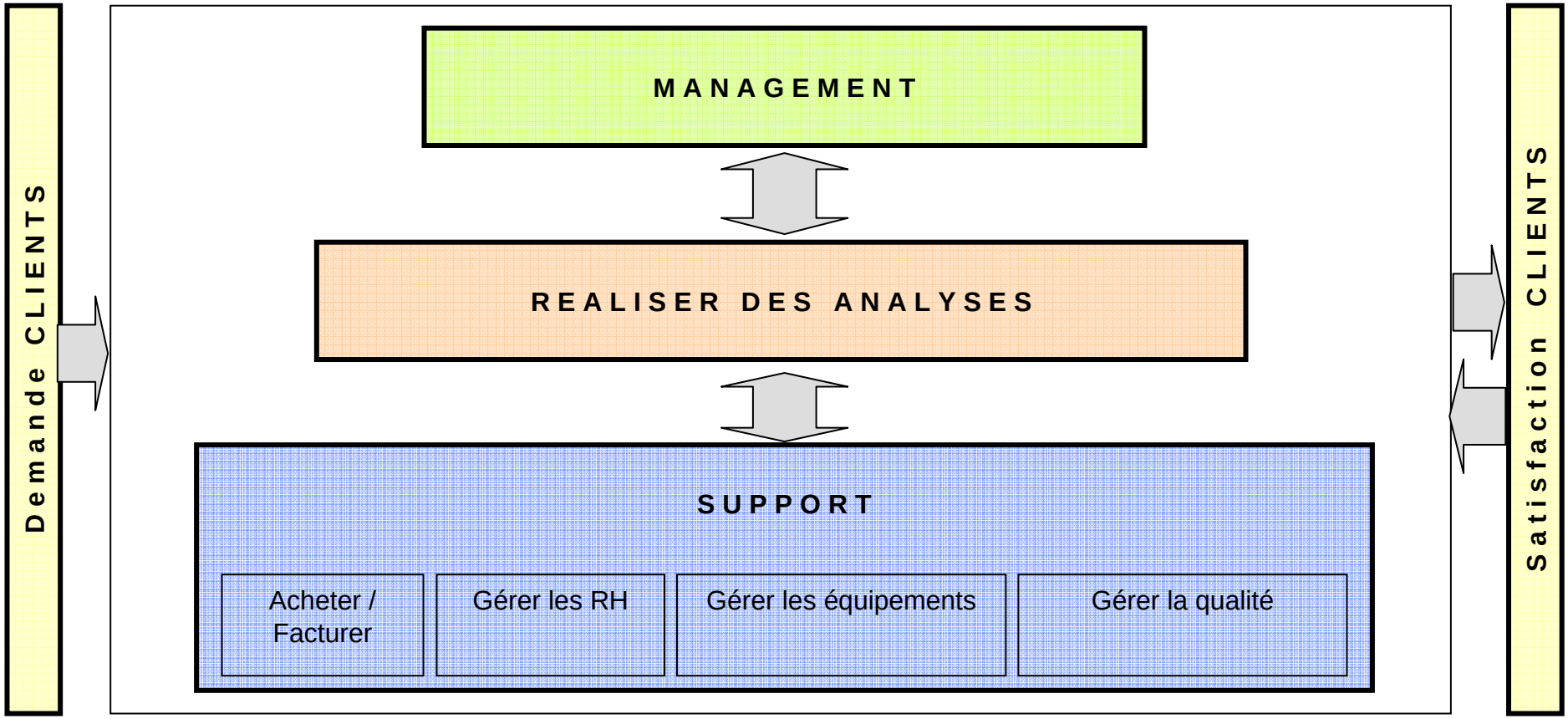
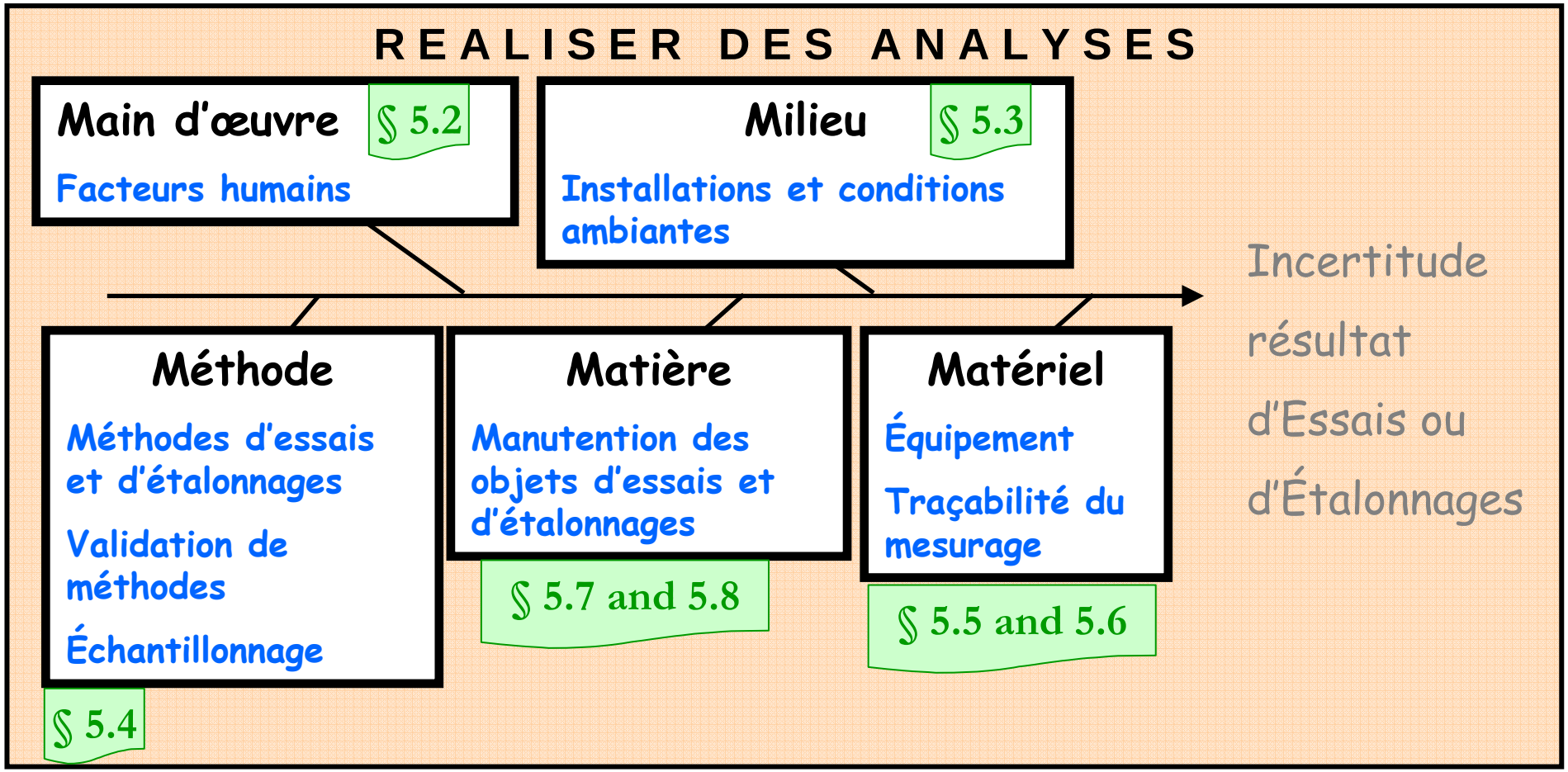
Cartography pf processus
Cartographie des processus



- Method of 5M to check all processus…

Technical requirements
Attendus techniques

ISO 17025-2005
§ 5.1



Activities in the project

A.1.1 Prepare CSITC structure
A.1.2 Define detailed duties of the involved bodies
A.1.3 Prepare rules for boards of the RTCs
A.2 Definition of test method
A.3.1.1 Recommendations for changes in trade rules
A.3.2 Provide information at the national political and regulation level
A.4 Provision of Calibration Standard Material
A.5.1 FIBRE and CIRAD Task Force activities
A.5.2 Contributions of additional partners
B.1.a Development of software
B.1.b Test of software
B.1.c Server maintenance, Server licence
B.2. Evaluation of the Certification System based on grading
B.3.1 Periodical work for the international round trial
B.3.2 Re-retest of samples from laboratories
C.1.1.1. Detection/ Listing of the interested cotton testing laboratories
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D.1. Basic technical development studies
D.2.1 Basic evaluation of the different sources of cotton result variability …
D.2.2 Study of African cotton variability …
E.1 Impact assessment of SITC
E.2 Transfer of the acquired knowledge to other regions
E.3.1 Planning of the dissemination
E.3.2.1 Regional starting information seminar
E.3.2.2 RTC grand opening
E.3.2.3 Final seminar, proceedings and final reports
E.3.2.4 Interim report to public
F. Project Management and Financial Administration
G. Supervision, Monitoring and Evaluation

Quality management and Technical requirements

A.1.1
A.1.2
A.1.3
A.2
A.3.1.1
A.3.2
A.4
A.5.1
A.5.2
B.1.a
B.1.b
B.1.c
B.2.
B.3.1
B.3.2
C.1.1.1.
C.1.1.2.
C.1.1.3.1a
C.1.1.3.1b
C.1.1.3.1c
C.1.1.3.1d
C.1.1.3.2a
C.1.1.3.2b
C.1.1.3.2c
C.1.1.3.2d
C.1.1.3.2e
C.1.1.3.2f
C.1.1.3.2g
C.1.1.3.3
C.1.1.3.5
C.1.1.3.6
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C.1.4.9
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C.2.2
C.2.3
C.2.4
C.2.5
C.2.6
C.3
D.1.
D.2.1
D.2.2
E.1
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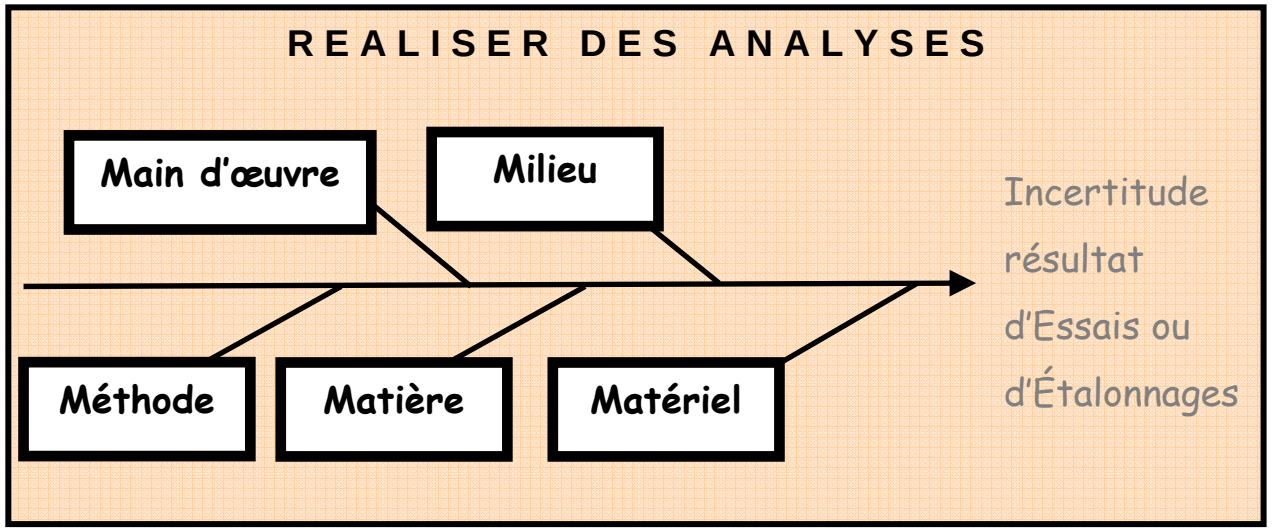
E.3.2.1
E.3.2.2
E.3.2.3
E.3.2.4
F.
G.

World

Project



Labs

Quality management and Technical requirements

A.1.1
A.1.2
A.1.3
A.2
A.3.1.1
A.3.2
A.4
A.5.1
A.5.2
B.1.a
B.1.b
B.1.c
B.2.
B.3.1
B.3.2
C.1.1.1.
C.1.1.2.
C.1.1.3.1a
C.1.1.3.1b
C.1.1.3.1c
C.1.1.3.1d
C.1.1.3.2a
C.1.1.3.2b
C.1.1.3.2c
C.1.1.3.2d
C.1.1.3.2e
C.1.1.3.2f
C.1.1.3.2g
C.1.1.3.3
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C.1.4.9
C.2.1
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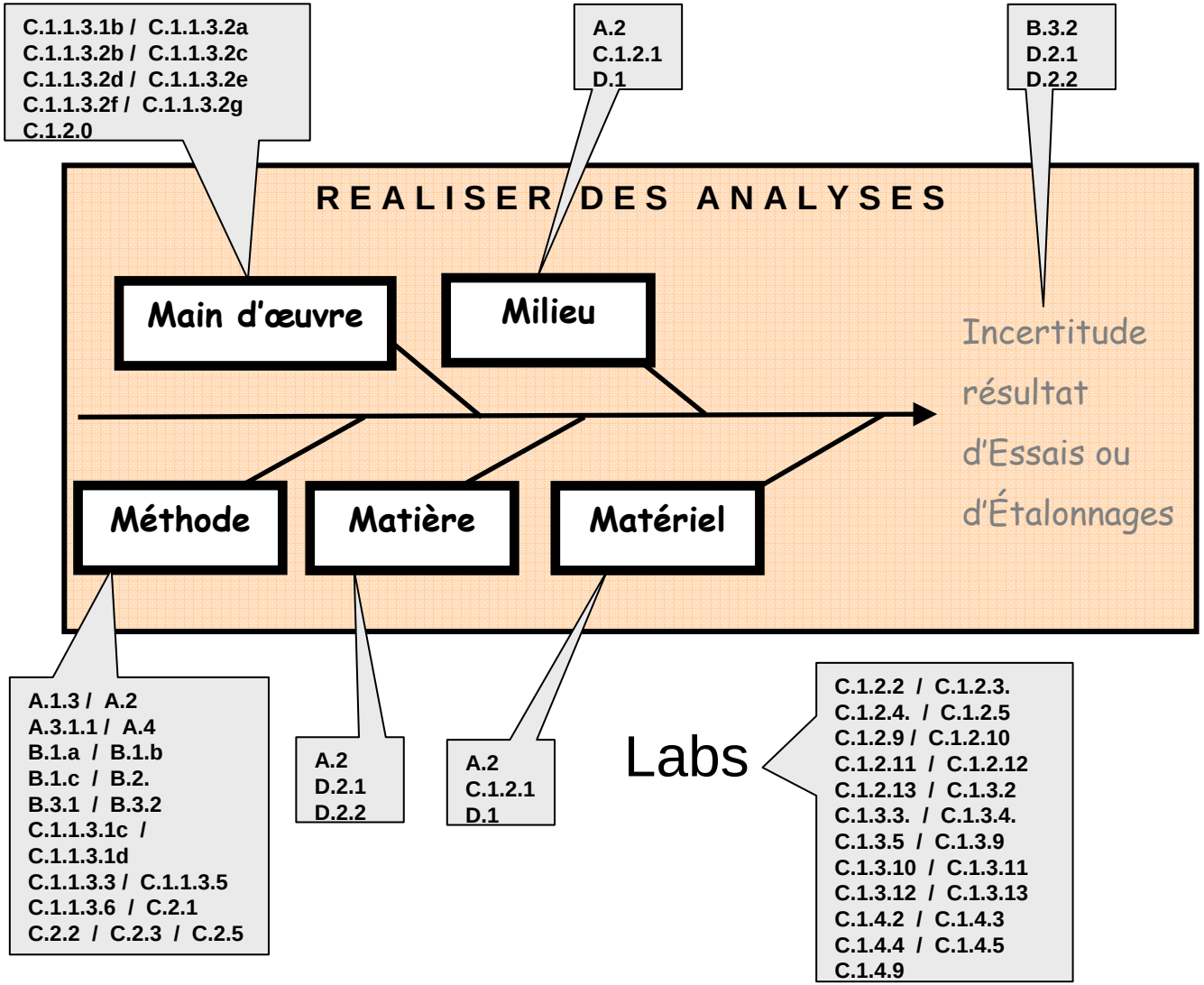
C.2.4
C.2.5
C.2.6
C.3
D.1.
D.2.1
D.2.2
E.1
E.2
E.3.1
E.3.2.1
E.3.2.2
E.3.2.3
E.3.2.4
F.
G.

World

A.1.1 / A.3.1.1
A.3.2 / A.5.1
A.5.2 / B.1.a
B.1.b / B.1.c
B.2. / B.3.1
B.3.2

Project

A.1.2 / C.1.1.1.
C.1.1.2. /
C.1.1.3.1a
C.1.2.6 / C.1.2.7
C.1.2.8 / C.2.4
C.3 / E.1 / E.2
E.3.1 / E.3.2.1
E.3.2.2 / E.3.2.3
E.3.2.4 / F. / G.



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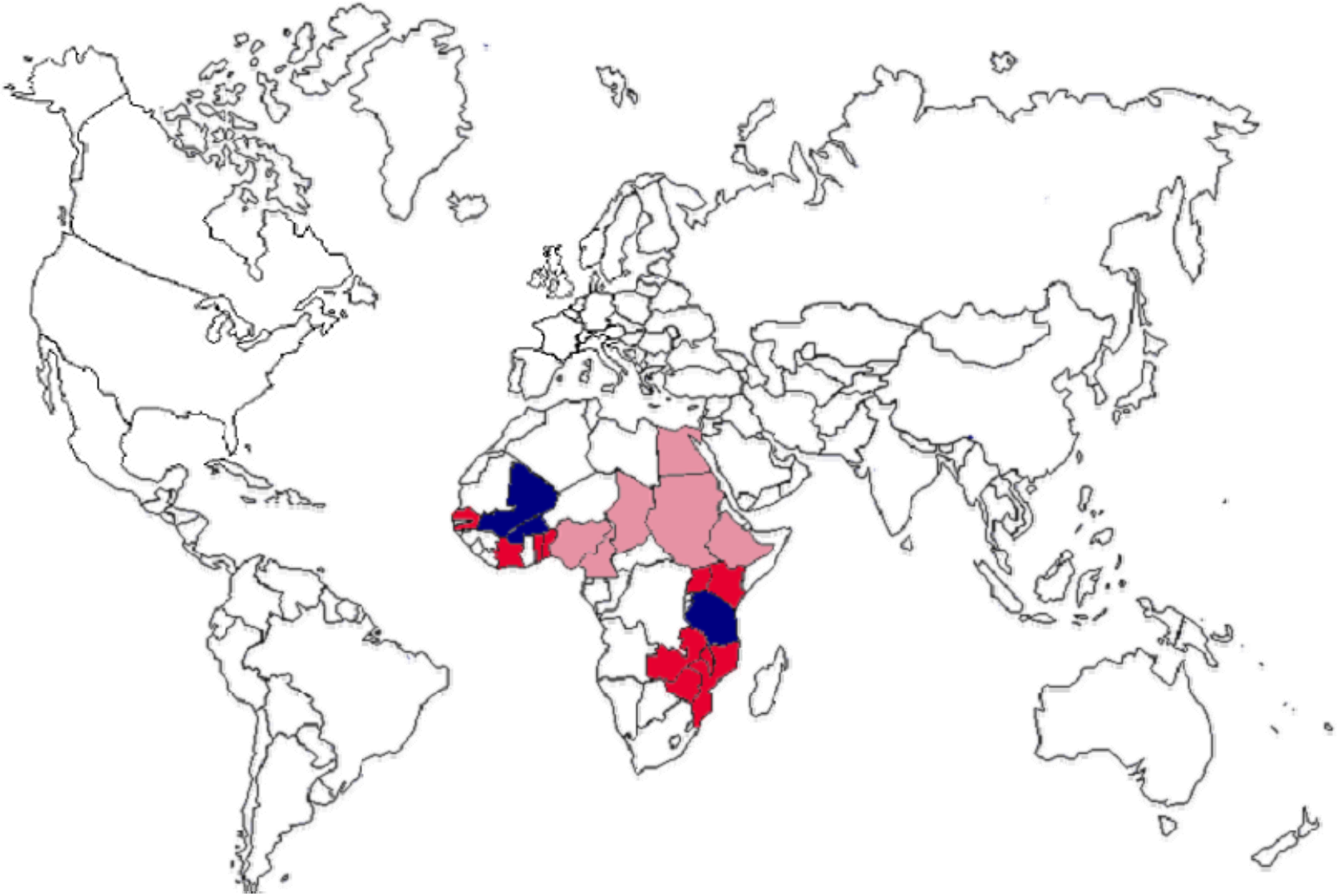
Missions and travels



Missions and travels from Europe
Missions et voyage d'Europe

- Two missions of AD to RTC East / year
- Three missions of JPG to RTC West / year
- One mission of AD to RTC West / year
- Two missions of JPG to RTC East

➔ To really be efficient, to be prepared together long in advance !!!

- Deux missions AD au CTR Est / an
- Trois missions JPG au RTC Ouest / an
- Une mission AD au RTC Ouest / an
- Deux missions JPG au RTC Est / an

➔ Pour être efficace, cela doit être préparé ensemble longtemps à l'avance

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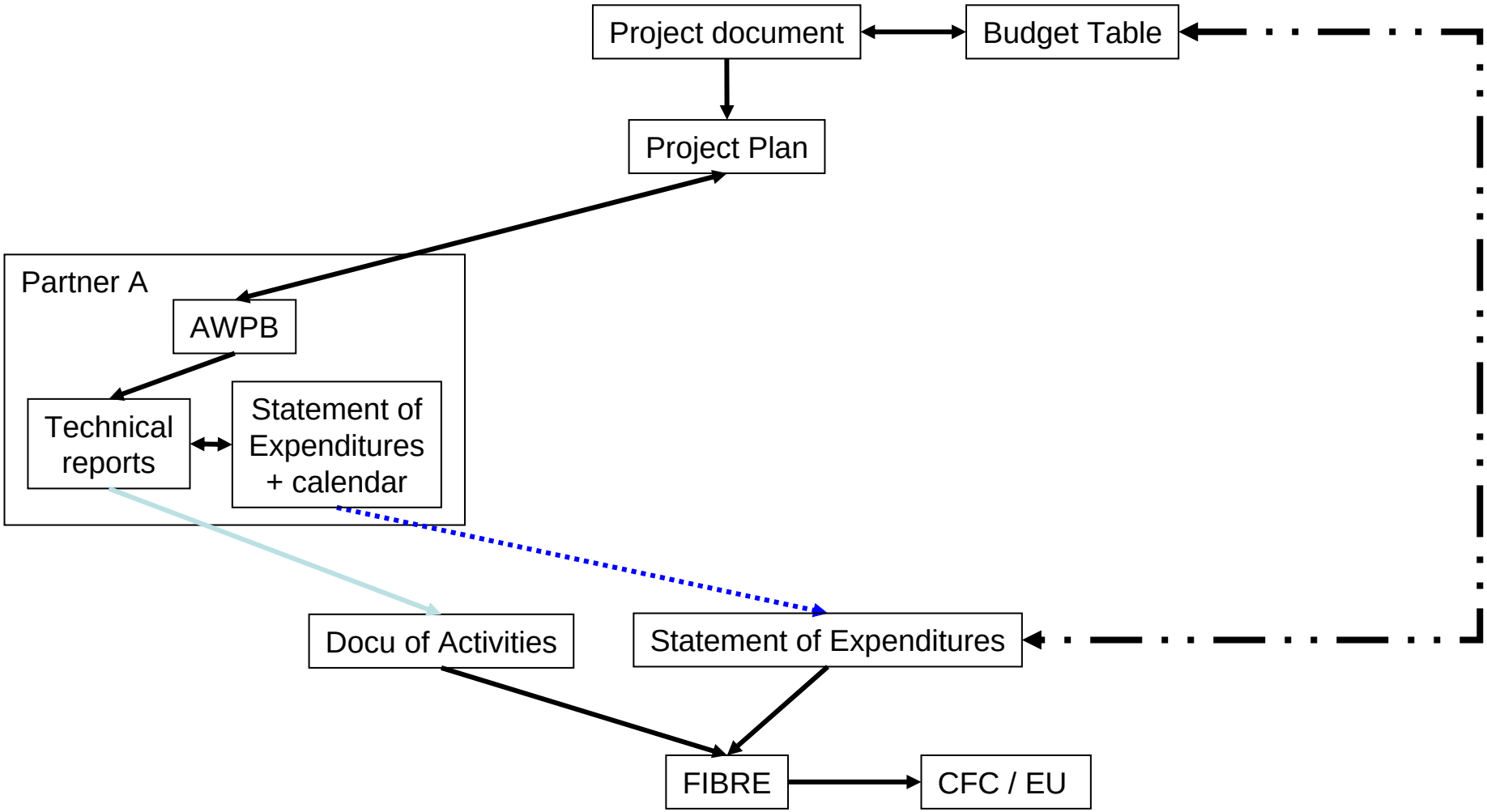
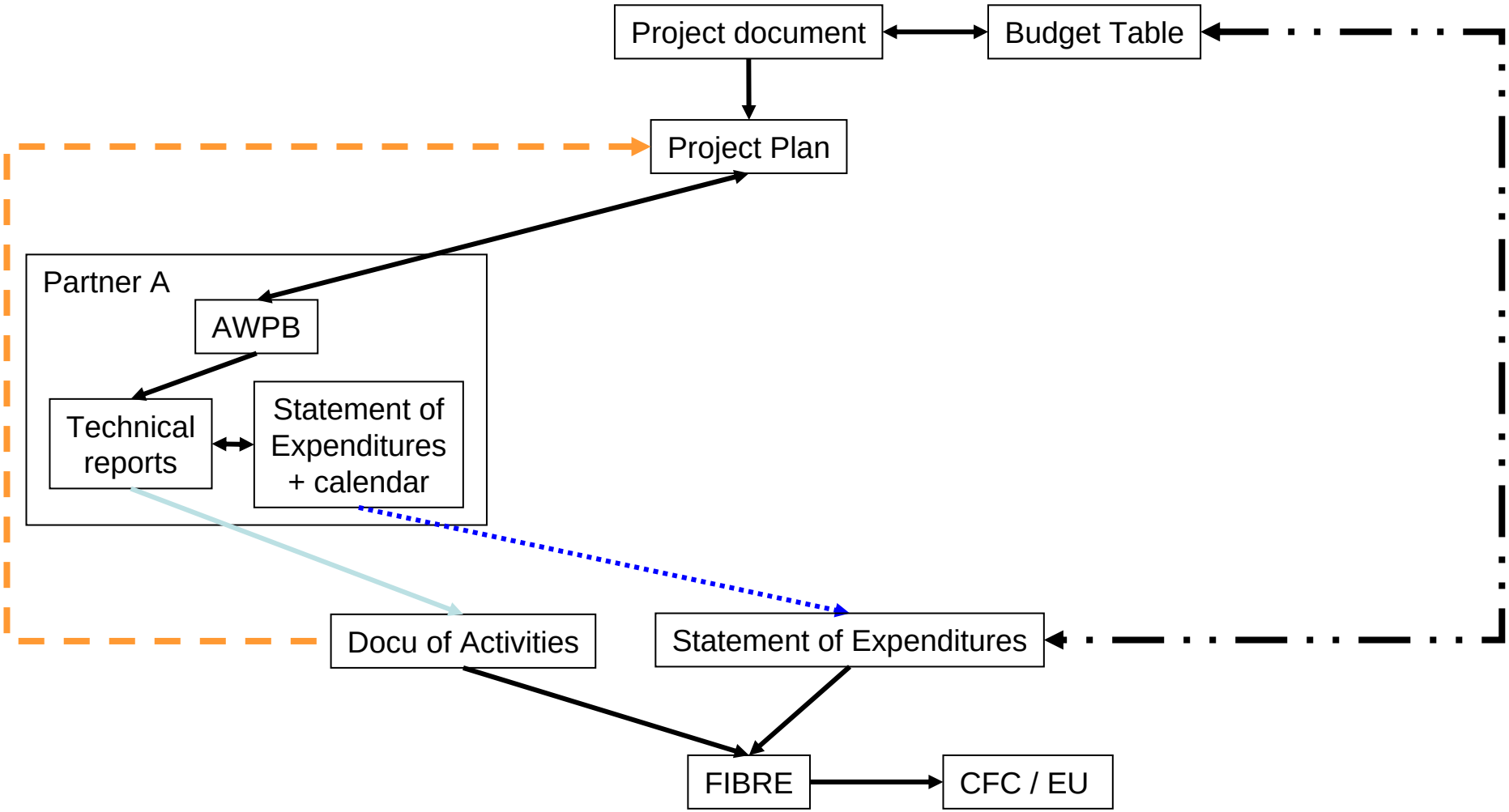
Records and Documents



Records and Documents



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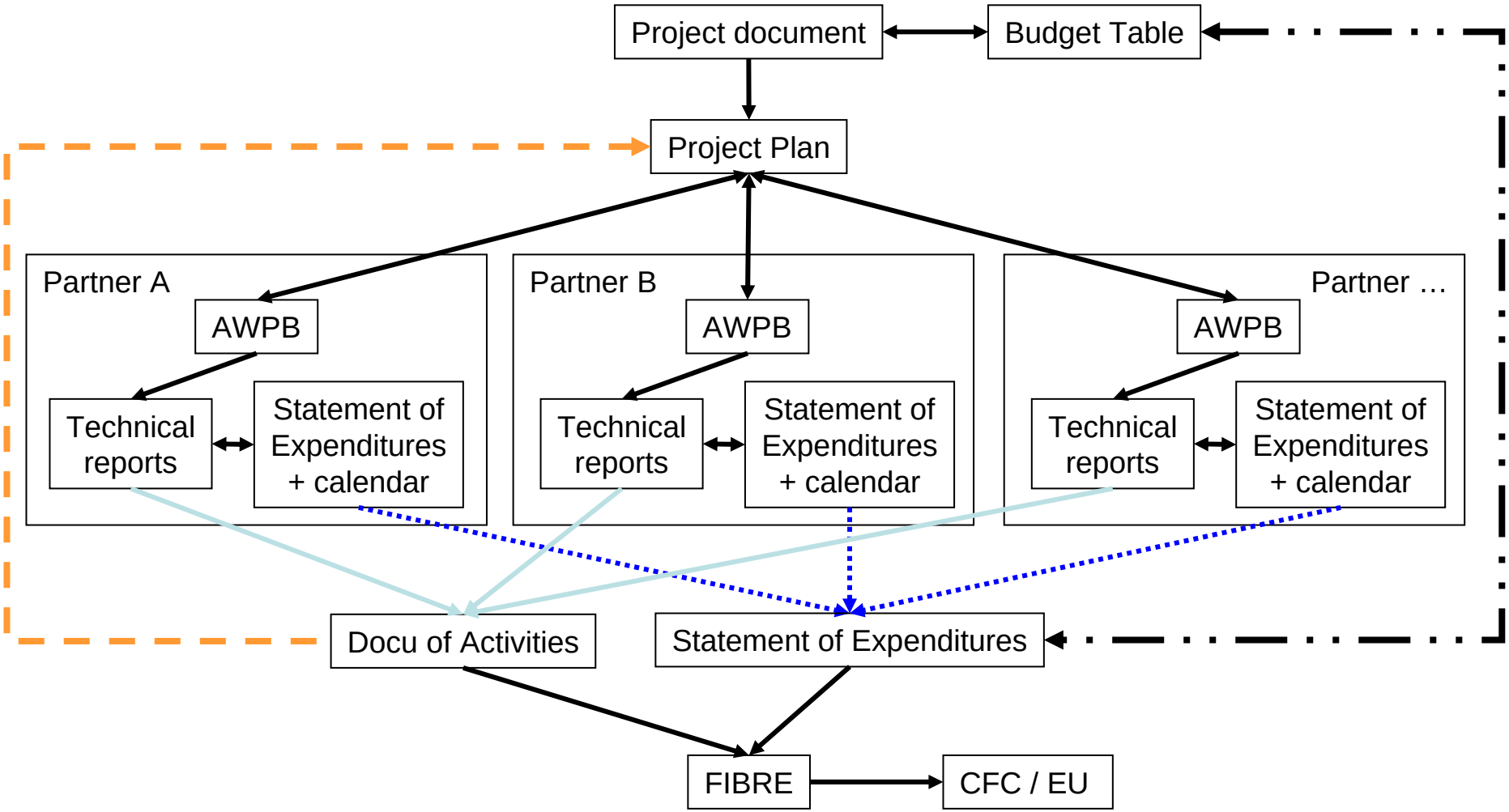

One partner
Un partenaire

- Every day, for every .E, .X, .T, .M and .A:
  - Date, NB persons, Duration, Activity n°
  - Technical: Reports, files, outputs, ...
  - Administrative: orders, invoices, letters,…

- Chaque jour, pour chaque .E, .X, .T, .M and .A :
  - Date, nb personnes, durée, n° activité
  - Technique : rapports, fichiers, produits, …
  - Administratif : commandes, factures, lettres, …

.E : Expert
.X : Expert external consultation
.T : Technician/Operator
.M : Project Manager
.A : Administration including Accountant and Secretary

One partner
Un partenaire

- Every quarter , for every .E, .X, .T, .M and .A:
  - Consolidation of “Date, NB persons, Duration, Activity n°” => WTR
  - Proofs Technical: Reports, files, outputs, ... => Progress report, Doku_of_activities
  - Consolidation of “Administrative: orders, invoices, letters,…” => SOE
  - Consolidation of SOE => Summary Statement

In relation to Budget and AWP/B

- Chaque trimestre, pour chaque .E, .X, .T, .M and .A :
  - Consolidation des “Date, nb personnes, durée, n° activité” => WTR
  - Preuves Techniques : rapports, fichiers, produits, … => Progress Report, Doku_of_activities
  - Consolidation de “Administratif : commandes, factures, lettres, …” => SOE
  - Consolidation de SOE => Summary Statement

En relation avec le Budget et AWP/B

One RTC
Un CTR

- Every quarter , for every .E, .X, .T, .M and .A:
  - Consolidation of “Date, NB persons, Duration, Activity n°” => WTR_RTC
  - Proofs Technical: Reports, files, outputs, ... => Progress report_RTC, Doku_of_activities_RTC
  - Consolidation of “Administrative: orders, invoices, letters,…” => SOE_RTC
  - Consolidation of SOE => Summary Statement_RTC

- Chaque trimestre, pour chaque .E, .X, .T, .M and .A :
  - Consolidation des “Date, nb personnes, durée, n° activité” => WTR_RTC
  - Preuves Techniques : rapports, fichiers, produits, … => Progress Report_RTC, Doku_of_activities_RTC
  - Consolidation de “Administratif : commandes, factures, lettres, …” => SOE_RTC
  - Consolidation de SOE => Summary Statement_RTC

Project
Projet

- Every quarter , for every .E, .X, .T, .M and .A:
  - WTR_Project = WTR_RTCW + WTR_RTCE + WTR_CIRAD + WTR_FIBRE
  - Progress report_Project = Consolidation of progress reports from RTCW, RTCE, CIRAD and FIBRE
  - Doku_of_activities_Project = Consolidation of Doku_of_activities from RTCW, RTCE, CIRAD and FIBRE
  - SOE_Project = SOE_RTCW + SOE_RTCE + SOE_CIRAD + SOE_FIBRE
  - Summary Statement_RTC = sum of summary statements …

- Chaque trimestre, pour chaque .E, .X, .T, .M and .A :
  - WTR_Project = WTR_RTCW + WTR_RTCE + WTR_CIRAD + WTR_FIBRE
  - Progress report_Project = Consolidation des progress reports de RTCW, RTCE, CIRAD et FIBRE
  - Doku_of_activities_Project = Consolidation des Doku_of_activities de RTCW, RTCE, CIRAD et FIBRE
  - SOE_Project = SOE_RTCW + SOE_RTCE + SOE_CIRAD + SOE_FIBRE
  - Summary Statement_RTC = somme des summary statements …

Thank you for your attention