

Instructions and codes 2005

Statistical handbook



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	HOW TO MAKE SEARCHES IN PLUS DNTRIBUTION CONTRIBUTION TITLE (SWE + ENG) PARTNER COUNTRY LETTER OF APPROPRIATIONS ROJECT ABSTRACT DMPONENT COMPONENT TITLE TATISTICS SECTOR TYPE OF ASSISTANCE IMPLEMENTING CHANNEL TARGET AREAS POLICY OBJECTIVES (ACTION PROGRAMMES). DA'S DIFFERENT CONCEPTS

2 INTRODUCTION

Sida provides support to several thousand projects in various developing countries. In order to keep track of numbers of contributions and the amount of development assistance disbursed to different countries and different sectors, the forms of development cooperation used and so on, all contributions are classified at Sida. The aims of the classification of contributions are:

- to be able to provide requested statistics;
- to permit the simple follow-up of contributions and objectives by providing information for analyses, evaluations and follow-ups;
- to contribute comparable international statistics on international development cooperation;
- to provide background material and information for participation in debates on important political issues;
- to facilitate the work on publications such as the Annual Report, Budget Documents, Statistical Report etc;
- to facilitate searches for information based on the characteristics of the contributions.

It is of the greatest importance that contributions/components are classified correctly when registered. This publication is intended to give you assistance with this. If you are not certain how to classify a contribution/component, don't worry – ask the person responsible for statistics in your department. There is a list of persons responsible for statistics at Sida on iNSIDE, the Swedish version.(Stödfunktioner-Projektrum-Nätverk-Statistiknätverket-Projektmedlemmar). You can also ask the officer responsible for statistics at EVU/Ekonomi.

Since such a large amount of information is registered in PLUS, we can also extract a great deal of information from the system. Information can be obtained on all statistics registered in PLUS. Information can be obtained from the PLUS reports and from LIS, our output system. All members of staff at Sida can now search for information in LIS, as well as employees at embassies and field offices who are linked up to iNSIDE. If you want specific reports, you can turn to the officer responsible for statistics at EVU/Ekonomi.

3 PLUS

PLUS is Sida's financial reporting and planning system and it is in the planning part of the system that agreements, contributions, components and contracts are classified. The planning system consists of three main windows - Contribution, Agreement and Contract. The classification of contributions/components is done in the Contribution window.

3.1 How to make searches in PLUS

You may need to search for information in PLUS for several reasons. Possibly you want to know what alternatives are available when you want to enter a new contribution, perhaps you need to have a list of everything that has been registered, or you may want to find, for example, a specific agreement or a specific code.

When you search for information, there are rules that you need to be aware of and to think about.

Rules for making searches

- All the criteria you enter in the window must be fulfilled for the search to be successful.
- If you search with the aid of Agreement id, Contribution id or other code made up of figures, a list is shown beginning with the value you have selected. After every 5 000 items you will be asked if you wish to continue. If you have already found what you are looking for, you can answer No. If you answer Yes PLUS will find the next 5 000 items.
- If you search with the aid of text, i.e. in a Title, the best method is to select a key word. If you place an asterisk (*) in front of the word, for example *who, you will obtain a list of those titles that have "who" in the beginning, in the middle or at the end. The search will make no distinction between capital letters and small letters. However, if you write "who" without an asterisk, you will merely obtain a list of titles that begin with "who" and only those with small letters.

N.B.

Do not write long words, merely use part of the word. You cannot know whether the word has been abbreviated in the title, or what form it has. Combine with responsible unit, partner country, allocation account or responsible officer. Do not use more criteria for your search than necessary. What is it you really want to find?

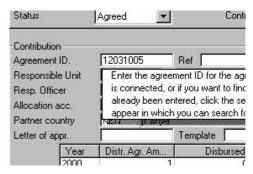
• If you search in a date field, you will only be given information that has exactly the same value as that you entered. It is not possible to use an asterisk (*).

It is possible to make searches in almost all fields (all small white boxes).

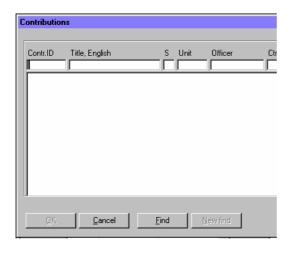
How do I get to the box to make my search?

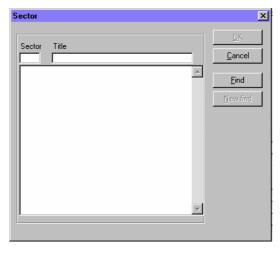
- 1. Go to the field you are interested in and press F2.
- 2. If it is not possible to make searches from that field, a bell will sound and you will see "Search cannot be done in this field" in the lower left-hand corner of the window. You can then press Ctrl+F1 (which is PLUS' help field) either to obtain an explanatory text, or a list of possible alternatives. Where the help field is concerned, you must close the small window which appears by clicking on the white data field again and then entering what should be there.



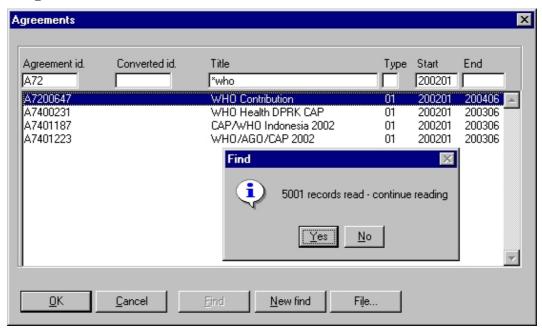


3. If searches can be made from the field, a search window will appear. The appearance of these windows can vary, but the principle is the same in all search windows.





Example



In the example above, Agreement id. must begin with A72 or higher, Title must contain "who" in one form or another and Agreement Start must be 200201.

You can find further information on PLUS on iNSIDE. You can also obtain help from the person responsible for statistics in your department or from the PLUS help-desk (ext. 5195).

4 CONTRIBUTION

A **contribution** is the financial support given by Sida for a project. There is a Plan of Operations for each project.

In this context, a project consists of all the contributions that lead to a predetermined goal. Sida's contributions can finance part of the project or the entire project.

Further guidance is given in the User Manual for PLUS.

Example

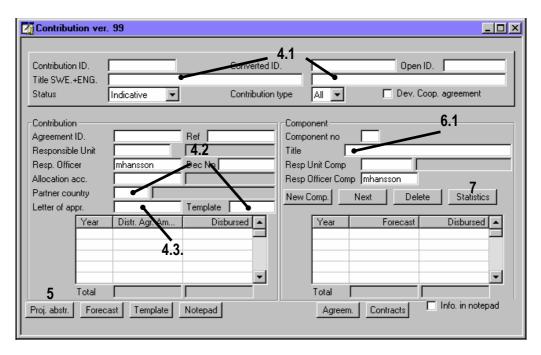
A **contribution** can be, for example:

- Sida's support to a project in a programme of sector support in a certain country
- A decision on framework support to a non-governmental organisation
- A decision on support to a non-governmental organisation
- Sida's funding of a programme of contract-financed technical cooperation.

Registration in PLUS

Contributions are registered in the Contribution window. Where those fields that are not taken up below are concerned, directions can be found in the User manual for PLUS which can be found on iNSIDE.

The figures in the illustration below refer to the chapters where you can find information and directions on each field.



4.1 Contribution title (Swe + Eng)

The title of the contribution shall be entered here in both Swedish and English. The title may consist of a maximum of 25 letters and figures. It should provide a comprehensible description of the contribution. It should be written in small letters with the exception of the first letter and any abbreviations. The abbreviations should be of general character that everyone understands. If you have a contribution that concerns specific organisations, for example various UN agencies, you should include the organisation's name in the title.

Formulate the title so that even the uninitiated understand what the contribution refers to.

Avoid

- stating the partner country's code in the title
- writing "support to" or similar phrases since they do not provide any information at all on the contribution.
- giving the decision number or other identification numbers since these do not describe what the contribution is about for the uninitiated.

Example

Description of the contribution	Proposed title
Legal support to South Africa	Legal support
Strategy for HIV/Aids in Swedish international	Strategy HIV/aids
development cooperation	
Support for a preparatory project on sexual	Pre-phase sexual education
education. Project in Malawi 1999-2001	
Seminar with the Swedish resource base in the	Seminar reproduct health
fields of maternity care, abortion, care of the	
newly born and contraceptives	
Contribution is confidential for one reason or	Confidential
another	

Other points to note

- The Swedish title must be given in order to meet external requirements in respect of reports, for example when making reports to other government agencies or providing information to the general public.
- The reason for having a title in English is partly for our local employees at embassies and partly since the title is reported to the Development Assistance Committee, which can use the title in its publications and on the Internet.

4.2 Partner country

The **partner country** is the country or region to which the contribution is allocated, often where the project is implemented. A contribution can refer to several countries or regions.

Classification

The codes that shall be used in the Partner Country field are available per country or region and there is also a code for global contributions. The country codes follow the international ISO standard of three letters. After the three letters there can, in certain cases, be a figure that relates to a region within a country. Regions of countries, for example West Africa, also have a code consisting of three letters, but these codes do not follow an international standard.

The code for global contributions (GGG) should mainly be used when the contribution refers to global development programmes, regular grants to UN agencies or global methods development.

Information on changes and additions to codes will be given on iNSIDE.

You can search for country codes and region codes in the Partner Country field.

Search for codes by

- 1. Place the cursor in the Partner country field and press F2
- 2. In the field which appears, go to the field Title
- 3. Start with a * and then enter the first letters of the name of the country or region (e.g. *hond), press F2
- 4. A list of alternatives is shown. Mark the code you want to use and press OK. The code appears automatically in the field.

Exempel

Description of	Country code (Partner	Country
contribution	country)	
Regional seminar on	ASO	Regional Southern Africa
HIV/Aids in southern		_
Africa. Seminar to be		
held in South Africa		

The contribution can refer to several countries or regions. A distribution can then be made between the various countries.

Distribute a contribution between several countries or regions

- 1. Enter the code DIST in the Partner country field, press Tab.
- 2. Move to the field Template. Here you can either enter the name of an existing distribution template or the name you wish to give your new distribution template. Press Tab.
- 3. If the distribution template does not exist, a box will appear which states that the distribution template does not exist and asks you if you wish to create a new distribution template. Press Yes if you want to have a new template.

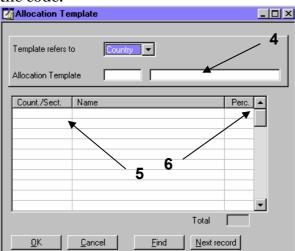


Warning!

If you use a template that you or someone else has made earlier, you should not change anything in the template.

Changes of the template have the effect that all components that use the template are changed.

4. Now the window shown below will appear and you can enter a title for the distribution template in the box to the right of the code.



- 5. Then enter the code for a country/region. You can find the code for the country/region with the aid of F2.
- 6. Enter the country's share in the form of a percentage of the contribution.
- 7. Continue to follow points 5 and 6 until 100 per cent has been distributed. Press F12 or OK to save and then press Cancel in order to return to the Contribution window.

Codes

AFRICA	AFD	Congo, Democratic Republic	COD	Oceania	2011
Regional Africa	AFR	Regional Great Lake	RSR	Cook Islands	COK
Sub-Saharan Africa		Central Africa		Fiji	FJI
Regional sub-Saharan		Cameroon	CMR	Kiribati Marahall Jalanda	KIR
Africa	RSS	Central African Republic	CAF	Marshall Islands	MHL FSM
Southern Africa		Chad	TCD	Micronesia, Federal State	NRU
Angola	AGO	Congo	COG	Nauru Niue	NIU
Botswana	BWA	Congo, Democratic Republic	COD	Palau	PLW
Lesotho	LSO	Equatorial Guinea	GNQ	Papua New Guinea	PLW
Malawi	MWI	Gabon	GAB	Solomon Islands	SLB
Mozambique	MOZ	Sao Tomé & Principe	STP	Tokelau	TKL
Namibia	NAM	Regional Central Africa	AFC	Tonga	TON
South Africa	ZAF	ASIA		Tuvalu	TUV
Swaziland	SWZ	Regional Asia	ASI	Vanuatu	VUT
Zimbabwe	ZWE		7101	Wallis and Futuna Islands	WLF
Regional Southern Africa	ASO	North Africa		Western Samoa	WSM
_	7.00	Algeria	DZA	Regional Oceania	000
West Africa		Egypt	EGY	Negional Oceania	000
Benin	BEN	Morocco	MAR	LATIN AMERICA	
Burkina Faso	BFA	Tunisia	TUN	Regional Latin America	LAT
Cape Verde	CPV	Regional North Africa	ANO	Central America	
Côte d'Ivoire	CIV	Middle East		Belize	BLZ
Gambia	GMB	Bahrain	BHR	Costa Rica	CRI
Ghana	GHA	Iraq	IRQ	El Salvador	SLV
Guinea	GIN	Iran	IRN	Guatemala	GTM
Guinea-Bissau	GNB	Jordan	JOR	Honduras	HND
Liberia	LBR	Lebanon	LBN	Mexico	MEX
Mali	MLI	Occupied Palestinian		Nicaragua	NIC
Mauritania	MRT	Areas (West Bank/Gaza)	PSE	Panama	PAN
Niger	NER	Oman	OMN	Regional Central America	CEN
Nigeria	NGA	Saudi Arabia	SAU		OLIV
Saint Helena	SHN	Syria	SYR	Caribbean	
Senegal	SEN	West Bank/Gaza	PSE	Anguilla	AIA
Sierra Leone	SLE	Yemen	YEM	Antigua & Barbuda	ATG
Togo	TGO	Regional Middle East	AME	Barbados	BRB
Regional West Africa	AWE			Cuba	CUB
East Africa		South Asia	450	Dominica	DMA
Burundi	BDI	Afghanistan	AFG	Dominican Republic	DOM
Comoros	COM	Bangladesh	BGD	Grenada	GRD
Djibouti	DJI	Bhutan	BTN	Haiti	HTI
Eritrea	ERI	India	IND	Jamaica	JAM
Ethiopia	ETH	Maldives	MDV	Montserrat	MSR
Kenya	KEN	Nepal	NPL	Saint Kitts & Nevis	KNA
Madagascar	MDG	Pakistan	PAK	Saint Lucia	LCA
Malawi	MWI	Sri Lanka	LKA	Saint Vincent & Grenadines	VCT
Mauritius	MUS	Regional South Asia	ASY	Trinidad & Tobago	TTO
Mayotte	MYT	Southeast Asia		Turks and Caicos Islands	TCA
Rwanda	RWA	Cambodia	KHM	Regional Caribbean	CAR
Seychelles	SYC	Indonesia	IDN	South America	
Somalia	SOM	Laos	LAO	Argentina	ARG
Sudan	SDN	Malaysia	MYS	Bolivia	BOL
Tanzania	TZA	Myanmar (Burma)	MMR	Brazil	BRA
Uganda	UGA	Philippines	PHL	Chile	CHL
Zambia	ZMB	Thailand	THA	Colombia	COL
Regional East Africa	AEA	Timor Leste (East Timor)	TLS	Ecuador	ECU
•		Viet Nam	VNM	Guyana	GUY
Lake Victoria	חסו	Regional Southeast Asia	ASS	Paraguay	PRY
Burundi	BDI			Peru	PER
Kenya	KEN	For Ford Ard		Surinam	SUR
Rwanda	RWA	Far East Asia	01111	Uruguay	URY
Tanzania	TZA	China	CHN	Venezuela	VEN
Uganda	UGA	Korea, Democratic	221	Regional South America	SYD
Regional Lake Victoria	RVS	People's Rep	PRK	Tagional Coult Amond	010
Great Lake		Mongolia	MNG	1	
Burundi	BDI	Regional, Far East Asia	ASA		
	RWA	I		l .	

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Partner country

EUROPE-ODA		Central Asia		Barents	
Moldova	MDA	Kazakhstan	KAZ	Murmansk region	RI
Turkey	TUR	Kyrgyzstan	KGZ	Arkhangelsk region	R
		Tajikistan	TJK	Karelia	R
Western Balkans		Turkmenistan	TKM	Regional Barents	Rl
Albania	ALB	Uzbekistan	UZB	St Petersburg	R
Bosnia & Herzegovina	BIH	Regional Central Asia	ACE	Leningrad region	R
Croatia	HRV	EUROPE-Non-ODA		Pskov region	F
Macedonia	MKD	Belarus	BLR	Novgorod region	F
Serbia and Montenegro (Serbia,		Bulgaria	BGR	Kaliningrad region	F
Montenegro, Kosovo)	SCG	Czech Republic	CZE	Regional Northwest Russia	Rl
Serbia	SCG1	Hungary	HUN	Other Russia	l
Montenegro	SCG2	Poland	POL	Baltic	
Kosovo	SCG3	Romania	ROU	Estonia	Е
Regional Western Balkans	VBA	Slovakia	SVK	Latvia	L
Regional Western Balkans	VDA	Slovenia	SVN	Lithuania	L
Caucasus		Ukraine	UKR	Regional Baltic	Е
Armenia	ARM	Regional Central & Eastern	Orac		
Azerbaijan	AZE	Europe	COE	OTHER CODES	
Georgia	GEO	Luiope	COL	Global contributions (excl.	
Regional Caucasus	KAU	Dunnin		Central & Eastern Europe)	G
Regional Caucasus,	-	Russia	DUCO	Regional Central & Eastern	
Central Asia and Moldova	KCM	Moscow/Federal Russia	RUS9	Europe (Non-ODA)	C
Contrary total and Woldova	110111	Northwest Russia		Distribution template	D

4.3 Letter of appropriations

The codes under this heading are financial conditions, environmental conventions and other areas that need to be followed up and which cannot be followed up in any other way.

Classification

Several codes can refer to one contribution. In such cases all codes shall be given. The codes should be entered after each other without a space or comma between them. N.B. The codes consist of a letter and one or two figures. If you enter the code KO1 Instead of KO1, the contribution will not be included when data is extracted. The same will occur if you insert a space between K and O1 (K O1). The use of convention codes depends on whether the principal objective of the contribution (two figures) or significant objective (one figure) refers to a convention.

Financial conditions that need to be followed up have a code that begins with F. Follow-up in other areas have codes that begin with A and conventions are followed up with codes that begin with K.

It is not possible to search for the codes in PLUS.

The codes are update by EVU/Ekonomi. New codes are given on iNSIDE.

Codes

FINANCIAL CONDITIONS

Fo6 Activities financed by the development cooperation appropriation, timelimited appointments not exceeding two years

F16 Locally employed personnel

F17 Development cooperation appropriation, Stockholm-based posts

F26 Activities financed by the development cooperation appropriation for people working at Sida HQ with Iraq

OTHER CODES

A01 Contributions referring to the hurricane Mitch

A02 Contributions implemented on the basis of Agenda 21

Ao3 Contributions which have the significant objective of EU adjustment

A04 Contributions which have the principal objective of EU adjustment

Ao₅ HIV/Aids contributions

INTERNATIONAL CONVENTIONS

Ko1 Principal objective

K1 Significant objective

The Convention on **Biological Diversity**. Contributions which fulfil the following criteria shall be classified with this code:

- contributions that promote the preservation of biological diversity, sustainable utilisation of biological diversity and/or legitimate and impartial distribution of profits from use of genetic resources.
- contributions that contain specific measures to integrate biological diversity with a number
 of development objectives for partner countries or to assist partner countries in the
 implementation of their undertakings according to the Convention
- the documentation of contributions must clearly state which of the Convention's objectives it promotes

• the activities under the contribution shall include specific methods for the implementation of the objectives of the Convention through the protection, conservation and sustainable use of relevant ecosystems, species or genetic resources, for the alleviation of existing environmental degradation, for the development and consolidation of environmental policies, legislation and administration, or for the transfer technology for the implementation of the Convention.

Ko2 Principal objective

K2 Significant objective

The Climate Convention. Contributions which fulfil the following criteria shall be classified with this code:

- contributions that aim to stabilise the concentration of the greenhouse effect in the atmosphere to a level which would prevent dangerous anthropogenic effects on the climatic system
- contributions that contain specific measures to integrate climate change with a number of development objectives for partner countries or to assist partner countries in the implementation of their undertakings according to the Convention
- the documentation of contributions must clearly state which of the Convention's objectives it promotes
- the activities under the contribution shall include specific methods for the implementation of the objectives of the Convention through the protection, conservation or sustainable use of relevant ecosystems, species or genetic resources, for the alleviation of existing environmental degradation, for the development and consolidation of environmental policies, legislation and administration, or for the transfer technology for the implementation of the Convention.

Ko3 Principal objective

K₃ Significant objective

The Convention to combat desertification. Contributions which fulfil the following criteria shall be classified with this code:

- contributions that have the objective of combating desertification and mitigating the effects
 of drought through prevention and/or reduction of land degradation, rehabilitation of partly
 degraded land, and reclamation of deserts
- contributions that contain specific measures to integrate contributions concerning desertification with a number of development objectives for partner countries or to assist partner countries in the implementation of their undertakings according to the Convention
- the documentation of the contribution must clearly state which of the Convention's objectives it promotes
- the activities under the contribution shall include specific methods for the implementation of the objectives of the Convention through the protection, conservation or sustainable use of relevant ecosystems, species or genetic resources, for the alleviation of existing environmental degradation, for the development and consolidation of environmental policies, legislation and administration, or for the transfer technology for the implementation of the Convention.

Ko4 Principal objective

K4 Significant objective

Montreal Protocol. Contributions that fulfil the following criteria shall be classified with this code:

- contributions that have the goal of phasing out production and use, or of reducing emissions, of ozone depleting substances
- contributions for human resource development, environmental policy, institutions, phasingout plans, directives such as legislation and inspection
- contributions for the exchange of experience between different parties in national or international networks
- contributions that have the aim of preventing the introduction of HCFCs to replace other ozone-depleting substances
- contributions for the transfer of technology.

Ko₅ Principal objective

K₅ Significant objective

Ramsar Convention (Wetlands). Contributions that fulfil the following criteria shall be classified with this code:

- contributions for the protection and/or sustainable use of wetlands, such as concrete projects/programmes, or indirectly in the form of policy development
- contributions that include (specific) measures to integrate wetlands and issues relating to
 wetlands with other development objectives for the partner country or which assist the
 partner country to fulfil its undertakings under the Convention in some other way
- contributions that state in the programme documentation the goals of the Convention that the contribution promotes
- the activities under the contribution shall include specific methods for the implementation of the objectives of the Convention through the protection or conservation of relevant ecosystems or to counteract existing environmental degradation, for the development and consolidation of environmental policies, legislation and administration of wetlands.

Ko6 Principal objective

K6 Significant objective

Stockholm Convention (POPs). Contributions that fulfil the following shall be classified with this code:

- contributions that have the goal of protecting health and the environment from persistent organic pollutants (POPs)
- contributions that contain specific measures to integrate contributions concerning the
 phasing out of POPs with a number of development goals for the partner country, or to
 assist the partner country to fulfil its undertakings under the Convention
- the documentation for the contribution shall specifically state which goals of the Convention it promotes
- activities under the contribution shall contain specific methods for the implementation of
 the goals of the Convention through the identification and phasing-out of POPs, or for the
 development and consolidation of environmental policies, legislation or administration, or
 for the transfer technology for the implementation of the Convention.

Ko7 Principal objective

K7 Significant objective

Rotterdam Convention (PIC). Contributions that fulfil the following shall be classified with this code:

- contributions that have the goal of protecting health and the environment from certain hazardous chemicals through the exchange of information, better decisions and improved decision-making processes
- contributions that contain specific measures to integrate contributions concerning decisionmaking processes, information and dissemination of information on certain hazardous chemicals with a number of the development goals for the partner country, or to assist the partner country in fulfilling its undertakings under the Convention
- the documentation for the contribution shall specifically state which goals of the Convention that it promotes
- activities under the contribution shall contain specific methods for the implementation of the goals of the Convention through improvements to information or the dissemination of information, or for the development and consolidation of environmental policies, legislation or administration, or for the transfer technology for the implementation of the Convention.

Ko8 Principal objective

K8 Significant objective

Basel Convention. Contributions that fulfil the following shall be classified with this code:

- contributions that have the goal of protecting health and the environment by reducing the production and transport of environmentally hazardous waste
- contributions that contain specific measures to integrate contributions concerning the
 production and handling of environmentally hazardous waste with a number of the
 development goals for the partner country, or to assist the partner country in fulfilling its
 undertakings under the Convention.
- the documentation for the contribution shall specifically state which goals of the Convention that it promotes

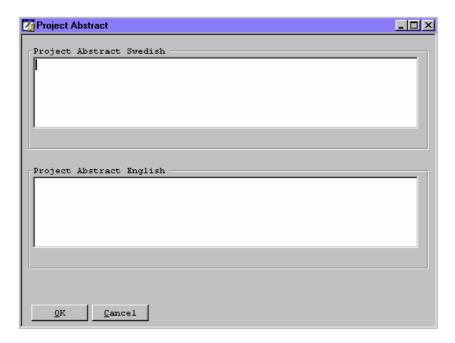
activities under the contribution shall contain specific methods for the implementation of
the goals of the Convention through the reduction of quantities and transportation and
phasing-out of hazardous waste, or for the development and consolidation of environmental
policies, legislation or administration, or for the transfer of technology for the
implementation of the Convention.

5 PROJECT ABSTRACT

A brief description (max 420 characters) of the contribution in Swedish and English. The project abstract should contain a short general description of the contribution that expands the title of the contribution, states the goals of the contribution, and provides other essential information including information on and references to earlier contributions.

It is not obligatory to enter a project abstract, but it is strongly recommended.

In the Contribution window there is a button which leads to the Project Abstract window.



Classification

Here you can either enter text or you can cut and paste from another document into this field.

Cut and paste by

- 1. Marking the text you want to copy. Copy with the aid of Ctrl + c.
- 2. Put the cursor in the field where you want to paste in text. Press Ctrl + v.

Example

- ❖ Preparation for a project on juvenile delinquency at the Department of Justice. To describe the level of state of the juvenile system with relevant actors, their roles and responsibilities in South Africa.
- The objective of the project is to develop and make available improved technologies for production and processing of important smallholder crops, traditional food crops as well as new cash crops
- ❖ The strategy will include a policy section; a review and analysis of past Swedish experience in the hiv/aids area, national and international; and an implementation plan of the policy, including needed competence and capacity within Sweden to effectively address the epidemic.
- ❖ Preparatory phase Sexuality Education Training for primary school teachers. The preparatory phase consists of two workshops: one with regional and international expertise during November-December 1999 and a subsequent national workshop to develop supplementary sexuality education material for the students in grade 5-8.
- Seminar on Reproductive Health

6 COMPONENT

A contribution can consist of one or more **components**. It is usually the case that a contribution consists of one component. Several components should be used when the contribution includes more than one statistical concept, when different divisions at Sida are responsible for different parts of the contribution, or when it is necessary to follow up different parts of the contribution.

Further guidance is available in the User Manual for PLUS.

In the Contribution window there is a section in which information on components is entered. Information is entered for one component at a time. Do not forget to save after each component.

6.1 Component title

A title in English (max 25 characters) shall be entered in this field. The title is copied automatically from the English title of the contribution from which the component was created. If the contribution contains several components, the components shall have unique titles and the titles of the components must therefore be changed. The title should provide a comprehensible description of the component. It should be written in lower case (small letters) with the exception of the first letter and any abbreviations. Abbreviations should be of a general character, understandable by everyone. If you have a component that refers to specific organisations, for example different UN agencies, you should include the organisation's name in the title of the component.

Formulate the title so that even the uninitiated understand what the component refers to.

Avoid:

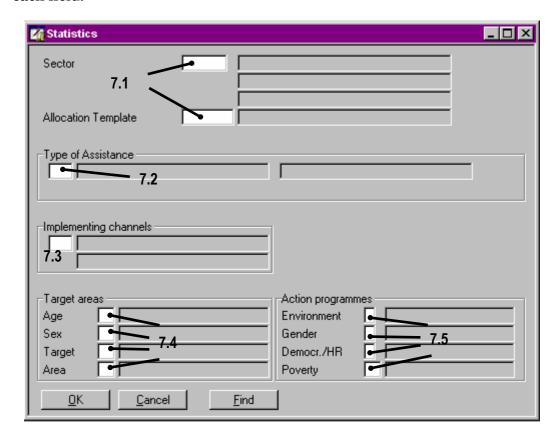
- stating the partner country's code in the title
- writing "support to" or similar phrases since these do not provide any information at all on the contribution.
- including the decision number or other identification numbers since these do not describe what the contribution refers to for the uninitiated.

Example

Contribution,	Compo	Description of the	Proposed English title
English title	-nent	component	
Legal support	01	Assessment of legal support	Pre-assessment
Legal support	02	Study of literature that takes up juvenile delinquency in South	Juvenile crime literature
		Africa	

7 STATISTICS

Statistical information shall be entered for each component. By clicking on the button Statistics, the Statistics window is opened. Here a large amount of different types of information shall be provided. The figures in the illustration below refer to the chapters where you will find information and references for each field.



When a new component is created, the information for the preceding component is copied to the new component. Check that the information is correct for the new component.

It is compulsory to enter the information in the Statistics window as early as the moment in time when the contribution is planned in order to facilitate planning and forecasts. Bear in mind that it is important to update the classification if there are any changes in the conditions for the contribution.

7.1 Sector

A sector is the area/sector in society that the component has the aim of developing. One component can focus on several sectors.

Classification

Sida has seven main sectors (in bold) and sub-sectors:

Social infrastructure
□ Education
□ Health
☐ Population policies/programmes and reproductive health
☐ Water supply and sanitation
☐ Government and civil society
☐ Other social infrastructure and services
Economic infrastructure
☐ Transport and storage
□ Communications
 Energy generation and supply
☐ Banking and financial services
☐ Business and other services
Production sector
 Agriculture, forestry and fishing
☐ Industry, mining and construction
☐ Trade policy and regulations, tourism
Environment/Multisector/Cross-cutting
☐ General environmental protection
□ Women in development
□ Other multisector
General programme assistance
☐ General budget support
□ Developmental food aid
☐ Emergency food aid
 Other emergency and distress relief
□ Reconstruction relief
Other
☐ Administrative costs
□ Unspecified

The main sectors are broken down into sub-sectors which are then broken down further. The codes are based on the OECD-DAC classification. They are used by several other donors. The sector codes are valid at Sida as of $23^{\rm rd}$ May 2005.

The code to be entered consists of five digits. The name of the sector selected appears automatically on the right of the field in which the sector code is entered. Under this box follows the names of the sub-sectors and the main sector that the sector comes under.

You can search for sector codes in the Sector field.

Search for codes in this way

- 1. Place the cursor in the Sector field and press F2 twice.
- 2. All codes for sectors are shown in the window.

Search for codes in a main sector or sub-sector in this way

- 1. Place the cursor in the Sector field and press F2
- 2. Enter the first figure(s) of the main sector/sub-sector and press F2. (For example 11 give a list of all sector codes under Education).
- 3. Mark the code you wish to use and press OK. The code is then automatically given in the Sector field.

General

The sector of destination of a contribution should be selected by answering the question "which specific area of the recipient's economic or social structure is the transfer intended to foster?". The sector classification does not refer to the type of goods or services provided by the donor. Sector specific education or research activities (e.g. agricultural education) or construction of infrastructure (e.g. agricultural storage) should be reported under the sector to which they are directed, not under education, construction, etc. Some contributions are not susceptible to allocation by sector and are reported as non-sector allocable aid (99810).

The mainsectors have nothing to do with the **operational areas** at Sida. Sida's operational areas are based on the appropriation accounts since 2004.

Examples

Description of the	Contribution title	Sector code
component		
Construction of housing for experts working on an agricultural development project	Agricultural development (not Housing policy and administrative management)	31120
Construction of apartments in three cities	Housing policy and administrative management	16030
Privatisation of the National Energy Agency	Energy policy and administrative management (not Privatisation)	23010
State enterprise	Privatisation	25020

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Sector

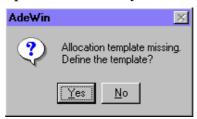
restructuring programme		
Assistance to Ministry of Education to prepare an	Education policy and administrative management (neither Government	11110
education sector programme	administration nor Economic and development policy/planning)	
Training of government officers in project preparation	Economic and development policy/planning	15010
Rail equipment delivery	Rail transport	21030
Rail equipment production	Transport equipment industry	32172
Fertilizer delivery	Agricultural inputs	31150
Construction of a tuberculosis clinic	Infectious disease control (not Basic health infrastructure).	12250
District hospitals rehabilitation programme	Basic health infrastructure	12230
Primary school books delivery	Primary education (not Education facilities and training).	11220
Paper supply for printing school books	Education facilities and training	11120
Upgrading of an agricultural training centre	Agricultural education	31181
Trafficking	There is no specific sector code, but Human rights are the most appropriate. Depending on the nature of the activity, other codes could be relevant too. For example, Social welfare services (16010), Employment policy and adm. management (16020), Women in development (42010)	15063 (?)

Allocation template

A component can refer to development in several sectors. In these cases you can make an allocation template.

Distribute over several sectors

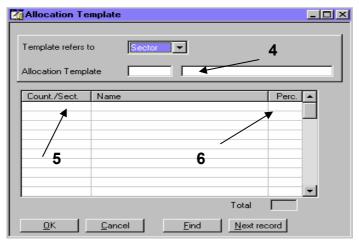
- 1. Enter code 99888 in the Sector field and press Tab.
- 2. You are now in the field Allocation Template. Here you can either enter the name of an existing distribution template or the name you wish to give your new distribution template. Press Tab.
- 3. If the distribution template does not exist a box will appear which states that the distribution template does not exist and asks you if you wish to create a new distribution template. Press Yes if you want to have a new template.



Warning

If you use a template that you or someone else has made earlier, you should not change anything in the template. Changes to the template have the effect that all components that use the template are changed.

4. Now the window shown below will appear and you can enter a title for the distribution template in the box to the right of the code.



- 5. Then enter the code for a sector. You can find the code for the sector with the aid of F2.
- 6. Enter the sector's share in the form of a percentage of the contribution.
- 7. Continue to follow points 5 and 6 until 100 per cent has been distributed. Press F12 or OK to save and then press Cancel in order to return to the Statistics window.

Sector codes

1	SOCIAL INFRASTRUCTURE	150		GOVERNMENT AND CIVIL SOCIETY
110	EDUCATION	1501 1502 1503	20	Economic and development policy/Planning Public sector financial management Legal and judicial development
111	Education, level unspecified	1504		Government administration
11110	Education policy and administrative	1505		Strengthening civil society
11120	management Education facilities and training	1506		Post conflict peace-building (UN)
11130	Teacher training	1506 1506		Elections Human rights
11182	Educational research	1506		Demobilisation
112	Basic education	1506		Free flow of information
11220	Primary education	1506	6	Land mine clearance
11230	Basic life skills for youth and adults	160		OTHER SOCIAL INFRASTRUCTURE AND
11240	Early childhood education	100		SERVICES
113	Secondary education	1601	0	Social/ welfare services
11320 11330	Secondary education Vocational training	1602		Employment policy and administrative
	_			management
114 11420	Post-secondary education Higher education	1603		Housing policy and administrative management
11420	Advanced technical and managerial	1604 1605		Low-cost housing Multisector aid for basic social services
	training	1606		Culture and recreation
		1606	62	
120	HEALTH	1606	3	Narcotics control
121 12110	Health, general Health policy and administrative	2	Ε	CONOMIC INFRASTRUKTUR
12181	management Medical education/training	210		TRANSPORT AND STORAGE
12182	Health research	2101	0	Transport policy and administrative management
12191	Medical services	2102		Road transport
122	Basic health	2103		Rail transport
12220	Basic health care	210 ² 2105		Water transport Air transport
12230 12240	Basic health infrastructure Basic nutrition	2106		Storage
12250	Infectious disease control	2108	31	Education and training in transport and storage
12261	Health education	220		COMMENIANICATIONIC
12281	Health personnel development	220		COMMUNICATIONS
130	POPULATION POLICIES/	2201	.0	Communications policy and administrative
130	PROGRAMMES AND	2202	0	management Telecommunications
	REPRODUCTIVE HEALTH	2203		Radio/television/print media
13010	Population policy and administrative	2204	Ю	Information and communication technology (ICT)
	management	230		ENERGY GENERATION AND SUPPLY
13020	Reproductive health care		_	
13030 13040	Family planning STD control including HIV/AIDS	2301 2302		Energy policy and administrative management Power generation/non-renewable sources
13081	Personnel development for population	2302		Power generation/renewable sources
	and reproductive health	2304		Electrical transmission/ distribution
140	WATER CURRY V AND CANUTATION	2305		Gas distribution
140	WATER SUPPLY AND SANITATION	2306 2306		Oil-fired power plants Gas-fired power plants
14010	Water resources policy and	2306		Coal-fired power plants
14015	administrative management Water resources protection	2306		Nuclear power plants
14020	Water supply and sanitation -large	2306		Hydro-electric power plants
	systems	2306		Geothermal energy
14030	Basic drinking water supply and basic	2306 2306		Solar energy Wind power
14040	sanitation River development	2306		Ocean power
14050	Waste management/disposal	2307		Biomass
14081	Education and training in water supply	2308		Energy education/training
	and sanitation	2308	32	Energy research

040	DANIKING AND FINANCIAL	200	INDUSTRY MINING AND CONSTRUCTION
240	BANKING AND FINANCIAL SERVICES	320	INDUSTRY, MINING AND CONSTRUCTION
24010	Financial policy and administrative	321 32110	Industry Industrial policy and administrative
010	management	32223	management
	Monetary institutions	32120	Industrial development
	Formal sector financial Intermediaries	32130	SME development
24040	Informal/semi-formal financial Intermediaries	32140 32161	Cottage industries and handicraft Agro-industries
24081	Education/training in banking and	32162	Forest industries
	financial services	32163	Textiles, leather and substitutes
		32164	Chemicals
250	BUSINESS AND OTHER SERVICES	32165	Fertilizer plants
25010	Business support services and	32166 32167	Cement/lime/plaster Energy manufacturing
05010	Institutions	32168	Pharmaceutical production
	Public private sector networking Privatisation	32169	Basic metal industries
	Other business	32170	Non-ferrous metal industries
		32171	Engineering
3	PRODUCTION SECTOR	32172 32182	Transport equipment industry Natural science and technological research
210	ACDICIII TIIDE FORCETSV AND	- 32102	and development
310	AGRICULTURE, FORESTRY AND FISHING	322	Mineral resources and mining
211		32210	Mineral/mining policy and administrative
311	Agriculture Agricultural policy and administrative		management
31110	management	32220	Mineral prospection and exploration
31120	Agricultural development	32261 32262	Coal
	Agricultural land resources	32262	Oil and gas Ferrous metals
	Agricultural water resources	32264	Nonferrous metals
	Agricultural inputs Food crop production	32265	Precious metals/materials
	Industrial crops/export crops	32266	Industrial minerals
	Livestock	32267 32268	Fertilizer minerals Offshore minerals
	Agrarian reform		
	Agricultural alternative development Agricultural extension	323 32310	Construction Construction policy and administrative
	Agricultural education/training	32310	management
	Agricultural research	330	TRADE POLICY AND REGULATIONS,
	Agricultural services	330	TOURISM
31192	Plant and post-harvest protection and pest control	331	
31193	Agricultural financial services	33112	Trade policy and regulations Technical barriers to trade (TBT)
	Agricultural co-operatives	33113	Sanitary and phytosanitary measures (SPS)
	Livestock/veterinary services	33120	Trade facilitation
312	Forestry	33130	Regional trade agreements (RTAs)
31210	Forestry policy and administrative	33140 33143	Multilateral trade negotiations Trade-related intellectual property rights
	management	33143	(TRIPS)
	Forestry development Fuelwood/charcoal	33144	Trade- Agriculture
	Forestry education/training	33145	Trade- Services
	Forestry research	33148	Training in trade negotiation techniques
31291	Forestry services	33151 33181	Trade and environment Trade education/training
313	Fishing	33182	Other trade policy and regulation
31310	Fishing policy and administrative	332	Tourism
21 200	management	33210	Tourism policy and administrative
31320 31381	Fishery development Fishery education/training		management
31382	Fishery research		
31391	Fishery services		

4 ENVIRONMENT/MULTISECTOR/CROSS-CUTTING

410	GENERAL ENVIRONMENTAL PROTECTION
41010 41020 41030 41040 41050 41081 41082	Environmental policy and administrative management Biosphere protection Bio-diversity Site preservation Flood prevention/control Environmental education/ training Nature and environmental research
420 42010	WOMEN IN DEVELOPMENT Women in development
430 43010 43030 43040 43050 43081 43082	OTHER MULTISECTOR Multisector aid Urban development and Management Rural and coastal development Non-agricultural alternative Development Multisector education/training Social science research
11182 12182 23082 31182 31282 31382 32182 41082	Educational research Health research Energy research Agricultural research Forestry research Fishery research Natural science and technological research and development Nature and environmental research
43082	Social science research

5 GENERAL PROGRAMME ASSISTANCE

510	GENERAL BUDGET SUPPORT
51010	General budget support
520	DEVELOPMENT FOOD AID/ FOOD SECURITY ASSISTANCE

52010 Food aid/Food security programmes

EMERGENCY ASSISTANCE AND RECONSTRUCTION

710	EMERGENCY FOOD AID
71010 71011 71012	Emergency food aid – in general Emergency food aid – livelihood Emergency food aid – transports, logistics, support functions, co-ordination
720	OTHER EMERGENCY AND DISTRESS RELIEF
72010 72011 72012	Emergency/distress relief- in general Emergency/distress relief - basic necessities Emergency/distress relief - transports, logistics, support functions, co-ordination
72013 72014	Emergency/distress relief – education/school Emergency/distress relief – health, mental and physical
72015	Emergency/distress relief – water and sanitation
72016 72017	Emergency/distress relief - shelters Emergency/distress relief - agriculture, fishing etc.
72018	Emergency/distress relief – support for democracy and human rights
72019	Emergency/distress relief – prevention/ preparedness
72021 72030	Emergency/distress relief - livelihood Aid to refugees (in recipient countries)-in general
72031 72032	Aid to refugees - basic necessities Aid to refugees - transports, logistics, support functions, co-ordination
72033 72034 72035 72036	Aid to refugees - education/school Aid to refugees - health, mental and physical Aid to refugees - water and sanitation Aid to refugees - shelters
72037 72038	Aid to refugees - agriculture, fishing etc. Aid to refugees - support for democracy and human rights
72039 72041	Aid to refugees - prevention/ preparedness Aid to refugees - livelihood
730	RECONSTRUCTION RELIEF
70010	5

9 OTHER

73010

910 91010	ADMINISTRATIVE COSTS Administrative costs
998 99810 99820 99888	UNSPECIFIED Sectors not specified Promotion of development awareness Distribution template

Reconstruction relief

Definitions of sector codes

1. SOCIAL INFRASTRUCTURE

	CODE	DESCRIPTION	Additional notes on coverage
110		EDUCATION	
111		Education, level unspecified	The codes in this category are to be used only when level of education is unspecified or unknown (e.g. training of primary school teachers should be coded under 11220).
	11110	Education policy and administrative management	Education sector policy, planning and programmes; aid to education ministries, administration and management systems; institution capacity building and advice; school management and governance; curriculum and materials development; unspecified education activities.
	11120	Education facilities and training	Educational buildings, equipment, materials; subsidiary services to education (boarding facilities, staff housing); language training; colloquia, seminars, lectures, etc.
	11130	Teacher training	Teacher education (where the level of education is unspecified); in-service and pre-service training; materials development.
	11182	Educational research	Research and studies on education effectiveness, relevance and quality; systematic evaluation and monitoring.
112		Basic education	
	11220	Primary education	Formal and non-formal primary education for children; all elementary and first cycle systematic instruction; provision of learning materials.
	11230	Basic life skills for youth and adults	Formal and non-formal education for basic life skills for young people and adults (adults education); literacy and numeracy training.
	11240	Early childhood education	Formal and non-formal pre-school education.
113		Secondary education	
	11320	Secondary education	Second cycle systematic instruction at both junior and senior levels.
	11330	Vocational training	Elementary vocational training and secondary level technical education; on-the job training; apprenticeships; including informal vocational training.
114		Post-secondary education	
	11420	Higher education	Degree and diploma programmes at universities, colleges and polytechnics; scholarships.
	11430	Advanced technical and managerial training	Professional-level vocational training programmes and in-service training.

Note: Sector specific education activities are to be included in the respective sectors, either in a specific education code such as Agricultural education or in a general code such as Communications policy/administrative management.

	CODE	DESCRIPTION	Additional notes on coverage
120		HEALTH	
121		Health, general	
	12110	Health policy and administrative management	Health sector policy, planning and programmes; aid to health ministries, public health administration; institution capacity building and advice; medical insurance programmes; unspecified health activities.
	12181	Medical education/training	Medical education and training for tertiary level services.
	12182	Health research	Research in the health field
	12191	Medical services	Laboratories, specialised clinics and hospitals (including equipment and supplies); ambulances; dental services; mental health care; medical rehabilitation; control of non-infectious diseases; drug and substance abuse control [excluding narcotics traffic control (16063)].
122		Basic health	
	12220	Basic health care	Basic and primary health care programmes; paramedical and nursing care programmes; supply of drugs, medicines and vaccines related to basic health care.
	12230	Basic health infrastructure	District-level hospitals, clinics and dispensaries and related medical equipment; excluding specialised hospitals and clinics (12191).
	12240	Basic nutrition	Direct feeding programmes (maternal feeding, breastfeeding and weaning foods, child feeding, school feeding); determination of micro-nutrient deficiencies; provision of vitamin A, iodine, iron etc.; monitoring of nutritional status; nutrition and food hygiene education; household food security.
	12250	Infectious disease control	Immunisation; prevention and control of malaria, tuberculosis, diarrhoeal diseases, vector-borne diseases (e.g. river blindness and guinea worm), etc.
	12261	Health education	Information, education and training of the population for improving health knowledge and practices; public health and awareness campaigns.
	12281	Health personnel development	Training of health staff for basic health care services.

Sector codes for research; 11182 Educational research, 12182 Medical research, 23082 Energy research, 31182 Agricultural research, 31282 Forestry research, 31382 Fishery research, 32182 Natural science and technological research and development, 41082 Nature and environmental research, 43082 Social science research

	CODE	DESCRIPTION	Additional notes on coverage
130		POPULATION POLICIES,	PROGRAMMES AND REPRODUCTIVE HEALTH
	13010	Population policy and administrative management	Population/development policies; census work, vital registration; migration data; demographic research/analysis; reproductive health research; unspecified population activities.
	13020	Reproductive health care	Promotion of reproductive health; prenatal and postnatal care including delivery; prevention and treatment of infertility; prevention and management of consequences of abortion; safe motherhood activities.
	13030	Family planning	Family planning services including counselling; information, education and communication (IEC) activities; delivery of contraceptives; capacity building and training.
	13040	STD control including HIV/AIDS	All activities related to sexually transmitted diseases and HIV/AIDS control e.g. information, education and communication; testing; prevention; treatment, care.
	13081	Personnel development for population and reproductive health	Education and training of health staff for population and reproductive health care services.

	CODE	DESCRIPTION	Additional notes on coverage
140		WATER CURRLY AND C	ANITATION
140	14010	WATER SUPPLY AND S	
	14010	Water resources policy and administrative	Water sector policy, planning and programmes;
			water legislation and management; institution
		management	capacity building and advice; water supply
			assessments and studies; groundwater, water quality
			and watershed studies; hydrogeology; excluding
	14015	\M1	agricultural water resources (31140).
	14015	Water resources	Inland surface waters (rivers, lakes, etc.);
		protection	conservation and rehabilitation of ground water;
			prevention of water contamination from agro-
	1.4000) A/ 1 1 1	chemicals, industrial effluents.
	14020	Water supply and	Water desalination plants; intakes, storage,
		sanitation -	treatment, pumping stations, conveyance and
		large systems	distribution systems; sewerage; domestic and
	14000	Desir daialia accessor	industrial waste water treatment plants.
	14030	Basic drinking water	Water supply and sanitation through low-cost
		supply and	technologies such as hand pumps, spring
		basic sanitation	catchments, gravity-fed systems, rain water
			collection, storage tanks, small distribution systems;
			latrines, small-bore sewers, on-site disposal (septic
	14040	Divers development	tanks).
	14040	River development	Integrated river basin projects; river flow control;
			dams and reservoirs [excluding dams primarily for
			irrigation (31140) and hydropower (23065) and
	14050	Waste	activities related to river transport (21040)].
	14000	management/disposal	Municipal and industrial solid waste management, including hazardous and toxic waste; collection,
		management/uisp0sal	disposal and treatment; landfill areas; composting
			and reuse.
	14081	Education and training	and rease.
	14001	in water supply and	
		sanitation	
	1	Samation	

	CODE	DESCRIPTION	Additional notes on coverage
150		GOVERNMENT AND CI	VIL SOCIETY
	15010	Economic and development policy/ Planning	Macro-economic, fiscal and monetary policy and planning; social planning; economic and social analysis and forecasting; development planning and preparation of structural reforms; organisational development; support to ministries involved in aid coordination; other ministries and government departments when sector cannot be specified. (Use code 51010 for budget support to macroeconomic reforms.)
	15020	Public sector financial management	Strengthening financial and managerial accountability; public expenditure management; improving financial management systems; tax assessment procedures; budget drafting; field auditing; measures against waste, fraud and corruption.
	15030	Legal and judicial development	Constitutional development, legal drafting; institutional strengthening of legal and judicial systems; legal training and education; legal advice and services; crime prevention.
	15040	Government administration	Systems of government including parliament, local government, decentralisation; civil service and civil service reform. Including general services by government (or commissioned by government) not elsewhere specified e.g. police, fire protection; cartography, meteorology, aerial surveys and remote sensing; administrative buildings.
	15050	Strengthening civil society	Community participation and development; co- operatives; grassroots organisations; development of other participatory planning and decision making procedures and institutions.
	15061	Post conflict peace- building (UN)	Participation in the post-conflict peace-building phase of United Nations peace operations. Activities such as human rights and elections monitoring, rehabilitation of demobilised soldiers, rehabilitation of basic national infrastructure, monitoring or retraining of civil administrators and police forces, training in customs and border control procedures, advice or training in fiscal or macroeconomic stabilisation policy, repatriation and demobilisation of armed factions, and disposal of their weapons; support for landmine removal.
	15062	Elections	Electoral assistance and monitoring, voters' education [other than in connection with peace building (15061)].
	15063	Human rights	Monitoring of human rights performance; support for national and regional human rights bodies; protection of ethnic, religious and cultural minorities [other than in connection with peace building (15061)].

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Sector

	CODE	DESCRIPTION	Additional notes on coverage
150	15064	Demobilisation	Integration of demobilised military personnel into the economy; (micro)-disarmament; conversion of production facilities from military to civilian outputs [other than in connection with peace building (15061)].
	15065	Free flow of information	Uncensored flow of information on public issues, including activities that increase the professionalism, skills and integrity of the print and broadcast media (e.g. training of journalists).
	15066	Land mine clearance	Explosive mine removal for developmental purposes [other than in connection with peace building (15061)].

	CODE	DESCRIPTION	Clarifications / Additional notes on coverage
160		OTHER SOCIAL INFRAS	TRUCTURE AND SERVICES
	16010	Social/ welfare services	Social legislation and administration; institution capacity building and advice; social security and other social schemes; special programmes for the elderly, orphans, the disabled, street children; social dimensions of structural adjustment; unspecified social infrastructure and services, including consumer protection.
	16020	Employment policy and administrative management	Employment policy and planning; labour law; labour unions; institution capacity building and advice; support programmes for unemployed; employment creation and income generation programmes; occupational safety and health; combating child labour.
	16030	Housing policy and administrative management	Housing sector policy, planning and programmes; excluding low-cost housing and slum clearance (16040).
	16040	Low-cost housing	Including slum clearance.
	16050	Multisector aid for basic social services	Basic social services are defined to include basic education, basic health, basic nutrition, population/reproductive health and basic drinking water supply and basic sanitation.
	16061	Culture and recreation	Including libraries and museums.
	16062	Statistical capacity building	Both in national statistical offices and any other government ministries.
	16063	Narcotics control	In-country and customs controls including training of the police; educational programmes and awareness campaigns to restrict narcotics traffic and in-country distribution.

2. ECONOMIC INFRASTRUCTURE

	CODE	DESCRIPTION	Additional notes on coverage
210		TRANSPORT AND	Note: Manufacturing of transport equipment should
		STORAGE	be included under code 32172.
	21010	Transport policy and administrative management	Transport sector policy, planning and programmes; aid to transport ministries; institution capacity building and advice; unspecified transport; activities that combine road, rail, water and/or air transport.
	21020	Road transport	Road infrastructure, road vehicles; passenger road transport, motor passenger cars.
	21030	Rail transport	Rail infrastructure, rail equipment, locomotives, other rolling stock; including light rail (tram) and underground systems.
	21040	Water transport	Harbours and docks, harbour guidance systems, ships and boats; river and other inland water transport, inland barges and vessels.
	21050	Air transport	Airports, airport guidance systems, aeroplanes, aeroplane maintenance equipment.
	21061	Storage	Whether or not related to transportation.
	21081	Education and training in transport and storage	

	CODE	DESCRIPTION	Additional notes on coverage
220		COMMUNICATIONS	
	22010	Communications policy and administrative management.	Communications sector policy, planning and programmes; institution capacity building and advice; including postal services development; unspecified communications activities.
	22020	Telecommunications	Telephone networks, telecommunication satellites, earth stations.
	22030	Radio/television/print media	Radio and TV links, equipment; newspapers; printing and publishing.
	22040	Information and communication technology (ICT)	Computer hardware and software; internet access; IT training. When sector cannot be specified.

	CODE	DESCRIPTION	Additional notes on coverage
230		ENERGY GENERATION	AND SUPPLY
	23010	Energy policy and administrative management	Energy sector policy, planning and programmes; aid to energy ministries; institution capacity building and advice; unspecified energy activities including energy conservation.
	23020	Power generation/non- renewable sources	Thermal power plants including when heat source cannot be determined; combined gas-coal power plants.
	23030	Power generation/renewable sources	Including policy, planning, development programmes, surveys and incentives. Fuelwood/ charcoal production should be included under forestry (31261).
	23040	Electrical transmission/ distribution	Distribution from power source to end user; transmission lines.
	23050	Gas distribution	Delivery for use by ultimate consumer.
	23061	Oil-fired power plants	Including diesel power plants.
	23062	Gas-fired power plants	
	23063	Coal-fired power plants	
	23064	Nuclear power plants	Including nuclear safety.
	23065	Hydro-electric power plants	Including power-generating river barges.
	23066	Geothermal energy	
	23067	Solar energy	Including photo-voltaic cells, solar thermal applications and solar heating.
	23068	Wind power	Wind energy for water lifting and electric power generation.
	23069	Ocean power	Including ocean thermal energy conversion, tidal and wave power.
	23070	Biomass	Densification technologies and use of biomass for direct power generation including biogas, gas obtained from sugar cane and other plant residues, anaerobic digesters.
	23081	Energy education/training	Applies to all energy sub-sectors; all levels of training.
	23082	Energy research	Including general inventories, surveys.

Note: Extraction of raw materials for power generation should be included in the mining sector. Energy manufacturing should be included in the industry sector.

	CODE	DESCRIPTION	Additional notes on coverage
	CODE	DESCRIPTION	Additional notes on coverage
240		BANKING AND FINANC	IAL SERVICES
	24010	Financial policy and administrative management	Financial sector programmes, i.e. programmes that covers several levels (micro, meso, and macro) and institutions. Examples are the Financial Sector Deepening Programmes.
	24020	Monetary institutions	Support to monetary institutions for development of monetary policies and money markets, legal and regulatory frameworks, and supervisory capacity. Examples of institutions involved in these activities are Ministry of Finances, Parliaments, Central Banks, bank supervision, and other financial supervision authorities.
	24030	Formal sector financial Intermediaries	Direct support to formal financial institutions (wholesale and retail) under public financial supervision (central bank supervision, insurance inspection, and capital market authority). Examples of institutions are banks (commercial, state owned, cooperative, regional, and savings banks) and other financial market actors, such as pension funds, venture capital investment funds, insurance companies, and leasing companies.
	24040	Informal/semi-formal financial Intermediaries	Direct support to informal or semi-formal financial institutions (wholesale and retail) that are not under public financial supervision. Examples of institutions are NGO's, savings and credit cooperatives, village banks, self help groups, and trust funds.
	24081	Education/training in banking and financial services	Sector wide capacity building, such as business development services for retail financial institutions; organisations working with training, industry dialogue, knowledge generation and dissemination; organisations working with development of methodologies, tools and policies at a local, regional and international level; International Training Programmes.

	CODE	DESCRIPTION	Additional notes on coverage
250		BUSINESS AND OTHER	SERVICES
	25010	Business support services and Institutions	Support to trade and business associations, chambers of commerce; legal and regulatory reform aimed at improving business and investment climate; private sector institution capacity building and advice; trade development; e-commerce (use code 32130 for enterprises in the industrial sector).
	25012	Public private sector networking	Tools and mechanisms for improved dialogue and resource sharing between public and private sector (and within the private sector) at the national, regional and global levels.
	25020	Privatisation	General state enterprise restructuring or demonopolisation programmes; planning, programming, advice.
	25021	Other business	

3. PRODUCTION SECTOR

	CODE	DESCRIPTION	Additional notes on coverage
310		AGRICULTURE, FORES	TRY AND FISHING
311		Agriculture	
	31110	Agricultural policy and administrative management	Agricultural sector policy, planning and programmes; aid to agricultural ministries; institution capacity building and advice; unspecified agriculture.
	31120	Agricultural development	Integrated projects; farm development.
	31130	Agricultural land resources	Including soil degradation control; soil improvement; drainage of water logged areas; soil desalination; agricultural land surveys; land reclamation; erosion control, desertification control.
	31140	Agricultural water resources	Irrigation, reservoirs, hydraulic structures, ground water exploitation for agricultural use.
	31150	Agricultural inputs	Supply of seeds, fertilizers, agricultural machinery/equipment.
	31161	Food crop production	Including grains (wheat, rice, barley, maize, rye, oats, millet, sorghum); horticulture; vegetables; fruit and berries; other annual and perennial crops. [Use code 32161 for agro-industries.]
	31162	Industrial crops/export crops	Including sugar; coffee, cocoa, tea; oil seeds, nuts, kernels; fibre crops; tobacco; rubber. [Use code 32161 for agro-industries.]
	31163	Livestock	Animal husbandry; animal feed aid.
	31164	Agrarian reform	Including agricultural sector adjustment.
	31165	Agricultural alternative development	Projects to reduce illicit drug cultivation through other agricultural marketing and production opportunities (see code 43050 for non-agricultural alternative development).
	31166	Agricultural extension	Non-formal training in agriculture.
	31181	Agricultural education/training	

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Sector

	CODE	DESCRIPTION	Additional notes on coverage
311	31182	Agricultural research	Plant breeding, physiology, genetic resources, ecology, taxonomy, disease control, agricultural biotechnology; including livestock research (animal health, breeding and genetics, nutrition, physiology).
	31191	Agricultural services	Marketing policies & organisation; storage and transportation, creation of strategic reserves.
	31192	Plant and post-harvest protection and pest control	Including integrated plant protection, biological plant protection activities, supply and management of agrochemicals, supply of pesticides, plant protection policy and legislation.
	31193	Agricultural financial services	Financial intermediaries for the agricultural sector including credit schemes; crop insurance.
	31194	Agricultural co- operatives	Including farmers' organisations.
	31195	Livestock/veterinary services	Animal health and management, genetic resources, feed resources.
312		Forestry	
	31210	Forestry policy and administrative management	Forestry sector policy, planning and programmes; institution capacity building and advice; forest surveys; unspecified forestry and agro-forestry activities.
	31220	Forestry development	Afforestation for industrial and rural consumption; exploitation and utilisation; erosion control, desertification control; integrated forestry projects.
	31261	Fuelwood/charcoal	Forestry development whose primary purpose is production of fuelwood and charcoal.
	31281	Forestry education/training	
	31282	Forestry research	Including artificial regeneration, genetic improvement, production methods, fertilizer, harvesting.
	31291	Forestry services	
313		Fishing	
	31310	Fishing policy and administrative management	Fishing sector policy, planning and programmes; institution capacity building and advice; ocean and coastal fishing; inland fishing; marine and freshwater fish surveys and prospecting; fishing boats/equipment; unspecified fishing activities.
	31320	Fishery development	Exploitation and utilisation of fisheries; fish stock protection; aquaculture; integrated fishery projects.
	31381	Fishery education/training	
	31382	Fishery research	Pilot fish culture; marine/freshwater biological research.
	31391	Fishery services	Fishing harbours; fish markets; fishery transport and cold storage.

	CODE	DESCRIPTION	Additional notes on coverage
	CODE	DESCRIPTION	Additional notes on coverage
320		INDUSTRY, MINING	AND CONSTRUCTION
321		Industry	
	32110	Industrial policy and administrative management	Industrial sector policy, planning and programmes; institution capacity building and advice; unspecified industrial activities; manufacturing of goods not specified below.
	32120	Industrial development	
	32130	SME development	Direct support to the development of small and medium-sized enterprises in the industrial sector, including accounting, auditing and advisory services.
	32140	Cottage industries and handicraft	
	32161	Agro-industries	Staple food processing, dairy products, slaughter houses and equipment, meat and fish processing and preserving, oils/fats, sugar refineries, beverages/tobacco, animal feeds production.
	32162	Forest industries	Wood production, pulp/paper production.
	32163	Textiles, leather and substitutes	Including knitting factories.
	32164	Chemicals	Industrial and non-industrial production facilities; includes pesticides production.
	32165	Fertilizer plants	
	32166	Cement/lime/plaster	
	32167	Energy manufacturing	Including gas liquefaction; petroleum refineries.
	32168	Pharmaceutical production	Medical equipment/supplies; drugs, medicines, vaccines; hygienic products.
	32169	Basic metal industries	Iron and steel, structural metal production.
	32170	Non-ferrous metal industries	
	32171	Engineering	Manufacturing of electrical and non-electrical machinery, engines/turbines.
	32172	Transport equipment industry	Shipbuilding, fishing boats building; railroad equipment; motor vehicles and motor passenger cars; aircraft; navigation/guidance systems.
	32182	Natural science and technological research and development	Including industrial standards; quality management; metrology; testing; accreditation; certification.

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Sector

	CODE	DESCRIPTION	Additional notes on coverage	
322		Mineral resources and mining		
	32210	Mineral/mining policy and administrative management	Mineral and mining sector policy, planning and programmes; mining legislation, mining cadastre, mineral resources inventory, information systems, institution capacity building and advice; unspecified mineral resources exploitation.	
	32220	Mineral prospection and exploration	Geology, geophysics, geochemistry; excluding hydrogeology (14010) and environmental geology (41010), mineral extraction and processing, infrastructure, technology, economics, safety and environment management.	
	32261	Coal	Including lignite and peat.	
	32262	Oil and gas	Petroleum, natural gas, condensates, LPG, LNG; including drilling and production.	
	32263	Ferrous metals	Iron and ferro-alloy metals.	
	32264	Nonferrous metals	Aluminium, copper, lead, nickel, tin, zinc.	
	32265	Precious metals/materials	Gold, silver, platinum, diamonds, gemstones.	
	32266	Industrial minerals	Baryte, limestone, feldspar, kaolin, sand, gypsym, gravel, ornamental stones.	
	32267	Fertilizer minerals	Phosphates, potash.	
	32268	Offshore minerals	Polymetallic nodules, phosphorites, marine placer deposits.	
323		Construction		
	32310	Construction policy and administrative management	Construction sector policy and planning; excluding construction activities within specific sectors (e.g., hospital or school construction).	

Note: Only includes aid to production or manufacturing. Provision of finished products should be included under relevant sector.

	CODE	DESCRIPTION	Additional notes on coverage
330		TRADE POLICY AND	REGULATIONS, TOURISM
331		Trade policy and reg	,
	33112	Technical barriers to trade (TBT)	Improved understanding of WTO rights and obligations regarding the use of technical regulations, standards and conformity assessment procedures.
	33113	Sanitary and phytosanitary measures (SPS)	Assistance in food safety, animal and plant health and protection measures coupled with promoting understanding of the rights and obligations contained in the SPS Agreement.
	33120	Trade facilitation	Simplification and harmonisation of international import and export procedures (e.g. customs valuation, licensing procedures, transport formalities, payments, insurance); support to customs departments; tariff reforms.
	33130	Regional trade agreements (RTAs)	Support to regional trade arrangements (e.g. SADC, ASEAN, FTAA, ACP/EU); elaboration of rules of origin and introduction of special and differential treatment in RTAs.
	33140	Multilateral trade negotiations	Support aid recipients' effective participation in multilateral trade negotiations, including training of negotiators, assessing impacts of negotiations; accession to WTO and other multilateral trade-related organisations.
	33143	Trade-related intellectual property rights (TRIPS)	Negotiations, and preparation of laws and regulations, on the protection and enforcement of copyright, trademarks, patents, industrial design, trade secrets; prevention of their abuse; strengthening of intellectual property offices.
	33144	Trade- Agriculture	Implementation of the Agreement on Agriculture. Negotiations on liberalisation in agricultural markets; impact analysis.
	33145	Trade- Services	Implementation of the Agreements on GATS. Negotiations on international trade in services; identification of markets; inventory of issues affecting trade in services.
	33148	Training in trade negotiation techniques	Specialised and customised programmes to train trade negotiators. (If multilateral trade negotiations use code 33140)
	33151	Trade and environment	Capacity building on trade and environment, for example by increasing national policy coherence between trade and environment agencies.
331	33181	Trade education/training	Human resources development in trade not included under any of the above codes. Includes university programmes in trade.
	33182	Other trade policy and regulation	
332		Tourism	
	33210	Tourism policy and administrative management	

4. ENVIRONMENT/MULTISECTOR/CROSS-CUTTING

	CODE	DESCRIPTION	Additional notes on coverage
410		GENERAL ENVIRONMENTAL PROTECTION	Non-sector specific.
	41010	Environmental policy and administrative management	Environmental policy, laws, regulations and economic instruments; administrational institutions and practices; marine environment; environmental and land use planning and decision-making procedures; seminars, meetings; miscellaneous conservation and protection measures not specified below.
	41020	Biosphere protection	Air pollution control, ozone layer preservation; marine pollution control.
	41030	Bio-diversity	Including natural reserves and actions in the surrounding areas; other measures to protect endangered or vulnerable species and their habitats (e.g. wetlands preservation).
	41040	Site preservation	Applies to unique cultural landscape; including sites/objects of historical, archeological, aesthetic, scientific or educational value.
	41050	Flood prevention/control	Floods from rivers or the sea; including sea water intrusion control and sea level rise related activities.
	41081	Environmental education/ training	
	41082	Nature and environmental research	Including establishment of databases, inventories/accounts of physical and natural resources; environmental profiles and impact studies if not sector specific.
420		WOMEN IN DEVELOPMENT	Non-sector specific.
	42010	Women in development	Including multisectoral WID projects and programmes; promotion of and support to WID groups and networks; conferences, seminars, etc.
430		OTHER MULTISECTOR	
	43010	Multisector aid	Should be used when the component refers to development in several sectors but it is impossible to use an allocation template (see page 4).
	43030	Urban development and Management	Integrated urban development projects; local development and urban management; urban infrastructure and services; municipal finances; urban environmental management; urban development and planning; urban renewal and urban housing; land information systems.
	43040	Rural and coastal development	Integrated rural development projects; e.g. regional development planning; promotion of decentralised and multi-sectoral competence for planning, co-ordination and management; implementation of regional development and measures (including natural reserve management); land management; land use planning; land settlement and resettlement activities [excluding resettlement of refugees and internally displaced persons (72030)]; functional integration of rural and urban areas; geographical information systems. Land settlement/compensation.

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Sector

CODE	DESCRIPTION	Additional notes on coverage
43050	Non-agricultural alternative Development	Projects to reduce illicit drug cultivation through, for example, non-agricultural income opportunities, social and physical infrastructure (see code 31165 for agricultural alternative development).
43081	Multisector education/training	Including scholarships.
43082	Social science research	

Sector specific environmental protection and gender equality/WID activities should be included in the respective sectors, and the environment and gender eq

5. GENERAL PROGRAMME ASSISTANCE

	CODE	DESCRIPTION	Additional notes on coverage
			Note: Sector specific programme assistance is to be
			included in the respective sectors.
510		GENERAL BUDGET	Budget support in the form of sector-wide approaches
		SUPPORT	(SWAPs) should be included in the respective sectors.
	51010	General budget	Unearmarked contributions to the government budget
		support	with the purpose to implement poverty reduction
			strategies, macroeconomic or structural reforms;
			balance-of-payments support.
520		DEVELOPMENT FOOD	AID/ FOOD SECURITY ASSISTANCE
	52010	Food aid/Food security	Supply of edible human food under national or
		programmes	international programmes including transport costs;
			cash payments made for food supplies; project food
			aid and food aid for market sales when benefiting
			sector not specified; excluding emergency food aid.

7. EMERGENCY ASSISTANCE AND RECONSTRUCTION

	CODE	DESCRIPTION	Additional notes on coverage
710		EMERGENCY FOOD A	JD .
710	71010	Emergency food aid – in general	Food aid normally for general free distribution or special supplementary feeding programmes; short term relief to targeted population groups affected by emergency situations. Excludes food security assistance programmes/food aid (52010).
	71011	Emergency food aid - livelihood	Food for work, cash for work
	71012	Emergency food aid – transports, logistics, support functions, co- ordination	For example support to OCHA.
720		OTHER EMERGENCY	AND DISTRESS RELIEF
	72010	Emergency/distress relief - in general	All emergency, distress relief and humanitarian aid except food aid and aid to refugees; disaster preparedness. Including multisector support, support to funds, and other support that cannot be classified according to subject.
	72011	Emergency/distress relief – basic necessities	Emergency/distress relief – Simple household utensils, tents, malaria nets etc.
	72012	Emergency/distress relief – transports, logistics, support functions, co- ordination	Emergency/distress relief – For example support to OCHA.
	72013	Emergency/distress relief – education/school	Emergency/distress relief – For example temporary schools, vocational training.
	72014	Emergency/distress relief – health, mental and physical	Emergency/distress relief – Including support for dealing with trauma.
	72015	Emergency/distress relief – water and sanitation	Emergency/distress relief – For example simple wells, latrines, water trucks.
	72016	Emergency/distress relief – shelters	Emergency/distress relief – Support for building temporary shelters to civilians affected by natural disaster
	72017	Emergency/distress relief – agriculture, fishing etc	Emergency/distress relief – Including support to seeds and tools, livestock support
	72018	Emergency/distress relief – support for democracy and human rights	Emergency/distress relief – Support for protection, including support to human rights and democracy
	72019	Emergency/distress relief – prevention/preparedn ess	Emergency/distress relief – Support to reduce the effects of natural disasters, (e.g. development of canals in flood prone areas), preparedness: training of first aid personnel, cyclone shelters
	72021	Emergency/distress relief – livelihood	Emergency/distress relief – Food for work, cash for work

	CODE	DESCRIPTION	Additional notes on coverage
720	72030	Aid to refugees - in general	Including schemes to assist repatriation of refugees to the country of origin; resettlement of refugees and internally displaced persons.
	72031	Aid to refugees - basic necessities	Aid to refugees – Simple household utensils, tents, malaria nets etc.
	72032	Aid to refugees - transports, logistics, support functions, co- ordination	Aid to refugees – For example support to OCHA.
	72033	Aid to refugees – education/school	Aid to refugees– For example temporary schools, vocational training.
	72034	Aid to refugees – health, mental and physical	Aid to refugees - Including support for dealing with trauma.
	72035	Aid to refugees – water and sanitation	Aid to refugees– For example simple wells, latrines, water trucks.
	72036	Aid to refugees - shelters	Aid to refugees– Support for building temporary shelters to civilians affected by natural disaster
	72037	Aid to refugees – agriculture, fishing etc	Aid to refugees– Including support to seeds and tools, livestock support
	72038	Aid to refugees – support for democracy and human rights	Aid to refugees - Support for protection, including support to human rights and democracy
	72039	Aid to refugees – prevention/preparedn ess	Aid to refugees - Support to reduce the effects of natural disasters, (e.g. development of canals in flood prone areas), preparedness: training of first aid personnel, cyclone shelters
	72041	Aid to refugees - livelihood	Aid to refugees - Food for work, cash for work
730	_	RECONSTRUCTION R	
	73010	Reconstruction relief	Short-term rehabilitation and construction work after emergency or conflict, such as repair or construction of roads, bridges and ports, restoration of essential facilities (water and sanitation, shelter, health care services) to facilitate the return to normal lives and livelihoods.

9. OTHER

	CODE	DESCRIPTION	Additional notes on coverage	
910		ADMINISTRATIVE COSTS		
	91010	Administrative costs		

	CODE	DESCRIPTION	Additional notes on coverage
998		UNSPECIFIED	
	99810	Sectors not specified	Contributions to general development of the recipient should be included under programme assistance (51010).
	99820	Promotion of development awareness	Spending in donor country for heightened awareness/interest in development co-operation (brochures, lectures, special research projects, etc).
	99888	Distribution template	Code where there is a distribution template, i.e. the component is distributed between more than one sector.

7.2 Type of assistance

Classification

It is only possible to classify one type of assistance code per contribution. If several types of assistance are used in a contribution, the contribution can be split up into several components. Otherwise the principal type of assistance shall be given. The type of assistance is independent of the allocation account used.

You can search for codes in the Type of assistance field.

Search for codes in the following way

- 1. Place the cursor in the Type of assistance field and press F2 twice.
- 2. All codes for types of assistance are shown in the window.
- 3. Mark the code you wish to use and press OK. The code will then automatically appear in the Type of assistance field.

Search for codes in a main group in this way:

- 1. Place the cursor in the Type of assistance field and press F2
- 2. Enter the figure which the group starts with and press F2. (For example 7 gives a list of all codes under Humanitarian assistance).
- 3. Mark the code you wish to use and press OK. The code then automatically appears in the Type of assistance field.

Codes

0	PROJECT SUPPORT	62	Debt relief, bilateral, foreign
00	Project support	63	Debt relief, multilateral, IBRD
01	Capacity development	64	Debt relief, multilateral, AfDB and AsDB
02	Investments	65	Debt relief, multilateral, IDB
03	Information in Sweden	66	Private debt relief
04	Strategies, studies and reforms	67	Budget support
05	Evaluations and audits	68	Debt management and debt strategies
06	Administration	7	HUMANITARIAN ASSISTANCE ¹
07	Election observers and seconded personnel	1	HUMANITARIAN ASSISTANCE
80	Information/communication in development		NATURAL DISASTERS
	cooperation	70	Prevention
09	UN agencies' regular budgets	71	Emergency assistance
1	SECTOR PROGRAMME SUPPORT	72	Reconstruction
10	Sector programme support	73	Other contributions
2	TECHNICAL ASSISTANCE INCLUDING		CONFLICTS
_	CONTRACT-FINANCED TECHNICAL	75	Prevention
	COOPERATION	76	Emergency assistance
20	Technical cooperation	77	Reconstruction
21	Contract-financed technical cooperation	78	Other contributions
22	Contract-financed technical cooperation –	_	
	investment related	8	RESEARCH
		80	Bilateral research cooperation
3	INTERNATIONAL TRAINING	81	International research programmes
00	PROGRAMMES	82	Regional research programmes
30	International training programmes	83	Sida's Research Council
4	CREDITS	84	Other research contributions
40	Concessionary credits, tied	85	Postgraduate studies
41	Concessionary credits, untied	86	Research institutions
42	Soft loans	87	Special projects, research
43	Credit lines	9	CONTRIBUTIONS TO NGOS
44	Conditional loans	90	Block grants to Swedish frame organisations
45	Write-off loans	91	Project grants to Swedish organisations
46	Funds	92	Project grants to foreign organisations
47	Micro-credits	93	Support to political organisations
48	Conditional loans, Swedfund	94	Annual grants for information activities in Sweden
5	GUARANTEES		
50	Import guarantees		
51	Credit guarantees to banks		ossible that this classification is going to be
52	Credit guarantees to finance companies		d in the near future. A suggestion is that the
53	Independent guarantees		should be changes to the following; ural disasters
54	Other guarantees	70. Nat	
6	ECONOMIC REFORMS		er disaster related contributions
60	Import support	If the co	odes will be changed, information will be posted
61	Debt relief, bilateral, Swedish	on iNSI	DE.

Definition of codes

PROJECT SUPPORT

oo Project support

Support to, for example, teacher education in a country, often using consultants from the donor country, greater degree of donor control than sector programme support

01 Capacity development

Contributions/components mainly aimed at capacity development

02 Investments

Projects that increase or improve the recipient's physical capital and goods and services related to this. Contributions/components which are investments only. For transfer of know-how related to investments, see Contract-financed technical cooperation – investment related (code 22).

03 Information in Sweden

Information in Sweden and abroad on development cooperation. (Not in development projects. See o8 Information/communication in development cooperation.)

04 Strategies, studies and reforms

For example, country strategies, studies of different kind, methods development

05 Evaluations and audits

Evaluations, internal audits and audits of different projects

06 Administration

07 Election observers and seconded personnel

o8 Information/communication in development cooperation

Information/communication projects in development cooperation (in partner countries). Projects that have the aim of using information to improve knowledge and thereby influence the behaviour of the target group.

09 UN agencies' regular budgets

Contributions to UN agencies' regular budgets. (Only multilateral, not multibi.)

SECTOR PROGRAMME SUPPORT

Programme support is a term that refers to both sector programme support and general budget support. Budget support is classified under economic reforms in the type of assistance classification. Sector programme support and general budget support are two different forms of programme support. Programme support is coordinated financial and professional support to a country's poverty strategy or to an organization. Programme support can also be limited to a certain policy area or a certain sector (then referred to as sector programme support).

10 Sector programme support

Support which requires increased recipient involvement, in which several donors support a sector with budget funds. There may be a policy which donors support. The recipients coordinate assistance within the framework of the sector.

TECHNICAL COOPERATION INCLUDING CONTRACT-FINANCED TECHNICAL COOPERATION

20 Technical cooperation

All components (not contract-financed technical cooperation, see code 21) which consist of transfer of know-how in the form of personnel (experts, teachers, volunteers), students and trainees, including research and other associated costs.

21 Contract-financed technical cooperation

Contract-financed technical cooperation, short-term consultancy contributions with a competent counterpart, with the transfer of know-how as an important effect

22 Contract-financed technical cooperation – investment-related

Contract-financed technical cooperation that has the principal aim of contributing to the implementation of an investment project. Short-term consultancy contributions with a competent counterpart, with the transfer of know-how as an important effect

INTERNATIONAL TRAINING PROGRAMMES

30 International training programmes

Training programmes with participants from low and medium income countries which have the aim of strengthening their knowledge in important areas.

CREDITS

40 Concessionary credits, tied

Market-financed credits which Sida subsidises by paying the interest, tied to Swedish supplies.

41 Concessionary credits, untied

Market-financed credits which Sida subsidises by paying the interest, not tied to Swedish supplies.

42 Soft loans

Appropriation-financed, untied credits including 50-80% grant element for financing of projects/project components. The loan is financed and contracted by Sida but administered by the Swedish Export Credit agency (SEK).

43 Credit lines

Credit agreements with local development banks or central banks for the financing of small-scale projects

44 Conditional loans

Appropriation-financed credits in which payment of interest and repayments are dependent on the fulfilment of pre-stated conditions. Conditional loans associated with Swedfund, see code 48

45 Write-off loans

Appropriation-financed credits in which the writing off of the loan or capital repayments and payments of interest are dependent on the fulfilment of pre-stated conditions

46 Funds

Development assistance funds placed in funds in recipient countries to be used for lending or as security for lending, administered by a board, fund institute or other organisations.

47 Micro-credits

Credits to micro-credit institutions.

48 Conditional loans, Swedfund

Conditional loans to Swedfund. Appropriation-financed credits in which payments of interest and repayments of principal are dependent on the fulfilment of pre-stated conditions.

GUARANTEES

50 Import guarantees

Guarantees of support for importing and manufacturing companies' purchases and marketing of products from developing countries through the elimination of risk.

51 Credit guarantees to banks

Undertaking to reimburse possible credit losses made by a bank in respect of specific limited credit/credits. Settlement against appropriation to be made in connection with fulfilment of obligations under the guarantee.

52 Credit guarantees to finance companies

Undertaking to reimburse possible credit losses made by a finance company regarding specific limited credit/credits. Settlement against appropriation to be made in connection with fulfilment of obligations under the guarantee.

53 Independent guarantees

Guarantee to promote investments and to make better borrowing conditions possible for project owner.

54 Other guarantees

Undertaking to reimburse possible credit losses stipulated in agreements. Settlement against propriation to be made in connection with fulfilment of obligations under the guarantee.

ECONOMIC REFORMS

Programme support is a term that refers to both sector programme support and general budget support. Budget support is classified under economic reforms in the type of assistance classification. Sector programme support and general budget support are two different forms of programme support. Programme support is coordinated financial and professional support to a country's poverty strategy or to an organization. Programme support can also be limited to a certain policy area or a certain sector (then referred to as sector programme support).

60 Import support

Funds in the form of foreign currency to cover import costs

61 Debt forgiveness, bilateral, Swedish

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to Sweden.

62 Debt forgiveness, bilateral, foreign

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to countries other than Sweden.

63 Debt forgiveness, multilateral, IBRD

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to the International Bank for Reconstruction and Development (IBRD)

64 Debt forgiveness, multilateral, AfDB and AsDB

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to African Development Bank (AfDB) or Asian Development Bank (AsDB)

65 Debt forgiveness, multilateral, IDB

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to the Inter-American Development Bank (IDB).

66 Private debt forgiveness

Funds for repayments of capital, interest payments (debt service) and purchase of recipient country's debt to private parties, e.g. companies and banks (both Swedish and foreign)

67 Budget support

Funds which are added to government budget revenue accounts

68 Debt management and debt strategies

Contributions for capacity development in the field of debt management and debt strategies.

HUMANITARIAN ASSISTANCE

NATURAL DISASTERS

70 Prevention

Grants to reduce vulnerability and to increase preparedness for natural disasters

71 Emergency assistance

Grants for humanitarian assistance to disaster victims

72 Reconstruction

Grant to reconstruction after natural disasters

73 Other contributions

Grants connected to natural disasters which do not fall under the above codes

CONFLICTS

75 Prevention

Activities to promote communication between groups in conflict and/or to provide security for them, as well as for innocent civilians

76 Emergency assistance

Grants for humanitarian assistance to victims of conflicts

77 Reconstruction

Grants for reconstruction activities

78 Other contributions

Grants connected to conflicts which do not fall under the above codes

RESEARCH

80 Bilateral research cooperation

Support to research cooperation between recipient countries and Swedish institutions. (Code to be used by SAREC only.)

81 International research programmes

Support to international research programmes. (Code to be used by SAREC only.)

82 Regional research programmes

Support to regional research programmes. (Code to be used by SAREC only.)

83 Sida's Research Council

Support to Swedish research on developing countries. (Code to be used by SAREC only.)

84 Other research contributions

Other research contributions. (This code may be used by all Sida departments.)

85 Postgraduate studies

Postgraduate studies. (Code to be used by SAREC only.)

86 Research institutions

Support to research institutions. (Code to be used by SAREC only.)

87 Special projects, research

Conference support, contribution preparation, special contributions i.e. all research activities that cannot be classified as bilateral, international or regional, for example: contributions in the field of democracy/human rights, gender etc. (Code to be used by SAREC only.)

CONTRIBUTIONS TO NON-GOVERNMENTAL ORGANISATIONS

90 Block grants to Swedish frame organisations

Annual grants to Swedish frame organisations

91 Project grants to Swedish NGOs

Grants to projects that are approved by Sida and implemented by Swedish NGOs

92 Project grants to foreign NGOs

Grants to projects that are approved by Sida and implemented by foreign NGOs

93 Support to political organisations

Grants to political organisations

94 Annual grants for information activities in Sweden

Annual grants to NGOs for information activities in Sweden

7.3 Implementing channel

Implementing channel – the type of organisation that assists Sida's partner in cooperation in the practical implementation of the component.

Codes

1 MULTILATERAL ORGANISATIONS

- 10 UN
- 11 WB and IMF
- 12 Regional development banks
- 13 Other multilateral organisations

2 SWEDISH ORGANISATIONS

- 20 Government agencies, organisations
- 21 Government-owned enterprises
- 22 Municipalities and county councils
- 23 State universities and schools
- 24 NGOs
- 25 Private companies
- 26 Interest organisations and member organisations
- 27 Private universities and schools
- 28 Private persons

3 PARTNER COUNTRY ORGANISATIONS

- 30 Government agencies, organisations
- 31 Government-owned enterprises
- 32 Municipalities and county councils

- 33 State universities and schools
- 34 NGOs
- 35 Private companies
- 36 Interest organisations and member organisations
- 37 Private universities and schools
- 38 Private persons

4 ORGANISATIONS IN OTHER COUNTRIES

- 40 Government agencies, organisations
- 41 Government-owned enterprises
- 42 Municipalities and county councils
- 43 State universities and schools
- 44 NGOs
- 45 Private companies
- 46 Interest organisations and member organisations
- 47 Private universities and schools
- 48 Private persons

5 INTERNATIONAL ORGANISATIONS

54 NGOs

Definition of codes

MULTILATERAL ORGANISATIONS

10 UN

UN organisations

11 WB and IMF

World Bank (WB) and International Monetary Fund (IMF)

12 Regional development banks

Regional development banks

13 Other multilateral organisations

Other multilateral organisations e.g. Nordic Development Fund, intergovernmental organisations

SWEDISH ORGANISATIONS

20 Government agencies, organisations

Swedish government agencies and other government organisations

21 Government-owned enterprises

Swedish government-owned enterprises

22 Municipalities and county councils

Swedish municipalities and county councils

23 State universities and schools

Swedish state universities, colleges and municipal schools

24 Non-governmental organisations

Swedish NGOs

25 Private companies

Swedish private companies

26 Interest organisations and member organisations

Swedish interest organisations and member organisations including foundations

27 Private universities and schools

Swedish private universities and schools

28 Private individuals

Swedish private individuals

PARTNER COUNTRY ORGANISATIONS

30 Government agencies, organisations

Partner country government agencies and other government organisations

31 Government-owned enterprises

Partner country government-owned enterprises

32 Municipalities and county councils

Partner country municipalities and county councils

33 State universities and schools

Partner country state universities, colleges and municipal schools

34 Non-governmental organisations

Partner country NGOs

35 Private companies

Partner country private companies

36 Interest organisations and member organisations

Partner country interest organisations and member organisations including foundations

37 Private universities and schools

Partner country private universities and schools

38 Private individuals

Partner country private individuals

ORGANISATIONS IN OTHER COUNTRIES

40 Government agencies, organisations

Government agencies and government organisations in other countries

41 Government-owned enterprises

Government-owned enterprises in other countries

42 Municipalities and county councils

Municipalities and county councils in other countries

43 State universities and schools

State universities, colleges and municipal schools in other countries

44 Non-governmental organisations

NGOs in other countries

45 Private companies

Private companies in other countries

46 Interest organisations and member organisations

Interest organisations and member organisations including foundations in other countries

47 Private universities and schools

Private universities and schools in other countries

48 Private individuals

Private individuals in other countries

INTERNATIONAL ORGANISATIONS

54 Non-governmental organisations

International NGOs

7.4 Target areas

The specific group/groups that the component focuses on

- Age the age group that the component focuses on
- Sex the sex that the component focuses on
- Target the target group that the component focuses on
- Area the area that the component focuses on

Classification

The target areas are broken down into four categories. One code shall be given for each category. If the contribution does not focus on a specific target group, or if it focuses on a target group that for which there is no specific code available, the code "Not specific" shall be used.

Age is the code for the age group that the component focuses on. The code Adults and children shall be used in combination with sex and give information on whether the component focuses on women and children or men and children. Here the children are both girls and boys. If the code No specific age group and women is given, this means that the component is directed towards women and girls.

Search for codes in this way:

- 1. Place the cursor in one of the fields Age, Sex, Target or Area and press F2 twice.
- 2. The window shows all codes for the group selected (Age, Sex, Target or Area).
- 3. Mark the code you wish to use and press OK. The code will appear automatically in the selected field.

Example

Description of	Age	Sex	Target	Area
component			group	
The target group of the component is women and children (girls and boys)	3 Children and adults	2 Women	9 No specific target group	9 No specific area
The target group of the component are women and children with disabilities	9 No specific age group	2 Women	4 Disabled people	9 No specific area

Codes

AGE 1 Children 2 Youth Children and adults 3 4 Adults 9 No specific age group SEX 1 Men 2 Women 3 Women and men **TARGET GROUP** 0 Private sector Refugees

- 2 Indigenous groups
- 3 Minorities
- 4 Disabled people
- 5 Decision-makers/opinion shapers
- 6 Public administration and agencies
- 7 Partners in development cooperation
- 8 NGOs
- 9 No specific target group

AREA

- 1 Rural development
- 2 Urban development
- 9 No specific area

Definition of codes

AGE

1 Children

0-18 years old according to Convention on the Rights of the Child.

2 Youth

No specific age interval.

3 Children and adults

This code shall be used when the contribution is aimed at children and women (Sex = 2 Women) or children and men (Sex = 1)

9 No specific age

Both children and adults, i.e. all ages, for example when the contribution is aimed at girls and women, boys and men, or everyone (women, men and children).

SEX

1 Men

Contribution aimed only at men (boys).

2 Women

Contribution aimed only at women (girls).

3 Women and men

Contribution not aimed specifically at women or men.

TARGET

o Private sector

Applicable only to information programmes aimed at the private sector.

1 Refugees

Internal and external refugees.

2 Indigenous groups

3 Minorities

4 Disabled people

5. Decision-makers/opinion shapers

The code shall only be used when the contribution is aimed at groups or individuals who shape opinion in society, for example writers, politicians or influential members of non-governmental organisations.

6. Public administration and agencies

Only applicable for information programmes aimed ay the public administration.

7 Partners in development cooperation

The code shall be used for communications with both Swedish, international and local parties who participate in the implementation of programmes of development cooperation.

8 Non-governmental organisations

Only applicable for information programmes aimed at non-governmental organisations.

9 No specific target group

Other groups in society and no specific group

AREA

1 Rural development

2 Urban development

Contributions whose principal objective or significant objective is to improve the institutional, economic, physical and social conditions of urban areas. Contributions aimed at strengthening the social structure of urban areas and improving living conditions for their populations. (The fact that the activities which are the aim of the contribution happen to be located in a town does not mean that it is urban development, for example if it concerns an office for the Chamber of Commerce, this should be classified as No specific area.)

9 No specific area

Support aimed at both rural and urban development i.e. the entire country or an area containing both rural and urban areas. Support to ministries for example shall be classified here.

7.5 Policy objectives (Action programmes in PLUS)

State the degree to which the component has the aim of promoting each policy objective.

Classification

For the goal for development co-operation, two different classifications shall be made. Firstly the importance of the policy objective for the component shall be classified (figure 0-2) and then the way in which the component contributes to reducing poverty shall be classified (capital letter A-E).

Several policy objectives can be given as the principle objective of the contribution.

Codes

ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

- 2 Principal objective to promote the environment and sustainable development
- Significant objective to promote the environment and sustainable development
- Not relevant/applicable to the environment and sustainable development

GENDER EQUALITY

- 2 Principal objective to promote gender equality
- 1 Significant objective to promote gender equality
- 0 No aim of promoting gender equality

PEACE, DEMOCRACY AND HUMAN RIGHTS

- 2 Principal objective to promote peace, democracy and human rights
- Significant objective to promote peace, democracy and human rights
- Not relevant/applicable to peace, democracy and human rights

THE GOAL FOR DEVELOPMENT CO-OPERATION

- 2 Principal policy objective
- 1 Significant policy objective
- 0 Not aimed at policy objectives
- A Direct effect
- B Projects and programmes that include the poor
- C Indirect effects through policies and institutions
- Support to the national level that has an indirect effect on the goal
- E Other

Definitions of codes

ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

2 Principal objective to promote the environment and sustainable development Components whose primary goal is to promote and improve the environment and promote sustainable management of natural resources. Components aimed at attempting to solve existing problems related to environmental degradation or containing specific measures to develop or strengthen environmental policy, legislation, capacity, administration or other organisations and instruments for protection of the environment shall be classified here. It shall clearly be stated in project documentation that the aim of the component is to promote the environment and sustainable development. Analyses concerning the environment and sustainable development must have been carried out and documented. The component would not have been implemented unless the promotion of the environment and sustainable development goal existed.

1 Significant objective to promote the environment and sustainable development Components which partially aim at the promotion and improvement of the environment and promotion of sustainable management of natural resources. It shall be stated in project documentation that serious consideration has been paid to the environment and sustainable

development. Analyses concerning the environment and sustainable development shall have been carried out and documented. The component would have been implemented even if the goal of promotion of the environment and sustainable development did not exist.

o Not relevant to/applicable to the environment and sustainable development Components of no importance for the environment and sustainable development are to be classified here. The reason why the component is not important for the environment and sustainable development shall be clearly stated in the documentation.

GENDER EQUALITY

2 Principal objective is to promote gender equality

Promotion of equality between women and men is the primary goal i.e. fundamental for the design of the activity and the objective it is to achieve. The component would not have been implemented without the existence of the gender equality goal. This goal shall be clearly stated in project documentation. An analysis shall have been made of the situation of women and men. The project shall also fulfil at least two additional applicable criteria, see below.

1 Significant objective is to promote gender equality

The goal of promotion of equality between women and men is important but not the primary goal of the activity in question. Gender equality is therefore a secondary goal but should still be mentioned explicitly in project documents. An analysis shall have been implemented concerning the situation of women and men. The project shall also fulfil at least two further applicable criteria, see below.

o Not relevant to/applicable to promotion of gender equality

The activity has been examined and found to lack relevance to the goal of promotion of equality between women and men. This should also be stated in project documentation.

Further applicable criteria (at least 2 must be fulfilled for principal or significant goals):

- Strategies and plans of operation consider the gender perspective, and its consequences for budgeting have not been forgotten.
- Specific measures have been taken to deal with constraints on the full and equal participation of women.
- Specific measures have been taken to ensure equal control over the results of the activity for both women and men.
- Indicators have been developed or will be developed for monitoring and evaluation which will make it possible to measure results from a gender perspective.
- Gender equality specialists have been utilised in the design phase and will be used throughout implementation and/or monitoring and/or gender equality training has been offered/is planned.
- Consultations have been held with both women and men.

PEACE, DEMOCRACY AND HUMAN RIGHTS

2 Principal objective to promote peace, democracy and human rights

Components that aim to promote peace, democracy and/or human rights (HR) shall be classified here. It shall be clearly stated in documentation that the principal objective of the contribution is the promotion of peace, democracy and/or HR. The area democracy and HR includes the development of institutions and organisations in the public sector and civil society which are important for the maintenance of peace, democracy and/or HR, citizens' economic, social and cultural rights, the rights of minorities, the rights of disabled people, the development of systems aimed at popular participation in social development, citizens' freedom of speech and expression, involvement in political life, the legal system, the rights of women and children. Goals and activities relevant for the promotion of peace, democracy and/or HR shall clearly be stated in the documentation. The project would not have been implemented if the aim to promote peace, democracy and/or HR had not existed.

1 Consideration given to peace, democracy and human rights

Components partially aimed at the promotion of peace, democracy and/or HR shall be classified here. It shall be stated in documentation that one or several of the activities are aimed at the promotion of peace, democracy and/or HR. The area of peace, democracy and HR includes

development of institutions and organisations within the public sector and the civil society which are important for the maintenance of democracy and/or HR, citizens' economic social and cultural rights, the rights of minorities, the rights of disabled people, the development of systems aimed at popular participation in social development, citizens' freedom of speech and expression, involvement in political life, the legal system, the rights of women and children. Goals and activities relevant for the promotion of peace, democracy and/or HR shall clearly be stated in the documentation. This project would have been implemented even if the aim to promote, peace, democracy and HR had not existed.

o Not relevant to/applicable to peace, democracy and human rights

Components not important for peace, democracy and/or HR are to be classified here. The reasons why the component is not important for peace, democracy and/or HR shall be clearly stated in the documentation. Components where no documentation concerning relevance to peace, democracy and/or HR is included shall also be entered here.

THE GOAL FOR DEVELOPMENT CO-OPERATION

This code consists of two characters - one digit and one letter, e.g. 2C

2 Principal policy objective

Poverty reduction is the primary goal of the project. That is, the project would not have been implemented if the explicit goal of reducing poverty had not existed. If the project is classified under this code, the importance of the project for poverty reduction must be illustrated by the presence of at least two of the of three following:

- Stakeholder analysis/problem analysis/goal analysis
- Design of activities
- Indicators/monitoring/evaluation

1 Important policy objective

Poverty reduction is an important but not decisive goal of the project. The project's importance for poverty reduction must be illustrated by the presence of at least one of the three following:

- Stakeholder analysis/problem analysis/goal analysis
- Design of activities
- Indicators/monitoring/evaluation

o Not aimed at the policy objective

Projects/programmes found to be meaningless or insignificant to poverty alleviation. Reasons for this must be stated in project/programme documents.

The three first categories show how much emphasis has been placed on poverty reduction in different projects.

These categories are then expanded with more information on how projects have been designed to contribute to poverty reduction.

A Direct effect

Usually goal-oriented project and sector support directly aimed at poor local communities or groups of poor women, men and children.

B Projects and programmes which include the poor

Programmes or projects which demonstrably reach several social categories including the poor. Examples are: support to primary education, primary health care including sexual and reproductive health, rural roads and micro-credits.

C Indirect effect through policies and institutions

Projects or programmes which promote equitable, growth-oriented policies, macro-economic stability, reforms that include improvements for poorer groups with the aim of removing

systemic constraints at national and international levels. Examples of such contributions are legislation and institution building which promote economic and social growth and democratic governance, tax reforms and macro-economic reforms which create increased growth and revenues which can lead to income and employment opportunities for the poor.

D Support at national level which has an indirect effect on the goal

Projects which make the growth of resources and employment opportunities possible and which preserve natural resources. This group includes balance of payments support and debt relief, investments in infrastructure (including transport, telecommunications and energy), private sector development and projects for the economical use of natural resources.

E Other

8 SIDA'S DIFFERENT CONCEPTS

A summary of the definitions found in this booklet is given below.

Partner country - The partner country is the country or region that the contribution focuses on, and is often the place where the contribution is implemented. A contribution can be directed towards several countries/regions.

Sector - A sector is the area/sector in society that the component is directed towards, i.e. the aim of the component.

Operational area - Sectors differ from operational areas. The main sectors have nothing to do with the operational areas at Sida. Sida's operational areas are based on the appropriation accounts since 2004.

Type of assistance - You describe the form of support being given with the aid of type of assistance.

Implementing channel - The type of organisation that assists Sida's partners in cooperation in the practical implementation of the component.

9 QUESTIONS AND ANSWERS

It is not possible to save the PLUS window.

This can be due to the fact that you have several components and have forgotten to save after each component. Don't forget that you must fill in the statistics window the same number of times as the number of your components. If you have two components, you must make two entries in the statistics window.

• I have forgotten my password.

Contact IT, Anders Fager.

• Who shall I contact if I have a question?

Firstly you should ask your colleagues for help. In each department there are one or two persons responsible for statistics who participate in a statistics network at Sida. Contact this person. In other cases it is always possible to contact the person responsible for statistics at EVU/Ekonomi to get an answer to your question. You can further information on PLUS on iNSIDE. You can also contact the PLUS help-desk (extension 5195).

• How do I find out the name of the person responsible for statistics in my department?

On iNSIDE (the Swedish version). Stödfunktioner-Projektrum-Nätverk-Statistiknätverket-Projektmedlemmar

• Where do I find PLUS manuals?

On iNSIDE. Supporting functions-Finance&PLUS-PLUS

• Where do I find the year's planning reports?

Update your menu. Mark your profile code and press the Menu Transfer button.

• What is the easiest way to get an ID number?

Enter the first two figures in division's code in the ID field and press enter. This routine also applies to agreements and contracts.

• Who should I contact to get information from PLUS?

If you cannot find the information you want in the PLUS reports and LIS lists, it is always possible to contact the person responsible for statistics at EVU/Ekonomi for guidance.

Halving poverty by 2015 is one of the greatest challenges of our time, requiring cooperation and sustainability. The partner countries are responsible for their own development.

Sida provides resources and develops knowledge and expertise, making the world a richer place.



SE-105 25 Stockholm Sweden Phone: +46 (0)8 698 50 00 Fax: +46 (0)8 698 56 15 sida@sida.se, www.sida.se