

Guidelines to the implementation of the Agricultural S&T Indicators (ASTI) survey

- The ASTI survey consists of three forms reflecting the need for different sets of questions for various types of agricultural R&D agencies:
 - 1) government agencies and nonprofit institutions: Latter include for example producer organization and foundations with their own research activities.
 - 2) higher-education agencies: Include all faculties and research institutes (if latter are not part of a faculty).
 - 3) private enterprises with a R&D unit: Include all private enterprises that conduct agricultural research.
- Targeted agencies should include all agencies that perform agricultural research. Agencies that fund research, but do not conduct research themselves should be excluded.
- The definition of agricultural research includes research on crops, livestock, forestry, fisheries, natural resources, and the socioeconomic aspects of primary agricultural production. Also included is research on pre- and post-farm aspects such as input supply and postharvest or food-processing research. (Ideally, pre-, on-, and post-farm oriented research should be itemized separately to aid analysis and understanding, but the realities are that it is often difficult to identify research at this level of detail.)
- A full-time-equivalent researcher is a person who holds a full-time position as a researcher during the whole year. Adjustments to full-time equivalents will be made when: (a) a research position was part-time; (b) a research position was not filled for the whole year; and (c) the position explicitly involved tasks other than agricultural research. (No adjustments need to be made, however, for vacation or sick leave, nor for time spent on administration, meetings, travel, or other activities that form part of the normal duties required to support research.) Following this line of reasoning, professional staff in management positions was classified as research staff. Also, research staff that were on study leave, but fully supported in terms of salaries and benefits, were included. The survey forms for government agencies and higher-education agency include a question to estimate the average time professional staff spent on research.
- Degree status of researchers is determined on the following basis: 3–4 years full-time university education (BSc), 5–6 years (MSc), and more than 6 years plus doctorate thesis (PhD)
- All financial information should be collected in current local currency units. (We have standard methods for deflation and and conversion to constant US dollars).

- IFPRI is set up to input all the survey information in template files specifically developed for international comparability. The data collected will be available to the collaborating institutes/agencies and IFPRI. Aggregated country data will be made available on the ASTI website.
- The envisaged output of the work is a country snapshot report. IFPRI will take the lead in writing the report, but prefers to coauthor and copublish the final report with the local collaborating agency/consultant.