

5-5 Contents of Facilities

The Institute comprises the following sections according to the different natures of activities:

- (1) Office section
- (2) Seminar-meeting section
- (3) Sound-lab section
- (4) Library section
- (5) Research section
- (6) Hostel section
- (7) Canteen section
- (8) Garden section

Each section consists of various kinds of facilities. The following are detailed descriptions on the contents of facilities of each section.

(1) Office Section

The office section is located on the front side of the complex in the south-north direction, and some of the offices face the entrance. Most of this section is located on the first floor, except the director's office and the reception room which are located in the middle of the section on the second floor level.

(2) Seminar-Meeting Section

The seminar-meeting section consists of one large seminar room for 120 persons, 4 training room for 30 persons each, one seminar room for 40 persons, and an area of Japanese rooms.

The large seminar room is the largest room unit in the Institute and can be regarded as an auditorium. This room is located on the centerline of the complex in the north-south direction, facing the lounge of the hostel section, and provided with an interpreter system and movable partition walls that can divide the room into two.

The training rooms are located on the south side of the inner court along the east-west axis, with consideration to better natural ventilation.

The small seminar rooms are located in the southern area of the office section.

The area of Japanese rooms is located separately from the main body of the complex as a detached house in the Japanese garden.

(3) Sound-Lab Section

The sound-lab section consists of an L.L.room for 30 persons, an audio-visual room for 30 persons, and a storage/personnel room. This section is located on the north side of the inner court along the east-west axis.

(4) Library Section

The library section consists of an open system library room for 20 persons, a research collection room, a reference room, a book stock room for about 10,000 volumes, and a librarian's room. Although the library is open to the public, it is used on an individual basis. As such, in contrast to such sections as seminar-meeting and sound-lab sections, this section requires a quiet atmosphere and is located in a relatively quiet area behind the sound-lab section along the east-west axis, with consideration to better natural ventilation.

(5) Research Section

The research section consists of 25 research rooms and a meeting room. As this section is not open to the public but limited to the researchers, the rooms are located on the second floor around the inner court, forming a U-shape.

(6) Hostel Section

The guest rooms consist of 30 double guest rooms having a maximum capacity of 60 persons. These rooms are arranged along the east-west axis in two two-story buildings with consideration to better natural ventilation.

In addition to the above rooms, a lounge with an area enabling guests to relax or play such sports as ping-pong, an administration office, and a laundry/storage room are provided near the entrance.

(7) Canteen Section

As the dining room will be used by participants of the various activities, researchers and staff, it is located in an intermediate position between the hostel section and the other sections so that it has relatively good accessibility from all parts of the complex. In addition its kitchen can be directly accessible from the outside for services.

(8) Garden Section

Two kinds of gardens differing in use and nature are provided. One is a garden surrounded by rooms and corridors and this is a place where outdoor exhibitions, festivals and shows can be held. The other is a Japanese garden in the go-round style with a quiet atmosphere.

Included in the Japanese garden is the section of Japanese rooms where tea ceremony and flower arrangement, etc. can be held. These gardens are as indispensable as the other facilities for the Institute.

The floor area of each facility of the Institute requested by the Government of Thailand was analyzed in detail and the following floor areas are proposed:

(Floor Area)

Description	Requested Floor Area (m ²)	Planned Floor Area (m ²)	Proposed Floor Area (m ²)	Floor Level
(1) Office Section				
- Director's office	25	30	28	2
- Reception room	--	40	36	2
- Deputy Director's office	--	16	17.6	1
- Administrative office	144	148.5	126	1
- Conference room	40	40	36.9	1
- Meeting room for personnel	40	40	--	1
- Printing & duplicating room	45	45	36.9	1
- Janitor's room	--	--	25.2	1
- Printed materials & collection room	12	12	13.5	1
- Storage room	12	12	13.5	1
- Two restrooms for females	12	12) 14	1
- Two restrooms for males	12	12		
- Lounge	50	50	-	
SUB-TOTAL	392m²	457.5m²	347.6m²	

Description	Requested Floor Area (m ²)	Planned Floor Area (m ²)	Proposed Floor Area (m ²)	Floor Level
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(2) Seminar-Meeting Section

- Seminar room for 120 persons	360	270	288	1
- 4 training rooms for 30 persons each	480	300	302.4	1
- 3 seminar rooms for 10 persons each (1 room for 40 persons)(-do-)	120	100	100.8	1
- Japanese rooms	40	40	50	1
SUB-TOTAL	1,000 m²	710 m²	741.2 m²	

(3) Sound-Lab Section

- L.L. room for 30 persons	120	100	73.8	1
- Audio visual room for 30 persons	60	60	50.4	1
- Storage/personnel room	25	30	27.0	1
SUB-TOTAL	205 m²	190 m²	151.2 m²	

(4) Library Section

- Open system library for 20 persons	140	175	175.2	1
- Research collection room	--	30	24.0	1
- Reference room	35	30	26.4	1
- Librarian's room	25	24	26.4	1
- Book stock room	--	30	24	1
SUB-TOTAL	200 m²	259 m²	252 m²	

(5) Research Section

- Researcher's rooms (26 rooms)	312	468 (25 rooms)	468 (25 rooms)	2
- Assistant researcher's rooms (14 rooms)	180			
- Meeting room	30	30	24	2
- Research collection room	30	--	--	-
SUB-TOTAL	552 m²	498 m²	492 m²	

Description	Requested Floor Area (m ²)	Planned Floor Area (m ²)	Proposed Floor Area (m ²)	Floor Level
(6) Hostel Section				
- Double guest rooms	1,000 (40 rooms)	750 (30rooms)	720 (30rooms)	1,2
- Lounge (including recreation room)	100	120	126	1
- Administration room	50	40	36	1
- Laundry / storage room	50	30	18	1
SUB-TOTAL	1,200 m²	940 m²	900 m²	
(7) Canteen Section				
- Dining room	100	90	99	1
- Kitchen	50	40	45	1
- Storage room	50	30		
SUB-TOTAL	200 m²	160 m²	144 m²	
(8) Others				
- Restrooms for males	60	60	156	1,2
- Restrooms for females	100	100		
- Hallways, stairs, electrical room & others	1,241	1,129.5	1,539.6	1,2
SUB-TOTAL	1,401 m²	1,289.5 m²	1,695.6 m²	
GRAND TOTAL	5,150 m²	4,504 m²	4,723.6 m²	

5-6 Building Elements Planning

In planning the building elements, the climatic conditions and the requirements of indoor conditions are the main factors. Under the severe conditions of high temperature and high humidity of this area, effects of solar radiation, wind and rain should be considered very carefully in planning the building elements. The proper disposition of such effects is very important in designing proper indoor conditions.

(1) Roof

The roof receives direct solar radiation. In order to prevent radiant heat from transferring to indoor space, it is necessary to have an effective insulation layer between the roof and indoor space. In addition, proper means of dealing with heavy rain prevalent during the wet season should be provided. Considering the level of Thai construction technologies and the hot and humid climate, it is better not to plan the use of flat concrete roof slabs.

For the Institute building, a gable roof system, with an attic space that functions as an insulator, preventing radiant heat from transferring to the indoor space below, will be used. This roof system is suitable for dealing with intensive heavy rain. In addition, large eave gutters will be provided to deal with intensive heavy rain.

(2) Exterior wall

The exterior wall is greatly affected by solar radiation. It is, therefore, necessary to use materials with a high heat transmission resistance as well as to provide devices that protect the wall from direct sun radiation.

In Thailand, owing to the monsoon, it is possible to have natural ventilation throughout the year. In order to take advantage of the above, buildings should be arranged to have the longitudinal axis in the east-west direction and be provided with openings on the south and north walls for better natural ventilation.

(3) Floor

In Bangkok and its surrounding areas flooding due to heavy torrential rain is frequent during the wet season. It is, therefore, necessary to plan properly the level of the ground floor of a building so that damage to the building can be minimized during floods. In this Project the ground level around the building will be made 30cm higher than the campus ground level by backfilling with imported fill. In addition, it is necessary to take measures in advance to meet the problem of differential settlement of ground under the ground floor slabs.

(4) Others

In order to prevent direct solar radiation into the rooms of the building, to accommodate rain gutters, and to cover outside cooling units for better appearance of the building, grid structures of precast concrete units will be constructed on the exterior face of the building wall. The grid structure also gives a Japanese atmosphere to the building.

5-7 **Material Planning**

In Thailand today, most building materials are produced locally and sufficient quantities of the materials are available. However, such materials as structural steel sections, large sized aluminium window, door and other frames, stainless steel frames, clear plate glass with a thickness of more than 6 mm, heat absorbing glass, toughened glass, some metal fittings and hardware are still imported. Locally produced materials are in general cheaper than imported ones and their replacements and spare parts are normally easy to find.

For lower initial construction cost and easy maintenance, the use of locally produced building materials is preferred whenever they are of adequate quality for a project of this nature.

The following materials will be used for the Institute building:

(1) Structural Materials

The main structural frames and exterior walls are of reinforced concrete cast in situ or precast. The internal partition walls are of concrete block. The Japanese house is of timber construction.

(2) Exterior Finishes

- a) Roofs: A gable roof of cast-in-situ concrete slabs, finished with terrazzo, placed over the cast-in-situ top concrete slab finished with waterproof cement mortar.
- b) Exterior Wall: Concrete finished with terrazzo.
- c) Grid Structure: Fair faced concrete coated with silicone resin, partly GRC.
- d) Fittings: Aluminium and steel, partly wooden.

(3) Interior Finishes

- a) Floor: - Entrance, corridor ... Terrazzo
 - Offices, training rooms, research rooms
 - dining room, hostel guest rooms ... Vinyl floor tiles
 - Director's room, reception room, L.L.room, library room, hostel lounge ... Carpet
 - Japanese house ... Tatami (Japanese mat), wood flooring
- b) Interior Wall : Cement mortar coated with paint, acoustic board (L.L.room), timber walling (reception room), cement mortar coated with wall finish material (Japanese rooms)
- c) Ceiling : Acoustic rock wool board (Seminar rooms, library, L.L.room, etc.), or coated with acoustic finish material (research rooms, guest rooms)

5-8 Structural Planning

(1) General Conditions

Thailand is not situated in the Pan-Pacific Earthquake Belt and only a very few earthquakes have been recorded. However, an earthquake of magnitude 5.0 with the epicenter at a point about 200km north of Bangkok was recorded twice in April, 1983. In spite of the earthquakes, there is no requirement to consider seismic forces in the structural design.

As for wind forces, there is not a strong wind and the yearly average velocity of wind is 2.3 m/sec, and the maximum recorded velocity of gust wind is 28.8 m/sec.

According to the results of boring tests the subsoil conditions of the site are that at GL-18cm there is a layer of coarse sand and gravel with a SPT N-value of more than 50, making it possible to support the building with piled foundations.

(2) Structural Planning

Design loads used in this design are as indicated in Chapter 5 "Members of Structures" and Chapter 6 "Strength of Material and Loads" of "Bye-Laws of the Bangkok Metropolis." For the structural analysis of the building frame and the calculation of stresses for designing the section of structural members, the Japanese Structural Design Standards are used.

a) Dead Loads

Weights of Structural frame materials, finishing materials, equipment, etc.

b) Live Loads

According to the Japanese Standard and Clause 62, Chapter 6 "Strength of Materials and Loads" of "Bye-Laws of Bangkok Metropolis," design live loads are as follows:

Room Description	Design Live Load (kg/m ²)	
	For Floor Slab	For Column, Beam, Foundation
Offices, Research rooms	300	180
Training rooms, Dining room, Lounge	300	180
Seminar room for 120 persons	400	330
Library	600	450
Hostel guest rooms	180	130

c) Wind load

According to Clause 64, "Chapter 6 Strength of Materials and Loads" of "Bye-Laws of the Bangkok Metropolis," the minimum design wind load for buildings of less than 10 m in height is 50 kg/m². Considering that the site is flat with no high objects around, the design wind load is assumed to be 60 kg/m².

d) Seismic load

Not considered.

(3) Structural Materials and Construction

a) Piles

The layer of coarse sand and gravel at GL-18m is considered to be the bearing layer, but it may be possible that piles are used as friction piles rather than bearing piles. Locally manufactured centrifugal reinforced concrete piles will be used.

b) Concrete

Concrete materials such as cement, coarse and fine aggregates are available locally. For ready mixed concrete, there is a plant in Bankhen which is located 20km from the site.

The 4-week strength of concrete is designed to be 210 kg/cm² and cement is of normal portland cement type. Curing of concrete by frequently sprinkling water after casting should be done carefully, considering the high temperature in the area.

c) Reinforcing bars

Reinforcing bars are available locally. It is preferable to use SD 30 deformed bars.

5-9 Airconditioning and Ventilation

In designing for airconditioning and ventilation, easy and economical operation and maintenance is the main factor. Special attention is given to natural ventilation.

(1) Airconditioning

Air-cooled packaged type airconditioning equipment is used. In order to minimize running costs, the building complex is zoned as follows:

- a) Office Section (Separate type)
- b) Seminar-Meeting Section (Separate type + Duct type)
or (Piping only without equipment)
- c) Sound-Lab Section (Duct type)
- d) Library Section (Duct type)
- e) Research Section (Separate type) or (Piping only without equipment)
- f) Hostel Section
 - Guest rooms (Separate type) or (none)
 - Lounge and Canteen (Duct type)

(2) Design Conditions

Place	(°C) Temperature	(%) Humidity
Exterior	35	75
Interior	28 ± 2	50 - 60

(3) Ventilation

The electrical room, the kitchen and some of the restrooms will be ventilated with electric fans.

5-10 Sanitary Facilities

(1) Water Supply System

Water will be supplied from the elevated water tank of the campus and the system is the gravity type.

(2) Drainage Systems

a) Wastewater

Wastewater from the restrooms, kitchen, etc. is first collected in a wastewater treatment tank and then discharged into the Khlong.

b) Rainwater

Rainwater from eave gutters and road gutters is drained separately into the Khlong.

(3) Hot Water Supply System

Electric water heaters are used to supply hot water to guest rooms, kitchen and pantries, etc.

(4) Sanitary Ware and Fixtures

The restrooms are provided with necessary sanitary ware and fixtures.

(5) Wastewater Treatment Tank

A wastewater treatment tank is provided to treat wastewater before discharging into the Khlong.

(6) Fire Fighting System

No fire fighting system is provided, but portable fire extinguishers are placed at various parts of the building.

(7) Gas Supply System

LPG cylinders are used to supply gas to the kitchen.

(8) Kitchen Equipment

Kitchen equipment is provided in the kitchen.

(9) Water Filtering Equipment

A circulation type sand filter for filtering water of the pond in front of the building is provided.

5-11 Electrical Facilities

(1) Electric Power Receiving and Transforming Equipment

Electrical power of 380 V/220 V is supplied from a low-tension power distribution board located on the campus to the control and distribution panels of the building. Electrical power loads are as follows:

- a) Lighting equipment and others connected to receptacles
- b) Air-conditioning and ventilation equipment
- c) Sanitary equipment
- d) Others

The total capacity of the system is assumed to be 350 kw and it consists of the following:

- a) For airconditioning and ventilation 100 kw
- b) For lighting and others 200 kw
- c) For sanitary, educational, office, library equipment 50 kw

(2) Emergency Power

For emergency lighting, batteries are provided in the electrical room.

(3) Power Cable

Electrical power is supplied through a main power cable to the control and distribution panels. The power system is as follows:

- a) Lighting fixtures and receptacles
3-phase, 4-wire, 380 V/220 V
- b) Airconditioning, sanitary, etc
3-phase, 3-wire, 380 V

(4) Lighting Fixtures and Receptacles

Lighting is done mainly with fluorescent lamps and partly with incandescent lamps. Stairs and hallways are provided with emergency lighting powered on the batteries and the main exits are provided with fire exit lamps. Many switches are provided to enable the occupant to control as small a section of the facilities as possible for economy. The design illumination values are as follows:

- a) Office, and other sections ... 300 - 400 lux
- b) Guest rooms ... 50 - 70 lux
- c) Stairs, hallways, halls ... 50 - 150 lux

The receptacles are the wall mounted type and some of them are earthed.

(5) Telephone System

The telephone system is connected to the main line along the road on the north side of the campus by an overhead line. The numbers of lines and extensions are expected to be 3 - 5 and 30 - 40 respectively.

5-12 Equipment

The equipment should be such that it will help the staff of the Institute to carry out their works effectively in many fields of Japanese studies. The contents, quality or grade, and quantities of equipment shall be determined on the basis of the requirements of the Institute's planned activities.

In selecting equipment, economical running cost, the availability of after-sales service and spare parts in Thailand should be carefully considered.

The selection of equipment is based on the request of Thammasat University and priority is determined by checking the frequency of use and need.

The following equipment is proposed for each section.

(1) Office Section

a) Printing equipment

- Typewriter
- Word processor
- Direct processing machine
- Offset machine
- Stencil duplicator
- Stencil cutter
- Binding machine
- Folding machine
- Trimming machine

b) Duplicating machine

c) Special furniture

- Working table
- Shelf
- Hand cast
- Machine stand
- Type stand

(2) Research Section

a) Overhead projector

b) Slide projector

(3) Sound-Lab Section

a) L.L. system

- Master console
- Student booth
- Installation materials

b) VTR system

c) Audio duplicating system

- Master cassette tape recorder with slave deck
- Master open tape recorder

d) Slide-lab

- Slide projector
- 16 mm film projector
- Tape recorder

e) Special furniture and other equipment

- Lecture control desk
- Screen (1,800 x 1,800) motor drive
- Ceiling speaker
- Down lights
- Blackout curtain
- Blackboard (3,600 x 1,200)

(4) Library Section

a) Microfilm reader-printer

b) Copy machine

c) Special furniture

- Periodical display rack
- Shelves for librarian's office
- Catalog card cabinet

(5) Seminar-Meeting Section

a) Interpreter system

- Interpreter's unit
- Receiver's unit
- Delegate's unit
- Chairman's unit
- Cable (exclusive use) and carrying case

- b) Video projection system
 - Video projector
 - c) Audio visual equipment
 - Slide projector
 - 16 mm projector (X - non)
 - OHP
 - Projection stand
 - Sound system
 - Remote control board
 - d) Furniture and other equipment
 - Lecture control desk
 - Blackboard (movable)
 - Curtain (motor drive)
 - Screen (motor drive)
 - Down light
- (6) Wagon
- a) Wagon type vehicle

5-13 Scope of Work

The Basic Design Survey Team of this Basic Design Study held several meetings with authorities and officials concerned with the Project during the survey in Thailand. The following scopes of works were agreed in principle in accordance with the framework of Japan's grant aid program.

5-13-1 Scope of Work Subject to Japan's Grant Aid

- (1) Construction of Facilities
 - a) Office section
 - b) Research section
 - c) Sound-Lab section
 - d) Library section
 - e) Seminar-meeting section
 - f) Hostel section
 - g) Others

- (2) Equipment
 - a) Printing and duplication equipment
 - b) Audio-visual equipment
 - c) Sound-Lab equipment
 - e) Library equipment
 - e) Wagon
 - f) Others

5-13-2 Arrangements by the Government of Thailand

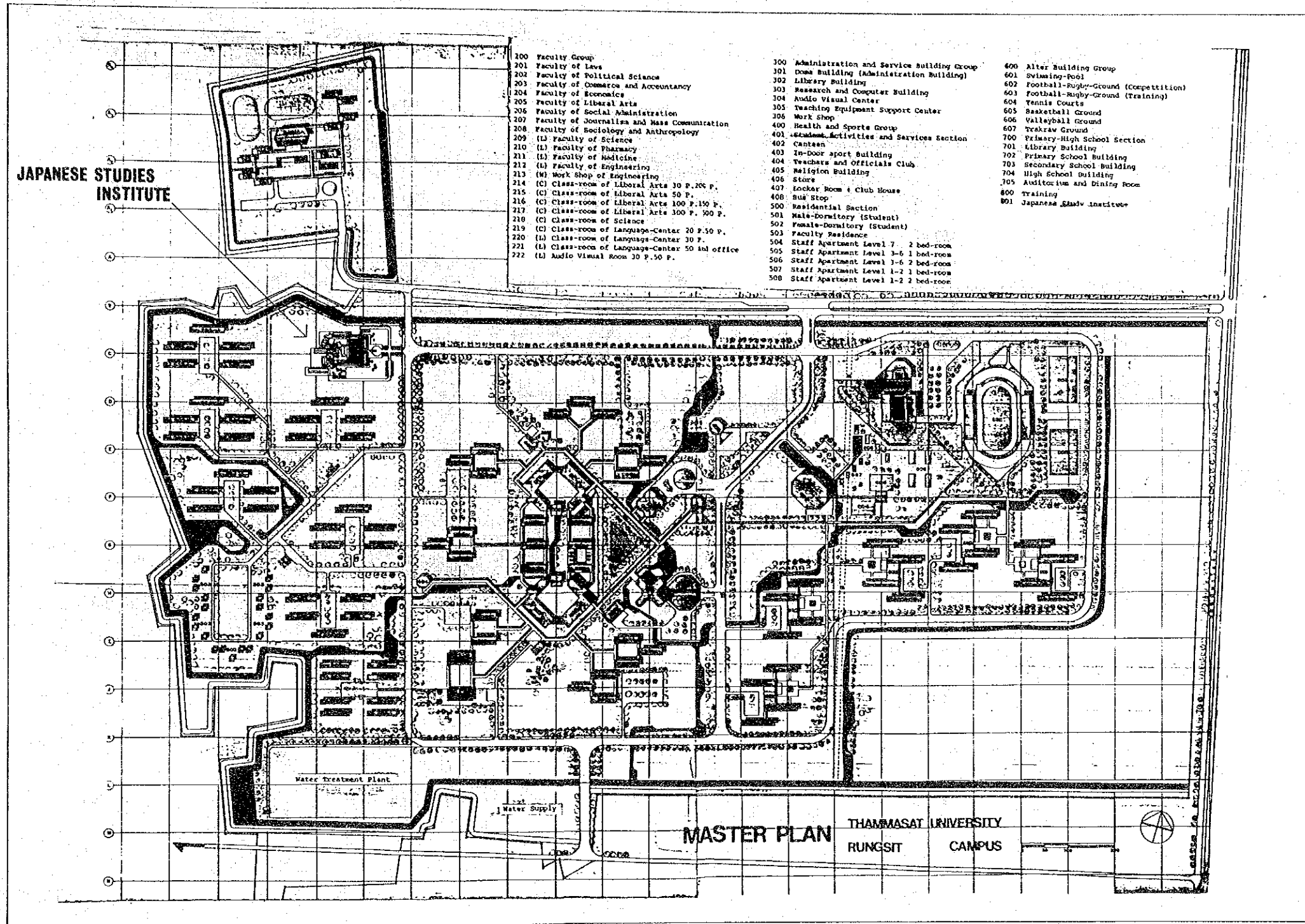
Following arrangements will be required to be taken by the Government of Thailand:

- (1) To provide necessary data for detail design such as water quality analysis, land survey and the condition of subsoils.
- (2) To carry out site preparation such as clearing, filling, leveling and the construction of access roads before the commencement of construction works for the Institute building.
- (3) To provide facilities for distribution of electricity, water supply, drainage, telephone lines and other incidental facilities to the proposed site.
- (4) To ensure prompt unloading, tax exemption, customs clearance at ports of disembarkation in Thailand and prompt internal transportation therein of the products purchased under the grant.
- (5) To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in Thailand with respect to the supply of the products and services under the verified contracts.
- (6) To accord Japanese national whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into Thailand and stay therein for the performance of their work.

- (7) To maintain and use properly and effectively the facilities constructed and equipment purchased under the grant.
- (8) To undertake incidental civil works such as gardening, fencing, gates, guard house, garage, and exterior lighting.
- (9) To furnish general furniture for the Institute.

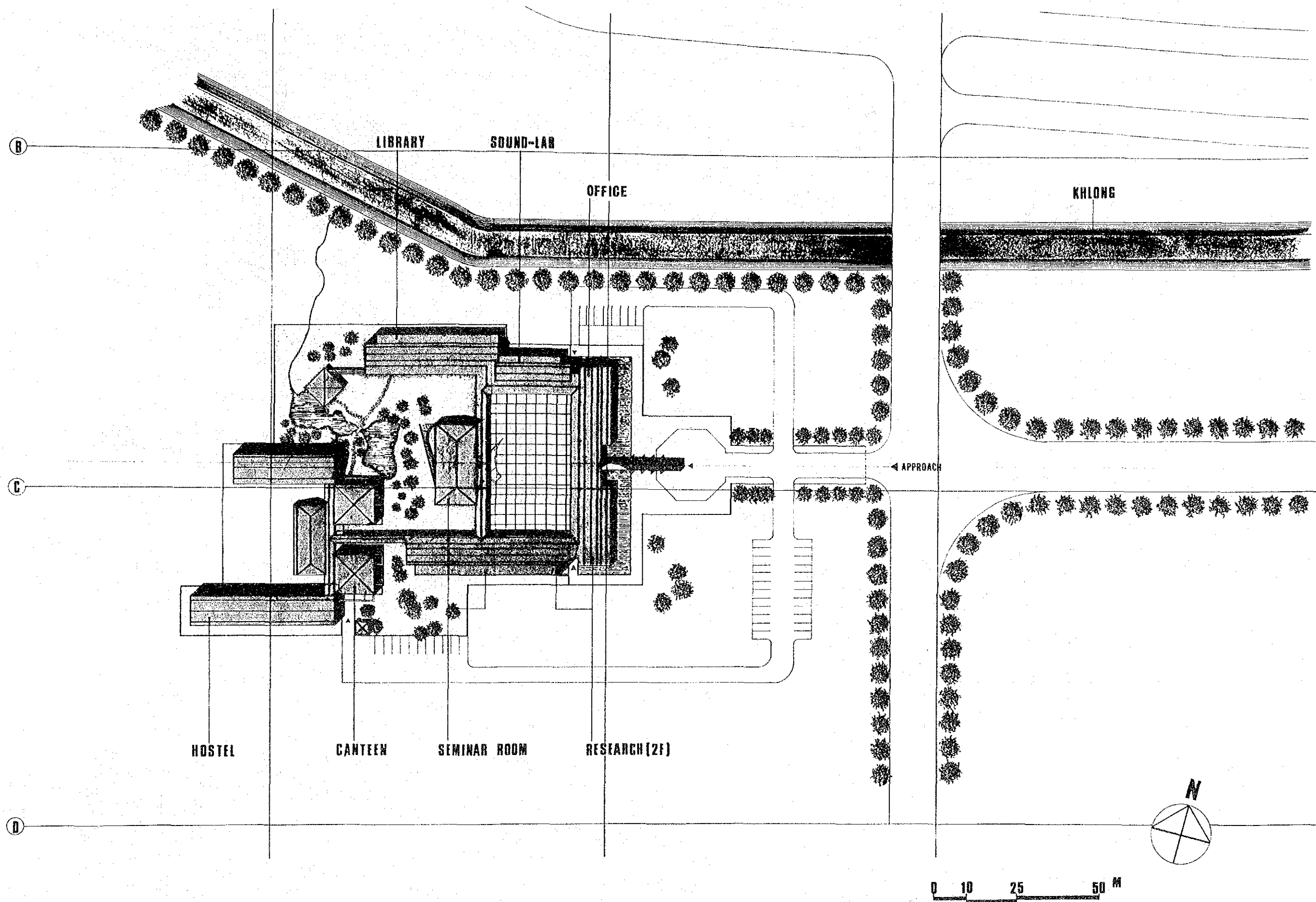
5-14 Drawings

- 0 - Layout Plan
- 1 - Site Plan
- 2 - First Floor Plan
- 3 - Second Floor Plan
- 4 - Roof Plan
- 5 - Elevation & Section
- 6 - Water Supply System
- 7 - Drainage System
- 8 - Storm Drainage System
- 9 - Power & Telephone Systems



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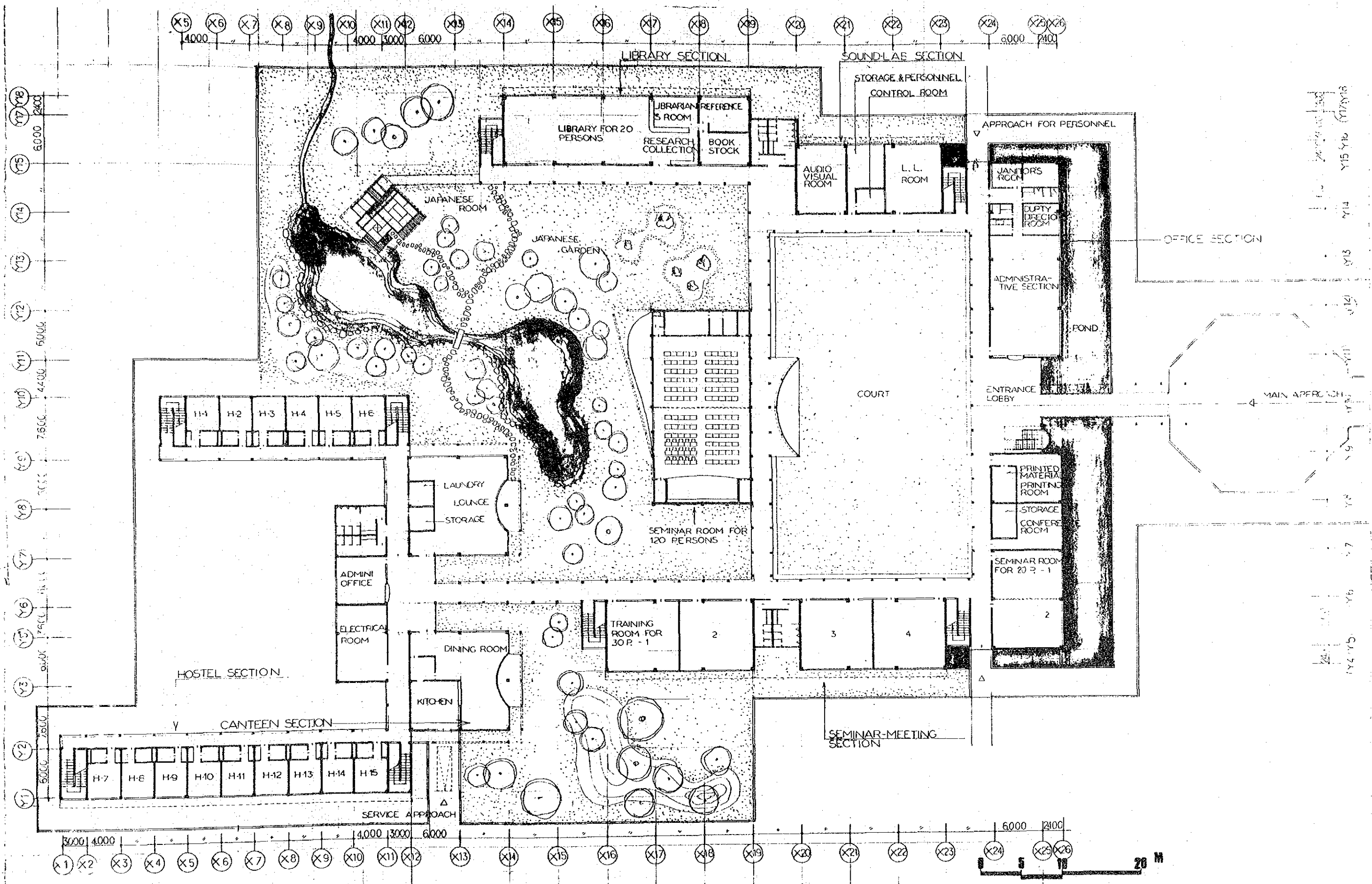
LAYOUT PLAN



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SITE PLAN

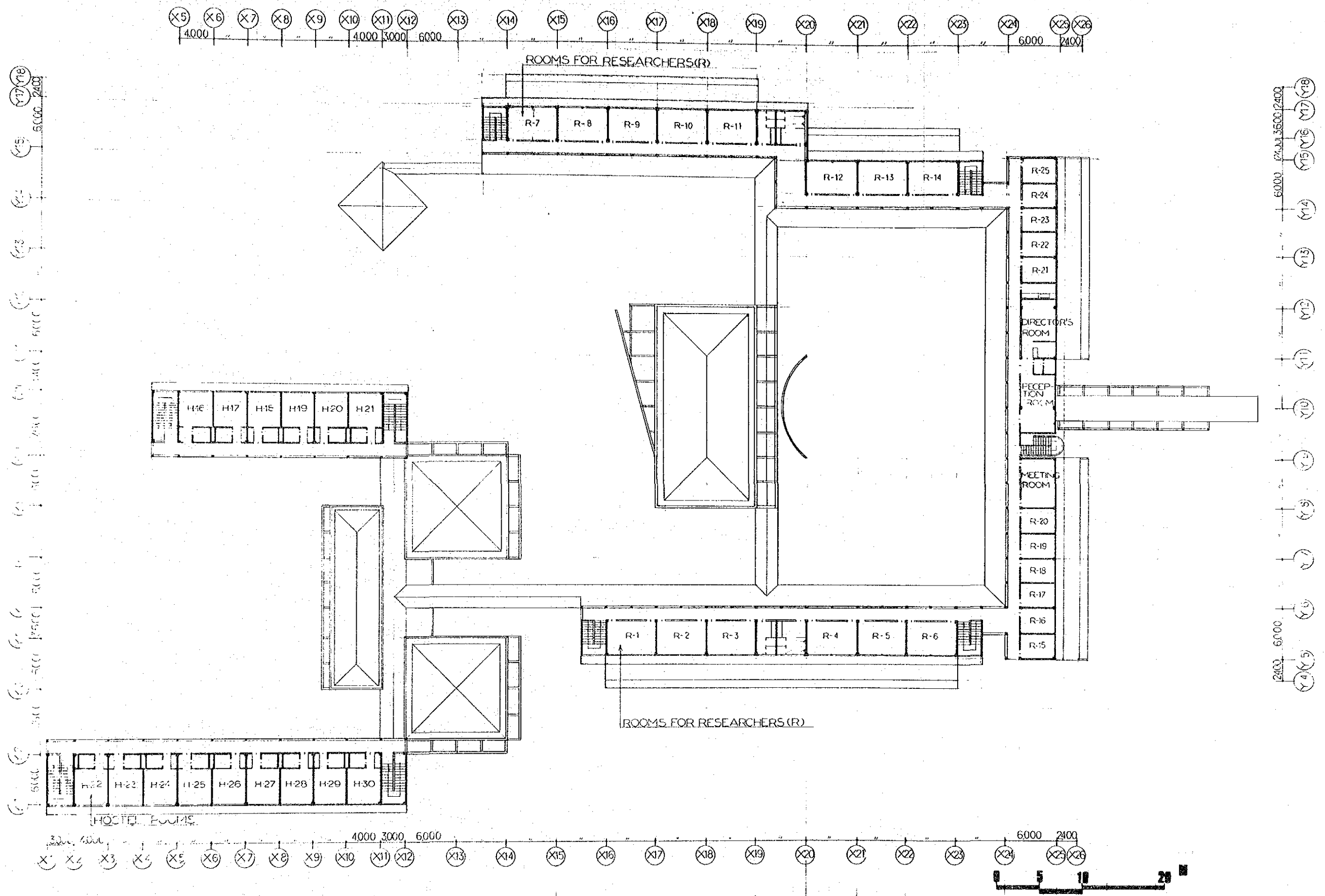
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FIRST FLOOR PLAN

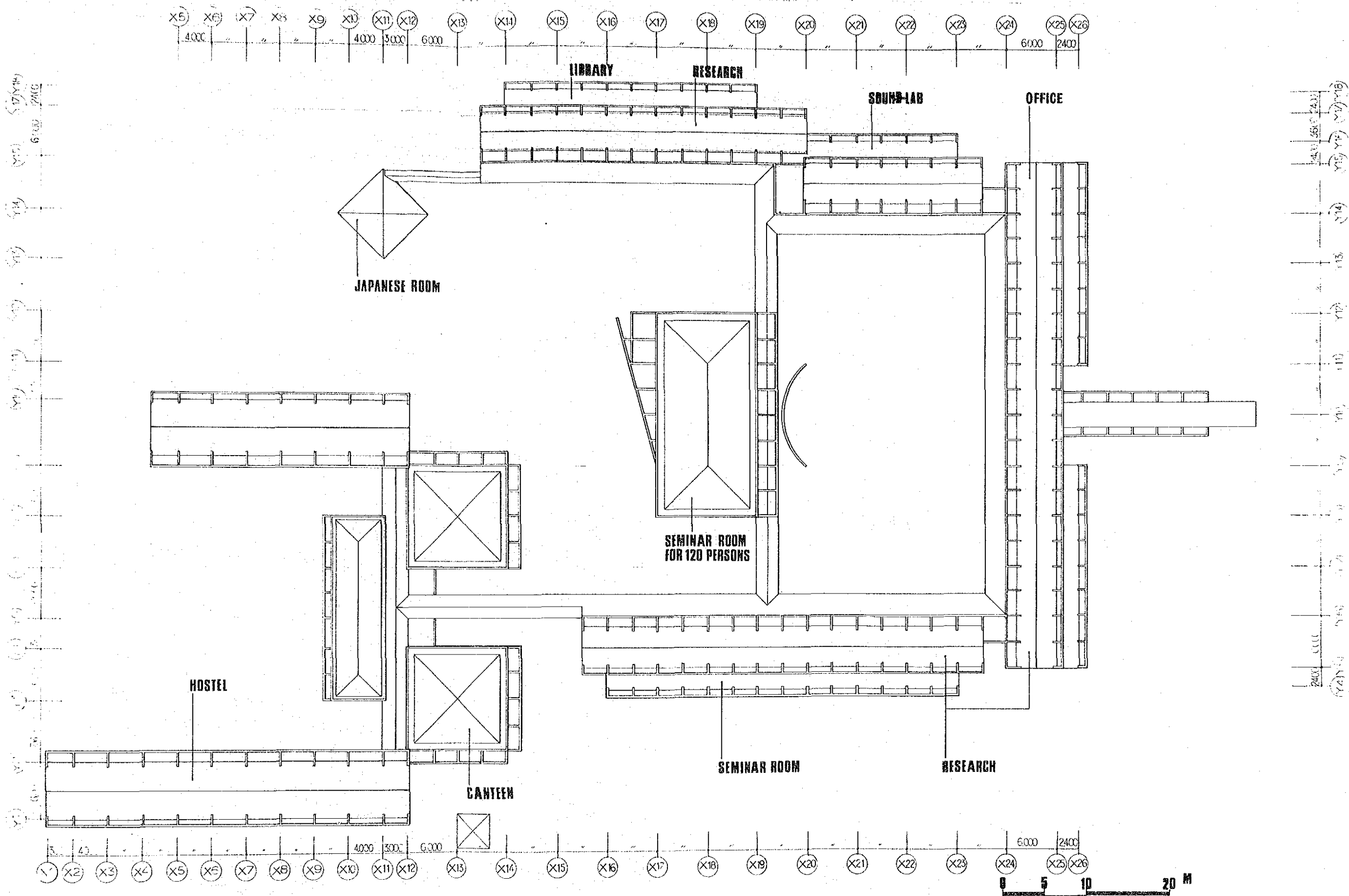
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SECOND FLOOR PLAN

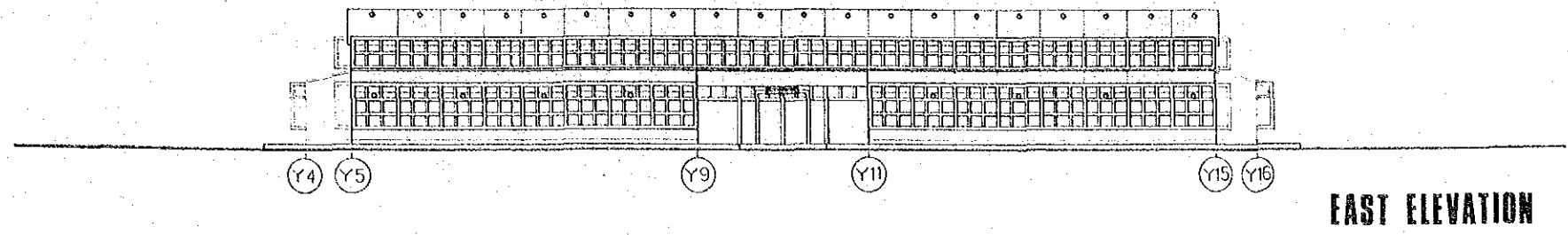
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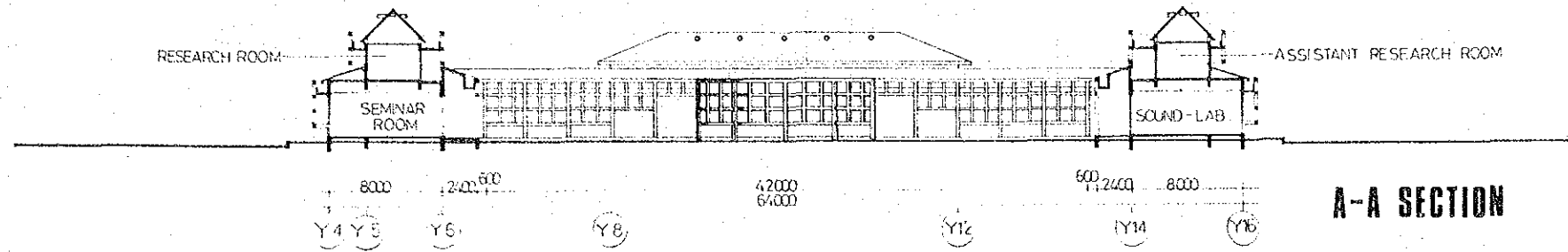
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ROOF PLAN

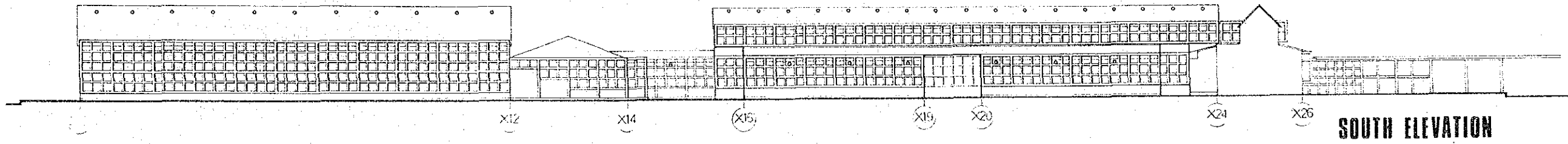
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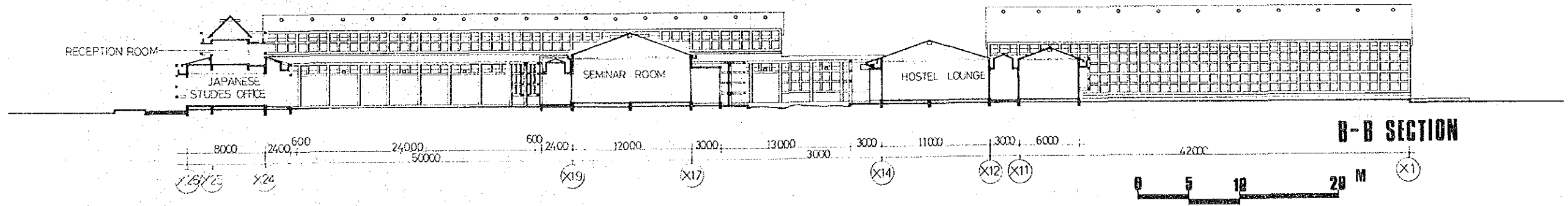
EAST ELEVATION



A-A SECTION



SOUTH ELEVATION

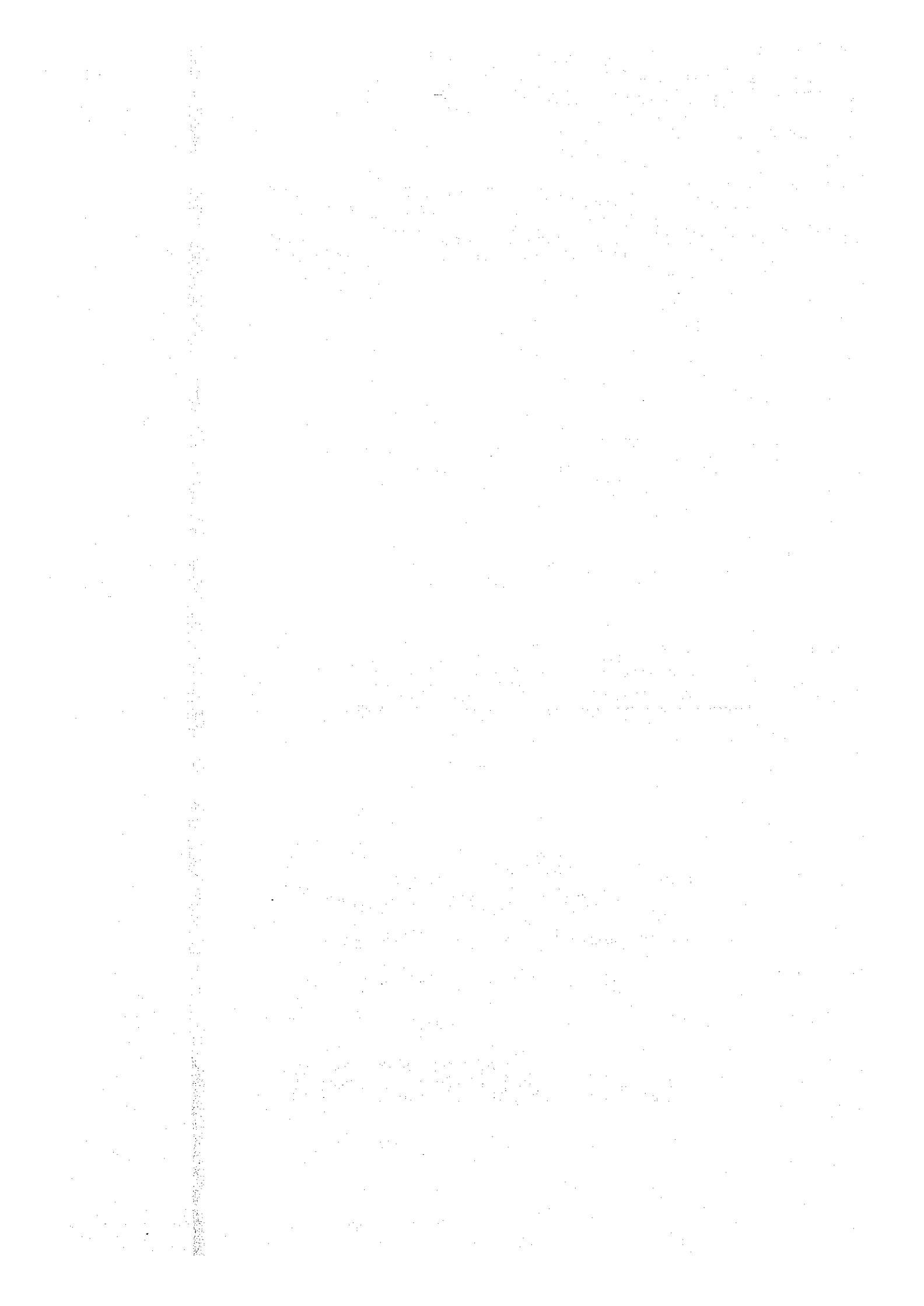


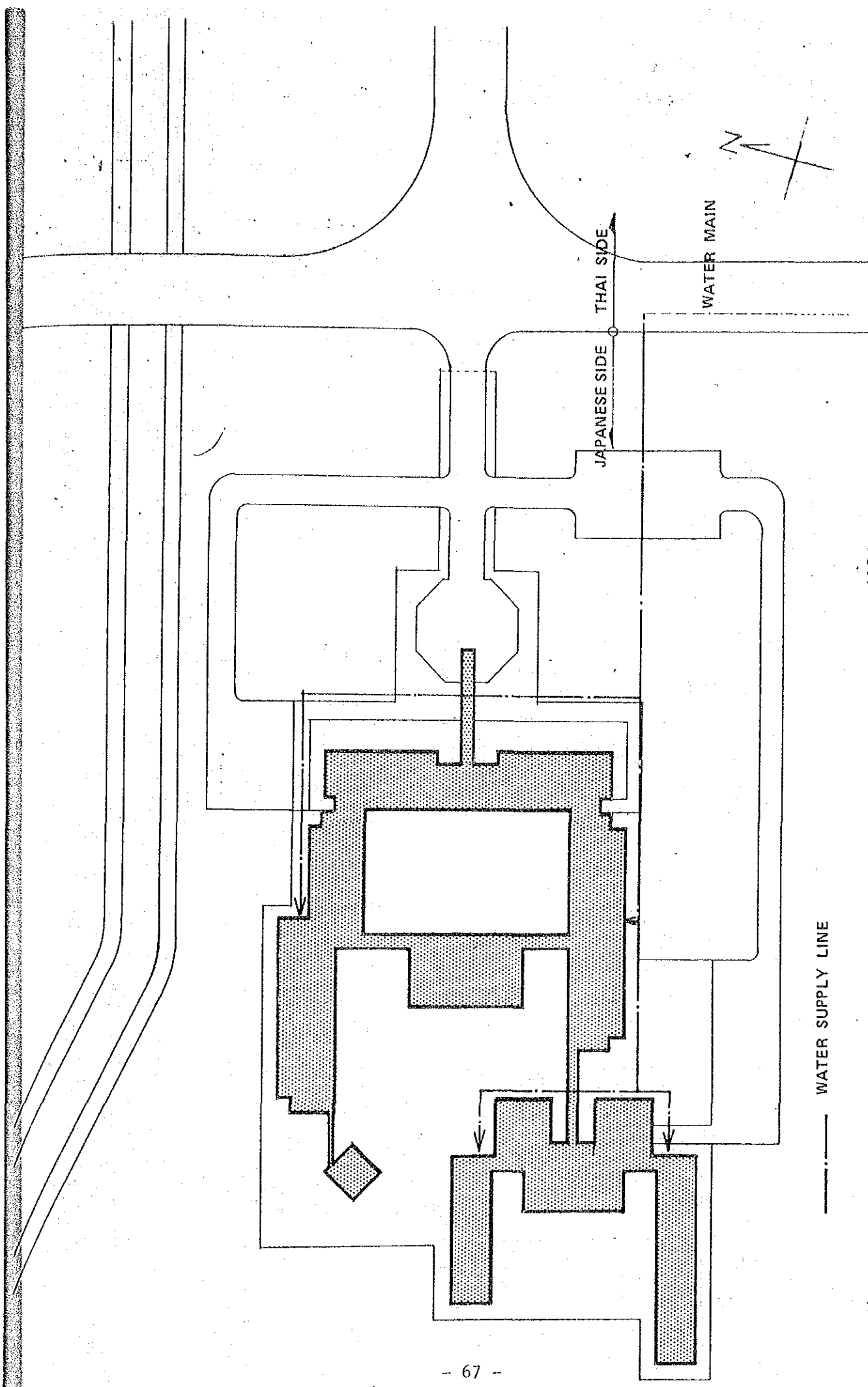
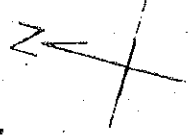
B-B SECTION

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ELEVATION & SECTION

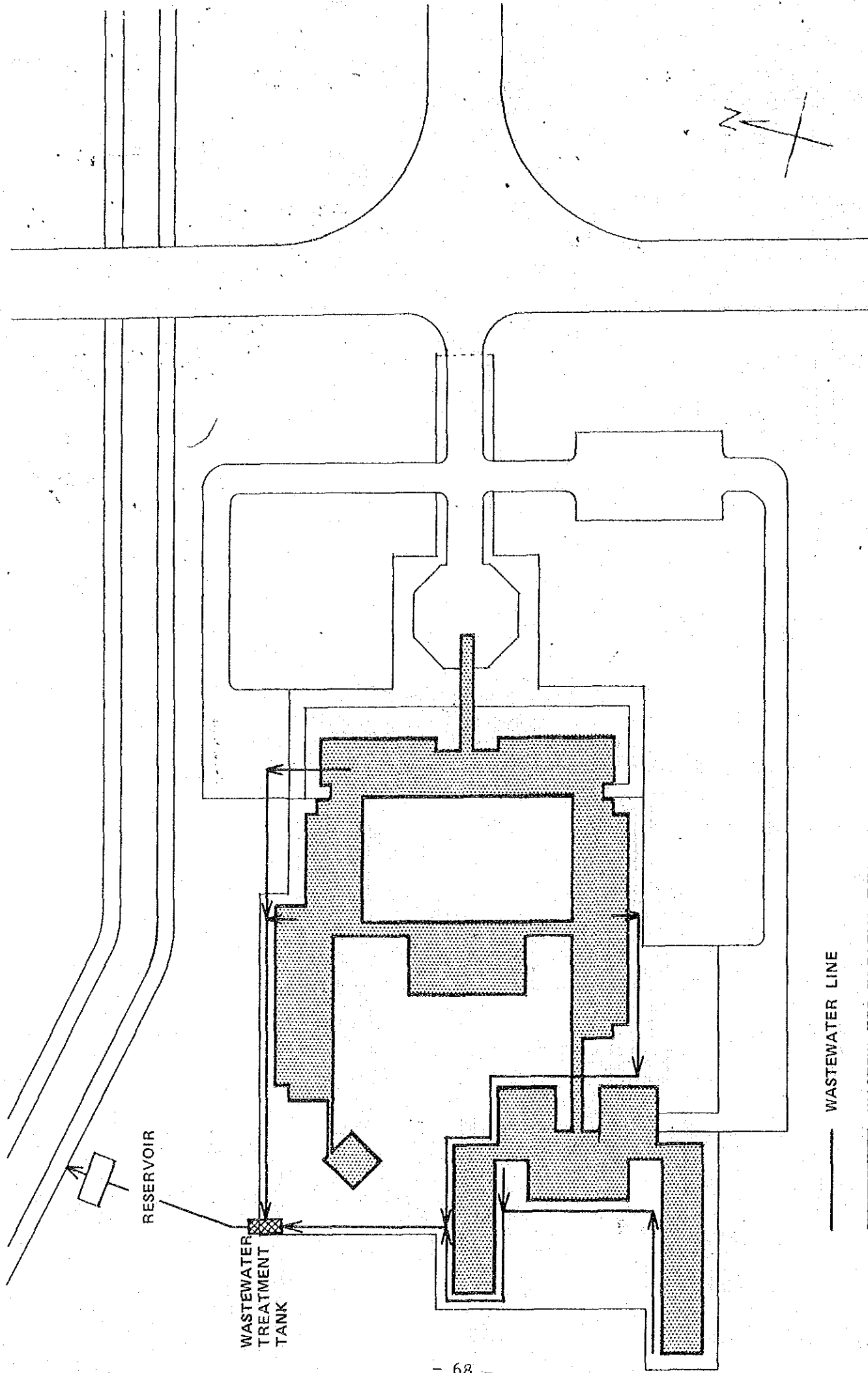
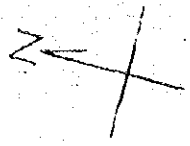
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WATER SUPPLY SYSTEM

— WATER SUPPLY LINE



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DRAINAGE SYSTEM

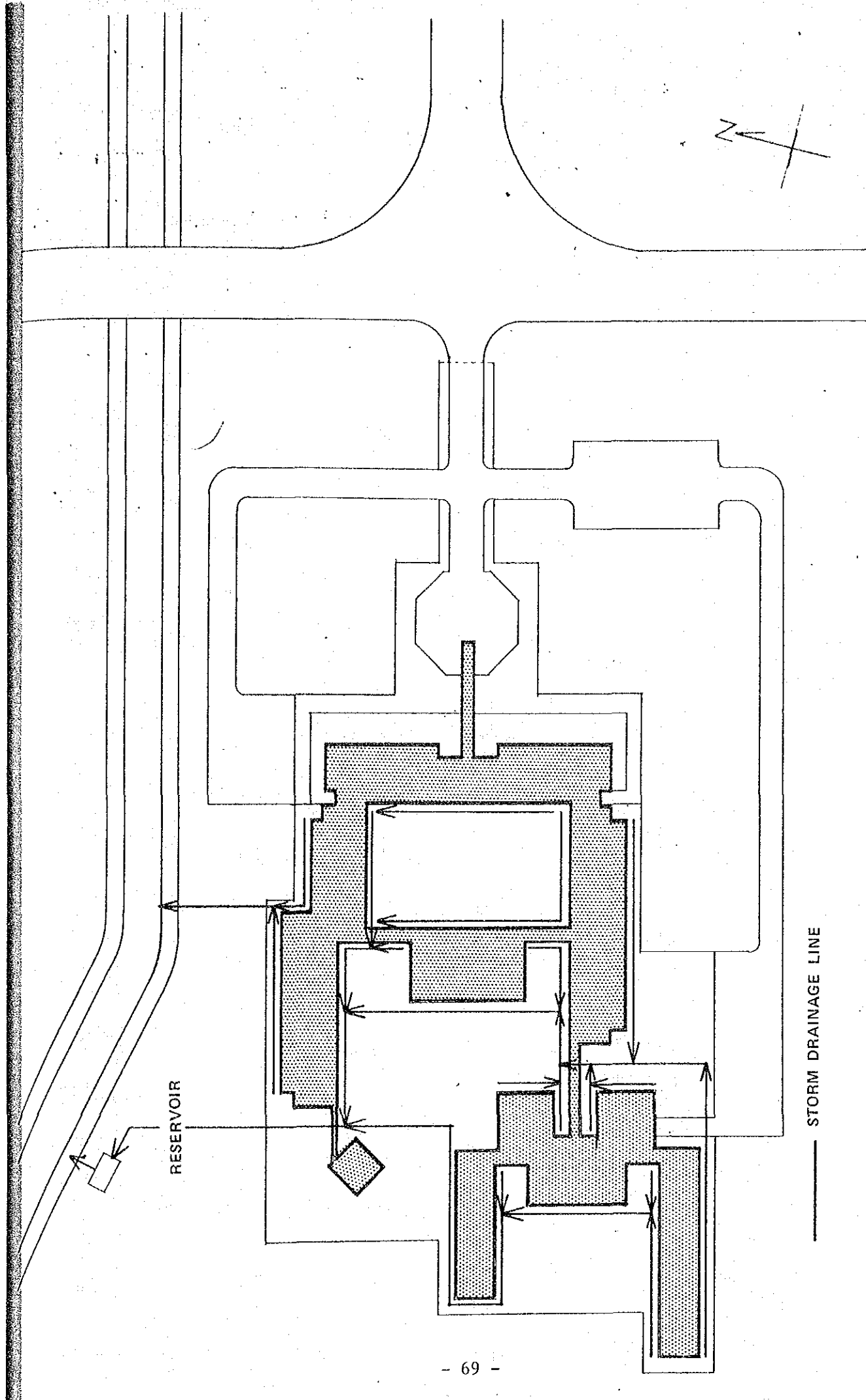
WASTEWATER LINE

WASTEWATER TREATMENT TANK

RESERVOIR

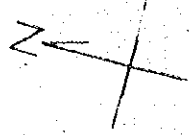
WASTEWATER
TREATMENT
TANK

JAPANESE STUDIES INSTITUTE
STORM DRAINAGE SYSTEM



RESERVOIR

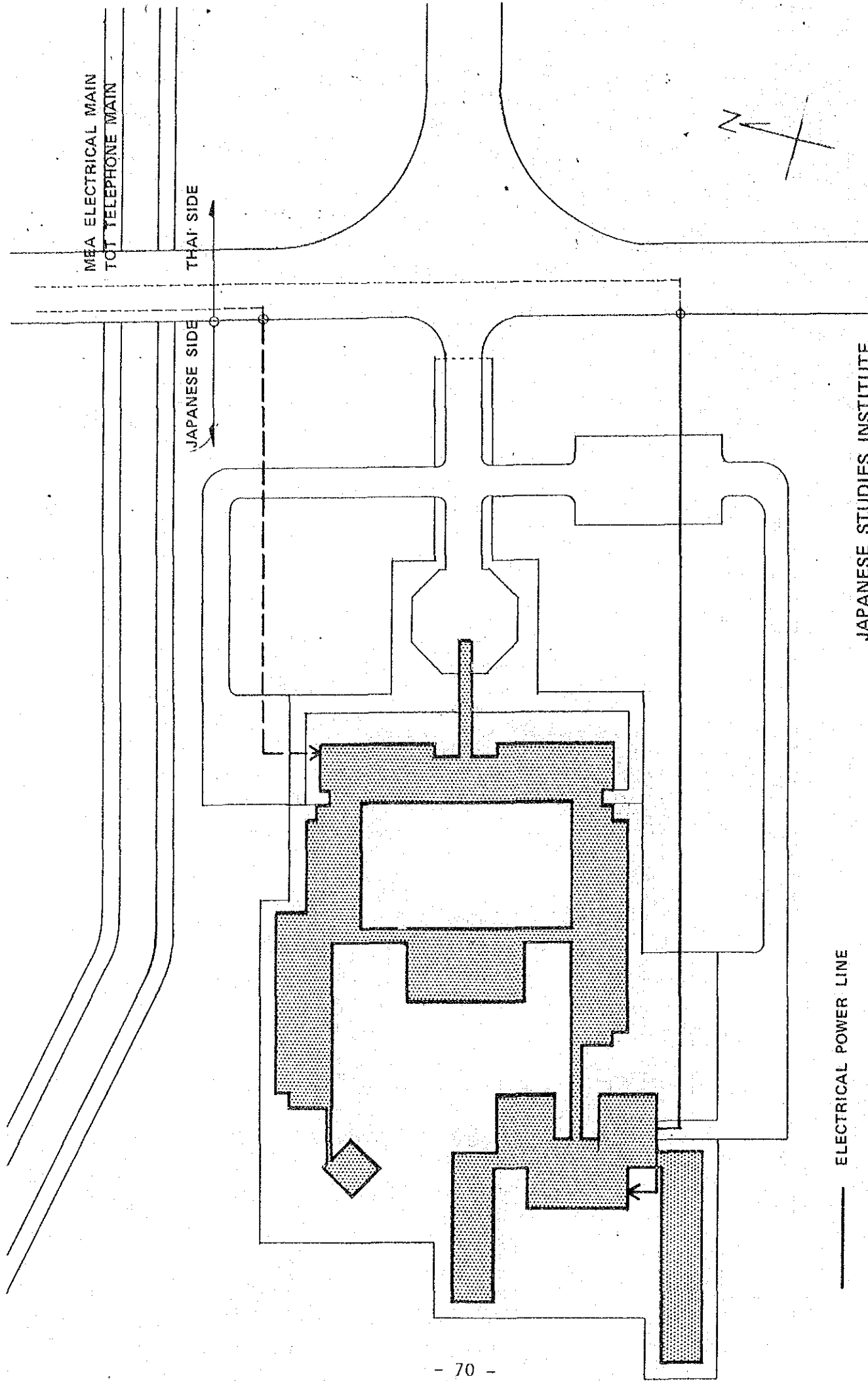
STORM DRAINAGE LINE



MEA ELECTRICAL MAIN
TOT TELEPHONE MAIN

THAI SIDE

JAPANESE SIDE



— ELECTRICAL POWER LINE
 - - - TELEPHONE LINE

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POWER & TELEPHONE SYSTEMS

CHAPTER 6 PROJECT IMPLEMENTATION

6-1 Implementing Body

The highest authority of the implementing body of the Project is the Rector of Thammasat University, and will be in charge of contracts for detailed design, construction supervision, construction and various formalities required at the completion of the Project. At present, an executive committee for the Institute consisting of 15 members has already been established in the University. Project staff will be chosen from the members of the Executive Committee to be in charge of works for project implementation such as meeting and negotiating with the consultant and contractor.

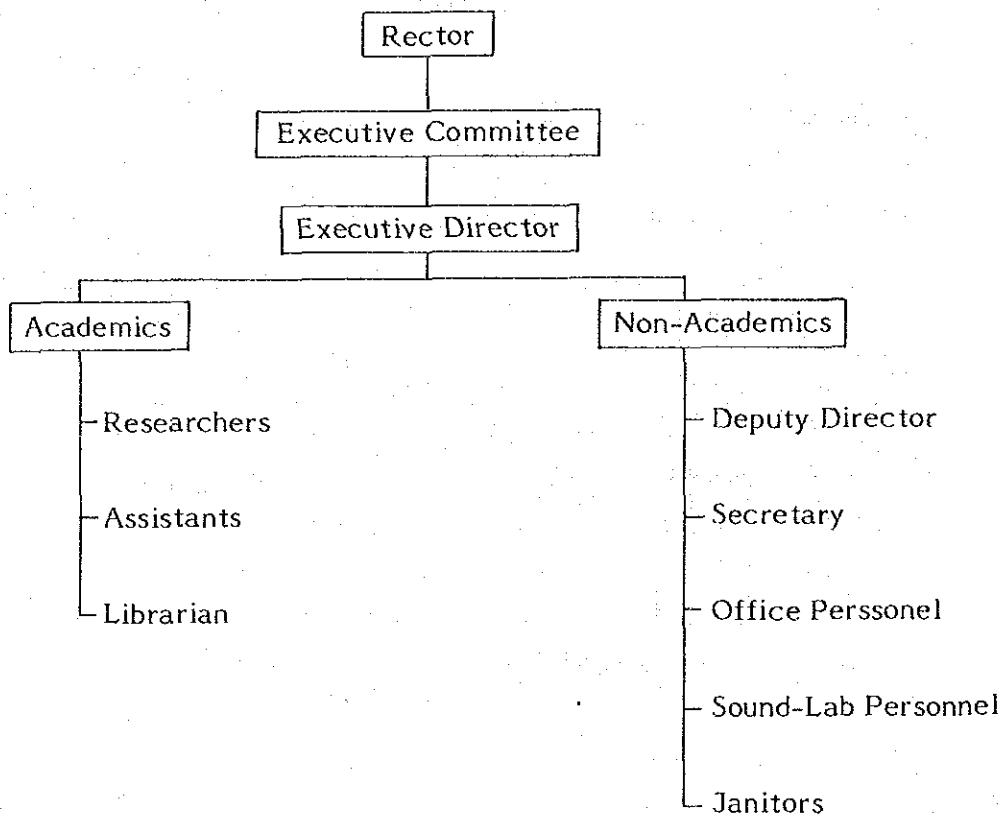
6-2 Operational Plan of the Institute

6-2-1 Organization

The Japanese Studies Institute is an organization attached to Thammasat University under the administration of the Rector. Its internal organizational structure consists of the Executive Committee which sets up its policy. The Executive Committee is formed by the chairman and 8 to 15 members who are appointed by the University Council from well-qualified and knowledgeable persons both outside and within the University. The University Council appoints the Executive Director. The Executive Director carries out the Executive Committee's policy. The Executive Committee and the Executive Director stay for a term of four years.

Under the Executive Director, the Institute's staff consist of two groups: the academic staff and non-academic staff. The academic staff consists of researchers, assistants and a librarian. The non-academic staff consists of the deputy director, secretary, office personnel, sound-lab personnel, and janitors. Its organizational chart is as shown below.

Organizational Chart



The number of staff will increase year by year as shown below.

(Staffing Schedule)

Description	Total	1984	1985	1986	1987	1988
1. <u>Executive Director</u>	1	1	-	-	-	-
2. <u>Academic staff</u>						
- Researchers	20	2	5	5	5	3
- Assistant Researchers	26	3	7	6	5	5
- Librarian	2	1	-	-	1	-
3. <u>Non-Academic Staff</u>						
- Deputy Director	1	1	-	-	-	-
- Secretary	1	1	-	-	-	-
- Office Personnel	20	2	8	6	2	2
- Sound-Lab Personnel	2	-	1	-	1	-
- Janitors	13	2	2	6	2	1
Total	86	13	23	23	16	11

6-2-2 Budget

The Institute's 5-year budget plan (1982 - 1986) has been set up according to the scope of activities and other projects that the Institute will organize each year in five categories: research, seminar and training, documentation and publication, curriculum preparation, and personnel. The budget, however, does not cover the costs for operation and maintenance of the facilities of the Institute and the details are as shown in the table in the following page. The cost for operation and maintenance of the facilities, such as for manpower, repair, supplies, utilities and vehicles will be discussed in Clause 6 - 6 "Plan for Operation and Maintenance." Finances for the operation and maintenance of the Institute come mainly from the Ministry of University Affairs and the budget of Thammasat University as well as other sources as follows:

- Financial aids from foreign countries
- Fees for training and seminars
- Accommodation charges of the hostel
- Financial contribution from the private sector

(BUDGET PLAN)

(Unit: 1,000 baht)

Categories	1984	1985	1986	1987	1988
Research	800	1,890	2,240	2,240	2,340
Seminar and Training	480	580	580	580	580
Documents and Publication	461	617	577	668	742
Curriculum Preparation	in the preparatory stage	in the process	in the process	in the process	in the process
Personnel Exchange	400	2,300	2,800	2,800	2,500
Sub-total	2,141	5,387	6,197	6,288	6,160
Operation and Maintenance Cost	-	2,420	3,020	3,320	3,470
Total	2,141	7,807	9,217	9,608	9,630

6-3 Project Implementation

6-3-1 Procedures

The implementation of the Project will be carried out in accordance with the following procedures of Japan's grant aid program.

(1) Approval of the Project by the Cabinet of the Government of Japan

(2) Exchange of Note (E/N):

Notes are exchanged for each project mutually agreed upon. The validity of the Grant Aid shown in the Notes, in principle, terminates at the end of the Japanese fiscal year (end of March).

(3) Banking Arrangement (B/A):

An agreement between the Government of Thailand and a Japanese foreign exchange bank is concluded in accordance with the Notes.

* The commissions described below are to be paid to the Japanese foreign exchange bank by Thailand for the banking services.

a) Advising Commission of Authorization to Pay (A/P) (about ¥3,000. for each A/P)

b) Payment commission (about 1/10% of each payment) : The A/P is issued by the Government of Thailand to authorize the Japanese foreign exchange bank to pay on behalf of the Government of Thailand.

(4) Conclusion of Consultant Contract:

Consultant contract for the supervising and architectural designing services is concluded between the Government of Thailand and a Japanese consulting firm.

(5) Verification of the Consultant Contract:

The Government of Japan checks the consultant contract whether it is eligible under the Grant Aid and verifies.

(6) Issuance of Authorization to Pay (A/P):

The Government of Thailand issues the A/P to the Japanese foreign exchange bank in accordance with the consultant contract and the B/A.

(7) Notification of the A/P:

The Japanese foreign exchange bank notifies the consulting firm of the issuance of the A/P.

(8) Tender:

The Government of Thailand selects a Japanese firm to implement the Project through a tender.

(9) Conclusion of Contract for Implementation of the Project:

The Government of Thailand concludes a contract for implementation of the Project with a selected Japanese firm.

(10) Verification of The Contract for Implementation of the Project:

The Government of Japan checks and verifies the contract for implementation of the Project.

(11) Issuance of the A/P:

The Government of Thailand issues the A/P to the Japanese foreign exchange bank in accordance with the contract for implementation of the Project and the B/A.

(12) Notification of the A/P:

The Japanese foreign exchange bank notifies the implementing firm of the issuance of the A/P.

(13) Execution of the Contracts:

The consulting firm and the implementing firm execute their contracts.

(14) Payment Requests to the Bank:

The consulting firm and implementing firm request the payments to Japanese foreign exchange bank in accordance with their contracts and the A/P.

(15) Payment Requests to the Government of Japan:

The Japanese foreign exchange bank requests payments to the Government of Japan.

(16) Payments to the Bank:

The Government of Japan pays into the grant account of the Government of Thailand in the Japanese foreign exchange bank.

(17) Payments to the Japanese Firms:

The Japanese foreign exchange bank pays to the consulting firm and the implementing firm from the grant account of the Government of Thailand.

- * JICA dispatches a survey team for expediting the execution of the Project. (i.e. to promote a contract negotiation between Japanese firms and the Government of Thailand) when necessary after the E/N.

6-3-2 Detailed Design

As stated above, the Government of Thailand concludes a consultant contract with a Japanese consulting firm for the works of detailed design, tender and the supervision of construction. The consulting firm is in principle the same consulting firm which carried out the Basic Design Study. The detailed design works should be carried out in accordance with the agreements between the two Governments and be completed as scheduled. The contents of the detailed design works are as follows:

(1) Preparation of Detailed Drawings

- a) Layout drawings
- b) Drawings of plans, elevations, sections and details
- c) Structural calculation sheets and drawings
- d) Drawings for building services and equipment including water supply, wastewater drainage, air-conditioning, ventilation, electric power supply, gas supply, special equipment, etc.

(2) Preparation of Documents of Specifications

General and technical specifications for the required works will be prepared.

(3) Preparation of Construction Budgets

A budget for each category of the works will be prepared for the construction.

It is necessary that immediately after the approval of the Project by the Cabinet of the Government of Japan, Thammasat University will appoint the project staff from the Executive Committee to deal with the works of detailed design, tendering and to coordinate with and give necessary information to the Japanese counterparts without delay.

6-3-3 Tender

After the completion of the detailed design, a contractor for the construction will be selected through a tender. Works of the tender include the following:

- (1) Preparation of the tender documents and drawings
- (2) Prequalification of the contractor
- (3) Invitation to the tender
- (4) Tender Opening
- (5) Evaluation of the tenders
- (6) Contracting

6-3-4 Construction Planning

The above project staff and Japanese counterparts will coordinate and plan a detailed construction schedule, clarify the scope of work of both Governments, study procurement of building materials, plan for installation works of equipment, etc.

It is preferable that such works as earthworks, piling and foundation works will be carried out in the dry season. It is very important to give enough consideration as to how the sequence of two kinds of construction works, one requiring materials that can be procured locally and the other requiring materials that should be imported, can be planned in the best way possible so that there will not be unnecessary stoppage, delay or retrogression in construction.

6-3-5 Supervision of Construction

In accordance with the procedures of Japan's grant aid program, Thammasat University will enter into a contract with a Japanese consulting firm for the supervision of the construction of the Institute. The scope of supervision work is to supervise the contractor for proper execution of the construction works in exact accordance with the intent of the contract specifications and drawings. The supervision work includes the following duties:

- (1) Checking and Approving Working Drawings, etc.
 - Checking, testing and approving working drawings, construction plans, material specifications, samples, equipment list, etc. submitted by the Contractor
- (2) Giving Instructions to the Contractor
 - Giving instructions to the Contractor about construction planning, schedule, material procurement, etc. and reporting the progress of construction to the Owner
- (3) Assistance in Payment to the Contractor
 - Checking and approving invoices for payments submitted by the Contractor during and at the completion of construction
- (4) Checking Monthly Progress of Works for Payment
 - Checking monthly progress of works which is the basis of the invoice from the Contractor
 - Assistance in checking and approving the completion of works, issuing the certificate of completion, reporting any necessary information to the relevant authorities and persons.

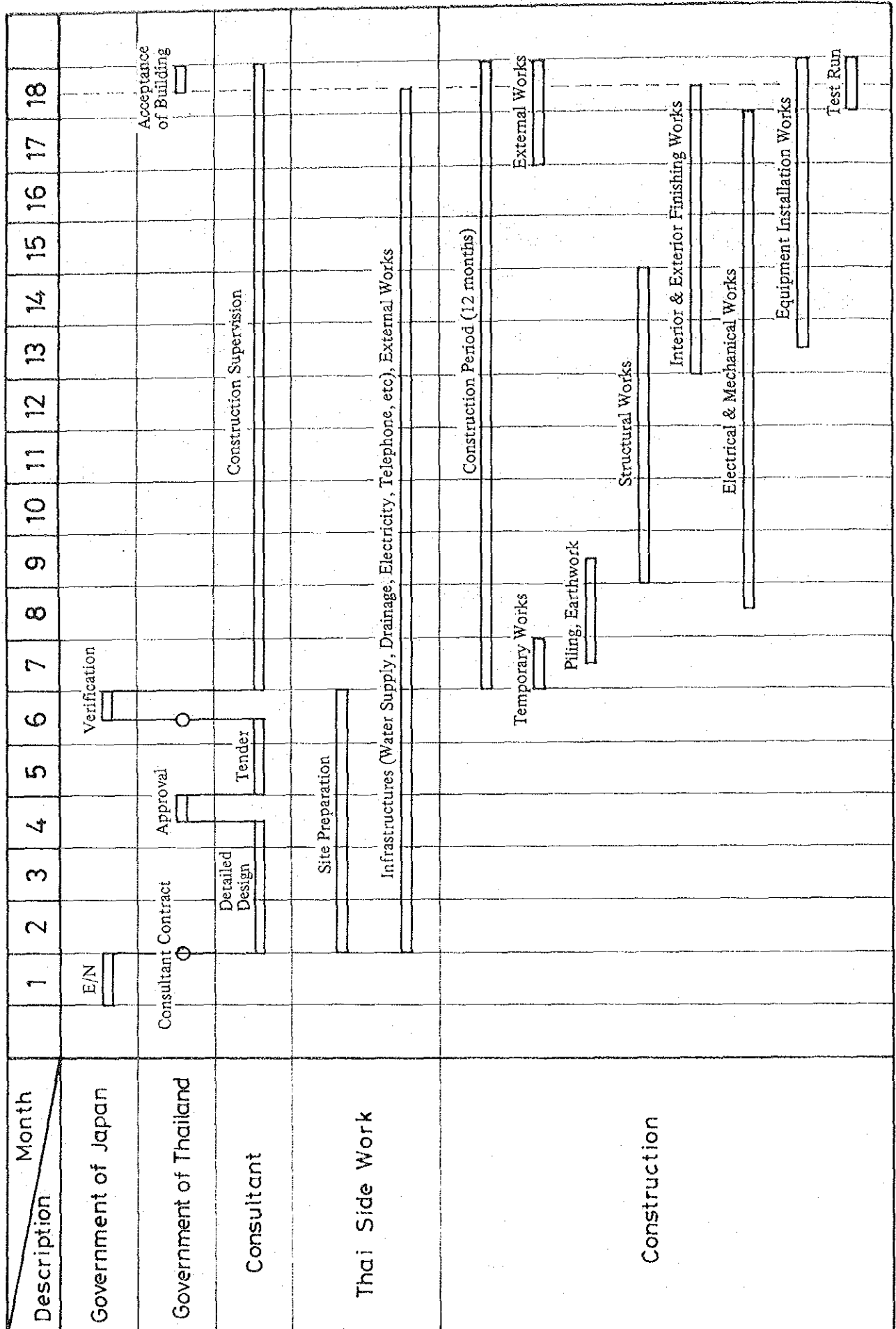
6-4 Implementation Schedule

The works for the construction of the Institute facilities will start with the detailed design after the Exchange of Notes (E/N) by both Governments in accordance with the procedures of Japan's grant aid program. The duration of time required for the detailed design is expected to be about 4 months.

It is expected that a minimum of 2 months is required for selecting a construction contractor for the works after the tender documents are completed.

The duration of construction is expected to be about 12 months. Thus, a total of about 18 months will be required between the dates of E/N and completion of the Project.

Tentative Construction Schedule



6-5 Procurement

In implementing the construction, the policy of procurement is that locally produced materials and equipment should be used as much as possible whenever they meet the requirements of the Project. This policy also applies to labor, and Thai labor should be used as much as possible.

- (1) Materials and equipment likely to be procured abroad
 - a) Airconditioning equipment
 - b) Pumps and fans
 - c) Transformers and condensers
 - d) Power breakers
 - e) Telephone exchange and inter-phone
 - f) Other equipment (Audio visual, etc.)

- (2) Materials and equipment likely to be procured locally
 - a) Construction plant and equipment (cranes, tractors, bulldozers, etc.)
 - b) Materials and equipment for temporary facilities
 - c) Cement and aggregates
 - d) Ready-mixed concrete
 - e) Precast concrete products
 - f) Reinforcing bars
 - g) Timbers
 - h) Plywood panels
 - i) Metal and wooden fittings and fixtures
 - j) Glass panels (thickness less than 6 mm)
 - k) Bricks and concrete blocks
 - l) Paint materials
 - m) Interior finishing materials
 - n) Piping materials
 - o) Sanitary ware
 - p) Kitchen equipment
 - q) Power cables, electrical wires and conduits
 - r) Electrical panels
 - s) Lighting fixtures
 - t) Receptacles, switches, etc.

6-6 Plan for Operation and Maintenance

It is necessary to estimate the cost for operation and maintenance of the Institute. Based on the analysis of information collected during the Basic Design Survey, the cost for operation and maintenance of the first year of the Institute, expected to start in 1985, is as follows:

	(Bahts)
Wages for Staff	950,000
Maintenance of Facilities	80,000
Supplies and Spare Parts for Equipment	400,000
Utilities	850,000
Operation and Maintenance of Wagon Vehicle	60,000
Others	80,000
<hr/>	
Total	2,420,000 Bahts/year

The breakdown of each item of cost is as follows:

(1) Wages for Staff

As shown in the Staffing Schedule of the Institute in the preceding chapter, the Institute will be staffed by 18 non-academic personnel and a librarian.

Wages for other academic staff are not considered in this estimate.

Assuming an average total annual wage of 50,000 bahts per person, the total wages for staff are calculated to be 950,000 bahts.

(2) Maintenance of Facilities

The cost for maintenance of the facilities consists of the following:

(Supplies and Spare Parts)

	(Bahts)
- Light bulbs, tubes, etc.	15,000
- Filters of air-conditioning equipment	5,000
- Spare parts for building services equipment	20,000
- Accessories for building services equipment (Maintenance and Cleaning)	5,000
- Cleaning	15,000
- Maintenance, repair, etc.	20,000

Total 80,000 Bahts/year

(3) Supplies and Spare Parts for Equipment

These include supplies and spare parts for audio-visual, printing, and library equipment as follows:

(Audio-Visual Equipment)

	(Bahts)
- Lamps	10,000

(Printing Equipment)

- Typewriter ribbons	10,000
- Paper, ink (for 500,000 pages)	25,000
- Copy paper (100,000 sheets)	120,000

(Library Equipment)

- Micro printer	at user's expense
- Copying	at user's expense
- Maintenance	10,000

Total 400,000 Bahts/year

(4) Utilities

(Electricity)

a) Assumptions

- The calculation is based on the monthly consumption of electricity during the hot season.
- Hours of operation are:
 - Hostel section - 12 hours/day, 25 days/month
 - Others - 8 hours/day, 25 days/month

b) Total electric capacity of equipment

<u>Section</u>	<u>Motor (kw)</u>	<u>Others (kw)</u>
Office	11	5
Seminar-meeting	26	13
Sound-lab	5	2
Library	5	3
Research	7	8
Hostel & Canteen	20	13
Others	--	6

c) Consumption of electricity

Hotel : 33 kw x 12 hours x 25 days/month = 9,900 kwh/month

Others : 91 kw x 8 hours x 25 days/month = 18,200 kwh/month

Total 28,100 kwh/month

d) Cost of electricity

<u>Basic charge</u>	<u>Usage charge</u>	<u>Monthly charge</u>
(Bahts)	(Bahts/kwh x kwh/month)	(Bahts/month)
89.72	+ (2.21 x 28,100) =	62,100

(Water)

a) Water Consumption

<u>Section</u>	<u>Consumption (liters/day)</u>
Office	1,400
Seminar-meeting	3,000
Sound-lab	1,000
Library	1,200
Research	1,500
Hostel, Canteen, & others	4,800

Total 12,900 liters/day = approx. 13 m³/day
Monthly consumption: 13 m³/day x 25 days/month = 325 m³/month

b) Cost of Water

<u>Basic charge</u>	<u>Usage charge</u>	<u>Monthly charge</u>
(Bahts)	(Bahts/m ³ x m ³ /month)	(Bahts/month)
30	+ (4.50 x 325)	= approx. 1,500

(LPG Gas)

a) Consumption of LPG Gas

LPG gas is used at the canteen section.

Total 30 kg/day x 25 days/month = 750 kg/month

b) Cost of LPG Gas

<u>Quantity</u>	<u>Unit Price</u>	<u>Monthly Cost</u>
750 kg/month	x 10 Bahts/day	= 7,500 Bahts/month

(Total Utility Cost)

	<u>Bahts/month</u>	<u>Months/year</u>	<u>Bahts/year</u>
Electricity	62,100	x 12 =	745,200
Water	1,500	x 12 =	18,000
LPG Gas	7,500	x 12 =	90,000

Total			853,200 Bahts/year

(5) Operation and Maintenance of Wagon Vehicle

Annual mileage: 25,000 km
Mileage per liter of gasoline: 10 km/liter
Cost of gasoline: 12 Bahts/liter

(Cost)

Gasoline 30,000 Bahts/year
Insurance 10,000
Maintenance, repairs, supplies, etc. 20,000

Total 60,000 Bahts/year

(6) Others

For communication, office supplies, transport, and other miscellaneous expenses, a sum of 80,000 bahts/year is estimated.

CHAPTER 7 PROJECT EVALUATION

Having studied the Project in detail, the following project evaluation is made:

- (1) The Japan-Thailand relationship has a long history, but the interchange of cultures and studies of each other's countries is relatively new. Since the 1950's, the relationship was continued mostly in the field of trading and economic activities, and various frictions developed between the two countries. It is now necessary to establish a long lasting and friendly Japan-Thailand relationship by promoting the interchange of cultures and studies of each other's countries, in addition to the present interchange in trading and economic activities. For this reason, the Project is evaluated to be necessary and timely.
- (2) The Project is expected to have the following effects on Japanese studies in Thammasat University as well as in Thailand.
 - a) The Project will provide a place for studies and research on Japan. Results of these studies and research will help to find answers to both short-term and long-term problems between Japan and Thailand and give policy guidelines for the future Japan-Thailand relationship.
 - b) The Project will help Thammasat University to expand graduate and undergraduate studies on Japan. Students will be encouraged to study and understand Japan better.
 - c) The Project will make it possible to collect and provide information on Japan, publish books, give training and seminars on Japanese studies, etc. These activities will help institutions of Japanese studies both in Thailand and neighbouring countries to expand their general knowledge and information on Japan.
 - d) The Project will promote researchers, students and other people who are interested in Japanese studies so that they can play more important intellectual roles in the Thai society.

- e) The Project will help to establish close and better relations among institutions of Japanese studies. It will help to improve the relations among Japanese and Thai scholars and students as well as people who are interested in Japanese studies. These close and better relations will contribute to the development of more organized and integrated Japanese studies in Thailand.
 - f) The Project will make it possible to have a center for collecting statistics on Japan which can be used for further research, and the center will be able to follow up information about Japan in order to keep itself up-to-date on data and events. Researchers, students and people who are interested in study and research on Japan will be able to obtain adequate and correct information whenever necessary.
- (3) The Project will help to organize activities that may be publicized by the mass media and that are open to the general public of Thailand. This in turn will help Thai people to have adequate understanding of Japan.
- (4) The Institute is an organization attached to Thammasat University and if its new building is to be constructed with grant aid from Japan, it has the following significances:
- a) Thammasat University is one of the most influential universities in Thailand and many graduates of the University are leading figures in many fields of the society. If the new building of the Institute is to be constructed with grant aid from Japan, it will have tremendous implications in the Japan-Thailand relationship as well as in the history of Japanese studies in Thailand.
 - b) Thammasat University was previously the base of the anti-Japanese movement in Thailand, but has now many faculty staff who have study experience in Japan and puts considerable emphasis upon Japanese studies. As such, it is expected that the Institute will be operated effectively and maintained well to fully utilize the functions of the building. It is also expected that Thammasat University, which is ahead of other universities in Japanese studies in Thailand, will effectively use the Institute as a link between the university and other institutions for the development of organized and integrated Japanese studies in Thailand.

- c) Thammasat University plans to move into its new Rangsit campus in the near future. If the Institute is constructed as scheduled, it will be the first building to be constructed on the new campus, and this fact will have great significance in the history of the development of the new campus.

CHAPTER 8 CONCLUSION AND RECOMMENDATION

8-1 Conclusion

After the evaluation of the Project, for which Japan's grant aid was requested by the Government of Thailand, in terms of its necessity and feasibility, the Project was found to be suitable for Japan's grant aid. Invaluable effects can be expected by extending the grant aid for the realization of the Project which will contribute to the development of Japanese studies in Thailand.

8-2 Recommendation

Knowing that continued efforts for mutual understanding are indispensable to the development and support of friendly relationships between Japan and Thailand, the establishment of the Japanese Studies Institute has great significance in the development of Japanese studies in Thailand.

In order for the Institute to carry out activities in a more effective way it is recommended that the Government of Japan and other Japanese private organizations will consider the contribution of books on Japanese studies, materials of Japanese language studies, films and slides on Japan, etc. in the near future.

APPENDIX

1. Basic Design Survey Team Members
2. List of Officials
3. Schedule of Basic Design Survey
4. Minutes of Discussion
5. Tentative Annual Schedule of Activities of the Japanese Studies Institute
6. Master Plan of New Rangsit Campus of Thammasat University
7. Boring Data
8. Construction Implementation Chart
9. Budget Schedule
10. Japanese Organizations in Thailand for International Exchange
11. Government Building Standard of Thailand - 1978

Appendix 1 Basic Design Survey Team Members

1. Basic Design Survey (July 10 - July 30, 1983)

(Team Leader)	Mr. Tadashi Shinoura	Grant Aid Dept. JICA
(Project Coordinator)	Mr. Minami Nagai	"
(Architectural Planner)	Mr. Shun'ichiro Uchimaki	Kisho Kurokawa Architect & Associates
(Architectural Designer)	Mr. Tetsuji Hatano	"
(Facilities Planner)	Mr. Ryoichi Abe	"
(Equipment Engineer)	Mr. Shuhei Kubota	"

2. Confirmation Mission on Draft Final Report (October 2 - October 10, 1983)

(Team Leader)	Mr. Hideo Endo	Grant Aid Dept. JICA
(Project Coordinator)	Mr. Minami Nagai	"
(Project Coordinator)	Mr. Yoshifusa Shikama	"
(Architectural Planner)	Mr. Shun'ichiro Uchimaki	Kisho Kurokawa Architect & Associates
(Architectural Designer)	Mr. Tetsuji Hatano	"

Appendix 2 List of Officials

1. Officials of Thammasat University

Prof. Nongyao Chaiseri	Rector
Dr. Phaisith Phipatanakul	Vice Rector for Academic Affairs
Archarn Banyat Surakanvit	Japanese Studies Institute & Faculty of Economics
Dr. Ninnat Olanvoravuth	Assistant Rector, Foreign Relations
Dr. Likhit Dhiravegin	Faculty of Political Science
Archarn Pichet Maolanond	Faculty of Law
Mr. Prasert Chittiwatanapong	Political Science
Mr. Surachai Tumtavitikul	Faculty of Commerce and Accounting
Mr. Petcharee Sumitra	Faculty of Liberal Arts
Mr. Yupha Klangsuwan	Sociology
Mr. Rasdara Khantikul	Economics
Mr. Nanthavadi Chatratip	Political Science
Mr. Artorn Fungtammasau	Japanese Studies Institute
Mr. Chuchvall Poonbundhit	Japanese Studies Institute
Mr. Chaltee Mongrolratana	Architect, Campus Planning
Mr. Bussawate Poob	Campus Planning
Prof. Mongkol Sithitrai	Faculty of Engineering, Technology Institute of Technical & Vocational Education

2. Officials of Department of Public Works, Government of Thailand

Mr. Udomsak Vijaranakorn	Senior Architect
Mr. Mana Chotikapanich	Architect
Mr. Kilti Areeraksakul	Structural Engineer
Dr. Somsak Lertbannaphong	Structural Engineer
Mr. Suoiya Sutthitham	Sanitary Engineer
Mr. Hirun Bihircsarn	Electrical Engineer
Mr. Voranit Chayaviwattanawong	Sanitary Engineer
Mr. Vichai Napombe, Jr.	Senior Architect

3. Officials of Kasetsart University

Dr. Sutat Sriwatanapongse	Vice Rector
Mr. Poom Khumgliang	The National Extension and Training Center
Dr. Vichoi Korpraditskul	Dept. of Plant Pathology

4. Officials of the King Mongkut's Institute of Technology

Mr. Yasuichi Kaku	Japanese Expert, Faculty of Engineering
Mr. Yohichi Yajumura	Japanese Expert, Faculty of Engineering
Mr. Kamol Klongpitayapongs	Tropical Architecture

5. Officials of the Asian Institute of Technology

Mr. Nipon Masarisut	Director
Mr. Amphon Pitanilabut	Project Architect

6. Official of Srinakharinwirot University, Bangsaen

Dr. Twee Hormchong	Dept. of Biology, Faculty of Science
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7. Official of Ministry of University Affairs

Mr. Athorn Chonhenchob	Permanent Secretary
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8. Officials of Department of Technical and Economic Cooperation (DTEC)

Mr. Pracha Chaowashilp	Director of Division II of External Cooperation
Mr. Sutin Susila	Member
Mr. Surayath Kungsadan	Member
Mr. Tirath Viputtikullavat	Member
Mr. Tiroj Itharattana	Member

9. **Officials of Technological Promotion Association (Thai-Japan)**

Mr. Chaichalong Assavasena Activity Manager 1
Mr. Katsumi Shiraishi Advisor

10. **Japanese Officials Stationed in Thailand**

(Embassy of Japan in Thailand)

Mr. Motoo Ogiso Ambassador Extraordinary and
 Plenipotentiary
Mr. Taizo Watanabe Minister
Mr. Minoru Kubota Counsellor
Mr. Hiroshi Shigeta Counsellor
Mr. Tsuyoshi Takagi First Secretary
Mr. Hideaki Kondo First Secretary
Mr. Koichi Funayama Third Secretary, Japan Information Service

(JICA, Bangkok Office)

Mr. Akira Kasai Director
Mr. Ikufumi Tomimoto Staff

(Japan Foundation, Bangkok Office)

Mr. Norihisa Tanaka Director

(Japanese Chamber of Commerce, Bangkok)

Mrs. Yumiko Uchida Secretary

Appendix 3 Schedule of Basic Design Survey

TU: Tammasat University
 DTEC: Dept. of Technical & Economic Cooperation
 JSI : Japanese Studies Institute
 AIT : Asian Institute of Technology
 KMIT: King Monkut Institute of Technology
 TPA: Technological Promotion Association
 (Thai-Japan)
 JICA: Japan International Cooperation Agency

1. Basic Design Survey (July 10 - July 30, 1983)

(No.)	(Date)	(Place)	(Activity)
1.	July 10 (Sun.)	PM 16:10 Lv. Tokyo by TG-741 20:20 Ar. Bangkok	The team was met by Mr. Banyat Surakanvit(TU) and Mr. Tominoto(JICA).
2.	July 11 (Mon.)	AM Japanese Embassy JICA Office	Courtesy Visit/ Meeting with Mr. Kubota, Mr. Takagi and other officials. Meeting with Mr. Kasai Subjects of the meetings: -Purpose of the Basic Design Survey -Schedule of the survey
		PM DTEC TU Restaurant in the City	Courtesy Visit: Explanation of the purpose of the survey Courtesy Visit/Meeting with Rector Nongyao Chaiseri and Dr. Phaisith Phipatanakul: Explanation of the purpose of the survey, request for cooperation Dinner Party by TU
3.	July 12 (Tue.)	AM TU Rangsit Volunteer Centre Site	Hearing on the new campus of the Tammasat University from Mr. Udomsak Vijaranakorn(Dept. of Public Works), Mr. Banyat Surakanvit and Mr. Chuchvall Poonbundhit(TU) JSI site survey
		PM AIT Hotel	AIT campus survey: AIT center, Library etc. Team meeting

- | | | | |
|-------------------|----|--------------------------------------|---|
| 4. July 13 (Wed.) | AM | KMIT | KMIT campus survey with Mr. Kaku's guidance: Hall, Gym, Library, Buildings of Civil Engineering Dept. and Electrical Communication etc. |
| | PM | TU | Discussion with the concerned staff of TU and JSI: Explanation of the Inception Report, Hearing on the questionnaire |
| 5. July 14 (Thu.) | AM | Chulalongkorn University | Campus survey with Mr. Banyat Surakanvit's guidance: Survey on the Social Research Institute. |
| | | Ministry of University Affairs | Courtesy Visit: Explanation of the purpose of the survey |
| | | TPA | Survey and Hearing on the activity and the facilities of the TPA |
| | | The Japan Foundation, Bangkok Office | Courtesy Visit/Meeting: Explanation of the purpose of the survey |
| | PM | TU | Discussion with the staff of JSI: Meeting with Dr. Phaisith Phipatanakul and Mr. Banyat Surakanvit on the Minutes' draft and the answers to the questionnaire |
| | | Bookshop in the city | Collection of data/Information |
| | | Hotel | Study of the reference materials of KMIT |
| 6. July 15 (Fri.) | AM | TU | Discussion with the staff of JSI on the Minutes' draft
Campus survey: L.L. room, Audio-visual centre (Japanese Government's cultural aid), Japanese Language Dept. |
| | PM | Kasetsart University | Campus survey: Dept. of Plant Pathology, The National Agricultural Extension & Training Centre etc. |
| | | JICA office | Interim report |

7. July 16 (Sat.)	AM	Architect Associates 77	Meeting with the local architect Collection of Information on Conditions of the Construction Industry in Thailand
	PM	Hotel	Review of Data/Information
8. July 17 (Sun.)	AM	Bangsaen	Survey on the Bangsaen Marine Centre
	PM	The second group of the survey team arrived in Bangkok.	The second group members: Mr. R. Abe, Mr. S. Kubota
		Hotel	Team meeting
9. July 18 (Mon.)	AM	TU	Campus survey: L.L. room etc. (Facilities of Japanese Government's cultural aid) Meeting with JSI staff: final confirmation of Minutes Draft
	PM	TU	Signing of Minutes: Dr. Nongyao Chaiseri and Mr. Shinoura
		Japanese Embassy	Courtesy Visit to Mr. Ogiso
		JICA Office	Report to Mr. Kasai
		TU	Meeting with Mr. Banyat Surakanvit and professors of Japanese language Dept.
		Ambassador Hotel	Dinner party by Survey Team
10. July 19 (Tue.)	AM	Hotel	Team leader Mr. Shinoura left for Japan. Team Meeting, Review of Information
	PM	Architect Associates 77	Meeting with local architects Collection of Information on the conditions of the construction industry in Thailand
11. July 20 (Wed.)	AM		Mr. Tanabe(unofficial team member) left for Japan.
		Hotel	Review of Information

	PM	Department of Public Works	Explanation of the new campus of TU
		TU	Hearing from each engineer on Questionnaire
			Discussion on JSI's activity program
12. July 21 (Thu.)	AM	TU	Meeting with all the staff of JSI: JSI's activity programme and Equipment
	PM	TU	Drawing Action Diagram with TU staff
		Japanese Embassy Hotel	Courtesy Visit to Mr. Watanabe
			Team meeting on the survey items finished and the further schedule
13. July 22 (Fri.)	AM	Trade Centre	Investigation at the construction site/ Kume and Hazamagumi site office
	PM	TU	Meeting with Mr. Kamol Klongpitayapongs (architect of KMIT): Hearing on design concept of KMIT civil engineering building, etc.
		Japanese Embassy	Survey report by Nagai (Team meneger)
		JICA Office	"
14. July 23 (Sat.)	AM	Bangkok city	Mr. Nagai left for Japan. Survey on the general conditions of Thai architecture
	PM	Hotel	Review of Information
15. July 24 (Sun.)	AM	Bangkok city	Survey on the old architecture in Bangkok accompanied by Mr. Chuchvall Poonbundhit of TU
	PM		"
16. July 25 (Mon.)	AM	Bangkok city	Survey on the general conditions of Thai architecture
	PM	Hotel	Review of Information

17. July 26 (Tue.)	AM	Hotel	Team meeting on the survey works finished and the schedule
	PM	Bangkok city Architect Associates 77	Investigation of construction cost, regulations, etc.
18. July 27 (Wed.)	AM	Airport	Site survey of Workshop
	PM	Suburb of Bangkok city Bangkok city Japanese Chamber of Commerce and Industry	Site survey of Temple school Site survey of Office & Shopping building Collection of information (Purpose of the visits to the above typical sites in Thailand: study of the level of construction techniques)
		Hotel	Meeting with Mr. Banyat Surakanvit of TU and Mr. Udomsak Vijaranakorn of D.P.W.: Review of Circumstances of Japanese studies and infra-structures' plan of the new campus
19. July 28 (Thu.)	AM	Rangsit Volunteer center site	Cheking of structure, equipment, and infrastructures
	PM	AIT	Survey on AIT center & library: Maintenance condition of structure, equipment
20. July 29 (Fri.)	AM	TU	Photographing of Model of New Campus
		Hotel	Review of information
	PM	Hotel	Team meeting
21. July 30 (Sat.)	AM	11:30 Lv. Bangkok	All the members left for Japan.
	PM	20:00 Ar. Tokyo by JL-466	

2. Confirmation Mission on Draft Final Report (October 2 - October 10, 1983)

(No.)	(Date)	(Place)	(Activities)
1.	Oct. 2 (Sun.)	PM 16:10 Lv. Tokyo 20:20 Ar. Bangkok by TG-741 Hotel	The team was met by Mr. Shikama (JICA) Meeting with Mr. Banyat Surakanvit
2.	Oct. 3 (Mon.)	AM Japanese Embassy JICA Office	Courtesy Visit/Submission of Draft Final Report and meeting with Mr. Kubota, Mr. Shigeta and Mr. Takagi Submission of the Report and meeting with Mr. Kasai and Mr. Tomimoto (JICA)
		PM TU Hotel	Courtesy Visit/Submission of the Report and presentation of basic design drawings, meeting with Rector Nongyao Chaiseri, Dr. Phaisith Phipata- nakul, and others, presentation of a model of the JSI building Detailed discussion on basic design with Mr. Banyat Suranvit and Dr. Phasith Phipatanakul Team meeting
3.	Oct. 4 (Tue.)	AM DTEC Japanese Chamber of Commerce and Industry	Courtesy Visit/Submission of the Report Collection of information
		PM Ministry of University Affairs TU	Courtesy Visit/Submission of the Report Detailed discussion on basic design of the JSI building with Mr. Banyat Surakanvit, Dr. Phaisith Phipatanakul, and Dr. Likhit Dhiravegin

4. Oct. 5 (Wed.)	AM	TU	Detailed discussion on basic design with officials of TU and Dept. of Public Works
	PM	TU	Detailed discussion and preparation of the draft of the Minutes
		Restaurant in the city	Dinner party by TU
5. Oct. 7 (Fri.)	AM	TU	Final confirmation on the Minutes
		Restaurant in the city	Lunch party by JICA
	PM	TU	Signing of the Minutes by Rector Nongyao Chaiseri and Mr. Endo
		Japanese Embassy and JICA Office Bangkok City	Report to the Embassy about the signing of the Minutes Collection of information on the Thai construction industry
7. Oct. 8 (Sat.)	AM	TU Rangsit campus	Site visit with Mr. Banyat Surakanvit
	PM	Bangkok city Hotel	Collection of information Team meeting
		Restaurant in the city	Dinner Party by the Architect of Dept. of Public Works, Mr. Udomsak Vijaranakorn
8. Oct. 9 (Sun.)	AM		Team members, Mr. Endo and Mr. Shikama left for Japan
		Bandkok city	Collection of information on prices of office furniture
	PM	Hotel	Team meeting and preparation for travelling
9. Oct. 10 (Mon.)	AM	9:35 Lv. Bangkok	Team members, Mr. Uchimaki and Mr. Hatano left for Japan
	PM	20:20 Ar. Tokyo by KL-861	Team member, Mr. Nagai left Thailand by another flight

Appendix 4 Minutes of Discussion

I. Basic Design Survey

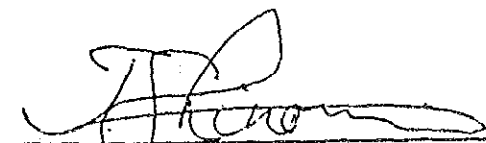
MINUTES DISCUSSION
ON
ESTABLISHMENT OF JAPANESE INSTITUTE
OF
THAMMASAT UNIVERSITY
IN
THE KINGDOM OF THAILAND

In response to the request made by the Government of the Kingdom of Thailand for the establishment project for Japanese Studies Institute of Thammasat University in Rangsit Campus, Prathumthani Province (hereinafter referred to as "the Project"), the Government of Japan, through Japan International Cooperation Agency (JICA) has dispatched a Basic Design Study Team headed by Mr. Tadashi SHINOURA, Head, Basic Design Division, Grant Aid Department, JICA, (hereinafter referred to as "the Team") to conduct the Basic Design Study on the Project from July 10th to July 30th, 1983.

The Team has carried out a field survey, had series of discussions and exchanged views with Thai Government Authorities concerned with the Project.

As a result of the study and discussions, both parties have agreed to recommend to their respective Government to examine the result of study attached herewith towards the realization of the Project.

Bangkok, July 18th, 1983



Tadashi SHINOURA

Team Leader



Prof. Nongyao Chaiseri

Rector of Thammasat University

ATTACHMENTS

1. The objective of the Project is to provide necessary building, facilities and equipment for establishment of Japanese Studies Institute of Thammasat University in Rangsit Campus, Prathumthani Province.
2. The proposed site of the Project has been acquired by the Government of Thailand (hereinafter referred to as "the Project Site") as attached in Annex 1.
3. The Japanese Study Team will convey to the Government of Japan the desire of the Government of Thailand that the former takes necessary measures to co-operate in implementing the Project and provides necessary facilities and other items as listed in Annex II within the scope of Japanese economic cooperation in grant form.
4. The Government of Thailand has understood Japan's Grant Aid system explained by the Team which includes a principle of use of a Japanese consultant firm and Japanese general constructor for implementation of the Project.
5. The Government of Thailand will take necessary measures as listed in Annex III on condition that Grant Assistant by the Government of Japan is extended to the Project.

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H. Chaiseri

Annex II

Items required by the Government of Thailand whose cost will be borne by the Government of Japan.

1) Construction of Japanese Studies Institute facilities

- a. Japanese Studies Offices
- b. Research Section
- c. Sound Lab Section
- d. Library Section
- e. Seminar-Meeting Section
- f. Hostel Section
- g. Others

2) Equipment

- a. Printing and Duplication Equipment
- b. Audio Visual Equipment
- c. Sound-Lab Equipment
- d. Library Equipment
- e. Seminar-Meeting Equipment
- f. Wagon
- g. Others

g

N. Chaisri

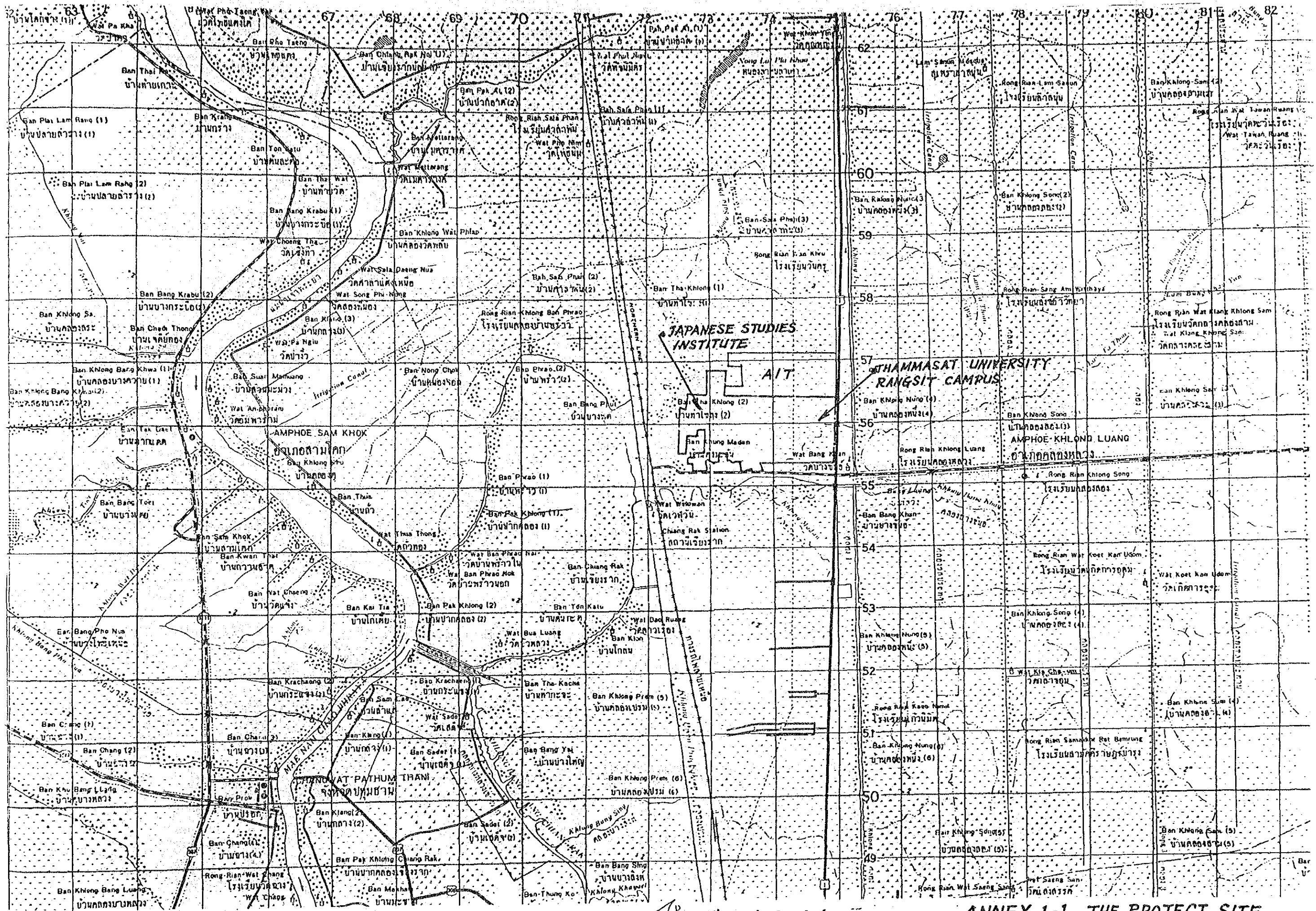
Annex III

Following arrangements will be required to be taken by the Government of Thailand.

1. To provide necessary data for basic design such as water quality analysis, land survey and condition of sub-soil, by end of July 1983.
2. To carry out site preparation such as clearing, filling, leveling and access road before commencement of construction works.
3. To provide facilities for distribution of electricity, water supply, drainage, telephone lines and other incidental facilities to the proposed site.
4. To ensure prompt unloading, tax exemption, customs clearance at ports of disembarkation in Thailand and prompt internal transportation therein of the products purchased under the grant.
5. To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in Thailand with respect to the supply of the products and services under the verified contracts.
6. To accord Japanese national whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into Thailand and stay therein for the performance of their work.
7. To maintain and use properly and effectively the facilities constructed and equipment purchase under the grant.
8. To undertake incidental civil works such as gardening, fencing, gates, guard house, garage, and exterior lighting.
9. To furnish general furniture for the Institute.

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N. Chaisri



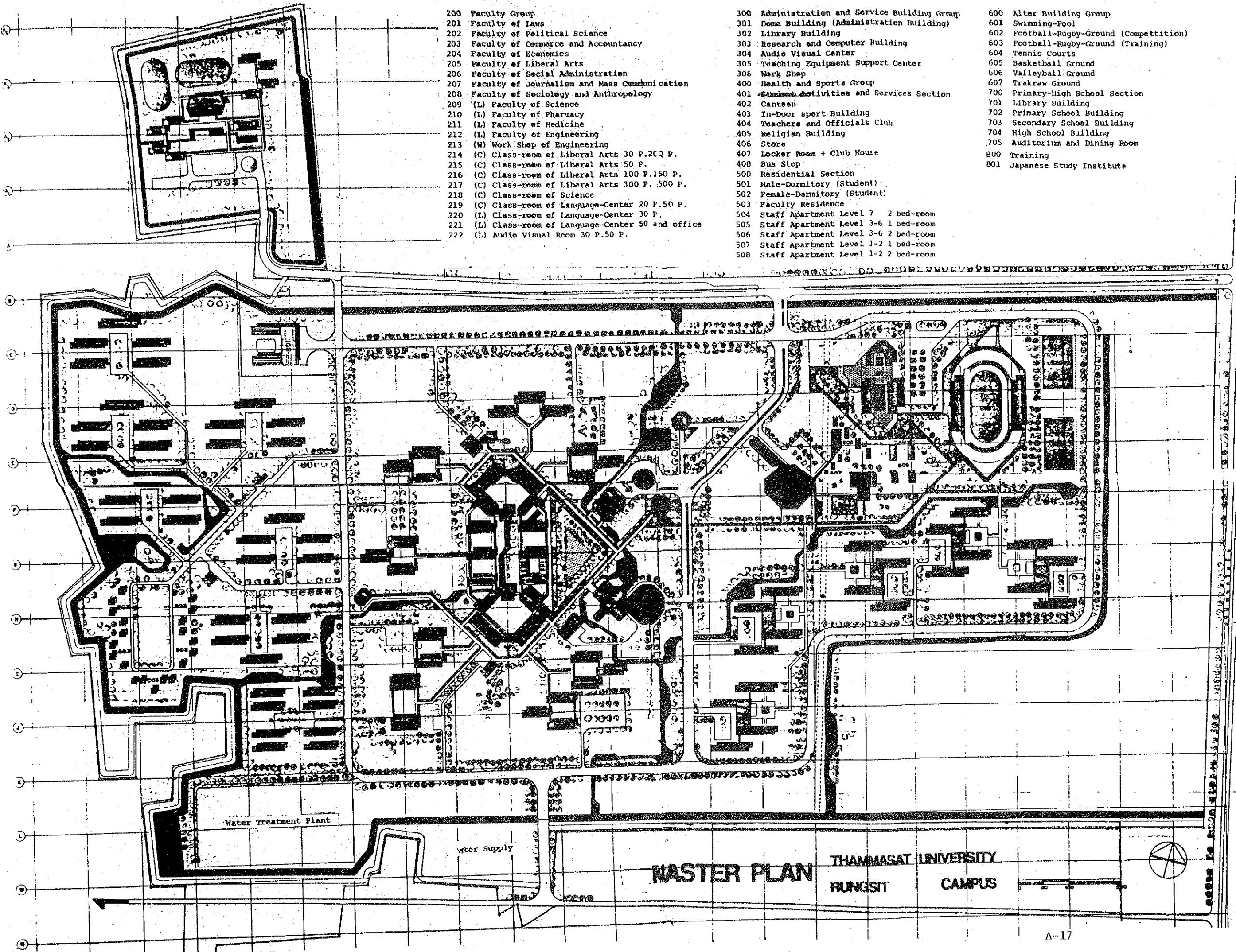
M. Chaiseri

ANNEX 1-1 THE PROJECT SITE

- 200 Faculty Group
- 201 Faculty of Laws
- 202 Faculty of Political Science
- 203 Faculty of Commerce and Accountancy
- 204 Faculty of Economics
- 205 Faculty of Liberal Arts
- 206 Faculty of Social Administration
- 207 Faculty of Journalism and Mass Communication
- 208 Faculty of Sociology and Anthropology
- 209 (L) Faculty of Science
- 210 (L) Faculty of Pharmacy
- 211 (L) Faculty of Medicine
- 212 (L) Faculty of Engineering
- 213 (W) Work Shop of Engineering
- 214 (C) Class-room of Liberal Arts 30 P. 200 P.
- 215 (C) Class-room of Liberal Arts 50 P.
- 216 (C) Class-room of Liberal Arts 100 P. 150 P.
- 217 (C) Class-room of Liberal Arts 300 P. 500 P.
- 218 (C) Class-room of Science
- 219 (C) Class-room of Language-Center 20 P. 50 P.
- 220 (L) Class-room of Language-Center 30 P.
- 221 (L) Class-room of Language-Center 50 and office
- 222 (L) Audio Visual Room 30 P. 50 P.

- 300 Administration and Service Building Group
- 301 Dome Building (Administration Building)
- 302 Library Building
- 303 Research and Computer Building
- 304 Audio Visual Center
- 305 Teaching Equipment Support Center
- 306 Work Shop
- 400 Health and Sports Group
- 401 ~~Classroom~~ Activities and Services Section
- 402 Canteen
- 403 In-Door Sport Building
- 404 Teachers and Officials Club
- 405 Religion Building
- 406 Store
- 407 Locker Room + Club House
- 408 Bus Stop
- 500 Residential Section
- 501 Male-Dormitory (Student)
- 502 Female-Dormitory (Student)
- 503 Faculty Residence
- 504 Staff Apartment Level 7 2 bed-room
- 505 Staff Apartment Level 3-6 1 bed-room
- 506 Staff Apartment Level 3-6 2 bed-room
- 507 Staff Apartment Level 1-2 1 bed-room
- 508 Staff Apartment Level 1-2 2 bed-room

- 600 Alter Building Group
- 601 Swimming-Pool
- 602 Football-Rugby-Ground (Competition)
- 603 Football-Rugby-Ground (Training)
- 604 Tennis Courts
- 605 Basketball Ground
- 606 Volleyball Ground
- 607 Trakraw Ground
- 700 Primary-High School Section
- 701 Library Building
- 702 Primary School Building
- 703 Secondary School Building
- 704 High School Building
- 705 Auditorium and Dining Room
- 800 Training
- 801 Japanese Study Institute



2. Confirmation Mission on Draft Final Report

MINUTES OF DISCUSSIONS

The Draft Report of the Basic Design Study on the
Establishment of Japanese Studies Institute of
Thammasat University, Bangkok, Thailand

At the request of the Government of Kingdom of Thailand for grant aid for the Establishment of Japanese Studies Institute of Thammasat University, the Government of Japan dispatched a Mission to carry out the Basic Design Study (hereinafter referred to as " the Study ") on the Establishment of Japanese Studies Institute of Thammasat University (hereinafter referred to as " the Project ") through Japan International Cooperation Agency (JICA) from July 10th to July 30th, 1983.

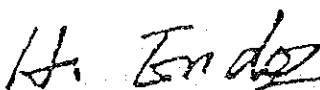
The Mission carried out a field survey and had a series of discussions with the authorities concerned of the Government of Thailand.

As a result of these survey and discussions, JICA prepared and submitted a Draft Final Report on the Study and dispatched a Mission to explain and discuss on this Report starting from October 2nd. to 10th October 1983.

Both parties had a series of discussions on the Report and have agreed to recommend to their respective Governments that the major points of understanding reached between them, attached herewith, should be examined toward the realization of the Project.

October 7th, 1983

Bangkok.



Mr. Hideo Endo

Leader of the Mission

JICA



Professor Nongyao Chaiseri

Rector

Thammasat University

MAJOR POINTS OF UNDERSTANDING

BASIC DESIGN

1. Thai side principally has agreed to the basic design proposed in the Draft Final Report.
2. The Final Report (10 copies in English) on the Project will be submitted to Thai side by the end of November 1983.
3. Major undertakings to be taken by both Governments for construction of the institute are shown in annex 1

HB.

h. Chaviri

1.

Major undertakings to be taken by both Government

		Japanese side	Thai side
1.	To secure a lot of land		0
2.	To clear, level and reclaim the site		0
3.	To construct the gate and fence in and around the site		0
4.	To construct the parking lot and develop the landscape in the site		0
5.	To construct the road		
	1) Within the site	0	
	2) Outside the site		0
6.	To construct the building	0	
7.	To provide facilities for distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. Distributing line to the site		0
	b. Drop wiring and internal wiring within the site	0	
	c. Main circuit breaker and transformer	0	

HE.

H. Chaisri

		Japanese side	Thai side
	2) Water Supply		
	a. City water distribution main to the site		0
	b. Supply system within the site (receiving and elevated tanks)	0	
	3) Drainage		
	a. Drainage city main (for storm, sewer and others) to the site		0
	b. Drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	0	
	4) Telephone System		
	a. Telephone trunk line to the main distribution frame / panel (MDF) of the building		0
	b. MDF and the extension after the frame / panel	0	
	5) Furniture and Equipment		
	a. Furniture for office		0
	b. Project equipment and furniture for public facilities and rooms	0	

H.B.

		Japanese side	Thai side
8.	To bear the following commissions to the Japanese foreign exchange bank for the banking services based upon the B/A		
	1) Advising commission of A/P		0
	2) Payment commission		0
9.	To ensure unloading and customs clearance at port disembarkation in recipient country		
	1) Marine (Air) transportation of the products from Japan to the recipient country	0	
	2) Tax exemption and customs clearance Of the products at the port of disembarkation		0
	3) Internal transportation from the port of disembarkation to the project site	0	
10.	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into recipient country and stay therein for the performance of their work		0
11.	To maintain and use properly and effectively that the facilities constructed and equipment purchased under the Grant		0
12.	To bear all the expenses other than those to be borne by the Grant		0

HG.



JAPANESE STUDIES CENTER

THAMMASAT UNIVERSITY. BANGKOK 2.

Tel. 2216111-20 EXT. 213

Activities and Facilities

of

Japanese Studies Institute

of

Thammasat University

1. Seminar 1

1-1 Annual symposium

- Participants 120 person
- Term 2 days/year
- Facilities provided
 - Seminar room with interpreter unit (capacity 120)
 - Training room (30 person x 4)
 - Seminar room 20 + 10
 - Hostel + Canteen 2 days and 3 nights
 - Library

1-2 International conference

- Participants 60 - 80 person
- Terms 3 days/year
- Facilities provided
 - Seminar room with interpreter unit (capacity 120)
 - Training room (30 x 2)
 - Hostel + Canteen 3 days/4 nights
 - Library

1-3 Current issues seminar

- Participants 40 - 60 person
- Terms 1 - 2 days
(Four times per year)
- Facilities provided
 - Seminar room with interpreter unit (capacity 120)
 - Training room (30 x 2)
 - Hostel + Canteen -2 days/2-4 nights

Seminar 2

1-4 Regular seminar

- Participants 20 - 40 person
- Terms 1/2 - 1 day monthly
- Facilities provided
 - Training room (cap 30 x 2)
 - Hostel Canteen 1 day/1 night

1-5 Public Lecture

- Participants 30 - 120 person
- Terms 1/2 - 1 day
6 times per year
- Facilities provided
 - Seminar room with interpreter unit (capacity 120)
 - Training room (30 person 4)
 - Hostel Canteen 1 day/1 night
 - Library

2. Training 1

2-1 General knowledge about Japan

- Participants 20 - 40 person
- Terms 5 days
3 courses/year
- Facilities provided
 - Training room (capacity 30 x 2)
 - Sound - lab section
 - Library
 - Hostel + Canteen 5 days/6 nights

2-2 Japanese language

2-2-1 Basic course

- Participants 30 - 40 person
- Terms 3 months or 72 hours
(3 days/week 2 hours/day)
2 courses/year

• Facilities

Training room 30 person

Sound - lab

Library

Canteen

2-2-2 Advance Japanese language

- Participants 20 - 30 person
- Terms 3 months or 36 hours
(once/week/3 days/day)

• Facilities provided

Training room

Sound - lab

Library

Canteen

2-2-3 Professional or special course

- Participants 10 - 30 person
- Terms 3 months or 72 hours
2 courses/year

• Facilities provided

Training room

Sound - lab

Library

Canteen

Training 3

2-3 Japanese language teacher

- Participants 20 - 30 person
- Terms 5 days
3 courses per year

- Facilities provided

Training room

Sound - lab

Library

Hostel + Canteen

5 days/6 nights

2-4 Japanese language intensive course 1

- Participants 20 - 30 person
- Terms two weeks - 4 courses/year

- Facilities provided

Training room

Sound - lab

Library

Hostel + Canteen

14 days / 15 nights

2-5 Japanese language intensive Course 2

- Participants 20 - 30 person
- Terms one month

2 courses/year

- Facilities provided

serve as Japanese language intensive course 1

Training 4

2-6 Thai Studies for Japanese

- Participants 15 person
- Terms 3 days/4 course/year
- Facilities provided
 - Seminar room with interpreter unit
 - Sound - lab
 - Library
 - Hostel + Canteen 3 days/4 nights

3. Plan for personnel/studies exchange program

3-1 Student exchange program - Thai - Japan

- Participants Japanese 20 person
- Terms 7 days
2 times/year

• Facilities provided

Seminar room with interpreter unit

Library

Training

Sound - lab

Hostel + Canteen

7 days/8 nights

3-2 Personnel exchange program

- Participants 6 persons/year
- Terms 3 month - 1 year

• Facilities provided

Seminar room with interpreter unit

Library

Sound - lab

Hostel + Canteen

6 days/7 nights

Conference room

Research room

4. Occasional Activities

4-1 Exhibition on Japanese Culture

- Tea ceremony, Ikebana, Japanese dance

• Participants 20 - 120 person

• Terms 2 time/year

• Facilities provided

Seminar room (capacity 120)

Japanese room

Japanese garden

4-2 Film show on Japan

• Participants 60 - 100 person

• Terms 6 time/year

• Facilities provided

Seminar room (120)

4-3 Japanese Speech Contest for the student

• Participants 120 person

• Term once/year

• Facilities provided

Seminar room (120)

5. Plan for Publications

J.S.I. will carry out the following publications

(1) Book	5-10 Volumes/year
(2) Research report	5-10 Volumes/year
(3) Journal	4 Volumes/year
(4) Thai-Japanese Studies Journal	4 Volumes/year
(5) Newsletter	12 Volumes/year
(6) Leaflet and Poster	30 Pieces/year
(7) Seminar paper and documents	80 Volumes/year
(8) Japanese language text	2 Volumes/year
(9) Thai-Japanese Dictionary	1 Volume
(10) Forms and other service	30 Volumes/year

6. Plan for collecting documents and reference books

J.S.I. will establish a Japanese Studies documents center in its library. About 10,000 copies of books and documents will be collected and 5,000 copies of reference works as well as some periodical journals.

7. Dissemination of knowledge on Japan and Japanese by radio and television program

7.1 Radio program on Japanese language and subject about Japan will be broadcast for a period of 30 minutes once a week

7.2 Video program on Japan will be show in some special occasions

The Japanese Studies Institute has as its program for the promotion of publication on Japanese studies for the year 1983 as follows:

Publications:

1. Textbooks The Institute will publish a textbook entitled "Japanese Economics" by Banyat Surakanvit and Rasdara Khantigul
2. Translation Translation and publication of the following three books will be undertaken for the coming year:-
 - 2.1 Gakumon No Susume by Fukuzawa Yukichi to be translated and edited by Kamchai Laisappasiri
 - 2.2 Japan As No.1 by E.F. Vogel, translation to be designated
 - 2.3 The Broken Command by Shimazaki Toson, translator to be designated.
3. Books The Institute will publish a book on Japanese Literature by Artorn Fungtammasan
4. Research Reports two research reports in English are to be published
 - 4.1 "Japanese Studies in Thailand" by Banyat Surakanvit
 - 4.2 "Transfer of Technology" by Banyat Surakanvit.
5. Scholarily Journals
 - 5.1 The Institute will be partly responsible for the editing of the journal Tawan, a semi-Scholarily journal of Thai-Japanese Association. Contribution of the Institute will be in the form of helping with the editorial staff.
 - 5.2 The Institute may undertake the task of producing the Thai-Japanese Studies, a journal sponsored by the Japan Foundation. Negotiations on the matter are in the process.
6. Supplementary Reading

A supplementary reading for the course Political Science 437 "Problems of the Modernization of Japan" will be published. The book, entitled Japan up to 1868: Preconditions for Modernization, was written by Dr. Likhit Dhiravegin

Publicity:-

Publicity of the Institute and its activities will take two forms, regular activities and occasional activities. Regular activities will be carried out intermitten by while occasional activities will be carried out when the Institute decides they are appropriate.

1. Occasional Activities

1.1 Exhibition

An exhibition will be organized around November. The features to be covered are arts, Culture and development of new technology. The exhibition is to be carried out in co-operation with the Japanese Language Department Faculty of Liberal Arts.

The trade fair will also be included in the exhibition.

1.2 Shows In order to have cultural exchange, the Institute will arrange to have the Okinawa shown in Bangkok around late December.

1.3 Contest In order to encourage participation in the activities of the Institute for the interested public, there will be the following contest.

a. A Japanese Speech giving contest will be held for Thammasat University students around September this is to be carried out with the Co-operation of the Japanese Language Department, Faculty of Liberal Arts.

b. Children's drawing contest under to topic of "The Cartoon which I like" will be held announcement of the contest will be made about early March the dateline for sending in drawing far the contest is around the middle of April. Results of the contest will be announced on May 2.

1. Publicity through Mass Media

1. Dissemination of knowledge by Radio and Television Program

1.1 Radio Program The Institute will organize a radio broadcast once a week. It will fall on Friday from 8.35 P.M. to 8.55 P.M.A.M., frequency 181 KHz. The program will consist of Japanese language instruction (with a supplementary text handed out to the audience by mail) "odds and ends" subject about Japan. There will also be songs of various nations to be broadcast on special occasions. For example, Japanese Children's day, Japanese National Day.

1.2 Television Program Attempts will be made to negotiate with the existing program to incorporate the Institute activities.

2. Publicity of the Institute's Activities

Publicity of the Institute's activities will be made through the mass media and the related agencies. Articles publicizing the Japanese Studies Institute will be sent to Matupoom and Matichon dailies every month.

3. Newsletter Newsletter focusing on the Activities accomplishments, interesting information, short Articles will be published, an issue per month the first issue will come out in April. This is a service for members, the public and the agencies concerned with the Institute.

TENTATIVE ANNUAL SCHEDULE OF ACTIVITIES OF JAPANESE STUDIES INSTITUTE

Activities	Persons	Month												Hostel + Canteen				
		6	7	8	9	10	11	12	1	2	3	4	5					
1. Seminar																		
1-1 Annual symposium	120																	
1-2 International conference	60~80				3 days													
1-3 Current issues seminar	40~60	1~2 days																
1-4 Regular seminar	20~40																	
1-5 Public lecture	30~120		1/2~1 day															
2. Training																		
2-1 General knowledge about Japan	20~40		5 days															
2-2 Japanese language training																		
(1) Basic course	30~40																	
(2) Advance course	20~30																	
(3) Professional and special course	10~30																	
2-3 Japanese language teacher training course	20~30																	
2-4 Intensive course 1	20~30																	
2-5 Intensive course 2	20~30																	
2-6 Thai studies for Japanese	15																	
3. Personnel and student exchange program																		
3-1 Student exchange program	Japanese 20																	
3-2 Personnel exchange program																		
4. Occasional Activities																		
4-1 Exhibition on Japanese culture	20~120																	
4-2 Film show	60~100																	
4-3 Japanese speech contest for student	120																	
5. Publication																		
5-1 Book translation																		
5-2 Research report																		
5-3 Journal																		
5-4 Thai - Japanese Studies Journal																		
5-5 News letter																		
5-6 Leaflet poster																		
5-7 Seminar paper																		
5-8 Japanese language text																		
5-9 Thai - Japanese Dictionary																		
6. Plan for collecting documents and reference books																		
7. Dissemination of knowledge on Japan																		
8. Studies																		

