第　2　部

英　文　報　告　書

THE REPORT OF THE MEETING BETWEEN THE JAPANESE EXPERTS SURVEY TEAM AND THE PHILIPPINE COUNTERPARTS ON THE PHILIPPINE TRADE TRAINING CENTER PROJECT

The Japanese Experts Survey Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") visited the Republic of the Philippines from 18 June to 1 July, 1986 for the purpose of working out the details of the technical cooperation programme concerning the Project on the Philippine Trade Training Center.

During its stay in the Republic of the Philippines, the Team conducted surveys and had a series of discussions with concerned Philippine counterparts on some matters to be clarified for the implementation of the above-mentioned project.

The Philippine side recognized that the Project should be executed in accordance with the Draft of the Record of Discussions shown as Annex 1.

As a result of the survey and discussions, both parties agreed to report to their respective Governments the matters referred to in the document attached hereto.

ATTACHMENT

I. ORGANIZATION AND MANAGEMENT OF THE CENTER

1) Now that the reorganization process is going on in the different Ministries of the Philippine government, the decision on the organization of the Center should be finalized upon the completion of the reorganization set-up.

   The Japanese side has requested the Philippine side to pursue completion of the reorganization in the Philippine Ministry of Trade and Industry (hereinafter referred to as "MTI") and the Philippine side assures that this decision would be made very soon.

2) The Japanese side expects that the Philippine Trade Training Center (herein referred to as "Center") shall be owned by the Philippine Government. The overall responsibility of the Center would be determined as the reorganization of the MTI is completed.

3) The responsibility of operation and administration for the Center will be assumed by a Director or an official with an equivalent rank, in a Bureau or agency of the MTI.

4) The Center will be organized as shown in Annex 2.

5) Functions of each division and the required number of necessary personnel of the Center is shown in Annex 3.

6) For the effective and successful operation of the Center, a Joint Committee will be created by the Japanese side and the Philippine side, composition of which is shown in Annex 4.

7) The MTI will take immediate measures to secure the necessary budget allocation for the operation of the Center and to provide at its own expense for the matters mentioned in Article VI of the Drafts of R/D.

   NOTE: The Japanese side shall consider alternative measures which will conform with JICA regulations on item VI 1.4. of the above mentioned Draft R/D.

8) The Philippine side has agreed to make a Memorandum of Agreement particularly incorporating the delineation of functions and arrangements on counterpart personnel, assignment of equipment, training contents and budget between MTI and the National Food Authority (NFA), for the smooth and effective implementation of the Food Inspection Training Course.

II. SITE OF THE CENTER

1. The proposed site of the Center is at the same location as the International Trade Center with address at:

   Roxas Boulevard
   Cor. Sen. Gil J. Puyat Avenue
   Pasay City

2. The condition of the land and infrastructure facilities in and around the site is shown as Annex 5.

III. TRAINING COURSES

Pursuant to the objective of developing manpower skills of government officials and the private sector, the following training courses, which will be operational in the Center are shown in Annex 6.

1) Trade Training
2) Inspection Training
3) Exhibition Training
4) Japanese Business Language Training

NOTE: Training on Japanese Business Language will be subject to further consideration by the Japanese side. The Japanese side requested the Philippine side to clarify the necessity of having a Business Language Course through a survey to be conducted with the private sector, the results of which will be communicated to the JICA Office in Manila.

Potential participants to the Trainor's Training Courses will come from the list of government agencies which is shown as Annex 7.

IV. TECHNICAL COOPERATION PROGRAM

1. Contents of the Japanese Technical Cooperation Program is shown as Annex 8, based on Annex II of the Draft R/D.

2. Part of the tentative implementation schedule of the project is shown as Annex 9.

3. The Japanese side will consider taking the following measures:

   1) Dispatch of Japanese Experts

      a) Long-term Experts

         1) Team Leader
         2) Coordinator
         3) Experts on Trade Training and Inspection Training

The Philippine side expressed the desire for the dispatch of the Japanese long-term experts on trade training, inspection training, exhibition training and Japanese Business Language training.

The dispatch of long-term Japanese experts on exhibition training and Japanese Business Language training shall be considered further by the Japanese side.

The team leader, the coordinator and the long-term experts on trade training will be requested to be dispatched as soon as possible after the signing of the R/D.

b) Short-term Experts - Experts on trade training, inspection training and exhibition training will be dispatched.

2) Training of Philippine Counterparts in Japan

The Japanese side will accept adequate and necessary number of Philippine counterpart personnel for training in Japan on a yearly basis for the duration of the Technical Cooperation Program.

Above-mentioned items 1, 2 and 3 will be finalized by the Implementation Survey Team.

V. PROVISION OF EQUIPMENTS AND FACILITIES OF THE CENTER

Necessary equipments and facilities of the Center as shown in Annex 10 will be required to ensure the effective implementation of the technical cooperation project.

VI. REQUIRED NUMBER AND QUALIFICATION OF PHILIPPINE COUNTERPART PERSONNEL

For the successful operation of the training courses above-mentioned, the Philippine side will provide counterpart personnel, the number and qualifications of which are shown as Annex 11.

Note: The Attendance of both parties in the meeting is shown in Annex 12.

LIST OF ANNEXES

ANNEX I

(DRAFT)

THE RECORD OF DISCUSSIONS
BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM
AND THE AUTHORITIES CONCERNED OF THE REPUBLIC OF THE PHILIPPINES
ON THE JAPANESE TECHNICAL COOPERATION
FOR THE PHILIPPINE TRADE TRAINING CENTER

The Japanese Implementation Survey Team (hereinafter referred to as " the Team") organized by the Japan International Cooperation Agency(hereinafter referred to as"JICA") and headed by Mr. visited the Republic of the Philippines from to. for the purpose of working out the details of the technical cooperation program concerning the Project on Philippine Trade Training Center.

During its stay in the Republic of the Philippines,the Team exchanged views and had a series of discussions with the Philippine authorities concerned in respect to the effective measures to be taken by both governments for the successful implementation of the above-mentioned Project.

As a result of the discussions, both parties agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Manila,

_____ _____

Leader,
Implementation Survey Team,
Japan International Cooperation
Agency,
Japan

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of Japan and the Government of the Republic of the Philippines will cooperate with each other in implementing the project on the Philippine Trade Training Center (hereinafter refered to as "the Project") for the purpose of developing manpower in the fields of international trade, inspection and exhibision of exportable products and thus contributing to the promotion of trade of the Republic of the Philippines.

2. The Project will be implemented in accordance with the Master Plan which is given in ANNEX I.

II. DISPATCH OF JAPANESE EXPERTS

1. In accordance with the laws regulations in force in Japan, the Government of Japan will take necessary measures through JICA to provide at its own expense services of the Japanese experts as listed in ANNEX (II) through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Japanese experts referred to in 1 above and their families will be granted in the Republic of the Philippines the priviledges ,exemptions and benefits no less favourable than those accorded to experts of third countries working in the Republic of the Philippines under the Colombo Plan Technical Cooperation Scheme.

III. PROVISION OF MACHINERY AND EQUIPMENT

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to provide at its own expense such machinery,equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in ANNEX III through the normal procedures under the Colombo Plan

Technical Cooperation scheme.

2. The Equipment will become the property of the Government of the Republic of the Philippines upon being delivered c.i.f. to the Philippine authorities concerned at the ports and/or airports of disembarkation, and will be utilized exclusively for the implementation of the Project in consultation with the Japanese experts referred to in ANNEX II.

IV. TRAINING OF PHILIPPINE PERSONNEL IN JAPAN

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to receive at its own expense the Philippine personnel connected with the Project for technical training in Japan through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Government of the Republic of the Philippines will take necessary measures to ensure that the knoeledge and experience acquired by the Philippine personnel from technical training in Japan will be utilized effectively for the implementation of the Project.

V. SERVICES OF THE PHILIPPINE COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. In accordance with the laws and regulations in force in the Republic of the Philippines, the Government of the Republic of the Philippines will take necessary measures to provide at its own expense the necessary services of the Philippine counterpart and administrative personnel as listed in Annex IV.

2. The Government of the Republic of the Philippines will allocate the necessary number of suitably qualified personnel corresponding to each Japanese expert to be dispatched by the Government of

Japan as specified in Annex II for the effective and successful transfer of technology under the Project.

VI. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF THE PHILIPPINES

1. In accordance with the laws and regulations in force in the Republic of the Philippines, the Government of the Republic of the Philippines will take necessary measures to provide at its own expense:
   (1) Land, buildings and facilities as listed in Annex V;
   (2) Supply or replacement of machinery, equipment, instrument, vehicles, tools, spare parts and other materials necessary for the implementation of the Project other than those provided through JICA under III above;
   (3) Transportation facilities and travel allowance for the official travel of the Japanese experts within the Republic of the Philippines;
   (4) Suitably furnished accommodations for the Japanese experts and their families.

2. In accordance with the laws and regulations in force in the Republic of the Philippines, the Government of the Republic of the Philippines will take necessary measures to meet:

   (1) Expenses necessary for the transportation of the Equipment within the Republic of the Philippines as well as for the installation, operation and maintenance thereof ;
   (2) Customs duties, internal taxes and any other charges, imposed on the Equipment in the Republic of the Philippines;
   (3) All running expenses necessary for the implementation of the Project.

VII. ADMINISTRATION OF THE PROJECT

1. The

   will assume overall responsibility for the implementation of the Project.

2. The Director of Philippine Trade Training Center,as the Head of the Project, will be responsible for the administrative,managerial and technical matters of the Project.

3. The Japanese Lesder will provide necessary recommendation and advice on technical and administrative matters concerning the implementation of the Project to the Head of the Project and the Director of the Bureau of Trade Promotion.

4. The Japanese expert will give necessary technical guidance and advice to Philippine counterpart personnel on matters pertaining to the implementation of the Project.

5. For the affective and successful implementation of the Project, a Joint Committee will be established with the function and composition as referred to Annex VI.

VIII. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Republic of the Philippines will undertake to bear claims, if any arises, against the Japanese experts engaged in the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Republic of the Philippines except for those arising from the willfull misconduct or gross negligence of the Japanese experts.

IX. MUTURAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection with this Attached Document.

X. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five(5) years from the date of the signing of this Record of Discussions.

However, there will be a general review by the Joint Committee on the progress of the implementation of the Project during the forth year,or earlier if necessary,of the cooperation period in order to assess whether the term of cooperation should be modified for the successful implementation of the Project.

ANNEX I MASTER PLAN
ANNEX II JAPANESE EXPERTS
ANNEX III LIST OF EQUIPMENT
ANNEX IV LIST OF PHILIPPINE COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V LIST OF LAND,BUILDINGS AND FACILITIES
ANNEX VI THE JOINT COMMITTEE

ANNEX I MASTER PLAN

1. Objective of the Project

The objective of the Project is to estabilish the Philippine Trade Training Center witch aims at developing manpower in the fields of International Trade,Inspection and Exhibition of exportable prodec ts in order to contribute to the promotion of the trade of the Republic of the Philippines.

2. Objective of the Japanese Technical Cooperation

The objective of the Japanese Technical Cooperation is to support the following activities of the Center by means of providing advice and quidance to the perso nnel of the Center.

(1) Trade Training

To train personnel in Government and private sectors in the field of trade management and trade business.

(2) Inspection Training

To train personnel in Government and private sectors in the use of latest testing methodology and testing equipment for export standards estabilished by the relevant Philippine authorities and to provide training in the mecthod and system for the inspection on agricultural and industrial products,particularly for exportable products,and

to contribute, where required by the relevant Philippine Authorities, to any review of standards testing method and inspection.

(3) Exhibition Training

To train Philippine personnel in government and the private sectors on the methods and techniques for exhibition of exportable products.

ANNEX II JAPANESE EXPERTS

1. Team Leader

2. Coordinator

3. Experts in the fields of:

   (1) Trade Training

   (2) Inspection Training
      1) Industrial products

      2) Agricultural products

   (3) Exhibition Training

NOTE: Short-term experts may be dispatched when necessity arises, and mutually agreed upon, for the smooth implementation of the project.

ANNEX III LIST OF EQUIPMENT

1. Equipment and materials for trade training

2. Equipment and materials necessary for inspection of exportable products

3. Other necessary equipment mutrally agreed upon

ANNEX IV LIST OF PHILIPPINE COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Head of the Center

2. Counterpart personnel in the fields of:

   (1) Trade Training

   (2) Inspection Training

      1) Industrial Products

      2) Agricultural Products

   (3) Exhibition Training

3. *Administrative Personnel*

   (1) Admenistration

   (2) Other necessary supporting staff

4. Other personnel mutually agreed upon when necessity arises

ANNEX V LIST OF LAND, BUILDINGS AND FACILITIES

1. Land

   Address: International Trade Center
   Roxas Boulevard cor. Sen. Gil Puyat Avenue
   Pasay City, Philippines

2. Buildings and facilities necessary for the center

   (1) Office rooms including these for the Japanese experts

   (2) Conference rooms
   (3) Language Laboratory
   (4) Inspection Laboratories
   (5) Exhibition Area
   (6) Others

ANNEX VI THE JOINT COMMITTEE

MEMBERS UNDER EXISTING ORGANIZATION

I. Functions

The Joint Committee will meet at least once a year and whenever necessity arises:

(1) To formulate the Annual Work Plan of the Project in line with the Tentative Schedule of Implementation formulated under the framework of this Record of Discussions;

(2) To review the overall progress of the technical cooperation program as well as to take effective measures for the achievements of the above-mentioned Annual Work Plan;

(3) To review, exchange views and take effective measures on major issues arising from or in connection with the technical cooperation program.

2. Recommended Composition

(1) Philippine Side

a. Chairman:

b. Members

1. Executive Director of the Center
2. President of the Center for International Trade Expositions and Missions, Inc.
3. Director of the Bureau of Foreign Trade
4. Director of the Product Standards Agency
5. Director of the Philippine Textile Research Institute
6. Director of the Design Center of the Philippines
7. Director of the Bureau of Small and Medium Industries
8. Director of the National Cottage Industries Authority
9. Director of the Food Development Center
10. Director of the Garments and Textile Export Board

(2) Japanese Side:

1. Team Leader
2. Coordinator
3. Experts designated by Team Leader
4. Representatives of JICA office in the Philippines
5. Personnel concerned with the Project to be despatched by JICA

NOTE: Officials of the Embassy of Japan may attend the Joint Committee as observers.

(DRAFT)

TENTATIVE SCHEDULE OF IMPLEMENTATION AND TECHNICAL COOPERATION PROGRAM OF THE TECHNICAL COOPERATION FOR THE PHILIPPINE TRADE TRAINING CENTER

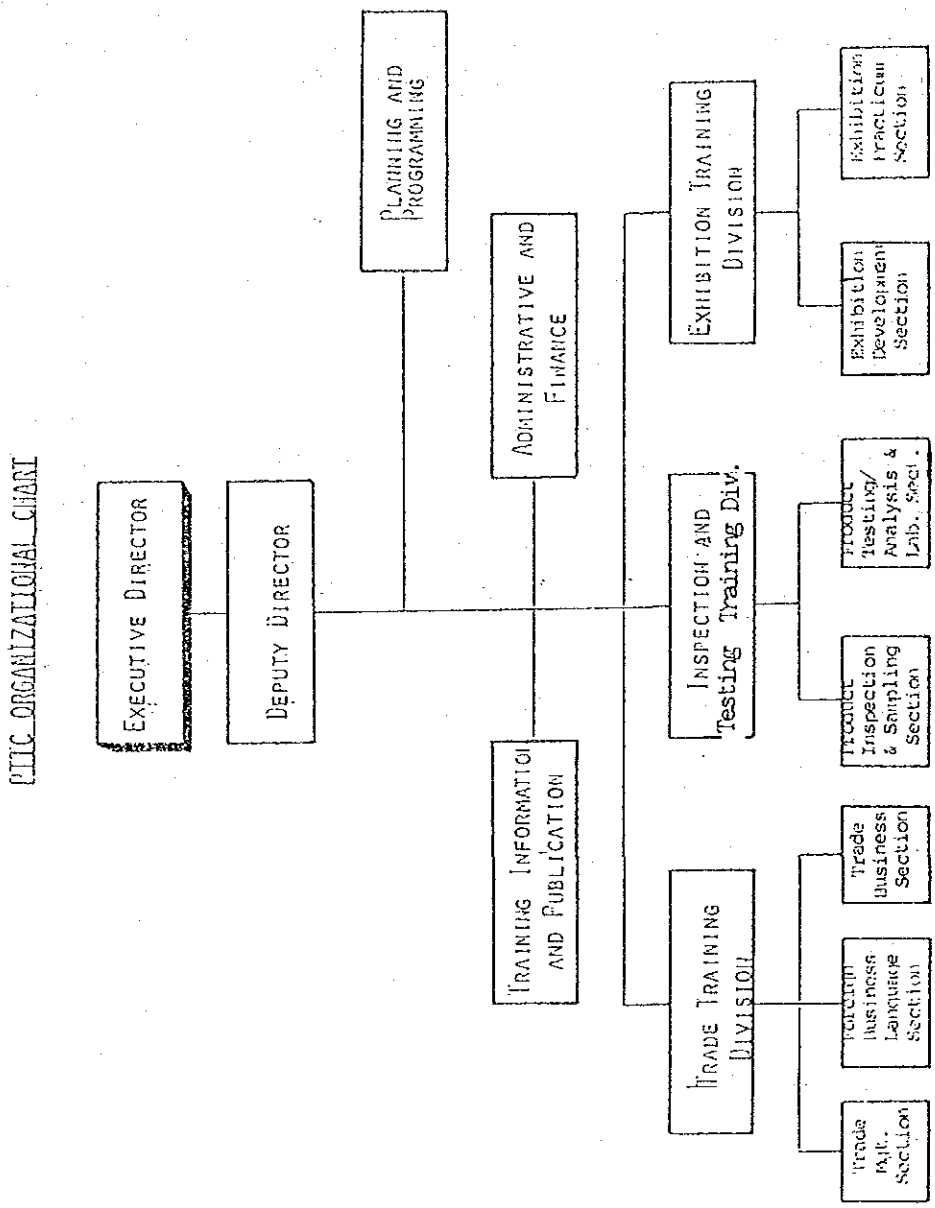
The Japanese Implementation Survey Team and the representatives of the Bureau of Trade Promotion,Ministry of Trade and Industry have jointly formulated the Tentative Schedule of Implementation and the Technical Cooperation Program of the Project as annexed hereto.

These documents have been formulated in connection with Article I, Paragraph 2 of the Attached Document of the Record of Discussions signed between the Japanese Implementation Survey Team and the Bureau of Trade Promotion,Ministry of Trade and Industry for the Technical Cooperation of the Trade Training Center in the Republic of the philippines on condition that necessary budget will be allocated for the implementation of the Project,and are subject to change within the framework of the Record of Discussions when necessity arises in the course of implementation of the Project.

Manila,

Leader,
Implementation Survey Team;
Japan International Cooperation
Agency.
Japan

ANNEX 2


PITIC ORGANIZATIONAL CHART
EXECUTIVE DIRECTOR
DEPUTY DIRECTOR
PLANNING AND PROGRAMMING
ADMINISTRATIVE AND FINANCE
TRAINING INFORMATION AND PUBLICATION
TRADE TRAINING DIVISION
INSPECTION AND Testing Training Div.
EXHIBITION TRAINING DIVISION
Trade Mgt. Section
Foreign Business Language Section
Trade Business Section
Product Inspection & Sampling Section
Product Testing/ Analysis & Lab. Sect.
Exhibition Development Section
Exhibition Practicum Section

ANNEX 3

FUNCTIONS, DUTIES AND ACTIVITIES OF THE DIVISIONS AND STAFF UNITS OF THE PTTC

I. DIVISIONS

A. Trade Training Division

Under the direct supervision of the PTTC Deputy Director, the Trade Training Division shall:

1. Prepare, design and develop course curricula relating to trade training;

2. Program and oversee the implementation/conduct of the courses relating to trade training; and

3. Monitor and evaluate all activities relating to trade training.

The Trade Training Division shall train government and private sector personnel in the fields of trade management and trade business, respectively, and in the Japanese business language, for both sectors.

The trade training courses/activities are as follows:

1. Trade Management Course

   1.1 Training for Officials and Staff
   1.2 Trainors' Training

2. Trade Business Course

   2.1 Basic Training for New and Potential Exporters
   2.2 Training for New Exporters (Second Level)
   2.3 Advanced Training for Exporters
   2.4 Specialized Market Product Specific Export Promotion

3. Japanese Business Language Course

B. Inspection and Testing Division

Under the direct supervision of the PTTC Deputy Director, the Inspection and Testing Division shall:

1. Prepare, design and develop course curricula relating to inspection and testing training;

2. Program and oversee the implementation/conduct of the courses relating to inspection and testing training; and

3. Monitor and evaluate all activities relating to inspection and testing training.

The Inspection and Testing Division shall train government and private sector personnel in the methods and systems for the inspection of agricultural and industrial products and the use of latest testing methodologies and equipment.

The inspection and testing training courses/activities are as follows:

1. Inspection-Training Course for the Garments Sector

   1.1 Basic Inspection and Testing Training Course
   1.2 Advanced Inspection and Testing Training Course

2. Inspection Training Course for the Food Sector

   2.1 Food Product Inspection

   2.2 Food Process Inspection
   Product coverage No. 2.1; 2.2 - frozen food, canned and bottled food, fruit juices and purees

3. Inspection Training Course for Wood, Bamboo and Rattan Furniture

   3.1 Furniture Inspection
   3.2 Furniture Testing

C. Exhibition Division

Under the direct supervision of the PTTC Deputy Director, the Exhibition Division shall:

1. Prepare, design and develop course curricula relating to exhibition training;

2. Program and oversee the implementation/conduct of the courses relating to exhibition training; and

3. Monitor and evaluate all activities relating to exhibition training.

The Exhibition Training Division shall train government and private sector personnel in the fields of exhibition design, techniques and management.

The Exhibition training courses/activities are as follows:

1. Exhibition Management Course

   1.1 Trainers' Training Course
   1.2 Exhibition Design Training Course

Exhibition Techniques Course

II. STAFF UNITS

A. Planning and Programming

Under the supervision of the PTTC Deputy Director, the Planning and Programming Unit shall:

1. Establish policies and guidelines in the preparation of training plans and programs of the Center;

2. Formulate criteria for prioritizing proposed plans and programs against prescribed standards and objectives of the Center;

3. Prepare an integrated annual and medium-term training plan, inclusive of their budget implications, consistent with the Center's overall objectives in coordination with the Divisions of the Center; and

4. Undertake periodic monitoring and evaluation to determine effectiveness of the various training activities of the Center.

B. Administrative and Finance

Under the supervision of the PTTC Deputy Director, the Administrative and Finance Unit shall:

1. Prepare financial reports (i.e., monthly statement of income and expenditures; quarterly report of operations, journal of disbursements, others) and maintain financial records for budgetary control and reporting of the activities of the Center.

2. Maintain a current profile of the Center's Staff and monitor all personnel-related activities of the Center; and

3. Supervise the procurement, maintainance and storage of supplies and equipment needed by the Center.

C. Training Information and Publication

Under the supervision of the PTTC Deputy Director, the Training Information and Publication Unit shall:

1. Create an integrated information system for sourcing and storing, processing and distribution of trade training-related information needed by the Center;

2. Handle the physical distribution of training information through information packaging using audio-visual implements and a library;

3. Produce instructional materials for recurring training activities of the Center; and

4. Take charge of the publicity and promotions for the training activities of the Center.

pttcfunc.rep/a9

PHILIPPINE TRADE TRAINING CENTER
Distribution of Personnel

Office of the Executive Director			
Executive Director		1	
Deputy Director		1	
Staff			
Technical		2	
Clerical		2	6
Administrative and Finance			
Officer		1	
Assistant		3	
Staff			
Technical		6	
Clerical			
Clerks/Typists	3		
Drivers	6		
Messengers	5		
Utility	2		
Machine Operators	3		
Property/Supply	2	21	31
Training Information and Publication			
Officer		1	
Assistant		1	
Staff			
Technical		6	
Clerical		2	10
Planning and Programming			
Officer		1	
Assistant		1	
Staff			
Technical		6	
Clerical		2	10
Trade Training Division			
Officer		1	
Assistant		3	
Staff			
Technical		12	
Clerical		5	21
Inspection and Testing Training Division			
Officer		1	
Assistant		2	
Staff			
Technical		8	
Clerical		4	15
Exhibition Training Division			
Officer		1	
Assistant		2	
Staff			
Technical		8	
Clerical		4	15
TOTAL			102

PHILIPPINE TRADE TRAINING CENTER
Budget for Salaries and Wages[a]
For One Year

Office of the Executive Director

Executive Director	1 x	₱ 20,000.00 =	₱ 20,000.00
Deputy Director	1 x	15,000.00 =	15,000.00
Staff			
Technical	2 x	4,000.00 =	8,000.00
Clerical	2 x	2,000.00 =	4,000.00
	6		₱ 47,000.00/mo.
			564,000.00/annum

Administrative and Finance

Officer	1 x	₱ 7,000.00 =	₱ 7,000.00
Assistant	3 x	5,000.00 =	15,000.00
Staff			
Technical	6 x	3,000.00 =	18,000.00
Clerical	21 x	2,000.00 =	42,000.00
	31		₱ 82,000.00/mo.
			984,000.00/annum

Training Information and Publication

Officer	1 x	₱ 7,000.00 =	₱ 7,000.00
Assistant	1 x	5,000.00 =	5,000.00
Staff			
Technical	6 x	3,000.00 =	18,000.00
Clerical	2 x	2,000.00 =	4,000.00
	10		₱ 34,000.00/mo
			408,000.00/annum

Planning and Programming

Officer	1 x	₱ 7,000.00 =	₱ 7,000.00
Assistant	1 x	5,000.00 =	5,000.00
Staff			
Technical	6 x	3,000.00 =	18,000.00
Clerical	2 x	2,000.00 =	4,000.00
	10		₱ 34,000.00/mo.
			408,000.00/annum

Trade Training Division

Officer	1 x	₱ 10,000.00 =	₱ 10,000.00
Assistant	3 x	7,000.00 =	21,000.00
Staff			
Technical	12 x	4,000.00 =	48,000.00
Clerical	5 x	2,000.00 =	10,000.00
	21		₱ 89,000.00/mo.
			1,068,000.00/annum

Inspection and Testing Training Division

Officer	1 x	₱ 10,000.00 =	₱ 10,000.00
Assistant	2 x	7,000.00 =	14,000.00
Staff			
Technical	8 x	4,000.00 =	32,000.00
Clerical	4 x	2,000.00 =	8,000.00
	15		₱ 64,000.00/mo.
			768,000.00/annum

Exhibition Training Division

Officer	1 x	₱ 10,000.00 =	₱ 10,000.00
Assistant	2 x	7,000.00 =	14,000.00
Staff			
Technical	8 x	4,000.00 =	32,000.00
Clerical	4 x	2,000.00 =	8,000.00
	15		₱ 64,000.00/mo.
			768,000.00/annum

T O T A L	108 employees	₱ 4,968,000.00/annum
		$ 248,400.00/annum

---

a/ Salaries are based on average

b/ ₱ 20 = $ 1

Annex 4

THE JOINT COMMITTEE
MEMBERS UNDER EXISTING ORGANIZATION

1. Recommended Composition

(1) Philippine Side

a. Chairman:

b. Members

1. Executive Director of the Center
2. President of the Center for International Trade Expositions and Missions, Inc.
3. Director of the Bureau of Foreign Trade
4. Director of the Product Standard Agency
5. Director of the Philippine Textile Research Institute
6. Director of the Design Center of the Philippines
7. Director of the Bureau of Small and Medium Industries
8. Director of the National Cottage Industries Authority
9. Director of the Food Development Center
10. Director of the Garments and Textile Export Board

(2) Japanese Side:

1. Team Leader
2. Coordinator
3. Experts designated by Team Leader
4. Representatives of JICA office in the Philippines
5. Personnel concerned with the Project to be despatched by JICA

NOTE: Officials of the Embassy of Japan may attend the Joint Committee as observers.

Annex 5

International Trade Center

PERTINENT DATA ON PROJECT SITE

1. LOCATION - The International Trade Center (ITC) is situated at the Financial Center Complex (FCC) so called due to the planned consolidation of all the government banks and financial institutions in one area. Already at the FCC are the Philippine National Bank (PNB) and the Government Service Insurance System (GSIS) buildings, while the construction of Social Security System (SSS), Land Bank of the Philippines (LBP) and the Development Bank of the Philippines (DBP) buildings have been proposed.

   The FCC's location is ideal due to the proximity to Makati, which is a business center, as well as the hotels and embassies located along Roxas Boulevard.

   The FCC is bounded on the: (Please refer to exhibit 1)

   - north, by the Cultural Center of the Philippines (CCP) which is across Sen. Gil J. Puyat Avenue;
   - west, by the Manila Bay;
   - east, by Roxas Boulevard;
   - south, by the Libertad Channel.

   a. ADDRESS - Roxas Boulevard, corner Senator Gil J. Puyat Avenue, Pasay City

      Proposed road constructions are:

      - Extension of Sen. Gil J. Puyat Avenue towards the Manila Bay, to traverse the CDCP Mall, GSIS and DBP lots.
      - Central Boulevard which will cut from Sen. Gil J. Puyat, towards the Libertad Channel. This will be located between the CDCP Mall lot and the ADB, PNB, SSS lots.

   b. AREA - The ITC complex covers an area of 7.6 hectares, and the proposed Trade Training Center building will occupy 0.42 hectares or 4,200 square meters.

      The proposed building will be located along the RP property and within the ITC compound. Please refer to exhibit 2.

      The RP property measures 4.9 hectares or 49,000 square meters.

2. TOPOGRAPHICAL DATA - The surface, which is entirely level, has a reference elevation of 3.5 meters above MLLW (mean lower low water) and 2.0 meters above MHHW (mean higher high water). The mean or average was derived using 15 years' data.

3. INFRASTRUCTURES IN AND AROUND CONSTRUCTION SITE

a. WATER SUPPLY - The ITC's water supply is currently tapped from the Metropolitan Waterworks and Sewerage System (MWSS) main pipe line along Roxas Blvd., which is currently being upgraded with the installation of larger pipes, 1.0 meter in diameter.

To augment the current low water pressure in the area, the ITC has installed a 7.5 h.p. booster pump with a capacity of 200 gallons per minute.

Since existing facilities are sufficient only for the present needs, it is proposed that the new building be designed in such a way that new water lines, pumps and/or tanks are incorporated to ensure continuous water supply.

The MWSS Pumping Station located along the Libertad Channel may likewise be tapped.

b. ELECTRIC FACILITIES - Two sets of tranformers from Manila Electric Company (MERALCO) are installed to supply ITC's present electrical requirements. One has a capacity of 333 kva (kilo volt amperes) and the other, 167 kva.

For the new building therefore, a new set of transformer must be installed.

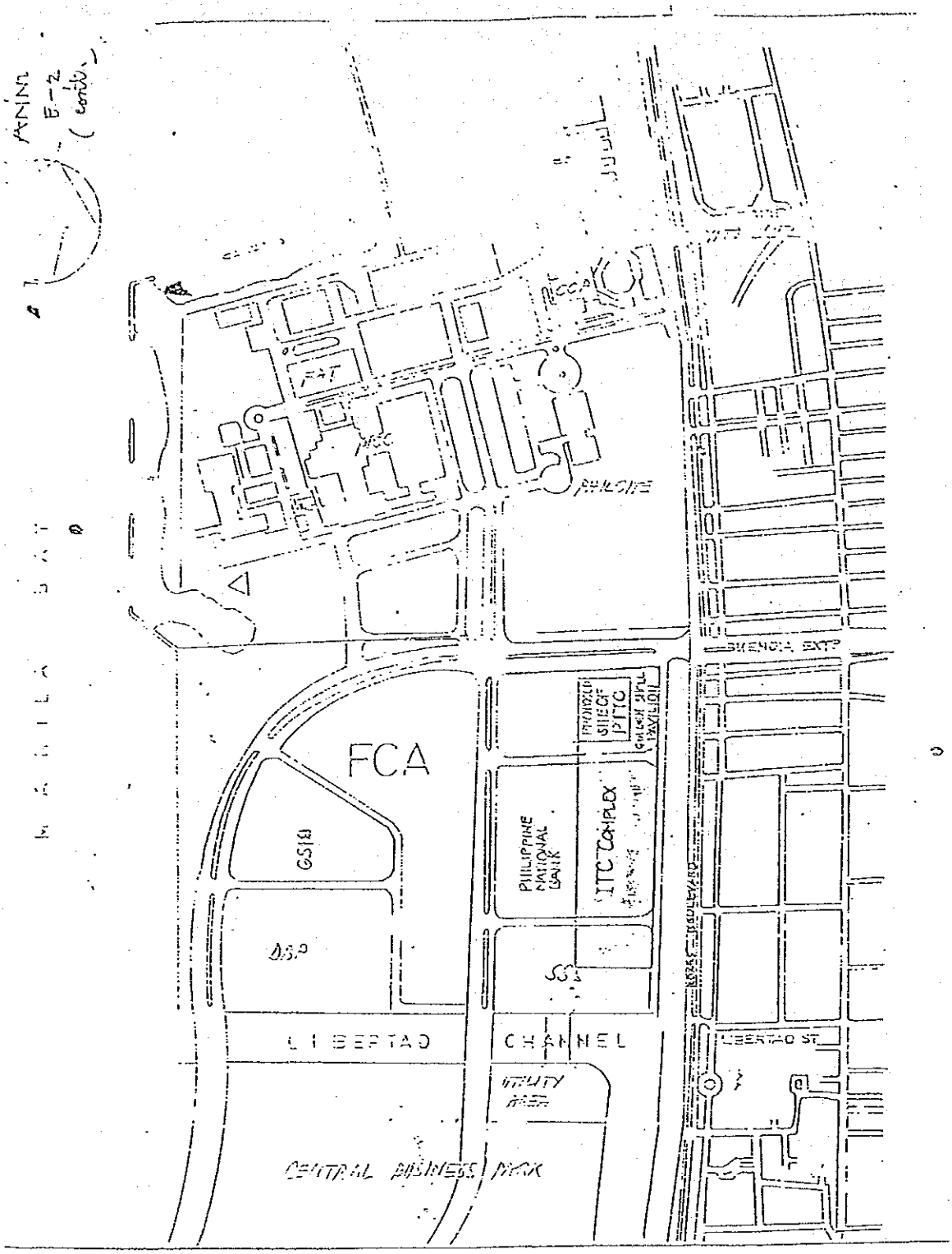
c. TELECOMMUNICATIONS FACILITIES - The ITC's current telephone system is a manually operated PBX ADG 101, with 16 trunk lines and 200 locals. Upon availability of funds, however, the system will be replaced with an electronic PABX EMS 200 with 50 trunks and 200 locals.

Direct telephone lines are installed to augment the current system, and several telephones are likewise equipped for international direct dialing (IDD).

Telex machines are also available.

d. GAS FACILITIES - This is not applicable since the weather conditions in the Philippines do not require buildings to have heating facilities.

Should any requirement for gas facilities arise, it is recommended that liquified petrolium gas cylinder tanks be used, or if possible, electricity.



VICINITY MAP

ANNEX 6.1

Outline of Trade Training Courses

Description	Duration per subject	Frequency/ year	Number of participants	Total participants/ year
A. Trade Business Course				
1. A1 Course: Basic Training for New and Potential Exporters I	1 week	12 subjects	50-80/subject	600 - 960
2. A2 Course: Basic Training for New Potential Exporters II (To those who completed A1 Course or those in export business)	3 days	6 subjects	50/subject	300
3. A3 Course: Advanced Training for Exporters	3 days	12 subjects	50/subject	600
4. A4 Course: Specialized Market Product Specific Export Promotion	3 days	4 subjects	50/subject	200
B. Trade Management Course				
B-1. Training for officials and staff	2 weeks	6 subjects	15-25/subject	90 - 150
B.2. Trainor's training course	1 week	2 subjects	15-25/subject	30 - 50

TRAINING COURSES	TRAINING OBJECTIVES	COURSE CONTENTS
Trade Business Course	To train potential and regular exporters and regular exporters and other businessmen on the basic factors and specific aspects of exporting.	
A.1 Basic training for new and potential exporters I	To give participants the basic knowledge of exporting.	A.1 How to get started in exports.
A.2 Basic training for new and potential exporters II	To train participants to have a good knowledge and skills of exporting.	A.2. Export finance, foreign exchange and settlement methods. Export pricing and contract Export procedures and documentation Packing, transportation and insurance Market research and negotiation Types of trade, international trade rules and customs
A.3 Advanced training for exporters	To help participants to get more results in business.	A.3 Trade negotiating and contract Export management Export marketing penetration
A.4 Specialized market product specific export promotion	To increase the participants' awareness and marketing requirements in target markets for Philippines exporting promotion.	A.4

TRAINING COURSES	TRAINING OBJECTIVES	COURSE CONTENTS
A. Trade Management Course	To train and build a professional core of trainors in the fields of export promotion and trade management.	
B.1 Training for officials and staff	To enhance the knowledge and analytical skills of export promotion officials and staff in the fields of export promotion and management.	B.1 1. Export Market Research 2. Export marketing techniques 3. Trade promotional tools and techniques 4. Trade representation abroad 5. Trade information services 6. Trade negotiating techniques
B.2 Trainor's training course	To develop further the skills of trainors in the development of course curriculum and adaptation of training materials.	B.2 1. Curriculum development in export marketing 2. Development and adaptation of training materials

A. TRADE BUSINESS COURSE

A.1 COURSE: BASIC TRAINING FOR NEW & POTENTIAL EXPORTERS I (AV COURSE)

SUBJECT: How To Get Started In Exports

(Topics)

1. The flow of typical export trade.
2. The current terminology of world trade.
3. How to locate potential customers.
4. Knowledge of relevant laws and regulations.
5. Export negotiating.
6. Export contracts.
7. Financing
8. Manufacturing.
9. Inspection.
10. Packing.
11. Transportation.
12. Insurance.
13. Customs clearance.
14. Shipping.
15. Collection.

Note: Monthly, 5 days per course.

A:2 COURSE: BASIC TRAINING FOR NEW AND POTENTIAL EXPORTERS II (A11 COURSE)

To those who Completed A1 Course, or those in the Export Business.

1. Ex port finance, foreign exchange and settlement methods.

2. Export pricing and contract.

3. Export procedures and documentation.

4. Packing, transportation and insurance.

5. Market research and negotiation.

6. Types of trade, international trade rules and customs.

Note: Once a year, 5 days per subject.

A.P. COURSE: ADVANCED TRAINING FOR EXPORTERS

SUBJECT: Trade negotiating and contract.

(Topics)

1. Negotiation theory and practice.
2. How to collect, select and process data and how to use them in negotiations.
3. Elements in negotiating trade agreements and commercial contracts.
4. Role of international agreements/arrangements in trade, business negotiations.
5. How to tender for projects from foreign governments.

SUBJECT: Export management.

(Topics)

1. General management and personnel
   - Management principle and organization
   - Problem solving and decision making
   - Manpower planning
2. Marketing management
   - Introduction to marketing
   - Marketing mix
   - Product planning and policy
   - Channel management
   - Sales management
   - Promotions
   - Pricing
   - Marketing research
   - Sales forecasting
   - Export marketing for small enterprises
   - Formulating a marketing plan

SUBJECT: Export market penetration strategy.

(Topics)

I. Analysis of marketing opportunities
   - International market patterns
   - Market segmentation
   - Target market selection
   - Market measurement

2. Export marketing tools and techniques
   - How to use trade information
   - How to conduct marketing research
   - How to forecast the market and its environment

3. Development of new foreign markets
   Government strategies in export market development
   Foreign market entry strategies for exporters

Note; Quarterly, 3 days per course.

A.4. COURSE: SPECIALIZED MARKET PRODUCT SPECIFIC EXPORT PROMOTION

Objectives: After the course, the participants would have been able to;

1. increase the level of information and awareness of Philippine exporters and manufacturers on market opportunities and marketing requirements in target export markets; and
2. ultimately increase Philippine exports to these target markets.

SUBJECTS:

B. TRADE MANAGEMENT COURSE

B.1. COURSE: TRAINING FOR EXPORT PROMOTION OFFICIALS & STAFF

SUBJECT

1. Export Market Research (2 weeks)

(Topics)

1. Screening potential export markets.
2. Exploratory research and analysis of secondary data.
3. Data collection techniques.
4. Monitoring market trends, sales promotion and advertising effectiveness.
5. Data analysis and interpretation.
6. Researching product dimensions.
7. Market research project.

SUBJECT

II. Export Marketing Techniques (2 weeks)

(Topics)

1. Product selection, adaptation and development for export.
2. Researching for detailed market information and trading practices in selected markets.
3. Sales representation, channels of distribution and appointment of agents.
4. Making an export offer.
5. Costing and pricing of export products.
6. Methods of payment in trade transactions.
7. Export financing and credit, insurance.
8. Handling of export transactions from receipt of order to receipt of payment.
9. Export incentives for promoting exports.
10. Trade facilitation, scope for standardization of documents and simplification of procedures.

SUBJECT

III. Trade Promotional Tools and Techniques (2 weeks)

(Topics)

1. The need for export promotion.
2. Trade information services.
3. Improving export products.
4. Export publicity abroad.
5. Exhibition strategy.
6. Trade Missions.

SUBJECT

IV. Trade Representation Abroad (2 weeks)

(Topics)

1. Role of a trade representative abroad.
2. Documentation.
3. Acting on inquiries from home.
4. Local inquiries and tender invitation.
5. Country profiles and market research reports.
6. Exhibition management.
7. Helping visitors.
8. Trade Mission.
9. Trade complaints.
10. Staff administration.

SUBJECT

V. Trade Information Services (2 weeks)

(Topics)

1. The need for trade information.
2. Defining information needs.
3. The information collection - basic considerations.
4. Keys to information sources.
5. Trade directions.
6. International trade statistics.
7. Import regulations and tariffs.
8. Classification of reference material.
9. Classification by product, country, function.
10. Scanning and subject analysis.
11. Disseminating information.

SUBJECT

VI. Trade Negotiating Techniques (2 weeks)

(Topics)

1. Negotiation theory and practice.
2. How to collect, select and process data and how to use them in negotiations.
3. Elements in negotiating trade agreements and commercial contracts.
4. Role of international agreements, arrangements in trade and business negotiations.
5. How to tender for projects from foreign governments.

B.2 COURSE: TRAINORS' TRAINING COURSES

SUBJECT:

1. Curriculum Development In Export Marketing (One week)

(Topics)

1. Role of curriculum development in export marketing.
2. Context of curriculum development.
3. Role of national and provincial institutions.
4. Product approach and market analysis.
5. Specification of market need.
6. Product design and market fit.
7. Elements and range of potential resources.
8. Product testing, adaptation and packaging.
9. Pricing and distribution of product.
10. Product evaluation process.

SUBJECT:

II. Development and Adaptation of Training Materials (One week)

(Topics)

1. Role of the case study method in the teaching mix.
2. How to select business situation, case leads for case study research.
3. Elaboration of case teaching objectives and development of teaching aids.
4. Preparation of a work plan, timetable, etc.
5. Techniques of collection and processing information for case writing.
6. Identification of problems encountered in carrying case research and how such difficulties can be overcome.

ANNEX 6.2.1

Outline of Food Inspection Training Course

Description	Duration	Frequency/Year	Number of Participants	Total Participants/year
1. Food Product Inspection	10 days 8 hours/day	3 courses	Maximum of 20	60
2. Food Process Inspection	10 days 8 hours/day	3 courses	Maximum of 20	60
	(depending on survey may be changed to 20 days at 4 hours/day)			

Training Course	Training Objectives
1. Food Product Inspection	To train government and private sector food inspector to make a judgement on the suitability of a food product for export.
2. Food Process Inspection.	To train government and private sector food technicians to learn how to inspect a system for controlling the quality of food products.

Ining Course	Course Content
Product Inspection	1. General background on food products. (lecture) 2. Principles of quality control, grading and sampling. (lecture) 3. Quality indices and their methods of measurement (lecture and practice) physical sensory quality of packaging chemical microanalytical microbiological 4. Acceptance/Rejection procedure and basis. (lecture and practice) 6. Foods to be covered frozen foods, canned and bottled foods, fruit juices and puree

Training Course	Course Content
2. Food Process Inspection	1. General background on food products 2. Principles of quality control and grading and sampling. 3. Standards, specifications and critical control points. and their methods of inspection. 4. Plant hygiene, sanitation, pest control 5. Types of foods to be covered frozen foods, canned and bottled foods, fruit juices and pureees.

Tentative Schedule of Implementation

Calendar Year	1986	1987	1988
Japanese Fiscal Year	1986	1987	1988
Training Course	Phase I Preparation	Phase II Implementation	Phase III Self-reliance
1. Food Product Inspection	1. Gathering of information for training materials and curriculum	1. Publication of the training material.	1. Start of training course.
Food Process Inspection	1. Training of Philippine counterpart personnel on food inspection testing and quality control.	1. Training of Philippine counterpart personnel.	1. Additional training of Philippine counterpart personnel.

Annex 6.2.2

Outline of the Furniture Inspection and Testing Training Courses

Description	Duration	Frequency/Year	Number of Participants	Total Participants/ Year
Furniture Inspection and Testing Training Courses	3 months	3	5 per courses	15 participants

ANNEX TO TRAINING COURSE FOR INSPECTION AND TESTING OF FURNITURES

COURSES CONTENT

1. Development of Export Quality Inspection Standards
2. Sampling Plans and Methodology
3. Inspection Procedures and Techniques
4. Inspection Application
5. Testing Procedures
6. Evaluation and Interpretation of Test and Inspection Results

TRAINING ON INSPECTION AND TESTING OF FURNITURES

1. Objective	To develop and build a professional core of trainors in the field of Inspection and Testing of Furnitures
2. Training Program	
a. Course title	Training Course for Inspection and Testing of Wood, Bamboo and Rattan Furnitures
b. Objective	To provide and enhance professional skills and knowledge of technical staff in the field of Inspection and Testing of Wood, Bamboo and Rattan Furnitures.
c. Goal	To improve and accelerate production of wood, bamboo and rattan furnitures intended for export.
d. Frequency/year	3 x a year
e. Duration/Course	3 months (5 days/week; 6 hrs/day)
f. Contents	see Annex
g. No. of participants/course	5
h. Required or expected qualifications of participants	Senior and middle level technical staff with background in Engineering or allied technical field and preferrably involved in quality control and inspection work.
i. Organizations to which participants belong	PSA, NACIDA, other inspection agencies.

j.	Required or expected qualifications of instructors	Renowned experts in inspection and testing of wood, bamboo and rattan furnitures
k.	Training method	Lectures, case studies, workshops, practicum
l.	Teaching materials development method	Handouts, audio visuals, product samples, etc.
m.	Teaching equipments (if any)	Testing equipment, audio visual, charts, blackboards, etc.

Annex 6.2.3.

OUTLINE OF THE GARMENTS AND TEXTILE INSPECTION TRAINING COURSE

	Description	Duration	Frequency/year	Number of Participants	Total Participants per year
1.	Basic Inspection Training Course	Three (3) weeks (8 hours/day (5 days/week)	Two (2)	5 - 10	10-20
2.	Advanced Inspection Training Course	Two (2) (8 hours/day) (5 days/week)	Two (2)	5 - 10	10-20

TITLE: Basic Inspection and Testing Training Course (Textile)

OBJECTIVE: To provide general knowledge in textile production and testing for implementation of inspection.

TARGET/POTENTIAL PARTICIPANT: PTRI, PSA, other inspection agencies & textile mills.

NUMBER OF PARTICIPANT: Five (5) to ten (10) per course

COURSE DURATION: Three (3) weeks

FREQUENCY: Two (2) times a year

COURSE CONTENT: Please see attached.

BUDGET: $8,075.00

COURSE CONTENT

I. BASIC INSPECTION AND TESTING TRAINING COURSE (Textile)

A. Lecture

1. Classification of textile materials

a. natural
b. man-made

2. Yarn Manufacturing Process

a. opening to spinning
b. pre-weaving

3. Fabric Manufacturing Process

a. types of weaves
b. fabric construction

4. Finishing Process

a. scouring, bleaching, etc.
b. dyeing
c. printing

5. Defects of yarn and fabric (weaving, dyeing and finishing)

6. Sewing Process

B. Practical Exercise

1. Inspection (Textile fabrics, textile product)

a. method and technique for inspection
b. operation of inspecting machine
c. quality assessment
d. evaluation method

2. Testing (primary test, physical test, chemical tests)

a. Operation of inspection machine
b. yarn construction - yarn count, twist, strength, appearance
c. fabric construction - fabric weight, thickness, warp and filling count
d. fiber composition
e. colorfastness to washing
f. colorfastness to rubbing

COURSE CONTENT

II. ADVANCED INSPECTION AND TESTING TRAINING COURSE (Textile)

1. Fabric Defects and Causes

   a. yarn construction
   b. fabric onstruction
   c. Finishing

2. Quality as required by consumers

3. Quality Control and Standards in various countries

4. Inspection Techniques

   a. Procedure
   b. Evaluation

5. Practicum

PROPOSAL No. 2

PROPONENT: PHILIPPINE TEXTILE RESEARCH INSTITUTE

TITLE: Advance Inspection and Testing Training Course (Textile)

OBJECTIVE: To provide specific and advanced technique and knowledge related to the field of inspection.

TARGET/POTENTIAL: Philippine Textile Research Institute, Product Standards Agency, other inspection agencies.

NUMBER OF PARTICIPANTS: Five (5) to ten (10) per course

COURSE DURATION: Two (2) weeks

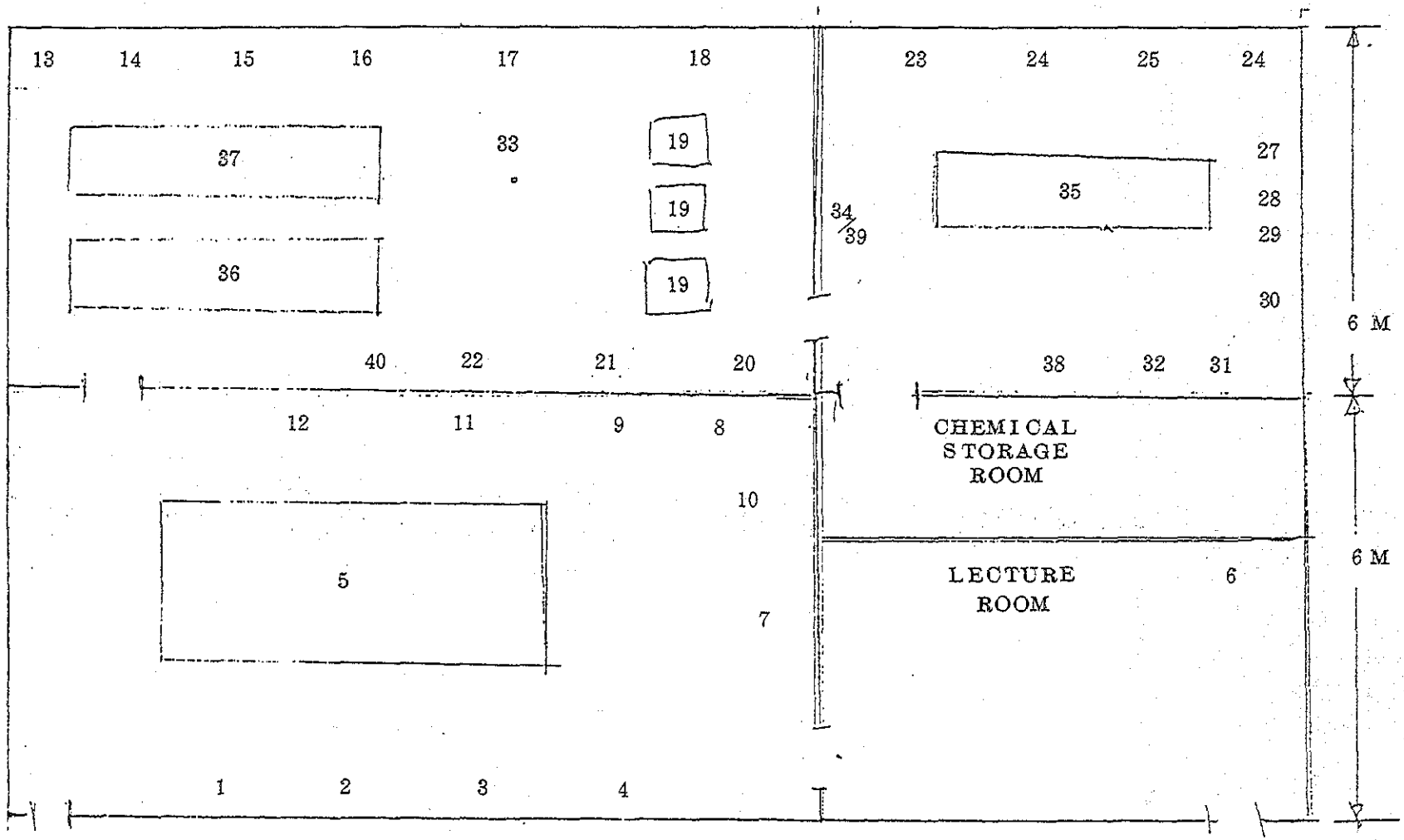
FREQUENCY: Two (2) times per year

COURSE CONTENT: Please see attached

BUDGET: $5,390.00

f. colorfastness to light
g. shrinkage
h. abrasion test
i. tensile test
j, pilling test
k. streak analysis
l. tearing strength
m. flammability
n. bursting strength

3. Relation between the export standard and these tests.



ARRANGEMENT OF EQUIPMENT ON INSPECTION AND TESTING ROOM (DRAFT)

Note: Each number represent a corresponding equipment/accessories
Please see list of equipment needed

ANNEX 6.3

OUTLINE OF EXHIBITION TRAINING COURSES

Description	Duration per subject	Frequency/ year	Number of participants	Total participants per year
A. Exhibition Management Course				
1. Course : How to Organize an International Exhibition	2 weeks	2 subjects	20/subject	40
2. Course : Designing an Exhibition Stand	2 weeks	2 subjects	50/subject	100
B. Exhibition Training Course				
1. Course : How to Participate in International Fairs Abroad	2 weeks	2 subjects	50/subject	100

TRAINING COURSE	TRAINING OBJECT
I. Exhibition Management Course	To train and build a professional core of trainors in the fields of export promotion and exhibition management.
1. COURSE : ORGANIZING AN INTERNATIONAL EXHIBITION	To enhance the knowledge awareness, and analytical skills of export promotion officials and staff in the field of export promotion and exhibition management.
2. COURSE : DESIGNING AN EXHIBITION STAND	To develop further the skills of trainors in the creative design and adaptation for exhibitions.
II. Exhibition Training Course	To train new and potential exporters and government agency officials on the basic factors and specific aspects of exhibition.
1. COURSE : HOW TO PARTICIPATE IN INTERNATIONAL FAIRS	To help participants maximize sales through exhibition.

A. EXHIBITION MANAGEMENT COURSE

1. COURSE : EXHIBITION MANAGEMENT TRAINING

   SUBJECT : How to Organize an International Trade Exhibition

   TOPICS :

   1. Choosing the Right Fair
   2. Definition of the Target Markets for
      Furniture and Furnishings
      Gifts, Toys and Housewares, Fashion Accessories
      and Apparel
   3. Recruiting and Briefing Exhibitors
   4. Support and Assistance to Exhibitors
      4.1 Organizer's Services
      4.2 Government Assistance
      4.3 Co-ordinating Activities
   5. Publicity and Promotional Strategies
      5.1 Media Selection
      5.2 Marketing Techniques
      5.3 Audience Identification

2. COURSE : EXHIBITION DESIGN TRAINING

   SUBJECT : Designing an Exhibition Stand

   TOPICS :

   1. Elements of a Good Stand Design
   2. The Stand Contractor
   3. Shell Scheme
   4. Prefabrication
   5. Manning the Stand
   6. Planning and Budgeting
   7. Schematic Design
   8. Lighting
   9. Construction Administration

B. EXHIBITION TRAINING COURSE

1. COURSE : TRAINING IN EXHIBITION TECHNIQUES

   SUBJECT : How to Participate in International Trade Fairs

   TOPICS :

   1. Why Exhibit ?
   2. Why Exhibit in Japan?
   3. Gathering Fair Information and Market Data
   4. Choosing the Right Fair
   5. Identifying Market Targets and Goals
   6. Preparing for Participation

      A. Planning and Budgeting
      B. Exhibition Concept/Design/Construction
      C. Stand Management and Administration
      D. Transport, Handling and Customs Procedures
      E. Promotions and Evaluation Participation

OUTLINE OF EXHIBITION TRAINING COURSE

I. EXHIBITION MANAGEMENT COURSE

A. COURSE : Exhibition Management Training

OBJECTIVE : To train and build a professional core of trainors in the field of export promotion and exhibition management

TARGET PARTICIPANTS: Junior and middle level government officials directly involved in export promotions and exhibitions

SUBJECT : How to Organize an International Trade Exhibition

DURATION/SUBJECT : Two (2) weeks

NO. OF HOURS/TOPIC : 2 hours/topic

TOTAL NUMBER OF TRAINING HRS./SUBJECT: 8 hours/day

SUGGESTED SESSION HOURS: 9:00-12:00 and 1:00-4:00 Monday thru Friday

FREQUENCY/YEAR : 2 subjects/year

NO. OF PARTICIPANTS: 40 participants/subject

REQUIRED OR EXPECTED QUALIFICATIONS OF INSTRUCTORS: Lecturers, experts, consultants in the fields of export promotion and exhibition management

NO. OF TRAINING ROOM REQUIRED : one (1) room that can accomodate 100 participants

SIZE OF ROOM : 10 x 20 sq. m.

B. TITLE OF COURE : Exhibition Design Training

OBJECTIVE : To develop further the skills of trainors in creative design and adaptation for exhibition

TARGET PARTICIPANTS: Training officers with direct responsibility in exhibition management

SUBJECT : Designing an Exhibition Stand

DURATION/SUBJECT : Two (2) weeks

NO. OF HOURS/TOPIC : 2 hours/topic

TOTAL NUMBER OF TRAINING HOURS : 8 hours/day

SUGGESTED SESSION HOURS: 9:00-12:00 and 1:00-5:00 Monday thru Friday

FREQUENCY/YEAR : 2 subjects/year

NO. OF PARTICIPANTS: 50 participants

REQUIRED OR EXPECTED QUALIFICATIONS OF INSTRUCTORS: Exhibition managers and training officers direcly handling exhibition design

SIZE OF ROOM : 50 x 40 sq. m.

II. EXHIBITION TRAINING COURSE

A. TITLE OF COURSE : Exhibition techniques training

OBJECTIVE : To help participants maximize sales through exhibitions.

TARGET PARTICIPANTS : New and potential exporters and government agency officials

SUBJECT : How to Participate in International Fairs

DURATION OF SUBJECT : Five (5) days

NO. OF HOURS/TOPIC : 60 minutes

TOTAL NUMBER OF TRAINING HOURS/SUBJECT: 7 hours/day, 2 week duration

SUGGESTED SESSION HOURS: 9:00-12:00 and 2:00-4:00 Monday thru friday

FREQUENCY/YEAR : 2 subjects per year to be held twice a year

NO. OF PARTICIPANTS : 50 participants

REQUIRED OR EXPECTED QUALIFICATIONS OF INSTRUCTORS: Private Sector Experts and Government Agency Officials engaged in export management

NO.OF TRAINING ROOMS: one (1) room that can accommodate 50 participants

SIZE OF ROOM : 10 x 20 sq.m.

ANNEX 6.4

III. JAPANESE LANGUAGE AND OTHER LANGUAGE TRAINING COURSE

A. TITLE OF COURSE: Japanese Business Language Training

RATIONALE/JUSTIFICATION: Philippine exporters doing business with Japanese buyers realize that facility with the Japanese language, specifically business language will greatly enhance their negotiating skills with these buyers and thus be more successful in selling Philippine products.

At present, Japanese language courses being offered in the Philippines are primarily aimed at responding to the basic and general communication needs of individuals desiring to learn the language. On the other hand, the Japanese business language courses to be put up in the Philippine Trade Training Center will specifically respond cater to the need of Philippine businessmen and government trade promotion officials to learn how to communicate and do business in Japanese as well as to read, write and interpret Japanese business and technical terms and documents.

OBJECTIVE: To enable participants to speak, read and write, and acquire a working knowledge of Japanese business and technical language.

TARGET PARTICIPANTS: Government and private sector officials and staff and other interested individuals.

METHOD OF OPERATION: Japanese Business Language Courses for Levels I, II, and III will be run regularly by the Philippine Trade Training Center, which will collect training fees from private sector participants.

The PTTC will maintain permanent instructors for these courses to ensure continuity in running these regularly.

During the first year, Japanese language experts from Japan will teach the language to the Philippine counterparts who will be nominated as instructors in the PTTC.

Eventually, the PTTC will offer additional courses on other foreign business languages such as German, French and Chinese language to ensure the effectiveness of the language training course.

SUBJECTS:
1) Level I: Understanding simple questions and statements, read, write and interpret business and technical terms.
2) Level II: Communicating fluently and orally, writing business correspondence, interpreting from and into the Japanese language.

3) Level III: Specialized skills in translation of written materials and documents and distinguishing different kinds of business documents.

DURATION/SUBJECT:	Five (5) months each level
NO. OF HOURS/MEETING:	2 hours/meeting
TOTAL NO. OF TRAINING HOURS/SUBJECT :	2 hours/day, 3 times a week (6 hrs./week) or 120 hrs/subject
SUGGESTED SESSION HOURS :	5:00 - 7:00 P.M.; Monday, Wednesday and Friday
FREQUENCY/YEAR :	3 subjects/year
NO. OF PARTICIPANTS :	Minimum of 10 and maximum of 30 participants per subject
TOTAL NO. OF PARTICIPANTS/YEAR:	30 to 90 participants
REQUIRED OR EXPECTED QUALIFICATIONS OF INSTRUCTORS :	Experts in Japanese business language
NUMBER OF TRAINING ROOMS REQUIRED :	one language laboratory that can accomodate 30 participants
SIZE OF ROOM :	10 x 15 sq. m.
EQUIPMENT REQUIRED :	Complete Language Laboratory Equipment

ANNEX 7

AGENCIES FROM WHICH POTENTIAL PARTICIPANTS TO THE TRAINORS-TRAINING COURSES OF THE CENTER WILL COME FROM

I. MINISTRY OF TRADE AND INDUSTRY

1) Center for International Trade Expositions and Missions, Inc.
2) Bureau of Foreign Trade
3) Product Standards Agency
4) Design Center Philippines
5) Philippine Textile Research Institute
6) National Cottage Industries Development Authority
7) Bureau of Small and Medium Industries
8) Garments and Textile Export Board
9) Board of Investments
10) Philippine Trade Exhibition Center
11) Trade Policy Office
12) Export Processing Zone Authority
13) Philippine Shippers Council

II. OTHER GOVERNMENT AGENCIES

1) Food Development Center
2) National Science and Technology Agency
3) National Institute of Science and Technology
4) Central Bank
5) Ministry of Finance (Bureau of Customs)
6) Ministry of Foreign Affairs
7) National Economic and Development Authority
8) Ministry of Food and Agriculture
9) Ministry of Natural Resources

ANNEX 8. Contents of the Japanese Technical Cooperation Program

CALENDAR YEAR	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	1986	1987	1988	1989	1990	1991
PHASE	PREPARATION (PHASE I)		IMPLEMENTATION (PHASE II)		SELF-RELIANCE (PHASE III)	
TECHNICAL COOPERATION (R/D)						
1. Trade Training	Survey on trade activities in the Philippines Planning of training programme Development of training materials & curricula Training of the Philippine counterpart personnel on international trade knowledge Guidance on Operation of the trade training courses		Guidance on Operation of the trade training courses Development of the manuals on the trade training -do- Guidance on arrangement of information and data on the trade training		-do- -do- -do-	
2. Inspection Training Industrial products - garments - wooden products Agricultural products -frozen foods -canned & bottled foods -fruit juices and purees	Survey on the actual conditions & the existing standard criteria for inspection in the Philippines Planning of training programme Development of training materials & curricula Training of the Philippine counterpart personnel on inspection & scientific analysis		Guidance on Operation of the inspection training courses Development of the manuals on inspection & scientific analysis Guidance on arrangement of information & data on the inspection training -do-		-do- -do- -do-	

CALENDAR YEAR	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	1986	1987	1988	1989	1990	1991
PHASE		PREPARATION (PHASE I)	IMPLEMENTATION (PHASE II)		SELF-RELIANCE (PHASE III)	
TECHNICAL COOPERATION (R/D)						
3. Exhibition Training	Survey on the existing exhibition activities in the Philippines Training of the Philippine counterpart personnel on methods of exhibition		Guidance on Operation of the exhibition training courses -do- Guidance on arrangement of information & data on the exhibition training		-do- -do- -do-	
4. Japanese language Training	(Not fixed yet)		(Not fixed yet)		(Not fixed yet)	

ANNEX 9 Part of the Teutative Implementation Schedule of the Project

CALENDAR YEAR	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	1986	1987	1988	1989	1990	1991
PHASE		PREPARATION (PHASE I)	IMPLEMENTATION (PHASE II)		SELF-RELIANCE (PHASE III)	
TECHNICAL COOPERATION (R/D)						
A. Philippine Side						
1. Construction of PTTC						
2. Staff recruitment						
3. Operation of PTTC						
B. Japanese Side						
1. Dispatch of Survey Team	R/D	Advisory Survey	-do-	-do-	Evaluation Survey	
2. Dispatch of Japanese experts (Long Term Experts						
a. Team Leader						
b. Coordinator						
c. Trade Training						
d. Inspection Training Industrial Products						

CALENDAR YEAR	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	1986	1987	1988	1989	1990	1991
PHASE		PREPARATION (PHASE 1)	IMPLEMENTATION (PHASE II)		SELF-RELIANCE (PHASE III)	
TECHNICAL COOPERATION (R/D)						
Japanese Language Training (Short Term Experts)	)					
a. Trade Training	)					
b. Inspection Training Industrial Products Agricultural Products	)	Pending finalization of the Implementation Survey Team				
c. Exhibition Training	)					

CALENDAR YEAR	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	1986	1987	1988	1989	1990	1991
PHASE	PREPARATION (PHASE I)		IMPLEMENTATION (PHASE II)		SELF-RELIANCE (PHASE III)	
TECHNICAL COOPERATION (R/D)						
3. Training of Philippine Counterpart Personnel in Japan						
a. Trade Training						
b. Inspection Training Industrial Products Agricultural Products						
c. Exhibition Training						
d. Japanese Language						
4. Provision of Equipment and Machinery						

NOTE: This schedule is subject to change under the conditions of the budget and survey results in future

ANNEX 10

LIST OF EQUIPMENT/FACILITIES FOR THE PHILIPPINE TRADE TRAINING CENTER

I. TRADE TRAINING

TRAINING ROOM EQUIPMENT

A. TRADE MANAGEMENT AND TRADE BUSINESS COURSES (4 ROOMS)

1) 35 mm slide projector with programmer
2) overhead projector
3) 8 mm film projector (sound type)
4) 16 mm film projector (sound type)
5) screen
6) video equipment with monitor, playback and editing mechanism
7) video casette recorders
8) sound system with microphones
9) tape recording system
10) furniture and fixtures
11) photographic cameras

B. FOR JAPANESE AND OTHER FOREIGN BUSINESS LANGUAGE COURSES

1) Complete language laboratory equipment

II. EXHIBITION TRAINING

TRAINING ROOM EQUIPMENT

1) 35 mm slide projector with programmer
2) overhead projector
3) screen
4) tape recording system
5) video equipment with monitor, playback and editing mechanism
6) video casette recorders
7) sound system with microphone
8) furniture and fixtures
9) drafting machines (4)

EXHIBITION EQUIPMENT AND FACILITIES

1) Exhibition modules/systems and support equipment
2) Lighting/support equipment
3) Mannequins
4) Carpets
5) Dress racks
6) Negotiation tables/chairs
7) KD stage/ramp
8) Cargo carrier
9) Furnitures and Fixtures
10) Photographic Cameras
11) Developing Laboratory (Photographic)

13. a) Food Exhibition Facilities

- Display Freezers
- Refrigerators
- Juice Dispensers
- Mixers
- Food Warmers

b) Kitchen Demonstration

Area and Facilities

- Electric range/oven
- Exhaust Hood
- Food Testing utensils

14. Duratranz (Lighted transparencies)

- for blow up/decorations

III. INSPECTION TRAINING

(Please refer to attachments)

IV. GENERAL OFFICE EQUIPMENT/FURNITURES

1. Electric typewriters (25)
2. Word processor with 4 Terminals (if Wordstar program is not granted under computer facilities)
3. Reproduction machines

   2 collating machine
   4 copier machines
   2 scanners
   2 mimeographing machines
   1 small printing equipment with color separate facility
   1 typesetting machine

4. Mini Computer System

   Hardware
   Software

5. Audio-Visual Production Equipment

V. TRANSPORTATION

4 motor vehicles (1 microbus, 2 wagons and 1 6-wheeler cargo truck)

VI. INSTRUCTORS' AND LIVE-IN PARTICIPANTS ROOM FACILITIES

Furniture and Fixtures (e.g. bed, lounging chairs, table, etc.)
Appliances (refrigerators, television, etc.)

VII. COMMUNICATION EQUIPMENT

Telephone System
Walkie-Talkies
Telex Machine

A. EQUIPMENT TO BE REQUESTED * UNDER THE GRANT AID FOR THE PTTC PROJECT (FOOD INSPECTION TRAINING)

I. CHEMICAL EVALUATION

1. Water Activity Meter (additional)
2. pH Meter (portable) (additional)
3. Glassware & Supplies
4. Refractometer

II. FOR OBJECTIVE MEASUREMENT OF SENSORY PROPERTIES OF FOOD

1. Pressed Weight Determination Apparatus (for canned tuna) and Macbeth-Munsell Disk Colorimeter
2. Headspace Gauge (additional)
3. Vernier Calipers (additional)
4. Magnifying Desk Lamps (additional)
5. US Standard Sieves (additional)
6. Thermometers (additional)
   glass, metal, pocket-size/recording thermometer
7. Weighing Scales (additional)
8. Texturometer/Pressure Tester - Shear Press for soft fruits, Fibrometer for vegeta and Viscometer for sauces

IIII. FOR SENSORY EVALUATION

1. Steamers (additional)
2. Plates, plain white (additional)
3. Spoons/Forks (additional)
4. Knives (additional)
5. Glasses (additional)
6. Cups (additional)
7. Serving trays (additional)
8. Chemicals
9. Glassware
10. Supplies
11. Ohaus Analytical Balance
12. Microwave Oven
13. Can Seam Test Kits
14. Vernier Calipers
15. Heavy Duty Can Openers
16. Vacuum Gauge
17. Assorted Kitchen Utensils and cutlery for sensory evaluation
18. Gas/Electric Ranges/oven
19. Chest Freezer and Refrigerators
20. Sieves
21. Assorted Thermometers
22. Sealing Machine
23. Saucers (additional)
24. Mixer and Blender
25. Juice Dispencer

* List of Equipment - 2 sets

A. PTTC Station
B. FDC Station (Attached)

B. EQUIPMENT TO BE REQUESTED UNDER GRANT AID FOR THE PTTC PROJECT (FOOD INSPECTION TRAINING) (FDC)

I. CHEMICAL EVALUATION

1. Flourescence Spectrophotometer
2. TLC Densitometer Scanner
3. GC Accessories for pesticide analysis
   electron capture detector
4. Magnetic hot plate stirrer (additional)
5. Motorized stirrer
6. Rotary Evaporator (additional)
7. Quick Crude Fat Analyzer (additional)
8. Quick Crude Fiber Analyzer (additional)
9. Vertical Cutter Mixer
10. Karl Fischer Titrates Assembly
11. Vacuum Oven (additional)
12. Explosion Proof Blender
13. Glasswares
14. Chemical Reagents

II. PACKAGING MATERIALS TESTING EQUIPMENT

1. Electronic Tin Plate Coating Analyzer
2. Can Enamel Rater
3. Vacuum Leak Test Set
4. Thermal Shock Test Apparatus
5. Torque Meter
6. Muller Burst Tester
7. Tensile Strength Tester
8. Pouch Air Burst Tester
9. Volumetric Gas Transmission Equipment
10. Water Vapor Permeation Tester
11. Can Seam Test Kit (additional)
12. Mercury Manometer (for setting-up pinhole testing of pouches)
13. Thickness Gauge (additional)

III. FOR MICROBIOLOGICAL EVALUATION

1. Biological Cabinet
2. Biological Microscope, Brightfield (additional)
3. Biological Microscope, Phase Contract (additional)
4. Refrigerated Incubator
5. Mini Electric Bone Saw
6. Electronic Top Loading Digital Balance
7. Pharmacy Refrigerator, 7 cu. ft.
8. Laboratory Chairs, Swivel
9. Coliform Constant Temperature Incubator Bath
10. Shocker Bath, Constant Temperature
11. Magnetic Stirrer - Hot Plate
12. Petri Dish Turntable
13. Colony Counter (additional)
14. Glasswares
15. Supplies

Ø. INSPECTION AND TESTING EQUIPMENT FOR TRAINING COURSE ON INSPECTION AND TESTING OF WOOD, BAMBOO AND RATTAN FURNITURE

EQUIPMENT

I. Furniture Testing Equipment

1. 10-Ton Universal Testing Machine
2. Furniture Testing Machine
3. Water Content Meter (for wood)
4. Electric oven dryer (Thermostatic Oven)
5. Wooden Electric Power Tools (Saw, planer, sander, doril, etc.)

II. Testing Apparatus for Paints

1. Salt spray tester
2. Pencil Scratch tester
3. Adhesion tester
4. Cross-cut tester
5. Portable thickness tester
6. Du-Port's paint-film impact tester
7. Oil bubble viscometer
8. Cross-cut guide
9. Rotary abrasion tester

III. Tester for Packaging Materials

1. Mullen's bursting tester
2. Bending tester for paperboard
3. Sponge compression tester
4. Abrasion fastness tester

IV. Common Equipment

1. Enlargement color TV system
2. Optical Microscope
3. Camera (Camera, strobo light and tripod)
4. Electronic thermometer with recorder (300°C, max)
5. Stroboscope fro revolution measurement (30,000 RPM, max)

6. Balance (300g - 400g capacity)
7. Balance (Electronic type, 5,000g capacity)
8. Balance (100 kg capacity)
9. Standard Unit of Weights (1.0g -500g capacity)
10. Thermometer (portable type)
11. Thermometer (mercury type)
12. Stopwatch (Digital, 1/100 sec)
13. Lux meter (0 to 40,000 lux)
14. Volt meter (AC, 0 to 600V)
15. Ampere meter (AC, 0 to 100A)
16. Circuit tester (Volt, ampere, ohm meter)
17. Digital type multimeter
18. Comvex Ruler (5m and 2m)
19. Vernier caliper (500mm)
    Vernier caliper (300mm)
    Vernier caliper (150mm)
20. Micrometer (0-25mm)
    Micrometer (25-50mm)
21. Thickness guage (dial type)
20. Push/pull scale (100 kg, max)
23. Hand tools for wooden work

C. LIST OF NEEDED EQUIPMENT FOR THE TRAINING COURSE ON INSPECTION AND TESTING OF TEXTILE

1. Abrasion Tester
2. Tearing Strength Tester
3. Bursting Strength Tester
4. Pilling Tester
5. Work Table
6. Refrigerator
7. Tensile Strength Tester
8. Spectrophotometer
9. Double Beam Spectrophotometer
10. Standard Hydrometer
11. C/E D65 Standard Source
12. Twist Tester
13. Sink Unit
14. Washing Machine
15. Fabric Streak Analyzer
16. Fade-O-Meter
17. Launder-O-Meter
18. Crockmeter
19. Sewing Machine - 3
20. Balance
21. Microscope
22. Flat Iron -3
23. Gas Chromatography
24. Flammability Tester
25. Oven
26. Hot Plate
27. Water Bath
28. Sink Unit
29. Vacuum Pump
30. Vibrator (Column full up apparatus)
31. Perspiration Tester
32. pH-Meter
33. Rotary Evaporator
34. Storage Cabinet
35. Laboratory Table, with Rack
36. Yard Setting machine
37. Inspecting machine
38. Shaker
39. Glass wares
40. Grey Scale

ANNEX 11

REQUIRED NUMBER OF PHILIPPINE COUNTERPARTS PERSONNEL
(TRAINORS)

POSITION	NO.	QUALIFICATION
I. Staff & Exports Development Division (Trade Training)		
Chief of Division	1	University or college graduate (Economics/Management or Law) Experience: more than 10 years in international trade
Instructor of Trade Management Course	3	)University or college graduate) (Economics, Management)
Instructor of Trade Business Course	3	)Experience: 3-5 years in international trade
Instructor of Japanese Language	2	University, college or language school graduate (Japanese language) Experience: 3-5 years in Japanese language
	9	
II. Export Quality Assurance Div. (Inspection Training)		
Chief of Division	1	University or college graduate (Engineering or any related technical fields) Experience: more than 5 years in Inspection and Quality Control
Trainor in Garment Testing	2	University or college graduate (Engineering or any related technical fields) Experience: 2-3 years in testing
Trainor in Garment Analysis	2	University or college graduate (Engineering or any related technical fields) Experience: 2-3 years in Garment analysis

Trainor in Wood Products Testing	2	University or college graduate (Engineering or any related Technical fields) Experience: 2-3 years in inspection
Trainor in Wood Products Analysis	2	University or college graduate (Engineering or any related Technical fields) Experience: 2-3 years in inspection
Trainor in Testing and Analysis of Frozen Foods	1	University or college graduate (Food Technology or any related technical fields)
Trainor in Testing and Analysis in the Canned and Bottled Foods (Fish, Fruits, Drink Juice)	3	University or college graduate (Food Technology or any related Technical fields) Experience: 2-3 years in food inspection
	13	
III. Exhibition Division (Exhibition Training)		
Chief of Division	1	University or college graduate (Architecture or any related Technical fields) Experience: 3-5 years in exhibition
Trainor in Exhibition	2	University or college graduate (Architecture or any related Technical fields) Experience: 2-3 years in exhibition
	3	

Annex 12

PHILIPPINE COUNTERPARTS TO THE JAPANESE EXPERTS SURVEY TEAM
18-30 JUNE 1986

1. Mr. Jun Nacino
   Special Assistant to the Minister
   Ministry of Trade and Industry

2. Mrs. Ma. Rosario Q. Franco
   Director
   Bureau of Foreign Trade

3. Mrs. Mina T. Gabor
   President
   Center for International Trade Expositions and Missions, Inc.

4. Dr. Alicia Lustre
   Director
   Food Development Center

5. Atty. Helen A. Cortes
   Vice President
   Center for International Trade Expositions and Missions, Inc.

6. Atty. Renato R. Guzman
   Chief, Regional Desk for Asia/Pacific
   Bureau of Foreign Trade

7. Ms. Adelaida Inton
   Chief, Export Training
   Bureau of Foreign Trade

8. Ms. Roseni M. Alvero
   Special Projects Director
   Center for International Trade Expositions and Missions, Inc.

9. Ms. Zenaida Lampa
   Acting Chief, Quality Assurance Division
   Product Standard Agency

10. Ms. Tina Bonoan
    Creative Arts Supervisor
    Design Center Philippines

11. Mr. Alfredo Alcantara
    Chief, Technical Assistance Division
    Philippine Textile Research Institute

12. Ms. Baby de Guzman
    Head, Market Development Division
    Garments and Textile Export Board

13. Mr. Marciano Pascual
    Chief of Technical Services and Industrial Technology Division
    National Cottage Industries Development Authority (NACIDA)

14. Ms. Tess Villena
    Coordinator, Staff Development Unit
    Planning Service
    Ministry of trade and Industry

15. Ms. Liza Mae Barrido
    Senior Industry Development Specialist
    Bureau of Small and Medium Industry

16. Ms. Delaila delos Reyes
    Division Chief
    Promotion and Special Projects Division
    National Cottage Industries Development Authority

MEMBER'S LIST OF SUVEY TEAM ON THE PHILIPPINE TRADE TRAINING CENTER

Tamaichi MATSUMOTO	Senior Economist, Japan External Trade Organization
Toshio OKAZAKI	Deputy Manager, Technical Cooperation Div., Mining & Industrial Development Cooperation Department, Japan International Cooperation Agency
Toshimaru NAKAMURA	Director, Technical Cooperation Div., Agricultural & Forestry Products Inspection Institute, Ministry of Agriculture, Forest & Fisheries
Sakazou TAKEUCHI	Senior Reseacher, Product Development Div., Industrial Products Reseacher Institute, Ministry of International Trade & Industry
Takayoshi WATANABE	Assistant Chief, Textile Polisy Planning Div., Consumer Goods Industries Bureau, Ministry of International Trade & Industry

II. OTHER DOCUMENTS

SCHEDULE OF ACTIVITIES
VISIT OF THE JAPANESE TECHNICAL EXPERTS
ON THE PHILIPPINE TRADE TRAINING CENTER
JUNE 18 - JULY 1, 1986

JUNE 18, WEDNESDAY		Arrival JL 741
19, THURSDAY	10:00 - 12:00	Preliminary Meeting with CITEM and BFT
	2:30 - 3;00	Courtesy Call on Dep. Min. E.L. Tordesillas Ministry of Trade and Industry
20, FRIDAY	9:00 - 12:00	Start of Discussions 1. Final Itinerary and Schedules 2. Discussion on the Site of the PTTC 3. Discussion on General Information and data for Trade and Inspection 3.1 Import and Export Data of the Garments, Wood products, Agricultural (food) products for the past 5 years 3.2 Clarification of government inspection system for exports for Philippine products. 4. General Discussions on the Special Fields of Training
	2:30 - 3:00	Courtesy call on Mr. Salazar, Director External Assistance Staff, NEDA
	4:00 - 5:30	Visit to Philippine Textile Research Institute
	1:00 - 5:00	Working Group Meeting of Philippine Counterparts
21, SATURDAY		FREE
22, SUNDAY		FREE
23, MONDAY		One-on-one Meeting of the Japanese Experts with relevant Industry Associations and Government Agencies

	9:00 - 12:00	Meeting with BFT and CITEM (Mr. Matsumoto) Meeting with Dr. Pablo of Crown Fruits and Canning Corp. Meeting with the Chamber of Furniture Industry of the Phils.
	2:00 - 4:00	Meeting with the Confederation of Garment Exporters of the Phils.
	4:00 - 5:30	Visit to the Food Development Center
24, TUESDAY	8:30 - 12:00	Plant Visits by the Japanese Experts Capital Garments Designs Ligna (Wood Furniture) Harman Food Phils., Inc.
	2:00 - 4:00	Plant Visits Foodline, Inc. (Frozen products, canned and bottled fruits juices, noodles) Maxima Garments Hayahay Furniture (Bamboo Furniture)
25, WEDNESDAY	9:00 - 5:00	Discussions with the Philippine Government Counterparts on Technical Cooperation
26, THURSDAY		One-on-one discussion with relevant Government agencies and Industry Association
	9:00 - 12:00	Product Standards Agency Bureau of Foreign Trade CITEM Design Center Philippines
	2:00 - 4:00	Food Development Center Philippine Textile Research Institute/PSA and Garments and Textile Export Board
	4:00 - 5:00	Garments Business Association of the Philippines
27, FRIDAY	8:30 - 10:00	Plant Visit to Labtest

	9:00 - 10:30	Meeting of Heads of concerned Philippine agencies
	10:30 - 12:00	Discussion with Philippine Government Counterparts on Technical Cooperation
	3:00 - 4:00	Courtesy Call on Minister Jose Concepcion
	4:30 - 5:30	Continuation of Discussions
	6:00	Cocktails to be hosted by the Bureau of Foreign Trade
28, SATURDAY	8:00 - 12:00	Plant Visits by the Japanese
		Luzon Rattan Industries (Rattan Furniture) Orient Marines (Frozen Sea Food) Lorenzana International (Food)
28, SUNDAY		FREE
30, MONDAY	8:30 - 9:00	Courtesy Call on Mrs. Mina T. Gabor
	9:00 - 5:00	Consideration of the Minutes and Adoption of the Report
	6:30	Cocktails to be hosted by JICA
JULY 1, TUESDAY		Leave for Japan

HIGHLIGHTS OF THE COURTESY CALL TO
MINISTER JOSE S. CONCEPCION, JR.
JUNE 27, 1986

The Minister welcomed the 5-Man Technical Experts Survey Team with an acknowledgement of their effort in the over-all Japanese consideration of a Technical Cooperation Program for the implementation of the Philippine Trade Training Project.

Mr. Matsumoto, the JETRO representative, cited the great potential of intrinsically high quality raw materials available in the Philippines and added that processing of these raw materials by using new technology would be greatly beneficial to the country.

In response to this, the Minister underscored the vital aspect of quality control of Philippine exportable products. He also informed the group that the government has placed highest priority on export of Philippine products which is viewed to trigger the creation of more jobs, higher purchasing power and ultimately economic recovery for the Philippines.

The Minister then requested the Japanese group to consider the acceleration of the Technical Cooperation Program so that a larger number of trainees could be trained as soon as possible in the first two or three years of the 5-year implementation period.

HIGHLIGHTS OF THE FIRST PLENARY SESSION
JUNE 20, 1986

1. Mr. Jun Nacino acknowledged the presence of the five-member mission in behalf of the Minister as a very important manifestation of cooperation between the Japanese and Philippine governments. He likewise underscored training as an important means of developing human resources.

2. The itinerary was finalized and visits and one-on-one discussion with concerned government agencies and companies in the areas of wooden furniture, fresh and processed food and garments were also firmed up.

3. The site of the proposed Philippine Trade Training Center was presented citing its strategic location and facilities available.

4. A general overview on the procedures of government inspection system which appears as Annex I was discussed citing the conditions imposed by the Product Standard Agency (PSA). A list of products requiring mandatory inspection will be provided by the Agency to the Japanese group.

5. The FDC representative commented that inspection for food-exports is not mandatory but are issued upon the request of private exporters. The representative from GTEB stated this also holds true for Garments exports.

6. Regarding the discussions of the specific Fields of Training, the Japanese side gave the outline of their proposals as follows:

A. Trade Training Courses

1. Trade Management Courses

1.1 Training for Officials and Staff
1.2 Trainors' Training Course

2. Trade Business Courses

2.1 Basic Training Course for New and Potential Exporters
2.2 Advanced Training Course for Exporters
2.3 Specialized Market Product Specific Export Promotion Course

NOTE: 3 trainors for each course

3. Japanese Language Courses*

3.1 Basic language course
3.2 Advanced language course

NOTE: 2 instructors for each course

* Subject to review and clarification with the Japanese side.

B. Inspection on Training Courses

1. Inspection Training Course for the Garments Sector

1.1 Elementary Inspection Course
1.2 Advanced Textile Inspection Course

2. Inspection Training Course for the Food Sector

2.1 Inspection Training course for frozen food
2.2 Inspection Training course for canned and bottled food
2.3 Inspection Training course for fruit juices and purees

3. Inspection Training Course for the Wood Sector

3.1 Furniture Inspection Training
3.2 Furniture Testing Training

C. Training Course on Exhibition

The Japanese side commented that the success of an exhibition does not rely merely in the attractiveness of mounting the exhibition but the price and quality of the product and schedule and venue of the exhibition.

NOTE: Details of the proposals would be discussed during the meetings with the concerned agencies in the succeeding days.

6. The Japanese side expressed hope for the successful implementation in view of the impending reorganization within the Ministry. They were, however, assured that the streamlining of government functions will not jeopardize the project but rather enhance the efficiency and effectiveness of delivery of service to the people.

HIGHLIGHTS OF THE SECOND PLENARY SESSION

JUNE 25, 1986

9:00 A.M. - 6:00 P.M.

1. On the coverage of the Inspection Training, the Philippine side noted the lack of provision for inspection training in the areas of Gifts and Housewares and Fashion Accessories, as this has been the understanding with the JICA Contact Mission on the proposed Philippine Trade Training Center in October 1985. The Japanese side explained they cannot provide particular expertise in these areas but mentioned that the Wood Expert for furniture could also work on wood-based gifts and housewares products.

2. The Japanese side then sought clarifications on two issues: first, the identification of Philippine counterpart personnel; and second, the projected number of trainees from the private and government sectors participating in the program.

   For the first issue, they were informed that counterpart personnel/ from the relevant agencies of the Ministry of Trade and Industry and other government agencies (e.g. FDC) are envisioned to constitute the core of permanent Trainors or faculty of the Center. These counterpart personnel/trainors should have the necessary professional qualifications and should possess good communication skills. They will be aptly compensated and possibly bound to a contract with the Ministry to assure their tenure and the continuity of the training programmes. Likewise, key personnels from relevant government institutions like Central Bank, Bureau of Customs and others may also be invited as additional resource persons for lectures, seminars and the like.

   With regard to the second issue, the Japanese experts were given past records of private sector participation in the seminar/ trainings conducted by the concerned agencies. It was stressed, however, that the entire staff of the Ministry of Trade and Industry is envisioned to benefit from the training courses specifically, the Trade Management Course in view of the need to satisfy public expectation that staff from the Ministry of Trade and Industry should be knowledgeable in the area of trade management.

   It was agreed that the projected number of participants/trainees will be firmed up during the one-on-one discussions with involved government agencies.

3. A list of the required number of Philippine counterpart personnel/ trainors with the required qualifications was furnished by the Japanese side. Some requirements were amended to reflect the suggestions of the Philippine side. The agreed list and qualifications appear as Annex 11 of the Report of the Meeting.

4. In as much as the general and long term objective of the establishment of the PTTC is the promotion of Philippine Trade, the Philippine side requested to include product development and adaptation within the scope of Technical Cooperation. This has been the clamor of the private sector as manifested during their one-on-one discussions as well as plant visits of the experts. The Minutes of the Meetings and the Reports of the Plant Visits appear as Annexes B.1 to B.13. To be truly responsive to the needs of the private sector, the PTTC should provide for product development/adaptation Training which satisfy the long-term objective of integrating design, production techniques and technology which shall in turn be absorbed by the private sector in their production processes. Their transfer of skills is significant in approaching a changing market, as a strategy in successfully penetrating a competitive international market. The Japanese side recognized these matters pointed out by the Philippine side. However, they stated that the framework of the Technical Cooperation is limited. Nevertheless, the Japanese side agreed to consider these aspects within the framework of the Trade Inspection and Exhibition Training Courses. As an example, the aspect of food sanitation may be considered under the Food Inspection Training Courses. With respect to covering product adaptation, at least in the Exhibition Training Course, the Japanese side proposed to discuss the matter thoroughly with their authorities.

5. The Japanese side inquired about the participation of the Bureau of Food and Drug (BFD) in the Inspection Training Courses for Food. They were, informed that BFD inspects all related food products and should therefore be included.

6. On the Technical Cooperation Program and its contents, the specific issues raised were as follows:

   a. With regard to the schedule of the Project, the provision Guidance on Operation of the Exhibition Training Courses under Exhibition Training, was proposed to be deleted from the Preparation Stage (Phase I) on the basis that Exhibition Courses would require enough space for demonstrations, mock-ups and others and should therefore be undertaken only after the construction of the building.

   b. With regard to the Japanese Language Training Course, the Japanese side expressed reservation

on the necessity of the course citing that there are already existing facilities in the Philippines offering Japanese language courses. The Philippine side explained that these existing facilities like the Japanese Embassy merely offer general Japanese language courses whereas the proposed program would focus on the Japanese Business language which will enable the participants to have a good working knowledge of the Japanese language in the business sense. The Japanese side requested for some time to review and clarify the matter (i.e. demands from the private sector).

c. The following agreements were confirmed by both the Philippine and Japanese sides as follows:

1. The signing of the R/D towards the latter part of 1986 will be based on the results of the dispatch of an implementation survey team.

2. The dispatch of Japanese experts shall be divided into long term experts and short term experts. The former will be assigned in the Philippines on the whole duration of the technical cooperation.

3. The forms of the timetable or schedule of the Technical Cooperation as shown by the Japanese side, will be finalized during the visit of the Implementation Survey Team.

4. After the dispatch of implementation survey team and subsequent signing of R/D, Technical Cooperation would begin with Philippine counterpart personnel to start training in Japan annually.

7. To identify necessary equipment and facilities for the implementation of the project, the Japanese side requested the Philippine side to obtain from each participating agencies their respective lists of requests.

8. Concerning the relationship between PTTC and FDC, both agencies confirmed that they will cooperate in the inspection training course on food, especially in relation to the training course content and the provision of counterpart personnel by FDC.

It had been considered that some equipment will be installed at FDC and some equipment will be installed at the PTTC to ensure the successful implementation of the Food Inspection Training Course. However, this matter of location of equipment will be subject for further consideration.

List of Annexes

CLARIFICATION OF OFFICIAL & PRIVATE INSPECTION SYSTEM AND ITS CONTENTS ON EXPORTABLE PRODUCTS IN THE PHILIPPINES

Official export inspection and certification is being undertaken by any of the following government agencies which has jurisdiction over the products for export:

Government Agency		Product Group
1. Product Standards Agency	-	Consumer & Industrial Products
2. Philippine Coconut Authority	-	Coconut & Coconut Products
3. Fiber Development Authority	-	Natural Fibers
4. Bureau of Fisheries and Aquatic Resources	-	Fishes and Fishing/Aquatic products & by-products
5. Bureau of Animal Industry	-	Live Animals & fowls and their by-products
6. Bureau of Plant Industry	-	Plants
7. Bureau of Food & Drugs	-	Processed Foods
8. Bureau of Forest Development	-	Logs, lumber & lumber products
9. Philippine Virginia Tobacco Administration	-	Tobacco & Cigarettes
10. Garments & Textile Export Board	-	Quota allocation for garments
11. National Cottage Industries Development Authority	-	Fibercraft, woodcraft, metalcraf shellcraft & ceramic products
12. Philippine Sugar Commission	-	Sugar
13. Bureau of Energy Utilization	-	Petroleum & Petroleum based products
14. Philippine Tobacco Administration	-	Finished tobacco & tobacco produ
15. Maritime Industry Authority	-	Vessel, marine engine & equipmen
16. National Museum	-	Cultural properties
17. International Coffee Organization Certifying Agency	-	Coffee
18. Copper Export Clearance Office	-	Copper
19. Ministry of National Defense	-	Firearms & Ammunitions
20. Fertilizer & Pesticides Authority	-	Fertilizers & Pesticides
21. Philippine Cement Industry Authority	-	Cement
22. National Coal Authority	-	Coal
23. National Food Authority	-	Grains & grain by-products

Private inspection is being conducted by the manufacturer and industry associations concerned.

The Philippines is exercising a liberalized export inspection system, i.e. pre-shipment inspection and issuance of export clearance is undertaken only on the following cases:

1) Exporter voluntarily applies for the export clearance.

2) Importer requires the export clearance

3) Record of exporter shows that previous shipment/s have been rejected due to poor quality.

4) When stepulated by International trade agreements.

[Please refer to Annex A for the procedure for pre-shipment inspection and issuance of export commodity clearance]

/

THE PS CERTIFICATION MARKING SCHEME

The Product Standards Agency (PSA) operates a PS Certification Marking scheme whereby a manufacturer is granted the use of the PS Mark on his/her product after factory and product assessment conducted by PSA indicate that the manufacturer is capable of producing products that will consistently conform to the requirements of established Philippine National Standards or International/Foreign standards acceptable to PSA.

An exporter with the PS license is no longer subject to pre-shipment inspection, Instead, the license is presented in lieu of the export clearance.

Standards which are used as bases for the evaluation of the products for PS licensing purposes are categorized as mandatory or voluntary standards.

Products covered by mandatory standards are those products that affect life, health and safety of the consumer/end user. Products covered by mandatory standards are not allowed to be sold/distributed in both domestic and export markets without the PS license. (For the list of products under mandatory certification, please refer to Annex A).

" ANNEX A "

Official Inspection System

1) Exporter applies for pre-shipment inspection and export commodity clearance

2) Government Agency concerned undertakes:

   a. inspection

   b. sampling

   c. testing (per requirements of applicable standard/buyer-seller agreement)

3) Export Commodity Clearance is:

   a. Issued if test results show conformance to standard/ buyer-seller agreement ;

   b. Denied if test results are unsatisfactory and technical assistance is rendered to improve the quality of the product.

" ANNEX B "

LIST OF PRODUCTS UNDER MANDATORY CERTIFICATION

I ELECTRICAL PRODUCTS*

1. Automotive Wires
2. Ballast for Fluorescent lamps
3. Circuit Breakers
4. Edison-Base Lampholders
5. Flexible Cords
6. Fluorescent Lamps
7. Fluorescent Lamp Luminaires
8. Fuse
9. Glow Starter for Fluorescent Lamps
10. Incandescent Lamps
11. Insulating Tapes
12. Lampholders & Starterholders for Fluorescent Lamps
13. Magnet Wires
14. Plugs
15. Receptacles
16. Switches
17. Thermoplastic Insulated Wires and Cables
18. Electrical Conduit, uPVC
19. Electronic Ballasts
20. Seamless Electrical Pipes

II FIRE FIGHTING EQUIPMENT*

1. Fire Extinguishers
2. Fire Hose

III CONSTRUCTION MATERIALS

1. Cold Rolled Steel Sheets
2. Concrete Hollow Blocks (Type I)
3. Galvanized Iron Sheets
4. Galvanized Iron Pipes
5. Portland Cement
6. Pozzolan Cement
7. Reinforcement Steel Bars
8. Sanitary Wares

IV OTHER CONSUMER PRODUCTS

1. Automotive Lead-Acid Storage Battery
2. LPG Cylinder for Household Use
3. LPG Cylinder for Automotive Use
4. Medical Oxygen
5. Pneumatic Tires
6. Rubber Inner Tube for Pneumatic Tires
7. Safety Matches

MINUTES OF MEETING OF THE
JICA EXPERTS WITH THE
CHAMBER OF FURNITURE INDUSTRIES OF THE PHILIPPINES

SUBJECT : Establishment of the Proposed Philippine Trade Training Center

VENUE : Fashion Accessories Product Hall

D A T E : 23 June 1986, 9:30 A.M.

ATTENDANCE : CHAMBER REPRESENTATIVES:

Mr. Al de Lange
President of the Association
President, Designs Ligna

Mr. Eduardo Baluyut
Vice President, External
President - S. Baluyut

Mr. Francisco Villasenor
Vice President, Internal
President, Inter-Art
Metalwood Products, Inc.

JICA EXPERTS:

Mr. Toshio Okazaki
Mr. Toshimaru Nakamura
Mr. Sakazou Takeuchi
Mr. Takayoshi Watanabe

MATTERS TAKEN UP DURING THE MEETING:

1. The Japanese side was given a background on the size, range of membership (small, medium or large), activities and problems of the association.

2. Mr. de Lange gave an overview of the profile of the Furniture Industry stressing the fact that inspite of the odds in the economy, the industry generated an income of more than US$90 M in 1985. Of this figure, US$75 M is attributed to exports of rattan furniture and the rest are mixed wood components for furniture. He reasoned that our competitiveness with respect,

to rattan is due mainly to its low capital and technology requirements - that is we have developed local technology for a raw material that is indigenous. However, he stated that the market for rattan is nearly saturated and the industry is realizing shortage of rattan poles. With this, he suggested that manufacturers should look into the export prospects of wooden furniture. However, he cautioned that this is a problematic area since the government has yet to reorient the custom-built furniture producers to specialize (e.g. mass-produced table legs only) to be competitive by providing them with the right technology.

3. To emphasize the lack of technology, he cited the current approach of targetting the high priced market which means limited volume and market share as a consequence of not being able to compete with mass-produced furniture.

4. With regard to the establishment of the PTTC, the association recognizes its long-term benefits but feels that problems of the industry should be approached on a concerted effort - that is quality control/standardization should not be the only focus but the provision of appropriate technology and dissemination of market information.

5. He summed up the problems of the industry as lacking in 1) technological know-how; 2) knowledge in pricing and costing for exports to be competitive; and 3) market information such as taste, preferences and other specifications.

MINUTES OF MEETING OF
JICA EXPERTS WITH THE
CHAMBER OF FOOD MANUFACTURERS

SUBJECT : Establishment of the Proposed Philippine Trade Training Center

VENUE : Fashion Accessories Product Hall

D A T E : 23 June 1986, 11:00 A.M.

ATTENDANCE :

CHAMBER REPRESENTATIVE:

Dr. Ignacio Pablo
Corporate Secretary and
Director of the Board, PCFM
Vice President for Research and Development,
Crown Fruits and Cannery Corporation

JICA EXPERTS:

Mr. Toshio Okazaki
Mr. Toshimaru Nakamura
Mr. Sakazou Takeuchi
Mr. Takayoshi Watanabe

MATTERS TAKEN UP DURING THE MEETING:

1) The Japanese side was briefed on the objective of the chamber to unite all food processing companies to bargain with government on matters affecting them and support each other.

2) Dr. Pablo identified the potential products for exports as follows:

Fruits

a) banana (established)
b) pineapple (established)
c) mango (expanding)
d) papaya (promising if solo variety can be developed)
e) pomelo
f) calamansi

Fruit Juices

a) pineapple (established)
b) guava
c) passion fruit
d) guyabano or sour sop
e) mango

Marine Products

a) shrimps
b) tuna
c) mussel
d) squid
e) cuttle fish
f) lobster (spring and rock)

3. Dr. Pablo raised specific issues on the proposed outline of Food Inspection Training Course to maximize effectivity as follows:

   a) The objective of the training course should not be mainly for government personnel but private and government personnel for 80% of inspection is done by the private sector.

   b) In the content of inspection training course for frozen food (for Practice), the topic Determination of Freshness must be specific by adapting freshness indicators recognized internationally.

   c) In the content of inspection course for canned foods, the topic for the lecture should cover determination of level of residue of pesticides.

4. Dr. Pablo concluded that the proposed PTTC should focus on the small and medium companies and not the chamber whose members are relatively big and therefore self-sufficient. He commented that the training course should cater to the problems of small and medium companies in terms of sanitation practices and handling, inspection of raw materials to assure quality of output and packaging.

5. The Japanese side agreed to meet the representatives of the newly formed Philippine Food Exporters (philfodex) who are probable recipients of assistance.

MINUTES OF THE MEETING OF THE JICA EXPERTS WITH DIFFERENT ASSOCIATIONS IN THE HANDICRAFT INDUSTRY

Annex B.3

SUBJECT: Establishment of the Proposed Philippine Trade Training Center.

VENUE : Fashion Accessories Product Hall

DATE : 23 June 1986, 2:00 p.m.

ATTENDANCE:

Associations Representatives:

Mrs. Rose Teodoro - Director, Philippines Chamber of Handicraft Industries (PCHI)
President, D' Rossa

Mr. Renato Pleno - President, Ceramics Exporters & Manufacturers Association. (CREMA)
General Manager, Pintar International Corporation

Mr. Rusty del Mundo- Chairman of the Board, Handweavers Association
Vice President for Operations, Island Artcrafts, Inc.

JICA Experts:

Mr. Tamaichi Matsumoto
Mr. Sakazou Takeuchi
Mr. Takayoshi Watanabe

MATTERS TAKEN UP DURING THE MEETING:

1. The Japanese side was briefed on the size, range of membership and activities of each association.

2. Since there was no provision of inspection training course for ceramics, handweaving and handicrafts (basketry, needleworks, etc.), the association representatives just gave suggestions on how their respective sectors can best benefit from the PTTC project as follows:

   a. In the area of ceramics, Mr. Pleno cited the 1) absence of a testing center/lack of expertise in preventing the entry of substandard raw materials; 2) lack of sophisticated system of reporting in the stages of inspection that would help in monitoring and analyzing set-backs in production; 3) lack of criteria in gauging performance of quality control personnel (for purposes of salary grading); 4) the need for technological inputs to increase efficiency & productivity as the problems that should be addressed.

   b. In the area of handweaving, Mr.del Mundo suggested that a course on how to inspect quality of raw materials be covered to prevent entrepreneurs from being cheated by suppliers. For example, it is a prevalent case that only after the finishing of a product will the entrepreneur realize that the quantity of yarn he

purchased is inadequate. This is attributed to the lack of kaowledge in converting weight of yarn from English to Metric.

c. In the area of handicrafts (basketry, needlework, etc.) Mrs. Teodoro suggested that the Japanese should provide a technology that would maximize the usage of raw materials to enable producers to apply technological innovations (e.g. lacquering of wood would require knowledge on the intrinsic characteristics of the wood.)

3. Regarding the successful implementation of the PTTC project, Mrs. Teodoro comented that, in the past, the government merely pursued projects, like the NACIDA Training Center, without adequate private sector participation and commitment. However, with the new administration, they expect that government projects will be truly responsive to the needs of the different industries thereby assuring efficiency and effectivity.

MINUTES OF THE MEETING OF THE JICA EXPERTS
WITH THE CONFEDERATION OF GARMENTS EXPORTERS OF THE PHILIPPINES

SUBJECT: Establishment of the Proposed Philippines Trade Training Center

VENUE : Office of the President
Continental Manufacturing Corporation
Pasig, Metro Manila

DATE : 23 June 1986, 5:00 P.M.

ATTENDANCE:

Mr. Donald Dee - President of CONGEP
President, Continental Manufacturing Corp. (CMC)

Mr. Junji Takagi - Vice President for Marketing Division,
Continental Manufacturing Corporation (CMC)

JICA EXPERTS:

Mr. Tamaichi Matsumoto
Mr. Sakazoa Takeuchi
Mr. Takayoshi Watanabe

MATTERS TAKEN UP DURING THE MEETING:

1. Japanese side was briefed on the size, number of workforce & machineries, production capacity & machineries being use by the company.

2. Regarding the course outline for garments, Mr. Dee commented that it should focus on specific market requirements like sewing, weaving, measurements, fabric strength and others to ensure successful penetration of the Japanese market.

3. Thereafter, the Japanese Technical Experts proceeded to conduct a survey of the spinning facilities of the company.

HIGHLIGHTS OF VISITS TO THE FOOD DEVELOPMENT CENTER (FDC)
OF JAPANESE EXPERT SURVEY MISSION

I. JUNE 23, 1986

1. The visit started with the tour of FDC facilities which includes the filth laboratory, controlled RH and temperature testing chambers, physical evaluation room, sensory evaluation, product and packaging laboratory, chemical analysis laboratory, microbiology laboratory and training rooms.

2. Dr. Alicia Lustre, FDC Director, gave the mission an overview of FDC activities which includes physical testing, chemical analysis and microbiological testing, field laboratory analysis and visual inspections.

3. She also explained that FDC's standards is mainly based on USFDA but it also includes those of Japan, the Middle East, Philippines and ICMSF. At the same time, FDC through their own experiments develop their own standards for food products not covered by any country standards.

4. To differentiate FDC from the Bureau of Food and Drug (BFD), the latter has regulatory powers in food inspection and is mainly geared for the domestic market. FDC analyzes food products against market requirements for exports and then recommends methods for improvements to exporters.

5. Dr. Lustre explained that Philippine food exports are classified as Western type food and traditional Filipino food. The latter are directed mainly for Filipino residents abroad and very few are sold in supermarkets while the former are those usually found in supermarkets which includes canned tuna, frozen shrimps, canned pineapple and dried fruits.

6. The Japanese mission presented their proposed food inspection training to which Dr. Lustre reserved comment until she has enough time to study the matter and make suggestions thereto.

2. JUNE 26, 1986

1. Dr. Lustre gave the Japanese side pertinent trade statistics, list of food industries, and comments and counter proposals on the Japanese proposed Food Inspection Training Course.

2. The Japanese considered Dr. Lustre's comments and suggestions on the course contents including her recommendations for a course on Food Quality Control. The final course content agreed upon shall be presented at the Plenary Sessions.

3. The Japanese mentioned that it will be difficult, due to existing rules, for equipments for the PTTC project on food inspection to be housed at FDC. Dr. Lustre, however, said that it will be impractical to keep the food inspection equipment at PTTC in view of high overhead costs that may be incurred and that while FDC fully supports the PTTC project, it cannot commit to implement the PTTC's food inspection training course unless additional equipments are provided since FDC has enough equipment only for its present operations. She gave the Japanese a list of existing equipments in FDC used for food inspection and the proposed additional equipments needed to implement the training (see Annexes) course. It was agreed that the matter will be studied further by the Japanese side.

4. It was noted that FDC has a pending grant-in-aid request from JICA where similar training equipment is requested. The project is of high priority in Japan for fiscal year 1987 and could be a source of training equipment needed to be located at FDC.

5. The Japanese also explained that training for counterpart personnel will start immediately after the signing of R/D; that inspection training will start after the PTTC building is constructed; that all food inspection equipments will fall under the Grant Aid; and that during the construction of the building, the inspection equipments will be provided.

HIGHLIGHTS OF THE MEETING WITH
MR. TAMAICHI MATSUMOTO (SENIOR
ECONOMIST, JETRO TOKYO)
JUNE 23, 1986, (9AM-12 PM)

SUBJECT : Trade Training and Exhibitions Training

VENUE : President's Conference Room, CITEM

DATE : June 23, 9:00 A.M.

ATTENDANCE :

Helen Cortes	-	CITEM
Cesar Cueto	-	CITEM
Del Inton	-	BFT

MATTERS TAKEN UP DURING THE MEETING:

I. Trade Training Course

1. Japanese side points out that the Trade Management Course and Trade Business Course are two different courses. The former is for trade government officials while the latter will be participated by the private sector.

2. The Japanese submitted the attached Questionnaire on the details of Trade Training Course. The reply of the Philippine counterparts is expected by June 27, 1986.

3. The Philippines proposed to hire a "faculty" of trainors from BFT, CITEM and other relevant offices.

4. Likewise, the Japanese signified the needs for details/ideas regarding the number of applicants, equipments to be installed (request for computers should be separated from the list) under Trade Training. The Philippine counterparts promised to provide the information together with the reply to the attached Questionnaire.

5. The Philippine counterparts indicated their desire to charge the private sector for the Trade Training Courses.

6. The Japanese Language Course shall be treated as a separate course from the Trade Management Course and Trade Business Course. However, it shall also be implemented by the proposed Trade Training Division.

II. Exhibition Training Course

1. The Exhibition Training Course shall have 4 major subjects:

   a) Product design development (Annex I)
   b) How to participate in international trade fair abroad
   c) How to organize an international exhibition in Manila
   d) Designing An Exhibition Stand

2. According to the Japanese, Courses and Seminars on Subjects (b) and (c) are being undertaken by JICA

3. Designing An Exhibition Stand is a subject that is particularly useful to exporters planning to penetrate the Japanese market.

4. On the proposed topics under the subject, Product Design Development, the following have been agreed upon by both the Japanese and Philippine parties:

   a) that in designing for the Japanese market, actual factory visits would be necessary

   b) a study on Product Standardization in Japan is important in designing for the Japanese market

   c) topics on the Japanese Distribution Channels as well as the Japanese Business culture shall be included.

MINUTES OF THE JOINT MEETING OF THE JICA EXPERTS
WITH THE PHILIPPINE FOOD EXPORTERS AND PROCESSORS ASSOCIATION (PHILFODEX)
AND THE SHRIMPS EXPORTERS OF THE PHILIPPINES (SHRIMPEX)

SUBJECT : Establishment of the Proposed Philippine Trade Training Center

VENUE : Conference Room of the CITEM President

DATE : 24 June 1986, 4:00 P.M.

ATTENDANCE :

ASSOCIATION REPRESENTATIVES:

Mr. Roberto Ordonez
Officer of SHRIMPEX
President, Orient Marine and Seafoods Corp.

Mr. Rene Sumaoang
Member, PHILFODEX
Head of Research and Development Division
P.S. Sarmiento Group of Companies

Mr. Alfredo Kwong
Member, PHILFODEX
President, Filtrite Incorporated

JICA EXPERTS:

Mr. Tshio Okazaki
Mr. Toshimaru Nakamura

MATTERS TAKEN UP DURING THE MEETING

1. Mr. Ordonez gave an overview of the shrimps industry highlighting the fact that Philippine shrimps enjoys a good reputation in the Japanese market. Of the total exports of ±8,300 tons of shrimps in 1985, ±6,000 tons went to the Japanese market. He cited also that Philippine shrimp exporters got a lot of assistance from Japanese traders in terms of meeting requirements thereby enabling the former to penetrate the Japanese market. In addition, he said that incidents of rejected shipments is negligible in his particular sector.

2. With regard to the PTTC project, he commented that the marine sector can be benefited by the project through the provision of a sashimi expert that will familiarize plant personnel in handling and classifying marine products per its usage either into a sashimi cooking grade (determination of freshness). The Japanese reacted that this, in fact, is considered under the Food Inspection Training Course under the topic "Determination of Freshness. Mr. Ordonez reasoned that at present we merely export frozen tuna but if we sell marine products for sashimi to the Japanese market the profit could be quadrupled.

3. Mr. Ordonez suggested that the sashimi expert should also teach cutting, selecting and catching methods which are very important expertise lacking in the marine sector. The Japanese side informed him however that the focus of the training course is merely on inspection.

4. On the other hand, Mr. Kwong informed the JICA experts that PHILFODEX is a newly formed association of small and medium food processors and exportors who need assistance in terms of technology transfer and market information on how to penetrate the Japanese market.

5. The Japanese side assured Mr. Kwong that the "How tos in exporting in Japan" will be covered in Trade Business Course but the provision of technology is not the focus in the establishment of the center.

6. In conclusion, the association representatives were unanimous in saying that inorder to have greater impact on the growth of the food industry, the focus of the project should be product development as it contains transfer of technical-know-how and not merely training on inspection. The reasons cited are as follows:

   a) quality inspection can be done by existing facilities with just a little more assistance;
   b) market acceptance of a product is not guaranteed by passing even all test inspections; and
   c) product development would already include meeting inspection requirements.

7. The Japanese side commented that on the issue of product development, they prefer Philippine companies to develop their own products and they will just give advices or directions. Nevertheless, they took note of the suggestion.

HIGHLIGHTS OF THE PLANT VISITS OF THE JAPANESE EXPERTS SURVEY MISSION (JUNE 24, 1986)

FOOD

1. HARMAN FOODS PHILS., INC.

This company mainly manufactures tropical fruit juices for export to the U.S. and the EEC countries. It also has trial shipments to Japan. There is an existing Quality Control set up and laboratory for in-line and finished product inspection. However, it also seeks the services of the Philippine Institute of Pure and Applied Chemistry (PIPAC) of the Ateneo University for Vitamin C analysis. The assistance this company needs is training on techniques for a more efficient production to meet the growing market demands. They look forward to the Japanese-funded Training Center to be aware of the recent advances in food technology and processing.

2. FOODLINE, INCORPORATED

Products for export are frozen mango halves for Germany; noodles, condiments and preserves for the U.S. market. Established just last year, the company is rapidly expanding with the increasing market demands. It has the basic Quality Control laboratory and facilities but for other complicated analyses, services of the Food Development Center (FDC) are sought. Problems encountered are on canned products which result to detinning or degradation of the coating. When the coating mixes with the food product, this could render the products unsafe for consumption. Alternative is to use plastic pouches or PE bags but this process has not been developed yet. Another problem is handling raw materials from the source to the plant as mishandling result to high spoilage rate. In terms of Quality Control, assistance needed is on establishing quality standards to suit not only the Japanese but other export markets as well. The Training Center can be very useful for this new company in the realization of its export goals.

GARMENTS

1. CAPITAL GARMENTS INC.

It is one of the biggest garment manufacturers in the Philippines and it produces exclusively for exports with the US and EEC as the principal markets. The Japanese inquiry was mainly on its mode of quality control. "Capital" utilizes patrol inspection and random sampling along the production process from fabric to packing. The standards it uses are from their buying mainly from Hongkong. From time to time, it commissioned Lab Tests for some laboratory analysis as the need arises. The fabric is basically inspected in Hongkong which is its main source. Regarding the finished product, it is the buyer who makes inspection -manually and visually"Capital" looks forward to the PTTC and expressed hope that with the project it would be able to penetrate the Japanese market. Afterwards the Japanese were toured to the plants production and quality control facilities.

2. MAXIMA GARMENTS

The company produces basically blouses and skirts all for exports with the US and EEC as leading markets. Its source of fabrics are all imported mostly from Japan. On its quality control, it employs random sampling inspection in the initial stages of production and 100% inspection in the final stage. The rate of rejection is estimated to 20 to 30 percent. For fabrics, they go to Lab Tests for some laboratory analysis. For finished products, the foreign buyers usually do their own testing. Among the usual inspection problems encountered in finished products are the pleats, collar, cuffs and pockets. Maxima also commented that the training curriculum on garments proposed by the Japanese are too fabric-oriented instead at finished product-oriented which is more needed by the garment producers.

FURNITURE

1. DESIGN LIGNA

It is a medium-sized company engaged in the production of wooden furniture of which half are for exports in the US, UK and Hongkong. Normally, they do not conduct testing of their furnitures because they produced according to the specifications of the buyer. They, mainly utilize narra and mahogany as their raw materials and oil based materials for finishing.

2. HAYAHAY INC.

It is a medium-sized company producing bamboo furniture of which 95% are for exports with the US as major market. Similarly, like the others, their test standards are based on their buyer's specifications.

HIGHLIGHTS OF MEETING OF JAPANESE
EXPERT SURVEY MISSION WITH
PRODUCT STANDARDS AGENCY
JUNE 26, 1986

1. The Japanese were welcomed by Director Salcedo who begun the discussion by mentioning that PSA have projects on food, furniture and garments in cooperation with JICA.

2. The PSA provides services in standard development, product testing and certification, technical consultancy and training and technical information; it has seventeen (17) accredited laboratories and operates a product certification scheme which is mandatory for critical products like fire extinguisher and electrical products; PSA is also a member of various international organization in standardization and quality control; at present it has 737 standards 95 percent of which are voluntary and the rest are mandatory.

3. In his comment about the inspection training program, Director Salcedo while realizing the need for tail-end inspection emphasized that what the Philippines need is quality control training throughout the production process since it will improve the product quality and competitiveness of small and medium industries, thus promoting export trade. He also suggested that the testing and inspection equipment to be provided by the project be given to agencies with existing facilities in product development and quality control in order to optimize its use and enlarge the spectrum of training. The Japanese side took note of this and thanked him for the visit.

4. The Japanese then visited the PSA Testing Center at NACIDA Compound, Marikina.

HIGHLIGHTS OF THE CONSULTATIONS MEETING OF THE JAPANESE EXPERTS SURVEY TEAM WITH PTRI, GTEB, PSA
JUNE 26, 1986

1. Director Eduardo P. Villanueva of PTRI welcome the Japanese group, composed of Mr. Matsumoto, Mr. Watanabe and Mr. Takeuchi accompanied by Ms. de Guzman of GTEB.

2. The following matters had been discussed:

   2.1 The textile and garment inspection and testing training courses, the basic and advanced courses were presented to the Japanese group. With slight changes and clarification on the training program, the Japanese group agreed for the content of the training course.

   2.2 Mr. Matsumoto requested that a draft plan of the size of laboratory room and the suggested places for each equipment/accessories be also indicated.

3. After the discussion of the above matters, Director Villanueva expressed his appreciation to the Japanese group for their concern in the development of this project.

HIGHLIGHTS OF THE MEETING WITH GBAP

26 JUNE 1986

(Presided by Mr. Anasradio de los Reyes, President)

GBAP Officers stressed the need for training trainors, citing that there already exists a number of training institutions with equipment but which have not been optimally availed of by the industry because of the poor skills of the trainors.

2. The officers proposed that the PTTC consider including training in the following areas where Philippine capabilities remain weak:

   2.1 design
   2.2 productivity systems
   2.3 dyeing techniques
   2.4 quality control for fabrics

3. They likewise proposed that in view of the fact that there already exist training institutions such as NMYC, the Amang Rodriguez Vocational School, ATIB, PTRI, etc., the capabilities of these institutions be inventoried, harnessed and coordinated (by whichever concerned ministry of the government) to maximize their utilization and really service the training requirements of the industry. They leave it to government to determine whether a one-stop training body or a decentralized form will be most workable.

HIGHLIGHTS OF VISIT TO LAB TEST
OF JAPANESE EXPERT SURVEY MISSION
(JUNE 27, 1986)

1. Mrs. Marcia P. de Luna, Vice President of LabTest Philippines welcomed the Japanese mission.

2. LabTest is a local subsidiary of Lab Test International Limited engaged in testing and inspection of consumer products exported to other countries.

3. At present LabTest Philippines conducts testing of apparel and textiles, and inspection of apparel and textiles, toys, electrical and electronic products, footwear and food products. Its major clientele are large textile companies belonging to the top 1000 companies in the Philippines.

4. The company inspects and tests the consumer products against the standards of the country where it will be exported; for apparel and textiles, it mainly conducts tests to determine colorfastness, shrinkage and permeability.

5. The Japanese were toured to the various facilities of LabTest which are mostly for testing and inspection of apparel and textiles.

HIGHLIGHTS OF THE PLANT VISIT OF
THE JAPANESE EXPERTS SURVEY MISSION TO
FOOD COMPANIES

(JUNE 28, 1986)

1. ORIENT MARINE AND FISHING RESOURCES

Product lines exportable are prawns and shrimps. The company exports mainly to the US and Japan. Sources of prawns and shrimps supply come from Pampanga, Bulacan and Samar. Quality control is done by visual inspection. Upon delivery of the supply, the prawns are sorted out and sized manually. Upon shipment, products for export are inspected by the Bureau of Quarantine on the basis of the following bacteriological tests:

1) Test for presence of E.coli
2) Test for presence of Bibrio choleri
3) Test for presence of Salmonella

The company does not have any quality control laboratory. Inspection is mainly done visually and through other sensory tests.

2. LORENZANA INTERNATIONAL

Product lines are fruits, fish and vegetables. The company mainly exports to the Filipino community in the US and Canada. The company has serious technical problems. It employs only 1 chemist and 200 factory workers. In-line production is not supervised by any technical staff. The laboratory equipment for analysis is not sufficient considering the diversity of products. Testing facilities are not adequate and there is a great need for assistance in this area. It was suggested that technical training of staff and procurement of necessary quality control equipment be granted under the Technical Cooperation Program.

HIGHLIGHTS OF JAPANESE EXPERT SURVEY MISSION
TO LUZON RATTAN INDUSTRIES
JUNE 28, 1986

1. Luzon Rattan Industries, according to its administrative head Isabel Yuchinco, employs 150 workers and has an average production output of $30,000 month of rattan based furnitures; it produces 90 percent for exports and 10 percent for local-based foreigners; its major market are the United States and Australia and none in Japan; its rattan comes from Davao and Samar, while its small rattan comes from Quezon; just recently it imported rattan from Indonesia.

2. Regarding quality control it employs various inspection methods along the production line employing random sampling except in the raw materials stage where it conducts per pole inspection; rattan poles are classified into A,B,C,D with the first two having characteristics of uniform color while the latter two having blackspots; their inspection standards are based from the spectations of their foreign buyers; and, at present average damage claims is between 10 to 20 percent of production.

1986.06.18

J I C A 01

QUESTIONNAIRE ON THE PHILIPPINE TRADE TRAINING CENTER

(Please provide the letter of answer)

I. MANAGEMENT AND OPERATION OF THE CENTER

1.1 Organization of the Center

(1) Clarification of the activities, function and duties of each division

(Please refer to Annex 3 of the Report)

(2) Clarification of the responsibility for an operation of the Japanese Language course (subject to confirmation from the Philippine private sector)

1.2 Site of the Center

Place (Please refer to Annex 5 of the Report)

1.3 Responsibility of the Project Implementation (subject to the results of the reorganization within MTI)

(1) Which bureau of the Ministry of Trade and Industry is responsible for the implementation of the Project?

(2) Confirmation that the Director of the Trade Promotion Bureau will assume overall responsibility of the Project implementation

(3) Confirmation that the Director of the Center will be responsible for the administrative, managerial and technical matters of the Center

1.4 Composition of the members of a joint committee for the effective and successful implementation of the Project (Please refer to Annex 4 of the Report)

1.5 Plan of the Center's overall activities for five years (Please refer to Annex 6 of the Report)

1.6 Plan of the budget allocation necessary for the implementation of the Center (Please refer to the Attachment A of this Questionnaire)

1.7 Plan of arrangement on the Philippine counterpart personnel (Draft of required number and qualification is shown in annex)

1.8 Clarification of collaboration and demarcation with BFT, CITEM, PSA, FDC, FTI and NFA

1.9 Confirmation of the measures taken by the Philippine Goverment during the Technical Cooperation period referred to the article VI of the draft of R/D

2. CONTENTS OF THE TECHNICAL COOPERATION (TRAINING COURSE)

2.1. Plan of training courses (training target, subjects, course duration - hours/day x days-, frequency-number of times/month/year-, number of participant, potential participant, etc.)

(1) Trade training course

(2) Inspection training course

Industrial products
Agricultural products

(3) Exhibition training course

(4) Japanese language and other language training course

3. PROGRAMME OF THE TECHNICAL COOPERATION

3.1 Comment on the draft of R/D

3.2 Who is a signer of R/D

3.3 Details of request by the Philippine side on the technical cooperation

(1) Japanese experts (field, number, technology, etc.)

(2) Training of Philippine counterpart personnel in Japan

3.4 List of equipment necessary for the Project (Please refer to Annex 10 of the Report)

4. GENERAL INFORMATION AND DATA ON ACTUAL CONDITIONS FOR TRADE AND INSPECTION IN THE PHILIPPINES

4.1. Data on import and export of the garment, wooden products and agricultural products for the past five years (Please refer to Attachment B of this Questionnaire)

4.2 Clarification of official and private inspection system and its contents on exportable products in the Philippines (Please refer to Annex A of the Highlights of the Plenary Sessions)

FRESH AND PROCESSED FOODS
TOP 20 BUYERS
(F.O.B. VALUE IN US $)

COUNTRY	1985	1984	1983	1982	1981
Japan	175,188,524	158,558,152	138,983,877	169,292,152	150,055,049
United States	128,714,598	102,817,578	108,896,680	144,773,991	141,996,513
Singapore	22,377,122	37,308,737	14,777,457	16,312,629	10,868,515
Hongkong	17,938,734	18,590,362	20,280,724	36,742,579	26,746,141
Saudi Arabia	14,484,632	14,518,623	16,345,708	21,826,078	19,473,482
Canada	13,664,800	14,313,267	13,992,469	9,931,330	10,912,312
West Germany	9,411,660	11,180,007	12,751,409	10,300,233	9,869,877
United Kingdom	6,947,855	9,779,050	12,679,329	7,208,817	7,731,205
Australia	5,888,035	5,917,158	5,183,981	4,311,702	3,311,104
China, Peoples Rep. of	4,650,432	4,876	0	0	121,500
New Zealand	3,206,512	2,654,863	2,405,387	594,219	1,172,774
Arabia Peninsula Sts.	3,088,200	2,639,117	2,239,400	0	12,420
Kuwait	2,998,813	5,691,372	2,685,912	5,334,124	370,795
Taiwan	2,833,531	2,402,867	3,189,613	2,295,814	2,614,651
Guam	2,661,145	1,754,815	2,166,998	1,897,380	1,495,570
Netherlands	2,606,239	2,709,317	2,446,886	2,888,892	5,545,748
Thailand	2,187,633	352,724	78,533	264,607	284,361
Italy	2,009,924	7,447,547	8,682,753	6,586,714	13,246,465
Spain	1,378,009	574,616	938,392	530,866	672,242
France	1,296,588	1,616,320	1,372,486	2,000,504	1,808,805
Others	12,215,254	17,757,179	21,058,126	17,237,980	25,650,145
TOTAL	435,748,240	418,588,547	391,156,120	460,330,611	433,959,674

PHILIPPINE FOOD IMPORTS
1981-1984
(in CIF Value US$)

COUNTRY	1984	1983	1982	1981
United States	186,863,008	221,787,154	238,515,526	239,820,618
Australia	37,079,002	61,501,247	78,965,756	72,699,070
Thailand	31,054,078	29,860,273	21,302,441	8,837,728
Belgium	24,143,802	12,049,057	10,971,117	1,774,479
New Zealand	19,036,001	48,521,149	61,702,632	53,127,474
China, Peoples Rep.	18,602,690	1,004,956	5,369,541	5,823,854
France	9,904,866	12,430,567	15,656,820	19,437,796
United Kingdom	8,849,178	16,735,609	17,824,901	8,471,139
Denmark	7,188,633	14,230,894	23,901,609	18,861,223
Netherlands	6,926,682	25,344,156	32,448,835	22,885,863
Canada	4,973,147	4,141,474	1,527,960	5,105,805
Indonesia	2,678,766	301,606	4,090,638	16,678,580
Taiwan	2,663,563	3,212,685	4,550,221	3,503,731
West Germany	2,172,552	13,859,022	8,388,119	6,917,440
Singapore	1,866,788	7,045,474	10,080,315	1,300,987
Malaya, Fed. of	1,372,075	2,339,007	3,073,570	2,975,267
Japan	1,249,662	7,423,094	36,789,099	32,139,923
Austria	1,235,721	1,295,710	599,719	1,448,862
Hongkong	1,078,352	5,696,839	4,862,984	2,398,750
New Guinea	1,055,454	7,948,992	10,795,413	8,523,662
OTHERS	4,547,620	14,669,120	29,002,820	23,493,674
TOTAL	374,541,640	511,398,085	620,420,036	556,225,925

Source : Foreign Trade Statistics, NCSO

Compiled by: Planning Service, MTI

GARMENTS
TOP 20 BUYERS
(F.O.B. VALUE IN US $)

COUNTRY	1985	1984	1983	1982	1981
United States	440,808,697	407,846,909	337,709,805	290,838,951	303,508,450
West Germany	44,930,488	54,030,927	54,140,186	64,812,604	74,997,627
Canada	26,099,004	24,875,105	20,486,484	14,959,085	21,907,535
United Kingdom	21,396,606	24,825,502	23,202,250	26,438,398	30,158,085
France	10,639,041	11,791,578	12,980,040	13,977,286	15,894,966
Netherlands	9,587,608	11,007,170	9,907,698	10,874,280	11,451,070
Saudi Arabia	8,326,834	6,606,782	11,022,248	6,910,455	5,247,473
Japan	7,215,374	9,527,000	11,346,094	13,209,571	15,958,600
Hongkong	6,401,505	6,339,566	6,835,730	15,680,293	22,409,936
Australia	6,059,731	6,714,440	7,107,074	11,456,102	15,671,141
Arabia Peninsula Sts.	3,639,308	2,545,771	3,151,215		
Canal Zone	3,418,258	364,483	66,001	1,553,505	21,299,444
Panama	3,182,489	6,676,952	7,751,489	16,684,339	10,022,924
Sweden	2,862,798	2,788,976	2,332,962	3,903,636	2,886,605
Denmark	2,441,710	2,111,086	2,657,758	3,017,307	2,362,129
Kuwait	2,367,221	1,663,725	3,521,819	1,999,873	1,431,380
Switzerland	1,773,970	1,875,225	2,644,339	2,608,313	3,931,251
Netherlands Antilles	1,652,208	1,271,456	2,297,850	2,566,924	3,515,984
Iraq	1,629,536	68,480		1,546,258	134,202
Belgium	1,538,256	1,761,088	1,529,618	2,160,293	2,360,949
Others	13,069,565	14,993,610	21,715,247	34,137,144	51,336,923
TOTAL	619,040,207	599,685,831	542,405,907	539,334,617	616,486,674

PHILIPPINE IMPORTS OF GARMENTS
1981-1985
(in CIF Value US$)

COUNTRY	1985	1984	1983	1982	1981
United States	628,510	568,162	560,679	519,645	548,200
Hongkong	598,419	1,246,359	1,272,241	720,082	819,425
United Kingdom and Northern Ireland	319,965	34,328	136,952	88,031	49,816
Italy	254,894	80,469	139,946	87,707	9,514
Japan	226,297	212,151	367,706	229,100	157,827
France	177,598	34,208	189,106	145,061	22,838
Taiwan	169,106	427,927	482,316	302,176	300,628
West Germany	74,963	43,734	66,047	116,246	63,545
Singapore	40,467	401,945	219,792	273,518	226,240
Thailand	32,386	109	-	-	11,702
Belgium	17,254	6,412	-	-	427
Canada	14,892	-	14,826	349	1,481
China, People's Rep.	13,863	-	2,500	1,451	12,395
Australia	12,925	-	1,758	256	1,381
Korea, Rep. of	9,399	72,927	151,075	177,824	97,823
Malaya, Fed. of	1,303	141,997	268,485	225,255	111,490
Austria	192	6,596	17,899	6,641	5,340
Switzerland	-	10,434	108,599	30,259	222
New Zealand	-	515	545	-	-
Bahrain	-	-	671	-	-
OTHERS	-	-	2,806	3,185	11,962
TOTAL	2,592,433	3,160,952	4,003,949	2,926,786	2,452,256

Source: Foreign Trade Statistics, NCSO
Compiled by: Planning Service, MTI

WOOD PRODUCTS
TOP 20 BUYERS
(F.O.B. VALUE IN US $)

COUNTRY	1985	1984	1983	1982	1981
Japan	64,594,663	93,912,637	84,170,191	108,765,523	84,679,664
United Kingdom	36,232,113	52,771,608	68,002,229	40,922,614	49,220,940
United States	33,853,181	38,625,389	61,088,225	37,879,283	90,303,388
France	12,449,973	14,574,781	23,329,131	17,821,675	18,301,573
Hongkong	5,842,565	13,163,013	15,918,054	26,736,995	27,492,713
Australia	5,683,639	8,669,536	9,402,198	8,627,944	14,158,020
Korea, Rep. of	5,045,459	10,223,446	5,582,326	4,874,984	4,848,560
Taiwan	4,843,753	11,961,012	19,581,210	11,419,721	12,142,622
Spain	4,830,604	3,165,572	3,576,522	8,261,744	2,825,753
China, Peoples Rep. of	4,563,551	0	0	0	0
Netherlands	3,044,504	5,239,994	10,749,144	5,911,727	10,624,400
West Germany	2,978,000	2,562,228	8,246,561	4,553,994	5,555,586
Belgium	2,578,453	3,075,640	4,753,133	3,897,622	5,796,186
Saudi Arabia	2,332,860	1,712,448	1,623,191	1,183,346	1,032,028
Canada	705,052	1,171,615	4,014,261	729,848	3,263,812
Denmark	634,713	332,185	600,391	936,270	1,196,706
Guam	601,488	410,144	415,011	367,493	462,517
Greece	404,359	399,997	367,000	367,500	0
Switzerland	348,578	694,012	1,382,835	883,242	272,488
Singapore	344,886	755,855	529,484	946,530	1,644,098
Others	135,067,484	1,639,292	3,648,781	4,359,544	10,266,503
TOTAL	326,979,878	265,060,404	326,979,878	289,447,599	344,087,557

PHILIPPINE IMPORTS OF WOOD AND WOOD MANUFACTURES *
1981-1985
(in CIF Value US$)

COUNTRY	1985	1984	1983	1982	1981
United States	343,666	196,118	487,142	483,955	360,327
Japan	28,138	40,576	118,221	53,211	14,227
Taiwan	20,346	690	3,536	3,147	5,121
Korea, Rep. of	11,924	205	200	4,088	1,451
Hongkong	5,405	16,907	14,100	3,815	6,767
Spain	2,836	290	3,570	5,978	3,377
Mexico	2,359	-	-	-	-
West Germany	1,069	-	19,715	4,540	1,379
Canada			20,770	-	-
France			7,325	15,735	4,188
Singapore			446	-	3,234
Italy			73	860	52
Australia				2,412	312,504
Burma					17,069
Malaya, Fed. of					2,334
China, Peoples Rep.					156

* Only includes logs, lumber, veneer, plywood and manufactured wood products

WOOD MANUFACTURES
TOP 20 BUYERS
(F.O.B. VALUE IN US $)

COUNTRY	1985	1984	1983	1982	1981
United States	3,397,479	2,475,472	1,638,557	817,664	1,050,335
Hongkong	965,633	1,226,460	921,630	973,894	158,344
Japan	209,782	161,724	141,660	185,875	438,035
Australia	181,602	274,616	180,506	306,942	376,645
Singapore	180,242	24,519	73,971	38,141	52,215
Guam	172,527	65,117	32,768	10,077	6,495
United Kingdom	152,560	111,543	139,862	142,904	81,905
Hawaii	76,067	11,866	2,839	3,071	57,794
Italy	62,054	2,500	442	3,388	11,048
Canada	52,950	50,002	12,779	44,968	19,936
Saudi Arabia	44,927	144,622	170,888	74,893	73,396
Hungary	43,915		53,121		
Arabia Peninsula Sts.	35,365	4,102			
Taiwan	34,706			5,600	11,879
Guam	34,551	39,001	17,598	22,241	110,576
West Germany	34,522	104,910	122,396	288,245	475,050
Spain	17,272				3,517
Brunei	12,388	11,453	2,635	16,595	
French Pacific Is.	12,340		4,645	337	74
Trust Terr. of Pac. Is.	11,728	97,159	34,791	31,592	37,713
Others	68,639	974,965	379,354	975,776	308,721
TOTAL	5,801,249	5,780,031	3,930,442	3,942,203	3,273,678

PHILIPPINE TRADE TRAINING CENTER
DRAFT OPERATING BUDGET
FOR ONE YEAR

Trade Training Division	$457,000
Inspection and Testing Training Division	80,465
Exhibition Training Division	141,500
Finance and Administrative Staff	818,400
Training Information and Publication Staff	149,000
Salaries Wages and Allowances (for all divisions)	248,400
	$1,894,765

TRADE TRAINING DIVISION

PROPOSED BUDGET FOR TRAINING ACTIVITIES

I. TRADE BUSINESS		$332,000
1. Basic Training for New and Potential Exporters:		
- Cost of one expert for 6 months at $2,000 monthly.....	$12,000	
- Cost of airfare, Japan/Manila/Japan	1,000	
- Cost of hotel accommodation at $50 per day for 180 days.....	9,000	
- Cost of inland transportation at $500 per month for 6 months.....	3,000	
- Cost of training activities at $9,000 per training for 20 activities, (see annex)	180,000	205,000
2. Advanced Training for Exporters		
- Cost of one expert.....	2,000	
- Cost of airfare, Japan/Manila/Japan	1,000	
- Cost of hotel accomodation at $50 per day for 30 days.....	1,500	
- Cost of inland transportation.....	500	
- Cost of training at $9,000 per course for 9 activities (see annex)	81,000	86,000
3. Specialized Market Product Specific Export Opportunities		
- Cost of one expert.....	2,000	
- Cost of airfare, Japan/Manila/Japan	1,000	
- Cost of hotel accommodation at $50 per day for 30 days.....	1,500	
- Cost of inland transportation.....	500	
- Cost of 4 training courses at $9,000 per training (see annex).....	36,000	41,000

II. TRADE MANAGEMENT		125,000
1. Training for Export Promotion Officials		
- Cost of one expert.....	2,000	
- Cost of airfare, Japan/Manila/Japan	1,000	
- Cost of Hotel accommodation at $50 per day for 30 days.....	1,500	
- Cost of inland transportation.....	500	
- Cost of 6 training at $9,000 per course (see annex)	54,000	59,000
2. Trainor's Training Development		
- Cost of one expert.....	2,000	
- Cost of airfare, Japan/Manila/Japan	1,000	
- Cost of hotel accommodation at $50 per day for 30 days.....	1,500	
- Cost of inland transportation.....	500	
- Cost of 2 training at $9,000 per course (see annex).....	18,000	23,000
3. Basic and Advanced Japanese Business Language Training		
- Cost of one expert at $2,000 per month for 6 months.....	12,000	
- Cost of airfares, Japan/Manila/Japan	1,000	
- Cost of hotel accommodation at $50 per day for 180 days.....	9,000	
- Cost of inland transportation at $500 per month for 6 months.....	3,000	
- Cost of 2 training at $9,000 per course (see annex).....	18,000	43,000
Total Budget		$457,000

INSPECTION AND TESTING TRAINING DIVISION
PROPOSED OPERATING BUDGET
(FOR ONE YEAR)

Textile Inspection and Testing Courses	$13,465
Furniture Inspection and Testing Courses	38,000
Food Inspection and Testing Courses	29,000
TOTAL	$80,465

EXHIBITION TRAINING DIVISION

PROPOSED BUDGET FOR TRAINING ACTIVITIES

A. EXHIBITION TRAINING COURSE		
- Cost of 2 experts for 6 months at $2,000 monthly	$24,000	
- Cost of Airfare, Japan/Manila/Japan	2,000	
- Cost of Hotel Accommodation at $150 per day for 180 days	18,000	
- Cost of Inland Transportation at $500 per month for 6 months	6,000	
- Cost of 6 training activities at $9,000 per training course	54,000	104,000
B. ACCEPTANCE OF COUNTERPART PERSONNEL IN JAPAN		
Training in Specialized Fields of Exhibition Design and Planning (One Trainee per year)		
Food allowance at $50 a day for 180 days	9,000	
Transportation allowance for $500 monthly for 6 months	3,000	
Plane Fare, Manila/Japan/Manila	1,000	
Clothing Allowance	500	
Representation Allowance at $1,000 per month for 6 months	6,000	
Hotel accommodation at $100 per day for 130 days	18,000	$ 37,500
TOTAL ESTIMATED BUDGET		$ 141,500

FINANCE AND
ADMINISTRATIVE SERVICES STAFF

Area: 10,000 Square Meters

		IN US DOLLARS
1.	Light and Power (₱500,000.00/mo.)	$ 300,000.00
2.	Security Services (18 guards x 3 shifts x ₱3,500.00/mo.)	113,400.00
3.	Janitorial Services (60 Utility men x ₱1,500/mo.)	54,000.00
4.	Office Supplies and Materials (₱150,000.00/mo.)	90,000.00
5.	Water (₱25,000.00/mo.)	15,000.00
6.	Telexes, Postage, Telephone and Telegraph (₱200,000.00/mo.)	120,000.00
7.	Building Repairs and Maintenance (₱60,000.00/mo.)	36,000.00
8.	Equipment Repairs and Maintenance (₱80,000.00)	48,000.00
9.	Gasoline, Spare parts and other vehicle maintenance costs (₱70,000.00/mo.)	42,000.00
	TOTAL	$ 818,400.00

TRAINING INFORMATION AND PUBLICATION STAFF

Research and Curriculum Development		$ 20,000
Purchase of Materials and Subscription of Publications for Library		40,000
Publication of Seminar Materials		30,000
Publicity and Promotions for Training Activities		59,000
Ad Placements for average 10 training activities/year	$30,000	
Public Relations	9,000	
Printed Matters	20,000	
TOTAL		$149,000