

6-2 討議事録(R/D)

**THE RECORD OF DISCUSSIONS BETWEEN
THE JAPANESE IMPLEMENTATION SURVEY TEAM
AND THE AUTHORITIES CONCERNED OF
THE GOVERNMENT OF THE REPUBLIC OF THE PHILIPPINES
ON THE JAPANESE TECHNICAL COOPERATION
FOR THE PHILIPPINE HUMAN RESOURCES
DEVELOPMENT CENTER PROJECT**

MANILA 1982

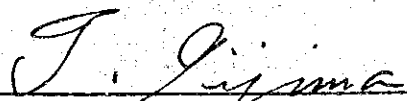
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DEVELOPMENT CENTER PROJECT

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. Terumi Iijima, visited from 29 August to 10 September, 1982 for the purpose of working out the details of the technical cooperation program concerning the project on the Philippine Human Resources Development Center (hereinafter referred to as "the Project"), the ASEAN Human Resources Development Project in the Republic of the Philippines.

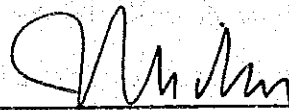
During the Team's stay in the Republic of the Philippines, the Team had a series of discussions with the Philippine authorities concerned in respect of the desirable measures to be taken by both Governments for the successful implementation of the above-mentioned Project.

As a result of the discussions, the Team and the Philippine authorities concerned agreed, with reference to the Minutes of the Second ASEAN-Japan Meeting on the ASEAN Human Resources Development Project, Jakarta, 6-7 October 1981, to recommend to their respective Governments the matters referred to in the document attached hereto.

Manila, September 9, 1982



Mr. Terumi Iijima
Leader
Implementation Survey Team
Japan International Cooperation
Agency, Japan



Ambassador Josue L. Villa
Acting Secretary-General
Philippine Human Resources
Development Center


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 Human Resources Development Center (hereinafter referred to as "PHRDC") for the purpose of developing human resources necessary for enhancing self-reliance and productivity in the rural areas through the diffusion of innovative and appropriate technology. Furthermore, as a part of the ASEAN Human Resources Development Project, it is anticipated that the Project will strengthen and accelerate cooperation among ASEAN countries through the dissemination of technology for rural development in the region.
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 and 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 privileges, 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.

3. The Japanese experts will provide technical guidance and advise concerning the following matters to the Philippine counterpart personnel:
 - (1) Training programs and training curricula in each training subject;
 - (2) Installation, operation and maintenance of machinery and equipment provided by the Government of Japan.

III. PROVISIONS OF MACHINERY AND EQUIPMENT

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures 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. The major portion of the Equipment will be provided under the grant aid scheme of the Government of Japan and as supplement, a small portion of the Equipment will be provided through the normal procedures under the Colombo Plan Technical Cooperation Scheme.
2. The Equipment to be provided under the Colombo Plan Technical Cooperation Scheme 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 knowledge and experience acquired by the Philippine personnel from technical training in Japan will be utilized effectively for the implementation of the Project.

V. SERVICE OF THE PHILIPPINE COUNTERPART PERSONNEL 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 secure at its own expense the necessary service of Philippine counterpart personnel 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 experts 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 any other materials necessary for the implementation of the Project other than those provided by the Government of Japan under III above;
 - (3) Transportation facilities and travel allowance for the Japanese experts for the official travel within the Republic of the Philippines.
2. As for the Equipment to be supplied under the Colombo Plan Technical Cooperation Scheme, 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 within the Republic of the Philippines of the Equipment referred to in III above as well as for the installation, operation and maintenance thereof;
 - (2) Customs duties, internal taxes and any other charges, imposed in the Republic of the Philippines on the



Equipment referred to in III above.

3. 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 operating expenses necessary for the implementation of the Project.

VII. ADMINISTRATION OF THE PROJECT

1. For the smooth and effective implementation of the Project, a Governing Council and a Joint Steering Committee with the function and composition as referred to in Annex VI 1 and 2 will be established and a Secretary-General as referred to in Annex VI 3 shall be appointed for the coordination of the Programs under the Project.
2. The Lead Agencies of each Programs are as referred to in Annex I.
3. Each Philippine Lead Agency shall appoint a Program Director who will be responsible for the implementation of the individual Programs. A Program Manager, to be appointed by the Lead Agency, will be responsible, under the supervision and direction of the Program Director for the administrative and managerial matters of each Program.
4. The Japanese Chief Advisor, to be appointed by JICA, will provide necessary recommendation and advise on technical and administrative matters concerning the implementation of the Project to the Secretary-General in close consultation with Program Directors and Leaders of Japanese experts for each Program.



5. A Leader shall be appointed by JICA among Japanese experts assigned to each Program. The Leader will supervise and coordinate the Japanese experts and advise, in close consultation with the Program Manager, the Program Director concerning the implementation of the Program.

VIII. INTERNATIONAL CHARACTERISTICS OF PHRDC AS A PART OF THE ASEAN HUMAN RESOURCES DEVELOPMENT PROJECT

1. While the content of the program is to be decided jointly by JICA and PHRDC, with due consideration to the development of adequate capacity for such purpose, PHRDC is to be opened to nationals of all ASEAN member countries through regional training programs to be formulated in the future.

The Government of Japan, through JICA, is ready to cooperate in the implementation of such regional programs.

2. Due consideration will be paid to appropriate linkage of the program level between PHRDC and the International Center (tentatively named) in Okinawa, which is to perform the function of liaison and back-up services to National Centers.

IX. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Republic of the Philippines will be responsible for dealing with claims which may be brought by third parties against the Japanese experts, and will hold them harmless in respect of claims or liabilities arising in the course of, or otherwise connected with the discharge of their duties in the implementation of the Project, except when such claims or liabilities arise from the gross negligence or willful



misconduct of the above-mentioned individuals, Should any question arise in connection with the foregoing, the two Governments shall immediately consult with each other,

X. MUTUAL CONSULTATION

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

XI. 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 Steering Committee on the progress of the implementation of the Project during the second year of the cooperation period in order to assess whether the terms of cooperation should be modified for the successful implementation of the Project.



ANNEX I Master Plan

1. Objective of the Project

- (1) To establish the PHRDC under the ASEAN Human Resources Development Project.
- (2) The primary goal of the Project is to train trainers-trainors, instructors and extension workers who will accelerate and mobilize livelihood enterprises in the rural areas through the diffusion of innovative and appropriate technology in the Programs as referred to in (4) below and thus enhancing self-reliance and productivity in the rural areas of the Republic of the Philippines.
- (3) The PHRDC, as the ASEAN Human Resources Development Project in the Philippines, is hoped to strengthen and accelerate cooperation among ASEAN countries through the diffusion of innovative and appropriate technology for rural development in the region.
- (4) The PHRDC shall be composed of five Programs and the objective of each Program is as follows:
 - a. Program Title: Human Resources Management Program
Lead Agency : Ministry of Human Settlements
University of Life
 - i) Networking and accreditation of training institutions, facilities and experts/trainors.
 - ii) Establishing a data bank and information system.
 - iii) Conducting training for ASEAN nationals in five Program areas.

iv) Conducting orientation courses including Japanese language,

v) Curricula development

b. Program Title: Seafarming

Lead Agencies: Ministry of Natural Resources
Ministry of Human Settlements

To research and develop oyster technology,

c. Program Title: Shelter and Construction Manpower Development

Lead Agencies: Ministry of Trade and Industry
Construction Manpower Development Foundation

To train construction engineers and technicians in seven (7) identified areas, namely Construction Machinery Operations, Construction Machinery Maintenance, Steelwork, Pipefitting, Electricity (Building Wiring), Blockwork and Welding, to meet the critical needs for skilled manpower in the construction sector,

d. Program Title: Cottage and Light Industries

Lead Agencies: Ministry of Trade and Industry
National Cottage Industry Development Authority

To train trainors and technicians in the field of woodworking, bamboo and rattan industries,

e. Program Title: Non-Traditional Crops

Lead Agencies: Ministry of Agriculture
Ministry of Human Settlements

To develop production and processing technology in non-traditional crops, such as mint and pyrethrum.

2. Objective of the Technical Cooperation Program

The objectives of the Japanese technical cooperation program during the term of cooperation are:

(1) Program I Human Resources Management Program

- i) To establish a data bank and a model of information and networking system to serve Program I, II, III and IV.
- ii) To develop and supply audio-visual educational materials for training use of the PHRDC Programs.
- iii) To support orientation courses which will include the Japanese language for participants in the PHRDC Programs.

(2) Program II Seafarming

To research and develop the technology of cultivation, evening up, depuration and storage of oysters.

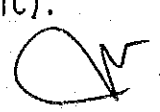
(3) Program III Construction Manpower Development

To train teacher-trainers and craft teachers in seven identified areas at the Construction Manpower Development Center (CMDC).

The seven identified areas are Construction Machinery Operations, Construction Machinery Maintenance, Steelwork, Pipefitting, Electricity (Building Wiring), Block work and Welding.

(4) Program IV Cottage and Light Industries

To upgrade and expand the training techniques and consulting capability of technicians, trainors-trainers and instructors in the field of woodworking, bamboo and rattan industries in the National Cottage Industries Training Center (NCITC).



3. The Government of the Republic of the Philippines will bear overall responsibility for the implementation of the Project other than those to be implemented with the Japanese cooperation.
4. The framework of Programs I, II, III and IV is as given in Table I - IV.



Table I

Program I HUMAN RESOURCES MANAGEMENT PROGRAM

I T E M	C O N T E N T	C O U N T E R P A R T - T R A I N I N G
1. Data Bank and Information System	1. Development of data bank - Identification of output requirement - System design 2. Output utilization system - Installation - Data gathering - Manual preparation 3. System operation 4. System follow-up	1. 15 persons x 2 years (Program I staff) 2. 10 persons x 15 days (Program II III, IV) (4 times/year)
2. Audio-visual educational system	1. Development of audio-visual materials 2. Utilization of audio-visual materials employing mobile unit	13 persons x 1 year 6 persons x 15 days (once/year)
3. Orientation (To be implemented by the Philippine side except Japanese language)	Orientation course for the PHRDC Programs including Japanese language	Participant for the PHRDC Program and/or ASEAN Nationals
4. Research and Development (To be implemented by the Philippine side)	R & D in the following areas: - training methodologies - market development - manpower policy and planning - ASEAN technology transfer	

Table II

Program II SEAFARMING

I T E M S	C O N T E N T	T R A I N I N G C O M P O N E N T S	D U R A T I O N (c o u r s e)
1. Research and Development	(1) Conduct environmental studies and survey in Pangasinan (2) Develop a cultivation system adopting the "evenning up" (3) Introduce and transfer latest technology in the processing of quality standard oysters by establishing a pilot deputation plant (4) Develop and formulate research and training methodologies as an effective tool for technology transfer	On-the-job training for Filipino counter-parts	5 years
2. Training (on items 1 -(2) & (3)	(1) Extension worker's course (2) Key fisherman's course (3) Researcher's and planner's course (for the personnel engaged in private sector, university, etc.)	Technical advice and guidance for the training conducted by the Philippine trainers To be conducted by the Philippine side	1 1/2 years (10 persons x 14 days x 10 times)

Table III

Program III SHELTER AND CONSTRUCTION MANPOWER DEVELOPMENT

NAME OF COURSE	ALTERNATIVE COURSE	NO. OF TRAINEES	DURATION	FREQUENCY
1. Construction Machinery Operation	1. Crawler Type	10	4 months	2/year
	2. Wheel type	10	4 months	"
2. Construction Machinery Maintenance		20	6 months	"
3. Steelwork	1. Reinforcing Bar Work	20	3 months	"
	2. Erector	20	3 months	"
4. Welding		20	3 months	"
5. Electricity (Building Wiring)		20	6 months	"
6. Pipefitting		20	3 months	"
7. Block Work		20	3 months	"

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Table IV

Program IV COTTAGE AND LIGHT INDUSTRIES

I T E M	C O N T E N T	C A P A C I T Y	D U R A T I O N
1. Woodworking	1. Wood treatment 2. Wood processing 3. Finishing 4. Assembling 5. Testing and quality control	15	2 years
2. Bamboo craft	1. Bamboo treatment 2. Bamboo processing 3. Bamboo weaving 4. Finishing	15	2 years
3. Rattan craft (Japanese cooperation is limited to the provi- sion of the equipment and part of training covered by the Japanese experts)	1. Rattan treatment 2. Rattan processing 3. Finishing	15	2 years

Annex II Japanese Experts

1. Chief Advisor
2. Coordinator
3. Program Leaders
4. Experts in the fields of:
 - (1) Computer System
 - (2) Audio-visual Educational System
 - (3) Seafarming (oyster and depuration)
 - (4) Construction Machinery Operation
 - (5) Construction Machinery Maintenance
 - (6) Steelwork, Erector and Blockwork
 - (7) Welding
 - (8) Pipefitting and Electricity (Building Wiring)
 - (9) Woodworking
 - (10) Bamboo industry

Note: Supplementary experts will be dispatched when necessity arises, for the smooth implementation of the Project.

Annex III List of Equipment

List of the articles to be provided by the Government of Japan will be as follows:

Program I

Data bank equipment, audio-visual equipment, training material equipment (including AV studio), laboratory language equipment, vehicles, and others.

Program II

Oyster culture experiment equipment, manmade oyster purificately test equipment, environmental examination and research equipment, biological research equipment, audio-visual equipment, small boat with outboard engine, microbiological research equipment, vehicle and others.

Program III

Construction machines (including service equipment), steelwork and reinforcing work equipment, piping work equipment, audio-visual equipment, vehicles and others.

Program IV

Wood processing equipment, bamboo processing equipment, rattan processing equipment, audio-visual equipment, vehicles and others.



Annex IV List of Philippine Staff

1. Center (Office of the Secretary-General) Personnel

2. Program I

- (1) Director
- (2) Counterpart personnel in the fields of:
 - a. Data base and information system
 - b. Audio-visual educational materials
- (3) Technical and coordinative support staff
- (4) Administrative staff
 - a. Administration
 - b. Accounting
 - c. Others

3. Program II

- (1) Director
- (2) Counterpart personnel in the fields of:
 - a. Oyster farming and evenning up
 - b. Environmental survey
 - c. Shellfish biology
 - d. Depuration specialist
 - e. Oyster processing, freezing and storing
 - f. Aquaculture engineer
- (3) Operational Support Groups
 - a. Training staff
 - b. Research and Development staff
 - c. Information/documentation staff

(4) Administrative staff

- a. Administration
- b. Accounting
- c. Others

(5) Consultants

4. Program III

(1) Director

(2) Counterpart personnel in the fields of:

- a. Construction Machinery Operation
- b. Construction Machinery Maintenance
- c. Steelwork
- d. Pipefitting
- e. Electricity (Building Wiring)
- f. Blockwork
- g. Welding

(3) Administrative staff

- a. Administration
- b. Accounting
- c. Others

5. Program IV

(1) Director

(2) Counterpart personnel in the fields of:

- a. Woodworking
- b. Bamboo craft
- c. Rattan craft



(3) Administrative staff

- a. Administration
- b. Accounting
- c. Others

6. Other personnel mutually agreed upon as necessary.



Annex V List of Land, Building and Facilities

1. Land

- Program I - University of Life Complex
Meralco Avenue, Pasig, Metro Manila
- Program II - End of Marcos Park facing Lingayen Gulf
and mouth of the Cayanga River owned by
Dagupan City
- Program III - CMDF, Taguig, Metro Manila or
Carmona, Cavite
- Program IV - Cottage Industry Training Center
Marikina, Metro Manila

2. Building

- (1) Building for Program IV to be provided.
- (2) Any other buildings necessary for the implementation
of the Project other than those provided under the grant
aid scheme of the Government of Japan.

3. Facilities

- (1) Facilities for supply of electricity, water and other
utilities.
- (2) Communication facilities.
- (3) Road-ways and access to the compound.



Annex VI Organizational Structure of PHRDC

1. Governing Council

(1) Function

- a. To serve as the policy-making body for PHRDC
- b. To approve the annual operation plan and budget allocation.


(2) Members

- a. Minister of Human Settlement - Chairman
- b. Minister of Foreign Affairs - Vice-Chairman
- c. Minister of Budget
- d. Minister of Finance
- e. Minister of Agriculture
- f. Minister of Natural Resources
- g. Minister of Trade and Industry
- h. Director-General of National Economic and Development Authority
- i. President of the University of Life

2. Joint Steering Committee

(1) Function

- a. To assist the Governing Council in reviewing and recommending the annual operation plan of PHRDC Programs including the allocation plan of PHRDC Budget.



- b. To coordinate and facilitate smooth and effective implementation of PHRDC Programs.

(2) Members

a. Japanese Steering Group

- Chief Advisor
- Program Leaders
- Representative of Japanese Embassy
- Head of JICA Manila Office

b. Philippine Steering Group

- Secretary-General of PHRDC - Chairman
- Program Directors
- Representatives of MFA
- Representatives of Agencies involved in the PHRDC Programs
- Representatives of NEDA

3. Secretary-General

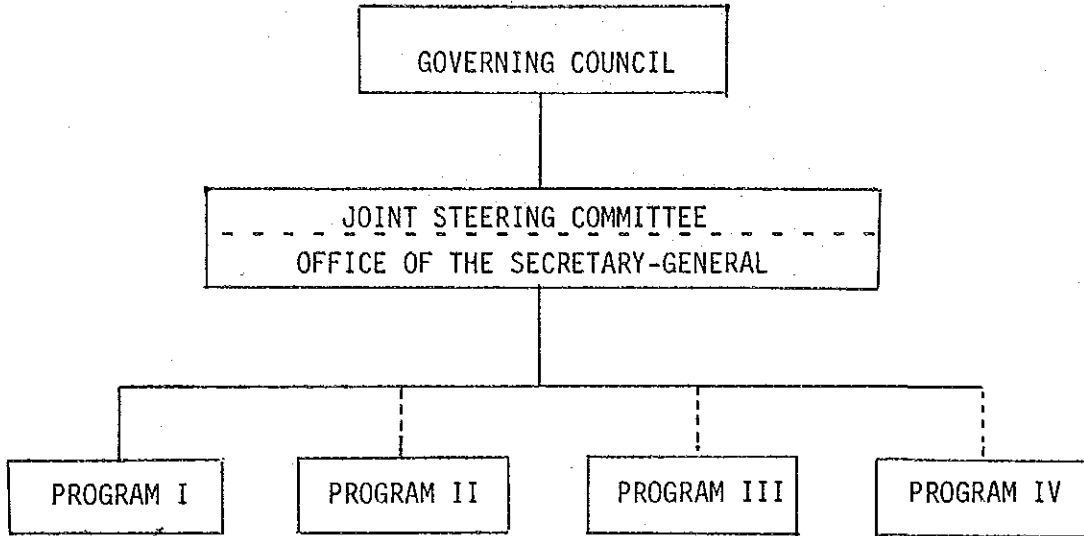
The functions of the Secretary-General are:

- a. To coordinate the Programs of the PHRDC.
- b. To supervise and direct the Program I activities.
- c. To direct the activities of the Center.

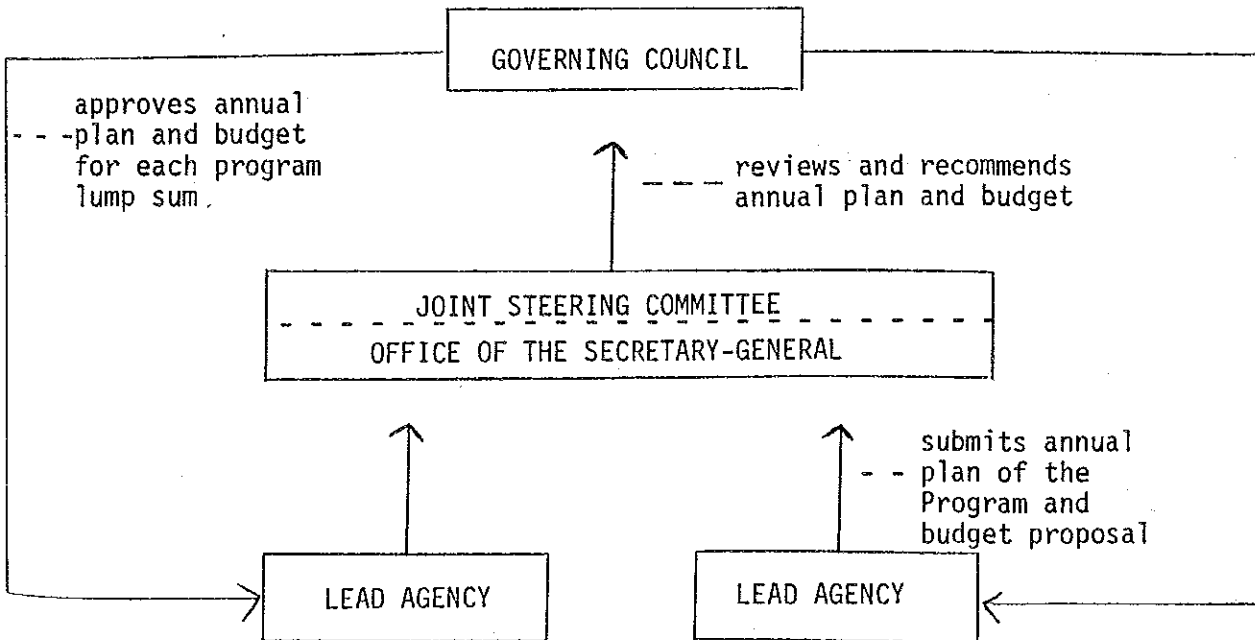


4. Organizational Chart

(1) Organization



(2) Annual Plan and Budget Flow



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