No. 10

マレイシア国立電算機研修所事業
実施協議チーム報告書

昭和61年10月

国際協力事業団

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はじめに

日本政府は，マレイシア政府の要請に基づき，国際協力事業団を通じて，同国の国立電算機研修所設立に関する技術協力を行うこととし，昭和５９年１０月８日より１０日間に亘り事前調査団を，又昭和６０年９月２３日より１１日間に亘り長期調査員を派遣した。

本プロジェクトは，マレイシア国における情報関連分野の発展に資すべく，公共部門における技術普及の中核として国立電算機研修所を設立し，コンピュータ関連職員の養成を行うことを目的とするものであり，当事業団は，上記調査団，調査員の報告に基づき，昭和６０年１１月６日より１１月１４日まで実施協議チームを派遣した。

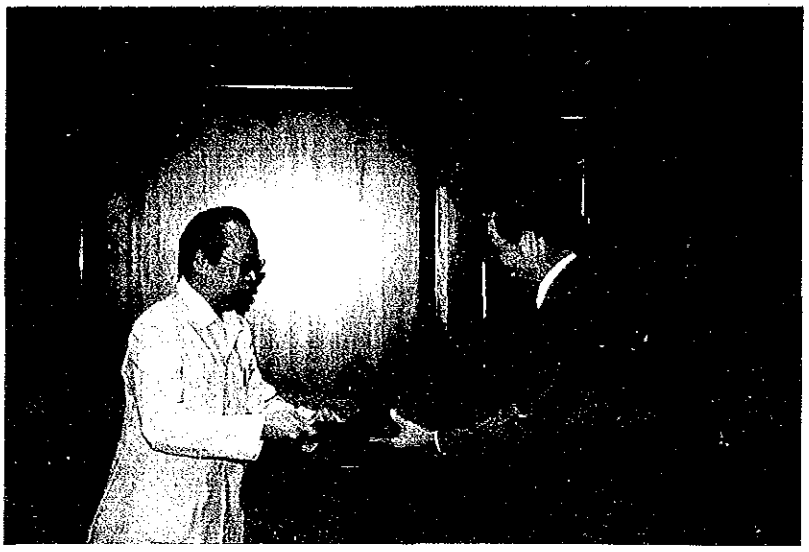
同チームは，マレイシア側関係当局と本件技術協力実施に係る具体的事項について討議を行い，その結果を，「マレイシア国立電算機研修所事業」に関する討議議事録（Ｒ／Ｄ），会議議事録（Ｍ／Ｍ）及び暫定実施スケジュール（ＴＳＩ）として取りまとめ，これの署名交換を行った。

本報告書は，実施協議チームの現地における調査及び討議事項をとりまとめたものである。

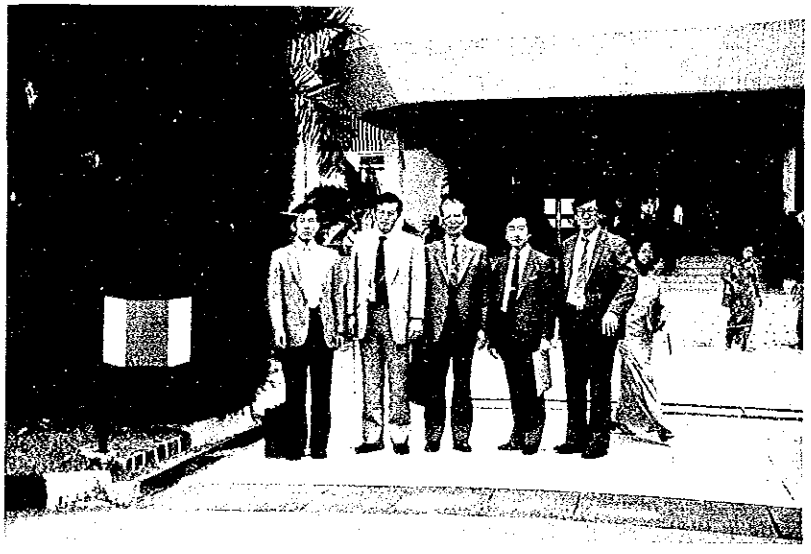
ここに，本チームの派遣及び討議議事録の合意にいたるまでご尽力いただいた在マレイシア大使館をはじめとする日マ両国の関係各位に対して，深甚なる謝意を表するとともに，今後とも本件技術協力の成功のために尚一層のご協力をお願いする次第である。

昭和６１年１０月

国際協力事業団
理事　古　閑　俊　彦



岩崎団長とTan Sri Rozhan Kuntum（PSD総裁）との間で，R/D，TSI，M/Mの署名交換



国立電算機研修所前にて
左より，塩澤団員，浅見団員，岩崎団長，丸川団員，福本団員

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Ⅰ　実施協議チーム派遣の景背

1.　本プロジェクトの経緯

(1)　マレイシア国におけるコンピューター設置台数は，１９６３年１３台であったものが７０年代に入ると急増し，７７年８９台，８２年には６３６台となり，今後も年２５～３０％代の伸びが予測されている。現在普及しているコンピューターは，全般的にはミニ・コンピューターの割合が高いが，公共部門（連邦政府，州政府，教育研究機関等）では，大型機器も導入されている。このようなコンピューターの急速な普及に伴い，コンピューター要員の教育訓練が重要な課題となってきている。公共部門のコンピューター教育の歴史は，古くはＩＮＴＡＮ（National Institute of Public Administration 公務員研修所）内において政府職員等を対象として，１９７４年から初歩的な教育を実施しており，コンピューターの普及に伴って，１９８２年コンピューター・トレーニング・センター（ＩＮＴＡＮ・ＣＴＣ）が設立され教育内容の向上を図っている。しかしながら，本センターはミニコン，パソコン，ベースの教育であり，教育訓練の技術水準も低く，人数も不足しているのが現状である。

このため，マレイシア政府は，現行のトレーニング・センター（ＩＮＴＡＮ・ＣＴＣ）を母体として新規に，本格的な汎用コンピューターの利用技術を備えた総合的な電算機研修所（National Computer Institute ： NCI）の設立を企画した。

このような背景のもとに，昭和５７年度対マレイシア年次協議において，我が国に対し技術協力要請がなされた。

(2)　上記要請を受けて，マレイシア側要請内容の確認及び現地事情などの調査のために昭和５９年１０月８日から１０月１７日まで事前調査団が派遣された。

その調査結果の要旨は，次のとおりである。

①　マレイシアのコンピューター化は，経済の高度成長に呼応してその基盤が整いつつある。政府機関におけるコンピューター化については，政府がコンピューター化を奨励しており，今後増々の進展，特に大型機を使ったコンピューター化の進展が行われるものと見込まれている。

②　マレイシアのコンピューター化の促進政策として，『政府機関におけるコンピューター化の促進』及び『コンピューター教育の強化』を二本柱に掲げている。今後コンピューター化を促進して行くためには，コンピューター要員の確保，特に公共部門における上級職員の育成が重要な課題となっている。

③　現在のＩＮＴＡＮにおけるコンピューター・トレーニング・センター（ＣＴＣ）の研修内容は，ミニコン及びパーソナル・コンピューターを利用した教育である。今後，上級職

員の養成を行ってゆくためには，本格的な汎用コンピューターを利用した研修コースを早急に開設する必要がある。

④　マレイシア側は数年前に国立電算機研修所事業を立案し，財政措置と相俟ってその実現期に入っている。又本プロジェクトは，人事院（Public Service Department：ＰＳＤ）がバックアップしており，必要な人材の確保は可能なものと考えられる。

⑤　マレイシア側の技術レベルは，現に教育を実施していることからも分るように高く，Ｃ／Ｐとなるべき人材の技術レベルは経験１０年のＳＡが当てられる予定であり，充分にプロジェクトを実施する能力がマレイシア側にあると言える。

⑥　プロジェクト遂行上必要な建物等については，現ＩＮＴＡＮのトレーニング・センター（ＣＴＣ）が使用している建物をそのまま電算機研修所（ＮＣＩ）として利用することになっており，コンピューターの導入時に一部改装が必要になるものの，基本的には建物は整っている。

⑦　プロジェクト・サイトがクアラ・ルンプール市郊外に位置しており，日本人専門家の生活環境について特に問題はない。

⑧　本プロジェクトは，工業国化へ向うマレイシアにおけるコンピューター化を促進するための基本条件たる人材育成を目ざす重要なプロジェクトである。また，１９８０年に当時副首相であったマハティール現首相が打出した案件で優先順位の高いプロジェクトである。さらに，予算面，人材面，技術レベル，建物施設，日本側協力体制など，実施基盤は十分整っていると做せる。これらの点を考慮すれば，本プロジェクトの必要性，妥当性は極めて高いものと言える。

(3)　また，前記事前調査結果を踏まえ，本プロジェクトの基本計画（案），研修内容等の調査確認，及び関連事項をマ側と協議するために，昭和６０年９月２３日より同１０月３日まで，２名の長期調査員が派遣された。

その調査結果（参考資料１参照）の要旨は，次の通りである。

①　協力期間

Ｒ／Ｄ署名日より約５年間ぐらいとする。

②　研修計画

開設研修コース，日本側の協力対象コース，コースの研修人数及びコースの新設中止の扱いは，大筋日本側の提案通り。

但し，マ側提案の研修コースを２コース追加する点については，日本に持ち帰り検討する。

③　ローカル・レクチャラーの役割と人数

役割，人数，研修員受入計画等日本側の提案通りとする。

④ 供与機材

大筋は，日本側の提案通り。但し，機材の搬入時期，端末台数，ソフトウェアの内容に関してのマ側の希望は，日本に持ち帰って検討する。

⑤ コース開設時期

マ側のニィーズ等を考慮し，日本側案を一部修正したマ側案にて実施する。

⑥ 日本人専門家

日本側案通りにて実施する。

⑦ そ の 他

ＮＣＩの組織，専門家の待遇，委員会の設置，ＩＮＴＡＮにおけるコンピューター関連コース等を確認した。

(4) 上記長期調査員の報告に基づいて，本プロジェクトの実施計画案（参考資料２参照）を作成した。

2. 実施協議チーム派遣の目的

事前調査，長期調査員の調査結果に基づき，技術協力要請案件に関する技術協力の内容，期間，双方がとるべき措置，相手国において付与される特権，免除などについて相手国実施機関と協議し，また，必要な場合には，前記調査で解明できなかった点についての調査を行い，本件技術協力の基本計画を作成のうえ，これを実施機関相互の討議議事録（Record of Discussions ：Ｒ／Ｄ）にとりまとめ署名すること。

より具体的には，マレイシア側政府関係当局と本件プロジェクトに関する，

(1) 技術協力内容及び両国政府間で実施できる協力範囲

(2) 技術協力の実施形態（専門家派遣，研修員受入，機材供与）

(3) 技術協力の全体スケジュール（マスタープラン）及び，暫定実施スケジュール（Tentative Scheclule of Implementation ：ＴＳＩ）

(4) 技術協力実施のための両国政府の責任分担及び履行事項

(5) 技術協力実施にあたっての日本人専門家及び随伴家族に対する便宜供与

(6) その他の技術的事項

以上の各項目について討議を行うとともに，討議議事録（Ｒ／Ｄ）及び暫定実施スケジュール（ＴＳＩ），ミニッツ（Ｍ／Ｍ）のとりまとめと署名を行うこと。

3. 実施協議チームの構成

団長	岩崎　晋	総括	通産省計量研究所 システム研究室長
団員	丸川　章	カリキュラム 組織等	通産省機械情報産業局 総務課課長補佐
〃	福本吉高	カリキュラム 人員配置等	郵政省通信政策局 情報管理課課長補佐
〃	浅見隆幸	ハード・付帯 設備等	国際情報化協力センター
〃	塩澤克利	業務調整	JICA鉱工業開発技術課

4. 調査日程

日順	月日(曜)	日程	面談先
1	11/6 (水)	移動日(東京→クアラルンプール)	
2	11/7 (木)	AM JICA事務所と打合せ PM 日本大使館にR/D案等説明 EPUへR/D, M/M, TSI案提出, 説明 INTAN(CTC)にR/D・M/M・TSI案提出	JICA 中村所長, 岩佐次長 大使館 石島一等書記官 EPU・Mrs Wang Peng Har 他1名 INTAN:Mr.Aziz Yusof Mrs.Chan Yet Meng
3	11/8 (金)	AM/PM INTANとR/D・M/M・TSI協議 PM・ JICA・大使館と打合せ	INTAN: 上記2名+各研修コース責任者(7名) 中村所長・岩佐次長・石島一等書記官
4	11/9 (土)	AM/PM INTANと協議 PM JICA事務所と打合せ	INTAN: 11/8のメンバー +付帯設備エンジニア(2名) JICA・ 中村所長・岩佐次長
5	11/10 (日)	資料整理, AM/PM・JICA事務所と打合せ	中村所長・岩佐次長
6	11/11 (月)	(祭日)資料整理, PM・JICA事務所と打合せ	中村所長
7	11/12 (火)	AM INTANと協議 PM INTAN/EPU/PSD/Treasuryと合同協議 PM INTANと協議, 本部への問合せ	INTAN: 11/9と同じメンバー INTAN: Dr.Mazlan 他 EPU : Mrs Wang Peng Har 他 PSD:Tuan Haji Emran 他 Treasury: Tuan Haji Hanafi 他 大使館 :石島一等書記官 JICA :中村所長 INTAN :Mr.Aziz Yusof 他
8	11/13 (水)	R/D・M/M・TSI署名交換 JICA事務所, 大使館報告	PSD:Tan Sri Rozhan Kuntum (Director General) EPU:Mr.Tuan Hoji Suhaimi INTAN:Dr.Mazlan 他 JICA:中村所長 橋本公使, 石島書記官
9	11/14 (木)	移動日(クアラルンプール → 東京 / マニラ) (塩澤)	

Ⅱ　実施協議の内容

1.　本プロジェクトの概要

(1)　協　力　期　間　：　昭和６０年１１月１３日（Ｒ／Ｄ署名日）から５年間。

(2)　目　　的

人事院（Public Service Division）の公務員研修所（ＩＮＴＡＮ）内に「国立電算機研修所（ＮＣＩ）」を設立し，マレイシアに於ける情報技術関連分野に於いて，技術面，専門部門に精通した人材を養成することにより，マレイシアの社会・経済の発展に寄与する。

(3)　協　力　対　象

(a)　協　力　分　野

言語　／　システム・オペレーション

データ・ベース　／　データ・コミュニケーション

システム・アナリシス　／　システム・デザイン・システム

マネージメント

(b)　専　門　家　派　遣

上記協力分野の専門家及びチーフ・アドバイザー，業務調整，短期専門家

(c)　カウンターパート配置

- 言語　／　システム・オペレーション分野　……　４名
- システム・アナリシス　／　システム・デザイン分野　……　５名
- データ・ベース　／　データ・コミュニケーション分野　……　６名
- マネージメント分野　……　４名

計　１９名

(d)　研　修　員　受　入

昭和６０年度から昭和６４年度まで，毎年数名，数ケ月間受け入れ。

(e)　供　与　機　材

（ハード・ウェアー）

①　中央制御装置（ＣＰＵ）

②　コンソール・ディスプレイ

③　ディスク駆動制御装置

④　ディスク駆動ユニット

⑤　ライン・プリンター

⑥　フロッピー・ディスク・ユニット

⑦ 磁気テープ制御装置

⑧ 磁気テープ装置

⑨ 端末制御装置

⑩ ビデオ・データ・ターミナル

⑪ リモート・ターミナル

⑫ プリンター

⑬ データ入力装置

⑭ パーソナル・コンピュータ

（ソフト・ウェアー）

① オペレーティング・システム

② コンパイラー

③ ベーシック・ユーティリティー・プログラム

④ データ・ベース・マネージメント・システム

⑤ データ・コミュニケーション・コントロール・システム

⑥ アプリケーション・プログラム

(4) 主な協力内容

（日　本　側）

(a) 指導事項

ＮＣＩにて開設する各研修コースの講師を養成する（トレーナーズ・トレーニング）。

(b) 協力対象の研修コース

Ｒ／Ｄ（ANNEX Ｉ）記載の研修コースのうち，以下の研修コース。

マネージメント・コース	No. 4 ～ No. 5
アドバンスト・プログラマー・コース	No. 12 ～ No. 17
アドバンスト・システムアナリスト・コース	No. 18 ～ No. 23
アンバンスト・マネージメント・コース	No. 26 ～ No. 27
特別セミナー	No. 28 ～ No. 31

（マレイシア側）

(a) ＮＣＩにて開設する各研修コースの教材，カリキュラム，シラバス等を作成する。

(b) 各研修コースの授業を担当する。

(5) そ　の　他

付帯設備，機材のメインテナンス等はマレイシア側の負担とする。

2. 討議議事録（R／D）の内容に関する交渉内容

(1) 実施協議日本側出席者

岩　崎　　晋	実施協議チーム団長
丸　川　　章	同　団　員
福　本　吉　高	〃
浅　見　隆　幸	〃
塩　澤　克　利	〃
石　島	在マレイシア日本国大使館一等書記官
中　村　　信	ＪＩＣＡ・ＫＬ事務所長

(2) 実施協議マレイシア側出席者

Mazlan Ahamad	ＩＮＴＡＮ所長
Aziz Yusof	ＣＴＣ所長
Chan Yet Meng	ＣＴＣ，プログラムコーディネーター
Wong Peng Har	ＥＰＵ担当官
Shaharuddin Mohd. Som	〃
Tuan Haji Emran	ＰＳＤ担当官
Tuan Haji Hanafi	Treasury 担当官

(3) 交　渉　内　容

(a) R／D，M／M，ＴＳＩに関するマレイシア側の対案内容と，日本側の対応振りは，表１の通り。

(b) ハード・ウェア，付帯設備に関する交渉経緯の要旨

① コンピュータ用必要電圧

マ側よりマ側の３相の標準電圧は４１５Ｖ故コンピュータサイドで４１５Ｖサポートして欲しい旨提案があったが，４１５サポートするためにはハードウェアの大改造が考えられ，又，機器自体に４１５Ｖ→２００Ｖへのトランスを実装することは匡体内スペース上不可であり。機器ごと（ＣＣＰＵ，ＤＫ，ＭＴ等）にトラン（外付でも）を用意したのでは非経済的である。

従って４１５Ｖ→２００Ｖへのトランスを電源側に１つ用意する方がベターとの提案を行ないマ側了承を得た。

しかし，マ側のトランスは品質が悪く又，供給元のアイデアも現在ないとのことであり，ハードウェア技師派遣時マ側技師にアドバイスする必要がある。

② 保守契約について

マ側での予算確保上より，ハードウェアの保守契約に関し，warrauty period の

考え方及び保守契約締結時期の質問あり，マ側要望及び日側回答は以下の通り。

	マ側要望	日側回答
Warranty period	min. 6ケ月のWarranty period	3～6ケ月のWarranty periodが一般的。メーカにより異なる故メーカ決定後でないと具体的期間は回答できず。
保守契約締結時期	1986年度予算では不要か。	Warranty period終了前には保守契約締結する必要あり。従って１９８７年度予算で確保する必要あり。
保守料は	—	約４０万U$／年の保守料と思われる。（マ側要求のハードウェア構成時） 但し，上記保守料には定時外保守及びstand－byサービス，駐在保守は含まれず，これら要求あれば別途費用が必要となる。

③ Software license agreementについてマ側より契約内容についての質問あり。下記回答

(1) マ側が，提供を受けたソフトウェアを他に転売すること不可。

(2) 本ソフトウェアは指定された装置以外での使用は不可。

(3) マ側は使用権を得るものであり，ソフトウェアの所有権は日側である。

(4) ソフトウェアのコピーは不可。（但しback－upとして１部コピー可）

(5) ライセンス料は無償。

(6) ライセンス期間は５年間。以降１年間ごとの自動延長。（無償）

④ コンピュータ搬入・据付・現調に関するマ・日側責任区分について

マ側範囲：・マレイシアポート→サイトまでの輸送
・サイト→コンピュータ室への搬入
・解梱
・レイアウトに従い機器を据付
・電源・空調・フリーアクセス工事等

日側範囲：・機器へのケーブル（電源・信号）つなぎ込み
・現調
・マ側搬入・解梱・据付に関するハードウェア技師派遣による指導

⑤ 電　　源

マ側の電源事情（通常は４１５Ｖ（３相）±１０％，２４０Ｖ（単相）±１０％で

あるが，よく許容範囲を越えることあり）により，電源システムとしてＣＶＣＦ（マレイシアではＵＰＳ＝Uninterruptable Power Supply system と称す）を提案。但し，どのタイプのＣＶＣＦにするか（長時間の電源断対策用 or 短時間電源対策用）又バックアップＣＶＣＦの有無についてはマ側内でよく検討し決定する様依頼。

（日側としては長時間電源断対策用＋バックアップＣＶＣＦを導入した方がベターである旨コメント）

⑥ 空　　調

日側より床下空調を推奨したがマ側としてＦｒｅｅ－standingタイプの空冷方式の空調で問題なきやの質問あり。

発熱量をカバーする様な空調であれば問題なき旨回答。

⑦ フリーアクセス

フリーアクセスとしてビニールタイルタイプを使用したいが問題ないかの質問あり。トップセミナー等でマ側要人へのＰＲ等でカーペットタイプの方が見ためがよいがビニールタイプでも問題なき旨回答。

⑧ 建屋への搬入ルート

現ビルコンピュータタワーの２階全てが機器室として計画中であるが，現エレベータは小さすぎ使用不可。（エレベータを大型に変える計画なし）

従って２階の窓及び窓下の壁を一部取除き，クレーンで搬入する方法がベターである旨説明，マ側でその方向で検討する予定。

機器の概算方法・重量（梱包含む）を説明。

⑨ レイアウト

コンピュータタワー２階のスペースであればマ側要求の機器構成でもおさまる旨説明。

マ側よりレイアウト案及びレイアウト作成時の条件書の提示要望あったが，メーカ決定次第出来るだけ早く提出する様回答。又コンピュータ室とターミナル室は研修上，なるべく離さない様にした方がよい旨説明。

⑩ 分　離　盤

マ側より分離盤仕様についても出来るだけ早く提出して欲しい旨要望あり。（通常製作に６ケ月程度かかるとのこと）。メーカ決定後すみやかに提出する旨回答。

表1　マレイシアＮＣＩプロジェクト実施協議チーム交渉経緯要旨

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
〔Ｒ／Ｄ付属文書〕			
①　Ⅰ－1　協　力　目　的	……Technical and professional manpower in the fields related to computer Software …… （了　承）	…… technical, professional and managerial manpower in the fields related to information technology ……	マレイシア側(案)通りで合意 ○Managerial Manpower の追加 ○Computer soffware を information technology に変更
②　Ⅵ－1(3) マ側の取るべき措置のうち公用時の交通手段	……within Malaysia; （了　承）	……within Malaysia in accordauce with General Circular No. 1 of 1979 and Amendment to General Circular No. 1 of 1979 of the Government of Malaysia. （協定に準拠及び過去のプロジェクトと同様の扱いにして欲しい。）	マ側(案)通りで合意 General Circular に従うことを明記
③　同　上(4)	Suitable …… families. （了　承）	Housing and other allowances for the Japanese experts and their families in accordance with General Circular No. 1 of 1979 and Amendment to General Circular No. 1 of 1979 of the Government of Malaysia. （協定に準拠及び過去のプロジェクトと同様の扱いにして欲しい。）	マ側(案)通りで合意 General Circular に従うことを明記
④　Ⅵ－2(1) マ側の取るべき措置のうちマレイシア内の輸送・据付費用	……Within Malaysia as well as for the installation, operation …… （了　承）	……Within Malaysia to the site as well as operation …… （マ側見解では installation(コンピュータ室への据付)はtranspor tation に含まれる。）	マ側(案)通りで合意 （機器の建屋への搬入・コンピュータ室への据付はマ側実施。）
⑤　Ⅵ－2(2)	……, imposed on the Equipment in Malaysia on the articles reffered to in Ⅲ above;	on the article reffered to in Ⅲ above 削除	マ側(案)通りで合意

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
〔R／D Annex〕 ① ANNEX I 短期専門家の役割 追記	（了　承）	追記 Note Short term experts will be responsible for conducting lectures in special Seminars and transfer of technology to Malaysion Counterparts. （長期専門家の役割と同様短期専門家の役割（セミナーでの講演及び技術移転）を明記して欲しい。）	マ側(案)通りで合意
② ANNEX I 7 マレイシア側カウンターパートの任務	(2) Making of curriculum and syllabus (3) Conduct of lectures and practices …… (6) Others	(2) Designing of curriculum and syllabus (3) Conduct of lectures and practical sessions …… (6) 削除	マ側(案)で合意 表現の修正のみ
③ ANNEX I 8 コンピュータの使用	…. However, when computer is not occupied, it can be used for other purposes with approval of Japanese experts.	…. However, the computer may be used for other purposes with mutual consulation between the Japanese Experts and Malaysian counterpart personnal. （日側(案)では表現が強すぎbasic courseでのコンピュータ使用が不可能なればNCIの研修にも支障をきたす。従い，両者相談の上決定する様したい。）	マ側(案)通りで合意 （コンピュータ使用は日側協力コース及びマ側責任コース両コースで検討したものであり，問題ない。 又，basic courseについてもコンピュータ使用不可であればNCI研修にも重大な支障をきたすとの判断によりマ側要望を了承。）

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
④ ANNEX Ⅱ 2.(4) 日本人専門家	Management for Business application	Management	マ側(案)通りで合意
⑤ ANNEX Ⅲ 機器	（了　承）	追記 (8) Disk Drive Controller (11) Intelligent Terminal	マ側より各機器の台数及び概略仕様記載の旨の強い要求あったが，日側よりR/Dへの記載は不可の旨回答 又，日側がR／Dに記載できぬのであればCounterpart 数に関し，マ側もR/Dに記載できぬとの要求あり。最終的に機器台数及び仕様をMinutes of Meeting（M/M）に明記する事で，マ側もconter parts数をR/Dに記載する事了承。
⑥ ANNEX Ⅳ 1 マ側スタッフの代表	Director and Deputy Director	Head of NCI	マ側(案)通りで合意
⑦ ANNEX Ⅳ Counterparts人数	各年度ごとの必要最小人数を明記	システム規模（台数・仕様）が不明確ではマ内で必要人数の確保はむずかしい。 従って，provisional Numberとして，必要の都度両者で人数をレビューする事としたい。	マ側(案)通りで合意 これは日側でのR／Dへの機器台数・仕様不可に対するマ側カウンターである。 当初機器台数・仕様をR／Dへ明記できねばマ側もcounterparts人数R／Dへ明記不可との強硬姿勢であったが，台数・仕様のM／Mへの明記提案に対し，マ側もR／Dへの明記を譲歩した。
⑧ ANNEX Ⅴ 1 建物及び設備のうち事務室	(1) Director's room …… (7) Library (provided with full sets of teaching materials)	(1) Head of NCI's room …… (7) Library	

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
⑨ ANNEX Ⅵ Joint Committee	ChairmanはPSDのDirector General	① ChairmanはINTANのDirector ② オブザーバとしてマ政府のOfficialも参加可能 ③ 追記 The Chairman may coopt other persons related to the project to the Joint Committee.	① INTANのDirectorが本プロジェクトの実質的管理・運営を実施するため ② マ側(案)通りで合意 ③ マ側(案)通りで合意
⑩ ANNEX Ⅶ 組織図	Head of Computer Training Center Administration	Head of National Computer Institute Administration Data Center 追記	マ側(案)通りで合意

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
〔Minutes of Meeting〕 ① 1項 日本でのcounterparts研修人数	計　約16名	① 計約20名を要望 ② 各年度の研修時期(月)・期間・研修人数明記を要望	① マ側(案)通りで合意 ② 各年度ごとに具体案固まっていない旨説明。日側(案)通りで合意
② 2項	―	① 日側より協力されるコンピュータシステム（台数ー仕様）を明確にして欲しい。 ② 日側協力コンピュータシステムの半分は1986（会計年度）導入とあるが残り分の導入時期を明確にして欲しい。	日側予算の関係で単年度で全システム導入は不可能であり，現時点ではシステムの内容も明確にできぬ。 又，残り分の導入時期も確認できぬ。 従い日側にてマ側要求に最大限努力する旨記載としたい。 日側(案)通りで合意。 追記 The Japanese side agreed that JICA will make its utmost effort to provide machinery and equitpment as requested by the Malaysian side as indicated in Appendix A.
③ 7項	……both parties on software……	Software license agreementという表現のみではマ側でライセンス料を準備するという感触であり，Usage agreementとしたい。 ……both parties on the usage of Saftware ……	Software license agreementの意はソフトウェアに関する使用許諾契約という事であり，ライセンス料とは無関係であり，ソフトウェアについても日側協力の範囲である。 マ側(案)通りで合意

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
④ APPENDIX A	マ側要求の機器・台数・仕様のR／D明記に対する日側提案のM／M（マ側要求システム）への明記	R／Dへの明記	日側(案)通りで合意 （M／Mへの機器・台数・仕様の記載）
⑤ TABLE2 2(a)	コンピュータシステムの必要電圧 200V（3相） 100V 240V	コンピュータシステムへの供給電圧はマレイシアでは3線の場合415Vであり，ハードウェアを415V仕様に変えられぬか。 415V→200Vのトランスの供給元等よく解らぬため日側よりの協力をお願いしたい。	415V仕様に変える事は不可能。 415V→200Vへのトランスフォーマーを用意して欲しい。 マ側エンジニアへのアドバイスは日側より必要の都度実施する事は可能である。 追記 As the voltage in Malaysia is 415V (line to line) the Japanese side will advice Malaysian side to obtain the Transformer to step down two voltage.

項　　目	日　本　側　（案）	マレイシア側（案）	最　終　結　論　（合意）
〔ＴＳＩ〕			
①　表　紙	―	(*)できるだけフォーマットを統一したいので前回の他プロジェクトの文章をベースに変更したい。	マ側(案)通りで合意
②　スケジュール 機材導入	'８６～'９０の５年間機材提供あるが主な機材は'８６，'８７に導入する予定である。	主な機材とその他関連機材の導入分を明確化するため'８６，'８７は太線としたい。 (*)　林産研究協力プロジェクトのＴＳＩと同様のスタイル	マ側(案)通りで合意

（付　属　資　料）

討　議　議　事　録（R／D）

MINUTES OF MEETING(M/M)

暫定実施計画（TSI）

THE RECORD OF DISCUSSIONS BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM AND THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF MALAYSIA ON THE JAPANESE TECHNICAL COOPERATION FOR THE NATIONAL COMPUTER INSTITUTE 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. Susumu Iwasaki, Office Director, National Research Laboratory of Metrology, Ministry of International Trade and Industry, visited Malaysia from November 6 to November 14, 1985, for the purpose of working out the details of the technical cooperation programmes concerning the National Computer Institute Project in Malaysia (hereinafter referred as "the Project").

During its stay in Malaysia, the Team exchanged views and had a series of discussions with the Malaysian authorities concerned in respect of the desirable measures to be taken by both Governments for the successful implementation of the 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.

Kuala Lumpur, November, 13, 1985

Mr. Susumu Iwasaki
Leader of Japanese
Implementation Survey Team
Japan International Cooperation
Agency, Japan

Tan Sri Rozhan Kuntum
Director General
Public Services Department
Malaysia

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of Japan and the Government of Malaysia will cooperate with each other in implementing the National Computer Institute Project for the purpose of training skilled technical, professional and managerial manpower in the fields related to information technology thereby contributing to socio-economic development of Malaysia.

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 II.1. above and their families will be granted in Malaysia the privileges, exemptions and benefits in accordance with General Circular No. 1 of 1979 and Amendment to General Circular No. 1 of 1979 of the Government of Malaysia.

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 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. Hardware in ANNEX III will be the property of the Government of Malaysia upon being delivered c.i.f. to the Malaysian 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.

3. Software in ANNEX III will be used under the conditions, as listed in the Minutes of the Meeting, by the Malaysian side, 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 MALAYSIAN 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 Malaysian 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 Malaysia will take necessary measures to ensure that the knowledge and experience acquired by the Malaysian personnel from technical training in Japan will be utilized effectively for the implementation of the Project.

V. SERVICES OF MALAYSIAN COUNTERPART PERSONNEL AND ADMINISTRATIVE PERSONNEL

1. In accordance with the laws and regulations in force in Malaysia the Government of Malaysia will take necessary measures to secure at its own expense necessary services of Malaysian counterpart personnel and administrative personnels as listed in ANNEX IV.

2. As to the Malaysian counterpart personnel, the Government of Malaysia 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 effective and successful transfer of technology under the Project.

VI. MEASURES TO BE TAKEN BY THE GOVERNMENT OF MALAYSIA

1. In accordance with the laws and regulations in force in Malaysia, the Government of Malaysia will take necessary measures to provide at its own expense:

(1) 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 provide through JICA under III above;

(3) Transportation facilities and travel allowance for the Japanese experts for the official travel within Malaysia in accordance with General Circular No. 1 of 1979 and Amendment to General Circular No. 1 of 1979 of the Government of Malaysia.

(4) Housing and other allowances for the Japanese experts and their families in accordance with General Circular No. 1 of 1979 and Amendment to General Circular No. 1 of 1979 of the Government of Malaysia.

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

(1) Expenses necessary for the transportation of the Equipment within Malaysia to the site, as well as operation and maintenance thereof;

(2) Customs duties, internal taxes and other charges, imposed on the Equipment in Malaysia;

(3) All running expenses necessary for the implementation of the Project.

VII. ADMINISTRATION OF THE PROJECT

1. The Director General of the Public Services Department will bear overall responsibility for the implementation of the Project.

2. The Director of National Institute of Public Administration (hereinafter referred to as "INTAN"), as the Head of the Project, will be responsible for the administrative and managerial matters of the Project.

3. The Japanese Chief Advisor provides necessary recommendation and advice on technical and administrative matters concerning the implementation of the Project to the Head of the Project.

4. The Director of INTAN, as the Head of the Project, and the Japanese Chief Advisor will work in close consultation for the implementation of the Project.

5. The Japanese experts will give necessary technical guidance and advice to the Malaysian counterpart personnel on the technical matters pertaining to the implementation of the Project.

6. For the effective and successful implementation of the Project, a Joint Committee will be established with the function and composition as referred to in ANNEX VI.

7. The Organisation Chart of the Project is shown in ANNEX VII.

VIII. CLAIMS AGAINST JAPANESE EXPERTS

The Government of Malaysia undertakes 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 Malaysia except for those arising from the wilful misconduct or gross negligence of the Japanese experts.

IX. MUTUAL 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 November, 13, 1985.

ANNEX I MASTER PLAN

II JAPANESE EXPERTS

III LIST OF THE EQUIPMENT

IV LIST OF MALAYSIAN STAFF

V LIST OF BUILDINGS AND FACILITIES

VI COMPOSITION OF THE JOINT COMMITTEE

VII ORGANIZATION CHART

ANNEX I

MASTER PLAN

1. The NCI in this Project will provide training courses in five (5) fields such as : Management, Basic, Advanced Programmer, Advanced System Analyst and Advanced Management Courses.

2. The course structure of the NCI is listed in the following table A.

3. The courses conducted with technical cooperation of the Japanese side are as follows:

Management Course	:	Course No. 4-5,
Advanced Programmer Course	:	Course No. 12-17,
Advanced System Analyst Course	:	Course No. 18-23,
Advanced Management Course	:	Course No. 26-31,

4. The number of trainees per course is maximum 30 persons, except for the special seminars.

5. The Basic Course and a portion of the Management Courses and Advanced System Analyst Courses are the responsibility of the Malaysian side. However, the Japanese side can advise on the up-grading of the curriculum of those courses which will be run with the computer provided through JICA.

6. Roles of long term Japanese experts are as follows:

(1) Trainers' training :
  (1-1) Transfer of technology required for daily lectures.
  (1-2) Instructions on the preparation of teaching materials, curriculum and syllabus.
  (1-3) Instruction on the training methods.
(2) Advice on the usage of computer,
(3) Advice on the NCI management policy, such as course scheduling and evaluation.

Note

Short term experts will be responsible for conducting lectures in special Seminars and transfer of technology to Malaysian counterparts.

7. Roles of Malaysian counterpart personnel include the following:

(1) Preparation of teaching materials such as textbooks and visual materials for all courses.

(2) Designing of curriculum and syllabus.

(3) Conduct of lectures and practical sessions.

(4) Computer usage planning.

(5) Transfer of knowledge among counterpart personnel.

8. The computer will be utilized for the courses referred to in Item 3 above. However, the computer may be used for other purposes with mutual consultation between the Japanese Experts and Malaysian counterpart personnel.

ANNEX I

TABLE A

Course No.	Course Name
Management Course	
1	Introduction to Computers
2	Introduction to Programming
3	Microcomputer Workshop
4	Planning for Computerization
5	Office Automation and Microcomputers
Basic Course	
6	Certificate in Programming
7	Diploma in Systems Analysis and Design Qualification
8	Basic Console Operator Course
9	Basic Machine Operator Course
10	Basic Programmer Course
11	Basic Systems Analyst Course
Advanced Programmer Course	
12	Systems Programming and Operating Systems
13	Structured Program Design
14	Programming Languages
15	Software Packages
16	DB/DC Systems Programming (1st Module)
17	DB/DC Systems Programming (2nd Module)
Advanced System Analyst Course	
18	Structured Systems Analysis and Design
19	Systems Design for Microcomputers
20	Systems Management and Operating Systems
21	Data Base Design
22	Data Base Management Systems
23	Data Communication and Computer Network
24	Hardware Acquisition and Evaluation
25	Documentation Standards
Advanced Management Course	
26	Management of Computer Centres
27	Project Management
Special Seminar	
28	System/Data Security and Auditing
29	Computer Hardware/Software New Developments and Evaluation
30	Information Systems Planning
31	Computer Performance Evaluation

ANNEX II

JAPANESE EXPERTS

1. Chief Advisor

2. Experts in:

   (1) Computer Languages and Operating Systems

   (2) Data Base/Data Communication (DB/DC) System

   (3) Systems Analysis and Systems Design

   (4) Management

3. Coordinator

4. Short term experts will be dispatched, when the necessity arises.

Note : The chief advisor and coordinator may be concurrently an expert in the above technical fields.

LIST OF THE EQUIPMENT

1. Computer and Peripheral Equipment

   (1) C P U

   (2) Console Display

   (3) Disk Drive Controller

   (4) Disk Drive unit

   (5) Line Printer

   (6) Floppy Disk unit

   (7) Magnetic Tape Controller

   (8) Magnetic Tape Drive

   (9) Terminal Controller

   (10) Video Data Terminal

   (11) Intelligent Terminal

   (12) Printer

   (13) Data Entry System

   (14) Personal Computer

2. Software

   (1) Operating system

   (2) Compilers of major languages

   (3) Basic utility programs

   (4) Data base management system(s)

   (5) Data communication control system(s)

   (6) Application programs

ANNEX IV

LIST OF MALAYSIAN STAFF

1. Head of NCI

2. Full-time counterpart personnel for the Japanese experts

Fields	Provisional Number
(1) Language	4
(2) System Analysts	5
(3) DB/DC	6
(4) Management	4
Total	19

Note: The figure is to be reviewed by both parties when necessary for the courses to be conducted with the technical cooperation with the Japanese side.

3. Other staff required for the preparation of teaching materials

4. Full-time Computer Operators and Key Punchers

5. Administrative Personnel

   (1) Executive Officer

   (2) Personnel Assistant

   (3) Clerks

   (4) Others

LIST OF BUILDING AND FACILITIES

Building (Air-conditioned)

1. Administrative Rooms

   (1) Head of NCI's Room
   (2) Japanese Chief Advisor's Room
   (3) Japanese Experts' Room
   (4) Staff (Full-Time/Part-Time) Rooms
   (5) Office
   (6) Conference Rooms
   (7) Library
   (8) Others

2. Computer Rooms (These rooms should be adequately air-conditioned for the computer operation)

   (1) Computer Room
   (2) Terminal Room (Including Personal Computer Room)
   (3) Others

3. Classrooms

   (1) Lecture Rooms
   (2) Self-Study Room
   (3) Tutorial Rooms

4. Utilities and Other Facilities

   (1) Utilities
   (2) Parking space for the Chief Advisor, Experts and Coordinator
   (3) Others

ANNEX VI

COMPOSITION OF THE JOINT COMMITTEE

1. Functions

   (1) To formulate the Annual Work Plan of the Project in line with the Tentative Schedule of Implementation.

   (2) To review the overall progress of the technical cooperation program as well as the achievements of the above-mentioned Annual Work Plan.

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

   (4) To set up sub-committees such as Technical and Examination Sub-Committees, when the necessity arises.

2. Composition

   (1) Chairman : Director of INTAN

   (2) Malaysian side :
   - a) Head of NCI
   - b) Representative from Economic Planning Unit, Prime Minister's Department
   - c) Counterpart personnel designated by the Director of INTAN

   (3) Japanese side :
   - a) Chief Advisor
   - b) Experts designated by Chief Advisor
   - c) Resident Representative of JICA Office Kuala Lumpur
   - d) Personnel concerned to be dispatched by JICA, if necessary.

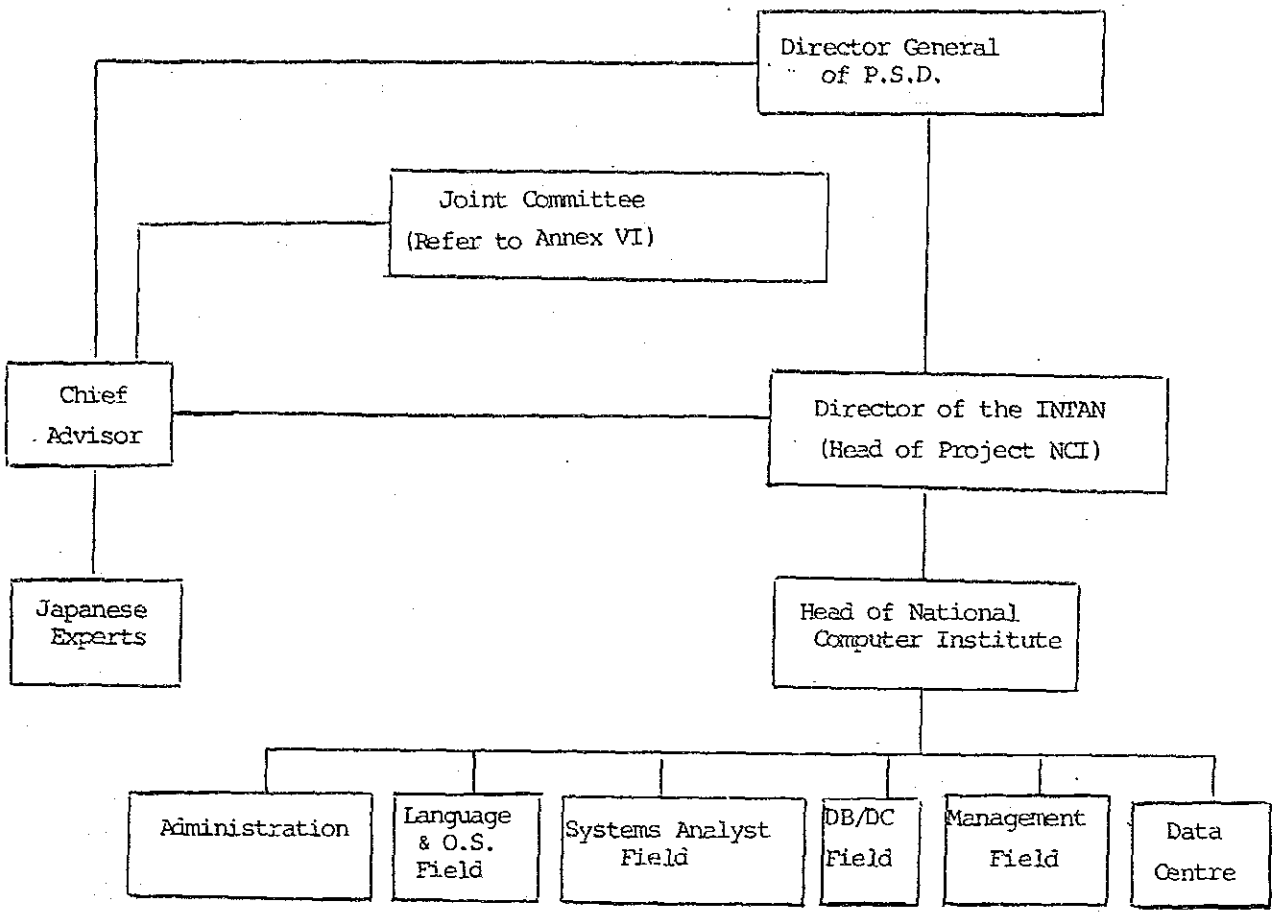
   Note: Officials of the Malaysian Government and the Embassy of Japan may attend the Joint Committee as observers.

3. The Joint Committee will meet at least once a year and whenever necessary.

4. The Chairman may coopt other persons related to the project to the Joint Committee.

ANNEX VII

ORGANIZATION CHART FOR IMPLEMENTATION



THE NATIONAL COMPUTER INSTITUTE (NCI)

MINUTES OF MEETING

The Japanese Implementation Survey Team and Officials authorized by the Director General of the Public Services Department (PSD) of the Government of Malaysia signed on the 'Record of Discussions' to establish the basis for technical cooperation for the National Computer Institute Project. This Minutes of Meeting is intended to clarify and specify the issues as described in the Record of Discussions.

1. Counterparts Training in Japan

Both parties agreed that the training of local counterparts in Japan will be held based on the following schedules:

Japanese Fiscal Year	Training Period	No. of counterparts
April 1985-March 1986	several months	a few persons
April 1986-March 1987	several months	a few persons
April 1987-March 1988	several months	a few persons
April 1988-March 1989	several months	a few persons
April 1989-March 1990	several months	a few persons
	Total	about 20 persons

It is agreed that the training of local counterparts should be decided at the earliest possible date of each Japanese fiscal year. The Team has requested the PSD to submit the form A2 and A3 to JICA at the latest two (2) months before their departure from Malaysia.

2. Machinery and Equipment

The Japanese side agreed that JICA will make its utmost effort to provide machinery and equipment as requested by the Malaysian side as indicated in Appendix A. It was agreed that about half of the computer system as stipulated in the R/D, would be installed in Japanese fiscal year 1986.

3. Provision for the Change of Course Structure

Both parties agreed that the adding of new courses and termination of existing courses during the cooperation period are subject to mutual consultation between both parties.

4. Measures to be Taken by Both Governments for the Computer Installation and Operation

Both parties agreed to recommend to their respective governments that the measures specified in Table 1&2 of the Minutes of Meeting should be taken by both governments for the smooth installation and operation of the computer system.

5. Assignment of Local Staff

Both parties agreed that a substantial number of counterparts and administrative staff should be assigned prior to the arrival of the Japanese experts in Malaysia. It was agreed that NCI will take the necessary measures to ensure the continuous assignments of those counterparts in the NCI for the efficient implementation of transfer of technology.

6. Safety and Security of the NCI

Both parties agreed that the NCI will take necessary measures to ensure the safety and security of the NCI.

7. Software Contract

Both parties agreed that software license agreement will be concluded between both parties on the usage of software stipulated in Annex III of R/D. The detail terms and conditions of software license agreement will be decided upon discussion of both parties.

8. Recorded as a correct interpretation of our understanding.

Kuala Lumpur, November 13, 1985.

Mr. Susumu Iwasaki
Leader of Japanese
Implementation Survey Team,
Japan International Cooperation
Agency, Japan.

Tan Sri Rozhan Kuntum
Director General
Public Services Department,
Malaysia.

APPENDIX 'A'

TENTATIVE OUTLINE OF COMPUTER SYSTEMS

Item	Hardware	Q'ty	Remarks
1	C P U	2 sets	more than 4 MB more than 1 MIPS
2(i)	Console Display	2 sets	80 char x 24 lines
2(ii)	Printer	2 sets	180 cps
3	Disk Drive Controller (DKC)	2 sets	
4	Disk Drive unit (DKU)	4 sets	635 MB/1 set
5	Line Printer (L/P)	2 sets	930 LPM
6	Floppy Disk Unit (FDU)	2 sets	
7	Magnetic Tape Controller (MTC)	2 sets	
8	Magnetic Tape Driver (MTU)	2 sets	1600/6250 BPI
9	Terminal Controller	6 sets	
10 (i)	Video Terminal (VDT)	70 sets	80 char x 24/32 lines
10(ii)	Printer	10 sets	180 cps
11	Intelligent Terminal	6 sets	connect with Modems
12	Printer	2 sets	180 cps
13	Data Entry System	10 sets	
14	Personal Computer	30 sets	16 bits

Item	Software	
1	Languages	BASIC COBOL FORTRAN PL/1 Assembler PASCAL Language
2	Software Development Tools and Special Purpose Languages	
3	System Utilities	Soft/Merge File Management Report Writers System Accounting Communications Software Debugging Aids
4	Packages	DBMS - Hierarchical - Network - Relational Statistical Linear Programming & Extensions PERT Simulation
5	Others	Graphic PC Networking Microcomputer packages

TABLE 1

Allocation of Expenditure for Installation and Site Preparation of Computer Hardware and Peripheral Equipment

	Allocation of Expenditure	
	Malaysia	Japan
1. Transporation		
(a) Japan to port of Malaysia including insurance (CIF)		X
(b) Custom formality from port to the Institute	X	
2. Installation and adjustment		
(a) Dispatch of supervisors for installation and adjustment		X
(b) Installation workers	X	
3. Maintenance contract		
(a) Maintenance contract/ expenditure	X	
4. Site preparation		
(a) Power supply		
(i) CVCF or M-G or Transformer (To be decided under the conditions of commercial electric power)	X	
(ii) Power Districution board	X	
(iii) Installation of above (i) and (ii)	X	
(b) Air conditioning facilities for computer room and terminal room Air conditioning facilities for computer room will be under floor type.		
(i) Air conditioning facilities	X	
(ii) Construction of above (i)	X	

	Malaysia	Japan
(c) Floor construction		
(i) Materials for raised floor (free-access floor) for computer room and cable covering materials for terminal room	X	
(ii) Construction of above (i)	X	
(iii) Cutting of free-access floor	X	
(d) Fire extinguishers		
(i) Halon-gas fire extinguisher facilities	X	
(ii) Construction of above (i)	X	
(e) Layout plan of computer equipment		
Detailed specifications and layout plan of hardware/equipment should be provided through JICA.		X
(f) Communication facilities		
(i) Usage expenses of leased line	X	
(ii) Modem	X	
(iii) Application of leased line to TELECOM	X	
(iv) Construction of communication facilities in the building	X	
(g) Wiring materials and works		
(i) Power cable power source - transformer - power distribution board (PDB)	X	
PDB to equipment (cable)		X
outlets for terminals and PCs	X	
(ii) Interface cable between equipments		X
(iii) Coaxial cable between TCEs and local terminals	X	

		Malaysia	Japan
5.	Fixture of computer room		
	(a) Fireproof safe for master magnetic tape	X	
	(b) Cabinets for magnetic tapes, floppy disks, line printer paper and articles, etc.	X	
	(c) Carrier for magnetic tapes, floppy disks and general articles, etc.	X	
	(d) Desks for modems	X	
	(e) Desks and chairs for debugging and operators	X	
	(f) White board	X	
	(g) Schedule white board	X	
	(h) File cabinets and book shelves	X	
	(i) Others	X	
6.	Machine operation	X	

TABLE 2

Building Requirement for Computer Room and Terminal Room

	Application of Expenditure	
	Malaysia	Japan
1. Requirements in computer room and terminal room		
(a) Floor	X	
(i) Height of free access floor: 250 - 300 cm	X	
(ii) Loading capacity: 500 - 600 KG/m^2	X	
(iii) Slope ratio: 1/5	X	
(iv) Panels cutting and additional pedestals	X	
(b) Ceiling height: at least 2.1 m (from free-access floor)	X	
(c) Lightning: Approximately 500 Lux on the desk tops	X	
(d) Acoustic treatment: necessary The frequency range of the noise made by computer equipment is usually between 1000 and 3000 Hz	X	
(e) Outlet: computer room - 5 or more outlets for maintenance	X	
terminal room - outlets for each equipments (VDT/PR /PC/PR for PC) 5 or more outlets for maintenance	X	
(f) Fire protection system: Halon extinguisher system in computer room	X	
(g) File storage room: locate in computer (magnetic tapes room and floppy disks	X	

	Malaysia	Japan
(h) Air conditioning for computer room	X	
(i) Machine delivery route (Height; 1700mm x Depth; 1200mm x Width; 1500mm, Weight;600 kg)		
2. Power supply system		
(a) Voltage : 415V		
200V (line to line))	X	
100V) ± 10%	X	
240V (for terminals))	X	
Note: As the voltage in Malaysia is 415V (line to line) the Japanese side will advice Malaysia side to obtain the transformer to step down the voltage		
(b) Phases and NO. of wires	X	
200V : three phase, 3 wire + one grounding wire single phase, 2 wire + one grounding wire 100V : single phase, 2 wire + one grounding wire 240V : single phase, 2 wire + one grounding wire (a grounding wire is not a neutral wire).		
(c) Frequency : 50 Hz ± 0.5 Hz	X	
(d) Power distribution Board (PDB) installed in computer room Detailed specification of PDB should be provided through JICA.		
(e) Abnormality detection	X	
(f) Electrical grounding : 100 ohm or less independent grounding wire would be advisable	X	
(g) Grounding wire : at lest 38 mm	X	
(h) Power supply capacity : 100KVA	X	
(i) Wiring of main line : should not be built across the computer room's ceiling or under the free-access floor	X	
(j) UPS system	X	
3. Air Conditioning system	X	
(a) Free standing type		
(b) Defector for temperature and humidity		
(c) Automatic recorder for temperature and humidity		
(d) Air cleaner		
(e) Water protection		

	Malaysia	Japan
4. Fire protection	X	
(a) Fire protection of building		
(b) Automatic fire alarm system		
(c) Fire extinguishers		
5. Water Damage Protection	X	
6. Security Precautions	X	
7. Pest Control	X	

Note: All building specifications in this Annex should be in line with the local Building Control Regulations.

TENTATIVE SCHEDULE OF IMPLEMENTATION
ON THE JAPANESE TECHNICAL COOPERATION
FOR THE NATIONAL COMPUTER INSTITUTE 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. Susumu Iwasaki, visited Malaysia from November, 6 to 14, 1985, for the purpose of formulating, jointly with Malaysian Authorities concerned, the Tentative Schedule of Implementation (November 1985 - October 1990) concerning the Japanese Technical Cooperation Project for the National Computer Institute Project in Malaysia (hereinafter referred to as "the Project").

As a result of the discussions, both sides have formulated the Tentative Schedule of Implementation as annexed hereto. This has been formulated in connection with the Attached Documents of the Record of D iscussions of the Project signed on November 13, 1985, between JICA and Malaysian Authorities concerned, on condition that the necessary budget will be allocated for the implementation of the Project and the Schedule is subject to change within the framework of the Record of Discussions when necessity arises in course of the implementation of the Project.

Kuala Lumpur, November 13, 1985

Iwasaki

Mr. Susumu Iwasaki
Leader of Japanese
Implementation Survey Team
Japan International Cooperation Agency
Japan

Tan Sri Rozhan Kuntum
Director General
Public Services Department
Malaysia

TENTATIVE SCHEDULE OF IMPLEMENTATION

MALAYSIAN FISCAL YEAR	1985	1986	1987	1988	1989	1990	1991
JAPANESE FISCAL YEAR	(4) (1)	(4) (1)	(4) (1)	(4) (1)	(4) (1)	(4) (1)	(4) (1)
ITEMS	1985	1986	1987	1988	1989	1990	
TERM OF COOPERATION	Five Years						
(DISPATCH OF JAPANESE EXPERTS)							
1. CHIEF ADVISOR							
2. EXPERTS							
(a) COMPUTER LANGUAGE & SYSTEM DESIGN							
(b) DB/DC SYSTEM							
(c) SYSTEM ANALYSIS & SYSTEM DESIGN							
(d) MANAGE MENT							
3. COORDINATOR							
4. SHORT TERM EXPERTS (A FEW PERSONS IN A YEAR)							
(PROVISION OF MACHINERY)							
(TRAINING OF MALAYSIAN COUNTERPART PERSONNEL IN JAPAN)							
(a) COMPUTER LANGUAGE & OPERATING SYSTEMS							
(b) DB/DC SYSTEM							
(c) SYSTEM ANALYSIS & SYSTEM DESIGN							
(d) MANAGEMENT							
(PREPARATION OF UTILITIES AND FACILITIES)		OCT.	OCT.				
(PREPARATION OF TEACHING MATERIALS)							

NOTE: This schedule is formulated tentatively on the assumption that necessary budget will be acquired.
This schedule is subject to change within the scope of the 'Record of Discussion' in the future if the necessity arises.

ANNEX 2

PERIOD OF STARTING THE COURSES

		COURSE NO. (Listed in Annex I (Table A) of R/D)
PERIOD I	APR. '87 - AUG. '87	4, 5, 16, 18 (6)
	SEP. '87 - MAR. '88	13, 19, 21, 22 (2, 3, 7, 10, 11)
PERIOD II	APR. '88 - AUG. '88	12, 17, 26 (1,24, 25)
	SEP. '88 - SEP. '89	14, 15, 20, 23, 27 (8, 9)

Note. ( ): The courses to be executed by Malaysian side.

参　考　資　料　1

長期調査員　調査・検討結果

（昭和６０年9月２３日～同年１０月３日）

参考資料１　長期調査員調査・検討結果

項　　目	日本対処方針（提案）	INTAN CTC対処方針（回答）	結論（検討結果等）
1. 協力期間	○R/D署名日より５年間	○了　承	○日本対処方針通り
2. 研修計画			
(1) 設定コース	○Manegement Caurse　5コース ○Basic Course　6コース ○Advanced Programmers Cource　6コース ○Advanced System Analysts Cource　6コース ○Advanced Managemment Course　6コース 計　29コース	○左記コースに加え，次の２コースを新設 ・Hardware Acquisition and Evaluation ・Documentation Standards 本コースはAdvanced System Anlysts Courseであるが，マ側で実施	○新設２コースについては日本にもちかえり検討
	○コース名称，期間，マシン使用時間(Max)等をR/D署名で固定	○コース名，期間，マシン使用時間(Max)等を現ニーズに合うように手直しされた。	○マ側新提案で了承
	○コース内容は，日側専門家とマ側でさらにつめる。	○了承　たゞし常々ニーズに合うように小変更を行う。	○マ側案で了承 ○コースの詳細については，別紙１参照
(2) 日側の技術協力コース	○Managemment Course　2コース ○Advanced Programmers Course　6コース ○Advanced System Analysts Course　6コース ○Advanced Managemment Course　6コース 内４コースSpecial Seminars	○了承	○日本対処方針通り ○コースの詳細については，別紙１参照
(3) コース構成	○Basic CourseとAdvanced Courseとの連続性，入学資格等を確認のため資料化	○ほゞ入省時の資格で固定 したがって，一部Basic Courseの科目内容が理解できない人でもAdvanced Courseに入学することもある。	○マ側の状況を確認
(4) コースの研修人数	○Max 30人/コース たゞし，Special Seminarsを除く。	○通常Max 30人/コース ○特別な要請がある場合Max35人/コースとなるが，その場合でも，端末を使用するのは除く。	○マ側の状況を確認
(5) コースの新設，中止の扱い	○マ側と日側（国，JICA）と相談	○了承	○日本対処方針通り
3. ＬＬの役割と人数 (1) 役　割	○教科書の作成，ＯＨＰの作成，カリキュラム・シラバスの検討，授業方法の検討，授業担当，コース担当，マシンタイム管理	○了承 たゞし，教材としてさらにレクチャーノート，スライド等含む。	○日本対処方針通り

項　　目	日本対処方針（提案）	INTAN CTC対処方針（回答）	結論（検討結果等）
(2) 人　数	'86 '87 '88 '89 ○ Languages 1 4 4 3 ○ System Analysts 3 5 5 5 ○ DB/DC 6 8 9 9 ○ Management 2 2 3 4 ○ Total 12 19 11 22 （日本側コースに貼り付くL．L数）	○'86 対処する（現ＣＴＣ人数17人） ○'87 以降も沿うように対処する。	○日本対処方針通り
(3) マ側実施コースの日側の対応	○日側は，マシン機種に影響を受ける科目のカリキュラムの検討に参加	○了承	○日本対処方針通り
(4) ＬＬの日本研修	○ 1st '86.3～8（数ケ月）a few persons ○ 2nd '86 （〃） 〃 ○ 3rd '87 （〃） 〃 ○ 4th '88 （〃） 〃 ○ 5th '89 （〃） 〃 ○ Total 約16人	○了承	○日本対処方針通り
4. 機　材 (1) 搬入時期	○２期に分けて搬入 ・マ側港着 '86.11ごろ，'87.11ごろ ・機材はそれぞれ半分に分けて	○了承 ただし，ＰＣは第１期にすべて搬入してほしいと要望	○ＰＣの搬入時期については，日本にもちかえり検討（難しい旨，つたえてある）
(2) ハードウェアとソフトウェアの構成	○ハードウェアは，事前調査時（'84.10）マ側の要望に準じた構成 ・VDTは，60台 ・Intelligent Terminalは，10台 Printer 10台 ・PCは，20台 ○ソフトウェアは，事前調査時（'84.10）マ側の要望に準じた構成	○ハードウェアについて次の要望 ・ＣＰＵは，最新型 ・ＶＤＴは，70台 ・Intelligent Terminalは，6台，同Printer 2台 ・ＰＣは，30台 ○ソフトウェアについて次の要望 ・PASCAL ・Networking ・ＰＣの一般的ソフトウェア 例：DB，File Management，Supread sheet（Multi-plan，Supercalc，Lotus），Word Processing（Ward star），CP/MOZ MS-DOS等	○端末台数については，日本にもちかえり検討 ○ソフトウェア内容については，日本にもちかえり検討（同上）
(3) 付帯設備	○マ側で対処	○了承	○日本対処方針通り
(4) ハードウェア短期専門家の派遣	○必要人数 ○派遣時期は，'86.5ごろ及び'86.11～'87.3ごろ	○第１回目のマシン及び付帯設備の説明，実施調査の派遣時期については早期（遅くとも'86.2～3ごろ）にしてほしいと要望	○派遣時期については，日本にもちかえり検討

項　　目	日本対処方針（提案）	INTAN CTC対処方針（回答）	結論（検討結果等）
(5) ランニングコストの支払	○マ側で負担	○了承	○日本対処方針通り
(6) メンテナンス契約	○マ側とメーカで契約	○了承	○日本対処方針通り
5. コース開設時期	○コースの難易性，ＬＬと日側専門家の稼働，マシン時間等考慮して，次案を提示 マ側実施 ↓ ・'87.4～'87.8 3コース（2コース） ・'87.9～'88.3 3コース（5コース） ・'88.4～'88.8 4コース ・'88.9～'89.3 6コース（2コース） ・Special Seminarは'87.9～から開設	○ニューズ等考慮し，次案を提示 ・'87.4～'87.8 4コース（1コース） ・'87.9～'88.3 4コース（5コース） ・'88.4～'88.8 5コース（3コース） ・'88.9～'89.3 3コース（3コース） ・Special Seminarは'87.9～から開設	○マ側案で了承たゞし，マ側実施コースがTop. heavy loadなのでＬＬが大変である旨コメントした
6. 日本の長期専門家の役割と人数 (1) 役　　割	○Trainers Trainingが主体 ○リーダは，ＮＣＩ Directorに対して助言 ○各科目毎にＬＬに講義に必要な技術を移転 ○カリキュラム・シラバスの作成に対する指導 ○授業方法に関する指導 ○コンピュータセンタ運営のアドバイス ○ＮＣＩ運営方針，コース運営に関する会議に参加 ○コース運営のアドバイス	○了承	○日本対処方針通り
(2) 人　　数	○必要分野に必要人数	○了承	○日本対処方針通り
7. 日本短期専門家の役割と人数 (1) 役　　割	○講　　義 ○技術移転 ○ハードウェア設置等	○了承	○日本対処方針通り
(2) 人　　数	○必要分野に必要人数	○了承	○日本対処方針通り
8. 当面のスケジュール	○R/Dは1985. 10. 下～11. 上	○了承	○日本対処方針通り
9. その他 (1) マシン時間のスケジュール	○日側の技術協力コースを主体（特に1cpu時）	○了承	○日本対処方針通り

項　　目	日本対処方針（提案）	INTAN　CTC対処方針（回答）	結論（検討結果等）
(2) 日本専門家の位置付け	○NCI Director ——— リーダ ｜　　｜ ｜———— 専門家 LL ｜ 研修生	○了承	○日本対処方針通り
(3) NCIの位置付け	（○質問書1項）	○組織は，INTANの一部 ○人事難は，Public Servics Department の Service Division，予算は，Ministry of Finance	○マ側の状況を確認 ○組織については，別紙参参
(4) カリキュラム案	○コース概要を提示 （○質問書2(2)項）	○カリキュラム案を提示 ○カリキュラム案は，別紙参照	○今後，両者でさらにつめていく
(5) 授業時間	（○質問書2(5)項）	○平日（金除）　6H ○金　　4H45M ○土　　4H（常に土曜有）	○マ側の状況を確認
(6) 研修評価	（○質問書6(1)項）	○Management Course：無し ○Basic Course（初）：テスト及びコーディネータ等による評価レポート ○Basic Course（資格）：科目毎テスト，マシン実習の技術テスト ○Advanced Cource：無し	○マ側の状況を確認
(7) INTANにおけるコンピュータ関連コース	（○質問書6(2)項）	○次の4コースがある（全て Management C.） ・Diploma in Public Administration　11月　4週 ・Diploma in Management Science　11月　3週 ・Computer Module for the Navy Officers　11月　5週 ・Computer Module for Certificate for Local Government　3月　3週	○NCIコースに，マシン時間，ディスク容量等を優先させて割り当てる但し日本専門家の承認を得たものだけ
(8) 委員会	（質問書6(4)項）	○次の委員会を設置 ・Joint Committee（Management）	○マ側の状況を確認

項　　目	日本対処方針（提案）	INTAN CTC対処方針（回答）	結論（検討結果等）
		・Technical Committee ・Examination Committee	
(9) コース開設準備期間	（○質問書6(5)項）	○次のとおり考えている（教材の作成，カルキュラム・シラバスの検討中心） 新設　再実施 ・1 week　8 weeks　2 weeks ・2 weeks　16　3 ・半年　24　8 ・1年　32　12 なお，ＬＬの稼働としては，２人当りとする。（技術収得等除く）	○マ側の状況を確認
(10) 局舎スペース	（○追加質問）	○CTC 2nd floor ○高さは，２m４cm ○ドアサイズ（幅１m 20 cm），エレベータ等の関係から大きな機材は窓から搬入予定	○見取図を入手したので，別途ハードウェア専門家で検討
(11) 教材の入手依頼	○次のコースの教材一式を日本にもちかえりたい旨依頼 ・Certificate in Programming ・Diploma in Systems Analysis & Design ・Basic Programmer Course ・Basic Systems Analyst Course	○現時点では，整理ができていないので別途対応	○R/D時に対処（必要ならコピー代は日側負担でも可

注．9(3)項以降は，質問書の回答から抜粋

9(10)項は，追加質問の回答から抜粋

9(11)項は，依頼事項

参 考 資 料 2

General Circular

No. 1 of 1979

[GENERAL CIRCULAR NO.1 OF 1979]

(Sulit BPE 40/100/9 Vol. III.)

KERAJAAN SERI PADUKA BAGINDA

MALAYSIA

GENERAL CIRCULAR NO.1 OF 1979

TERMS AND CONDITIONS FOR FOREIGN EXPERTS SERVING IN MALAYSIA

I. Introduction

The purpose of this Circular is to revise the existing terms and conditions provided to foreign experts in Malaysia. This revision is necessary in the light of experience gained in the past years and to effect general improvements in the administration of technical assistance programmes as a whole. This Circular will thus supersede General Circular No.1 of 1969.

2. The provisions of this Circular will come into effect as from 1st January, 1979 and will be applicable to experts recruited and assigned to Malaysia after this date. Experts assigned to State Governments, Public Authorities and other Agencies such as Malaysian Industrial Development Authority, Federal Agricultural Marketing Authority, Malaysian Industrial Development Finance Limited, University of Malaya etc. will be governed by the provisions of this Circular. The payment of allowances and other remuneration to experts so assigned will be the responsibility of the respective agencies.

II. Definition and Categories of Technical Assistance Experts or Projects

3. In general, the term 'expert' in this Circular refers to suitably qualified and experienced personnel provided under the Colombo Plan and other bilaterial programmes to carry out specific assignments requested by the Malaysian Government. The terms of this Circular will not be applicable to those experts for which separate agreements between the Malaysian Government and other Countries/Agencies concerned have already been entered into e.g. the United Nations Development Programme and other United Nations Specialised Agencies, the Ford Foundation, the International Executive Service Corps. etc.

4. Three board categories of technical assistance experts/projects are distinguished and covered by this Circular. These are:

(a) provision of a long-term expert defined as an expert whose period of assignment in Malaysia is not less than six months;

(b) provision of a short-term expert defined as an expert whose period of assignment is less than six months;

(c) provision of consulting services and surveys involving a single or a team of experts with final responsibility resting on the chosen consulting firm or appropriate body.

III. Allowances and Other Privileges of Experts

A. LONG-TERM EXPERTS

5. The allowances and other privileges provided to long-term experts serving in Malaysia are as follows:

(1) Installation Grant

A lump sum installation grant will be paid to meet the initial settling-in cost of the expert for the first 14 days of his arrival in Malaysia. Thereafter the expert will be paid housing and subsistence allowances as specified in (2) below with payment for the month following the first 14 days being calculated on a pro rate basis. The rates of installation grant are as follows:-

Single (or unaccompanied by wife)	$ 780
Married and accompanied by wife	$1,100
Married and accompanied by wife and one or two children not exceeding 18 years of age	$1,500
Married and accompanied by wife and more than two children not exceeding 18 years of age	$1,900

The installation grant is a once-for-all payment appropriate to the expert's circumstances at the time of arrival and no other claims can be made following the arrival of his family or when an expert returns from overseas leave on extension of his assignment.

(2) Housing and Subsistence Allowances

The Malaysian Government will not be responsible for providing the expert with accommodation. However, at the request of the expert, the Agency to which the expert is assigned will assist him in finding suitable private accommodation for rental. In lieu of housing the expert will be paid the appropriate rates of housing allowances as set out below.

An expert assigned to Sabah or Sarawak may be given accommodation provided there are available unoccupied Government quarters. In such a case no housing allowance will be paid to the expert nor will he be charged the normal government rental on the quarters. The expert will, however, be responsible for payment of water, electricity and other charges incurred while in occupation of such premises.

Subject to the above paragraohs the rates of housing and subsistence allowances payable to an expert depending on his family status are set out as follows:-

	Allowances for		Total per
	Housing	Subsistence	month
Single (or unaccompanied by wife)	$500	$300	$ 800
Married and accompanied by wife	550	500	1,050
Married and accompanied by wife and one or two children not exceeding 18 years of age	650	650	1,300
Married and accompanied by wife and more than two children not exceeding 18 years of age	650	750	1,400

NOTE:

(i) At the request of the donor Government/Agency, the housing and subsistence allowances may be combined and considered as a single allowance.

(ii) The housing allowance is viewed as a subsidy and payment will be effected through the donor Government/Agency.

(iii) For the purpose of payment of subsistence allowance, an expert who is married without children and is not accompanied by his wife will be deemed as if he is single.

(iv) Where both husband and wife are assigned as experts they will be paid housing and subsistence allowances as for an expert accompanied by wife plus an additional sum of $300 per month.

(v) Changes in the family circumstances of an expert should be reported immediately to the Head of Department concerned to permit adjustments to be made in respect of the expert's entitlement to allowances under this category. In cases of doubt the Department will refer the matter to the Economic Planning Unit (E.P.U.) for a decision which will be final.

(3) Mileage and Other Allowances While on Duty

Mileage allowances will be paid at the normal rates for journeys performed on official duties in accordance with the existing regulations governing transport and travelling claims in the State/Public Authority to which the expert is assigned. No claim is permitted for travelling between house and office. An expert who does not own or use a personal car for official duties will be reimbursed for the cost of actual transportation used and in conformity with existing rules applicable to Government officers. An expert on duty tour away from his Headquarters is eligible for a Day Allowance/Subsistence Allowance in the same way as Government Group A officers. The payment is governed by the relevant regulations currently in force and at the rates applicable in Peninsular Malaysia, Sabah and Sarawak and of the Authority to which he is assigned.

For purpose of calculating an expert's claim for mileage and other allowances while on duty, an expert's salary will be deemed to be within the range of either $1,006 - $1,804 or $1,805 - $2,865 depending on the salary of his Malaysian counterpart in the State/Agency to which the expert is assigned.

(4) Conveyance Advance

An expert is eligible to apply for a loan for the purchase of a motor car. The terms for the granting of his loan are as follows:-

(i) the loan is granted only once in the whole tenure of the expert including all extensions of his assignment;

(ii) the amount of loan applied for should not exceed the value of the vehicle to be purchased subject to a maximum amount of $7,000. The terms of the loan will be in accordance with existing regulations enforced in each of the States of Malaysia or as amended from time to time. If a second hand car is purchased a valuation certificate on the car must be attached with the application;

(iii) the loan is to be repaid in monthly instalments and to be settled in full before the expert departs from Malaysia. At the time of making the application for the loan the expert is requested to submit his proposal for the repayment of the loan;

(iv) during the period of the loan the expert is requested to ensure that the car is adequately covered by insurance and he is not permitted to seel or transfer his motor car without the prior permission of the Government;

(v) provision of sureties for the loan is not required but the Head of Department to which the expert is assigned should ensure that the Registration Card of the car is stamped with the words "Ownership Claimed by the Government" until the full loan has been repaid.

Application for motor car loan should be made in the usual forms and clearly identified with the words "EXPERT" for submission to and approval by the Secretary General to the Ministry/Head of Department/State/Public Authority concerned which will also ensure that the various conditions set out above have been and will be satisfactorily met.

(5) Local Leave

Local leave at the rate of 25 days a year will be granted to an expert. However, an expert assigned to an educational institution will not be eligible for leave other than the normal school or college terminal holidays or with the prior permission of the authorities concerned. Such leave may be accumulated throughout the expert's tour of duty in Malaysia and may also

be taken outside Malaysia. All local leave shall be taken within the period of the expert's assignment in Malaysia and an expert will not be permitted to accumulate his leave immediately prior to the completion of his assignment thereby in effect bringing forward his date of departure from Malaysia.

The Head of Department to which the expert is assigned or the officer designated by him is the approving authority for such leave and application for leave must be made in the usual form.

(6) Medical Attention

During his assignment in Malaysia, an expert and his family will be eligible for free medical and dental attention at Government hospitals. A letter of identity for this purpose will be issued to an expert seeking medical attention or dental attention.

No reimbursement will be made by the Government if the expert or his family elects to be treated by private practitioners. If admitted at a Government hospital the expert will be required to pay ward charges as laid down in Government regulations applicable to his Malaysian counterpart in the State/Department/Public Authority where the expert is assigned.

For purpose of determining class of ward, an expert's salary will be deemed to be within the range of either $1,060 - $1,804 or $1,805 - $2,865 depending on the salary of his Malaysian counterpart in the State/Department/ Public Authority to which the expert is assigned. If an expert requests to be admitted to a higher class of ward than that to which hs is eligible, he will be billed accordingly as is laid down in government regulations. Head of Departments must ensure that the appropriate hospital bills incurred by an expert are promptly settled.

(7) Exemption from Income Tax

An expert is exempted from Malaysian income tax on his official emoluments in respect of the period of assignment in Malaysia. An expert filling a cadre-post will be required to pay taxes on the local portion of the salary paid to him.

(8) Exemption from Customs Duty/Excise Duty and Sales Tax

(a) Subject to the conditions enumerated in sub-paragraph (d), an expert will be exempted from the payment of customs duty/excise duty and sales tax in respect of bona fide personal effects and essential basic household equipment brought into or purchased in Malaysia for his own use or the use of his dependents provided that such personal effects and equipment are brought into Malaysia or purchased locally within the period of six months from the date of his arrival in Malaysia. For the purpose of facilitating customs clearance of the said personal effects and equipment a list thereof must be presented to the Head of Department to which the expert is assigned;

(b) In addition and also subject to the conditions in sub-paragraph (d), an expert is exempted from the payment of ad valorem registration fee and customs duty/excise duty and sales tax in respect of one motor car only brought into Malaysia or purchased locally in Malaysia, provided that --

(i) such imported motor car has been used by the expert concerned in his country of origin or the country of last posting, or

(ii) the motor car is purchased locally within the period of six months from the date of his arrival in Malaysia.

(c) Any expert desiring to make purchases of duty free locally manufactured/assembled items must in the first instances apply for the approval of the customs through the Head of Department. Such purchases are only permitted if orders are placed with the manufactures and delivery made from bonded warehouses. These purchases are allowed only in the first six months of the expert's stay in the country;

(d) The exemptions in sub-paragraphs (a), (b) and (c) are given subject to the following conditions:-

(i) the aforesaid exemptions are given only once irrespective of whether the expert's assignment in Malaysia is extended beyond the original period of his assignment;

(ii) each expert is confined to only one unit or set or a reasonable number of any bona fide personal effects to be imported or purchased locally;

(iii) the personal effects and household equipment for which the aforesaid exemptions are given, if imported, should be from the country of origin or the country of last posting or acquired from any other country while on transit to Malaysia;

(iv) the personal effects and household equipment or motor car in respect of which the aforesaid exemptions are given will be cleared by and delivered from the Customs upon presentation thereto of a Certificate of Exemption prepared and duly signed by the Head of Department to which the expert is assigned;

(v) the Head of Department to which the expert is assigned shall maintain a complete record of all the personal effects, household equipment and motor car so cleared and shall make such records available upon request for inspection by the Customs or other appropriate Government authority;

(vi) any personal effects or household equipment or motor car in respect of which the aforesaid exemptions are given, if disposed of in Malaysia during or at the end of the period of an expert's assignment in Malaysia shall be subject to the normal customs duty or other charges at the rate in force on the date the exemption was given and on the value at the time of disposal.

B. SHORT-TERM EXPERT

6. A short-term expert will be paid an all-inclusive per diem allowance of $70 per day. He is not entitled to the allowances and privileges stated in paragraph 5, items (1), (2) and (4). He is however eligible to the facilities provided under paragraph 5, items (3), (5), (6), (7) and (8).

7. The despatch of an expert or mission by the donor Country/Agency to evaluate any project or request will not be considered as falling within the scope of this Circular and therefore no payment of allowances or other privileges will be made to such expert besides the normal reception and other arrangements for his programme of visits, discussions, etc.

C. CONSULTING SERVICES AND SURVEYS

8. Consulting services normally involve the provision of a team of experts from the donor Government, other bodies and firms for the purpose of carrying out feasibility, management and specific projects. The fee for such services will be paid by the donor Government/Agency and that individual experts provided under this arrangement will not therefore be eligible to any other allowances from the Government.

9. The Government will, however, provide the Consultants with local facilities including reasonable transport, office accommodation which are necessary in carrying out the assignment. All reports and materials obtained in the course of their assignment remain the property of the Government which has absolute discretion as to their use or disposal.

IV. Equipment Associated with Provision of Experts and Services

10. All equipment brought into Malaysia associated with the assignment of the expert and consulting services will be exempted from customs and other duties. The Head of the Department/Authority concerned will ensure that such equipment is speedily cleared at the port of discharge. A Certificate for Exemption from customs duty under this category, to facilitate customs clearance, is to be issued by the Head of Department/Public Authority concerned and copies of such Certificates are to be extended to the Treasury, Customs and E.P.U. A condition of this exemption is that the equipment is not to be resold in Malaysia but may be re-exported or left behind as a gift to the Government/Public Authority.

V. General

11. An expert is not immune from the laws and regulations prevailing in Malaysia including communication regarding classified matters/documents. In the exercise of his duties he is required to give due regard to these laws. In the event of any legal action arising from the performance of his official duties he will be entitled to legal assistance in the same manner as a Government officer.

12. The Government of Malaysia will have the right after due consultation with the donor Government/Agency to request the recall of any expert whose work or conduct is unsatisfactory.

13. The terms of this Circular are subject to review from time to time in accordance with policy and regulations and they may be modified, amended or terminated by the Government.

TAN SRI DATO' ABDULLAH BIN AYUB,
Chief Secretary to the Government,
Malaysia

ECONOMIC PLANNING UNIT,
PRIME MINISTER"S DEPARTMENT
KUALA LUMPUR,

31st July, 1979

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JAPATAN GETAK KEBAJAAN, KUALA LUMPUR

68083-27-7-79.

(SULIT DPE. 40/100/9 VOL. III)

KRAJAAN SERI PADUKA BAGINDA

MALAYSIA

AMENDMENT TO GENERAL CIRCULAR NO.1 OF 1979

TERMS AND CONDITIONS FOR FOREGIN EXPERTS SERVING IN MALAYSIA

The following amendments are to be incorporated in General Circular No.1 of 1979 of 31st July, 1979 and effective from 1st January, 1979:

(1) Delete "ad valorem registration fee and" in paragraph 3 (8) (b).

(ii) Paragraoh 3 (8) (d) (vi) now reads as follows--

"the goods of which the aforesaid exemptions are given cannot be sold or otherwise disposed of within a period of 3 months from the date of import of 6 months from the date of (local) purchase, provided that in the case of a motor vehicle if sold or otherwise disposed of shall be subject to the normal duties as the rate in force on the date the exemption was given and on the value at the time of disposal".

(iii) Last sentence of paragraph 6 now reads as follows--

"He is, however, eligible to the facilities provided under paragraoh 5, items (3), (5), (6), (7), (8) (a) and (8) (b) (1) subject to item (8) (d)".

TAN SRI DATO'ABDULLAH BIN AYUB,
Chief Secretary to the Government,
Malaysia

ECONOMIC PLANNING UNIT,
PRIME MINISTER'S DEPARTMENT,
KUALA LUMPUR
1st November, 1979

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JABATAN PERCETAKAN NEGARA, KUALA LUMPUR

68702-27-11-79

参 考 資 料 3

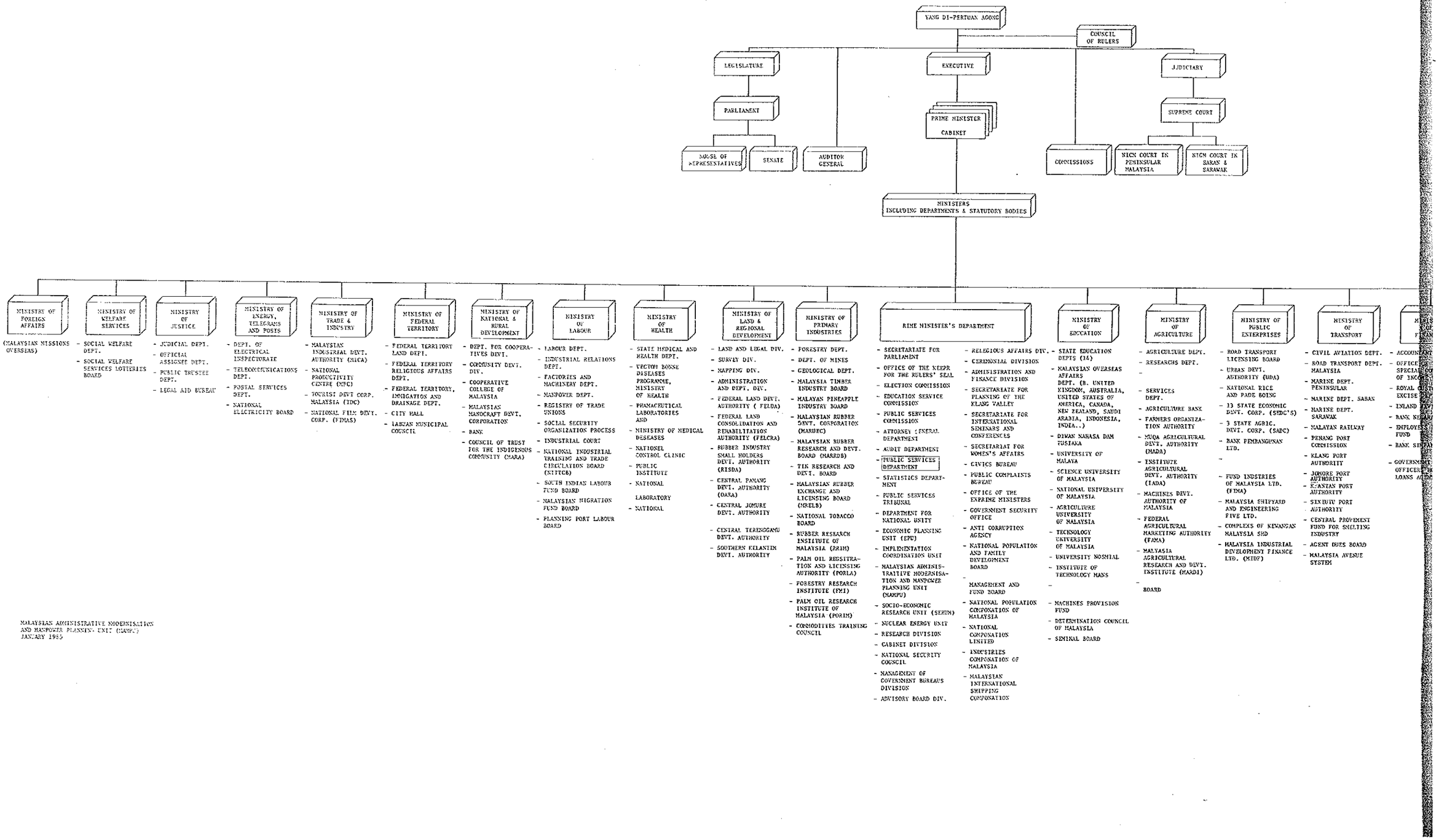
○ マレイシア政府組織図

○ PSD組織図

○ INTAN 組織図

別添 1

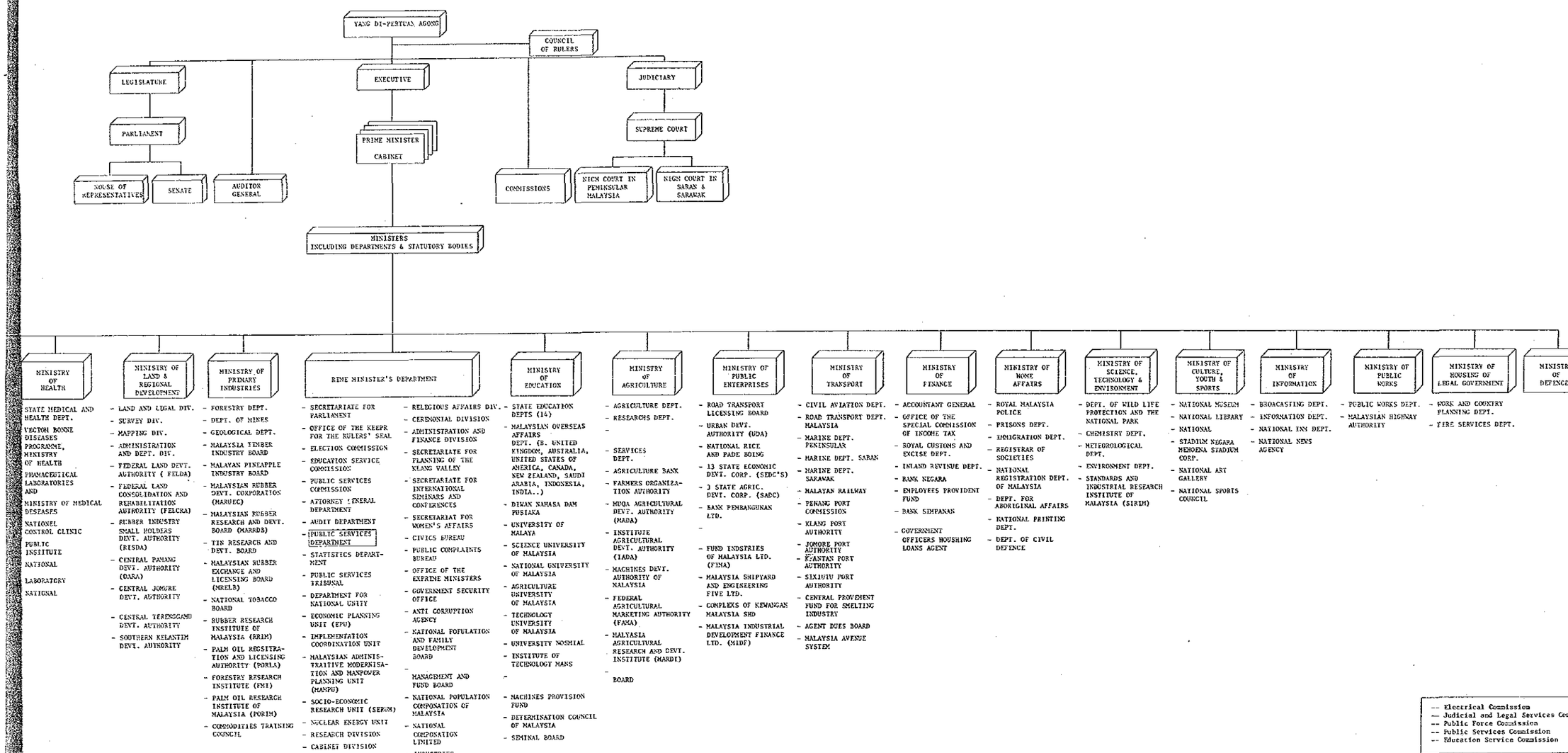
ORGANIZATION OF THE GOVERNMENT OF MALAYSIA



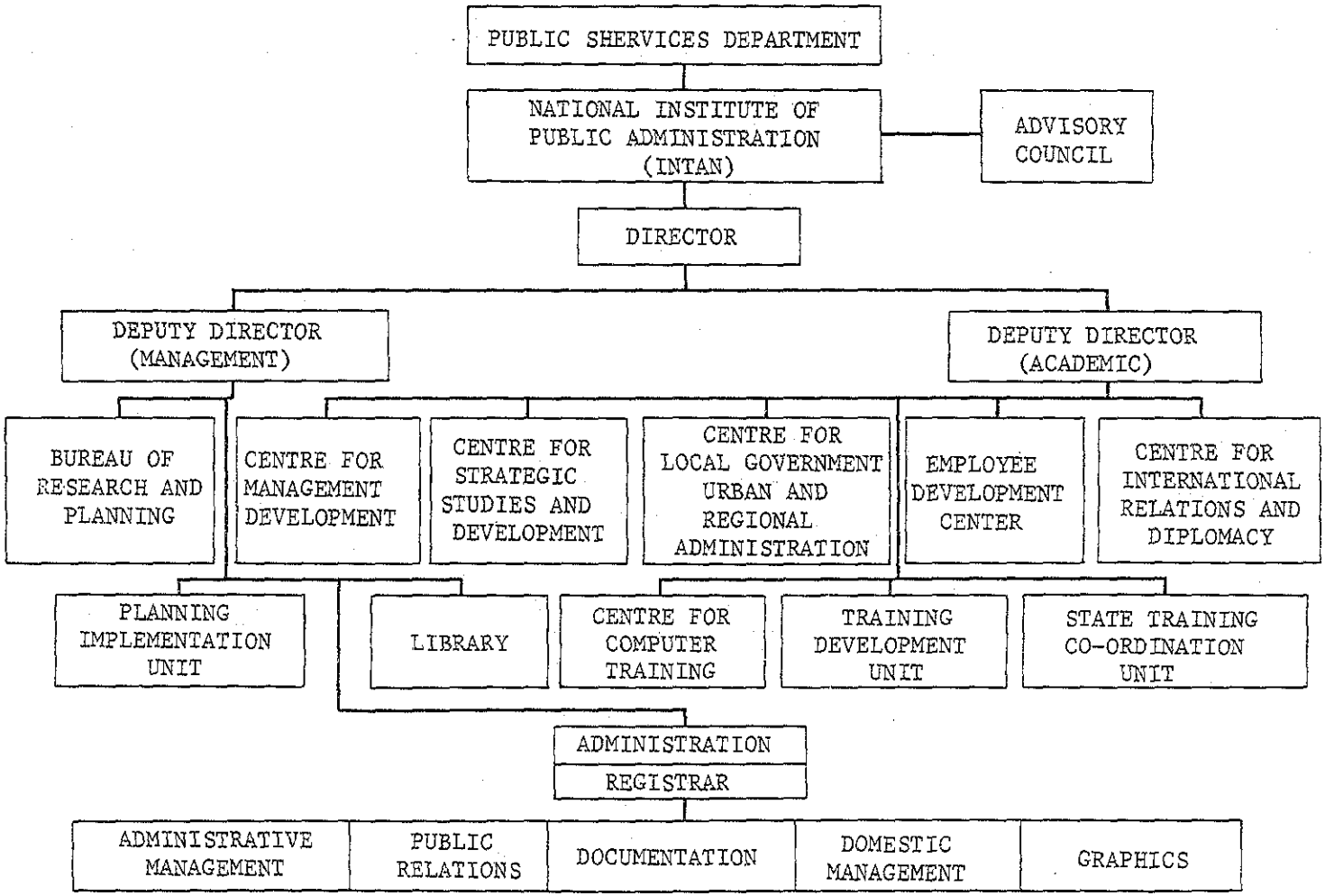
MALAYSIAN ADMINISTRATIVE MODERNISATION AND MANPOWER PLANNING UNIT (MAMPU)
JANUARY 1985

別添 1

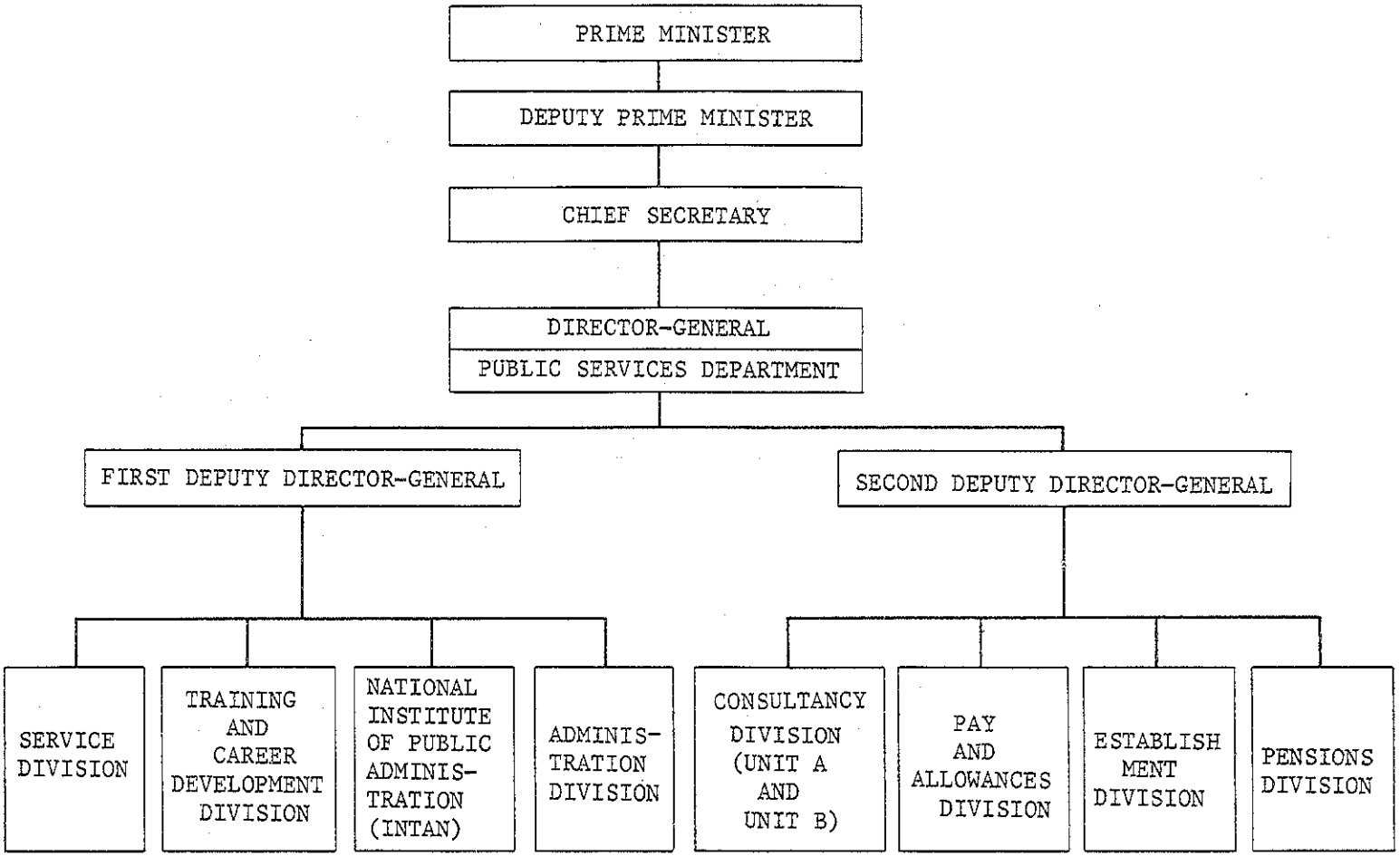
ORGANIZATION OF THE GOVERNMENT OF MALAYSIA



ORGANIZATIONAL CHART OF INTAN



ORGANIZATIONAL SET-UP OF
THE PUBLIC SERVICES DEPARTMENT



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