

先進国技術協力実施状況調査報告書

(英国)

昭和63年9月

国際協力事業団

企 画
JR
88-11

序 文

技術協力の要請内容は年々多様化するとともに、その規模及び件数においても拡大の一途にあり、より一層事業の効果的かつ効率的実施を図ることが求められている。かかる状況の中で、先進国援助機関の技術協力の実施スキームにつき調査し、我が国技術協力の実施スキームとの国際比較を行うことによって、今後の技術協力事業の制度面・実施面に関する検討を行う一助とするために、今般英国と西ドイツにおいて、特に研修員受入れ、専門家派遣等を中心として技術協力実施状況調査を行った。本報告書は、このうち英国分についてその調査結果をとりまとめたものである。

調査団は、国際協力事業団研修事業部管理課課長代理稲垣瑞夫を団長とし、昭和63年7月9日から7月17日まで、英国援助関係機関である海外開発庁、英国文化協会、クラウン・エージェンツにおいて予め送付した質問票に基づき面接、調査、資料収集を行なった。

英国では、海外開発庁（ODA）が援助政策の立案から実施まで全過程の責任を有し、ODAの監督の下に、実際の事業は、英国文化協会（BC）、クラウン・エージェンツ（CA）、英連邦開発公社（CDC）等が担当している。

以下、本文では各機関が果たしている役割とその相互の連携をもとに、英国の技術協力がどのような体制で実施されているかを全体像として把握することに重点を置いた。

本報告書が日本の技術協力の計画立案及び実施にあたり参考となることを期待すると共に、今回調査の実施にあたって御協力いただいた外務省、在連合王国日本大使館に深甚な謝意を表する次第である。

昭和63年9月

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国際協力事業団
理事 川村 知也

国際協力事業団

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第1部 調査の概要

I. 調査目的

技術協力の要請内容は年々多様化するとともに、その規模及び件数においても拡大の一途にあり、より一層事業の効果的かつ効率的実施を図ることが求められている。かかる状況の中で、先進国援助機関の技術協力の実施スキームにつき調査し、我が国技術協力の実施スキームとの国際比較を行うことによって、今後の技術協力事業の制度面・実施面に関する検討を行う一助とするために、我が国の実情に近い実施体制を敷いている英国において特に研修員受入れ、専門家派遣等を中心として技術協力実施状況調査を行った。また、併せて、ケース・スタディとして、研究協力、他の先進国援助機関や国際機関との連携方法、地方自治体による協力等、目下技術協力関係者の間で話題となっている事項についても調査した。

II. 調査日程

- | | | |
|-------|--------|----------------------------------|
| 63年7月 | 9日(土) | 東京→ロンドン着(稲垣、守屋) |
| | 10日(日) | ニューヨーク→ロンドン(黒澤) |
| | 11日(月) | クラウン・エージェンツ(CA) |
| | 12日(火) | 海外開発庁(ODA) |
| | 13日(水) | 海外開発庁(ODA)
海外開発天然資源研究所(ODNRI) |
| | 14日(木) | 海外開発庁(ODA)
日本大使館 |
| | 15日(金) | 英国文化協会(BC)
クラウン・エージェンツ(CA) |
| | 16日(土) | ロンドン発 |
| | 17日(日) | 東京着 |

III. 面会者

在連合王国日本大使館

永沢浩之書記官

O D A (Overseas Development Administration)

Grath Pettitt : Head of UN and Commonwealth Dept.

Tim David : Aid Policy Dept.

Stanton : Finance Dept.

John C. Morris : Head of Evaluation Dept.

Peter Freeman : Head of Central and Southern Africa Dept.

Brian P. Thomson : Economic Adviser

Vincent Mclean : Head of Investment & Crown Agents Dept.

Raleigh : Head of Aid Policy Dept.

Tim David : Aid Policy Dept.

Peter M. Wilson : Engineering Division

Coverdale: Economic Service

David Turner: Natural Resources & Environment Dept

O D N R I (Overseas Development Natural Resources Institute)

J.G. Disney : Head, Central Operations Dept.

C A (Crown Agents)

W. Bowyer : Director, Technical Services

Ivan A. Alexander : Director, Japanese Aid

John E. Theaker : Director, Training Services

Stuart J. Roumana : Director, Procurement Service

M. R. Hughes : Marketing Director-Africa

Shaun O. Moss : Marketing Officer-East Asia

Joanna Moody : Overseas Personnel Manager

Paul Reed : Training Manager

Andy Hadfield : Sales & Marketing Manager

B C (British Council)

M. Ellis : Regional Officer, Japan

Dr. G. Howell : Controller, Pacific & East Asia Div.

F. Partridge : Training Officer

N. Leigh : Evaluation Unit

A. Barrot : Student Welfare, Overseas Student Services

A. Collaco : Assistant Director, Educational Contracts Dept.

H. Munro : Head Operations Unit TETOC Group

P. Villa : Director, Central Information Service

M. Healy : Research & Development Officer

IV. 調査団員

団長 稲垣 瑞夫 研修事業部管理課課長代理

団員 黒澤 啓 企画部企画課

団員 守屋 幡司 国際協力サービスセンター

第2部 調査結果

I. 要 約

1. 研修員受入れ

12スキームにて、年間約19,000人を受入れている。技術研修はTCTP (Technical Cooperation Training Programme)を中心に行っている。

ODA地域局の各国別年間計画に基づき、key sheet (業務指示書)にてBC (British Council) に実施方指示するとともに、1年分の必要経費を一括支払う。BCの行う研修の殆どは、大学、研究所等の既存のコースを利用しており、独自に開発したコースは少ない。

TCTPの一部(年間約16コース)については、CA (Crown Agents)がODAとの契約に基づき集団研修を実施している。

諸手当は毎年9月に改定、上昇率は毎年約3%程度の由。

研修員に係る医療については、英国の福祉政策により、概ね英国人と同等の医療サービスを無料で享受できる。

研修事業の評価は、研修コースについてのみ、以下の4方法にて実施しているが、評価の方法論は未だ確立されていない由。

- ① Country-based Evaluation
- ② Desk Reviews
- ③ Subject/Sector Evaluation
- ④ End of Training Questionnaire

2. 専門家派遣

ODAの専門家派遣事業は、地方の活性化並びに雇用促進の意味から、現在はグラスゴーにあるOverseas Manpower Services Departmentにて実施されている。

派遣のスキームは、ODAが直接派遣する専門家と、現地雇用の英国人に対して給料を補填する2種類に分けられる。

その他、ODAの業務指示書であるStaff Vacancy Form (SVF)に基づき、CAが年間100名程度派遣している。

3. その他

(1) 研究協力

途上国に係わる研究テーマを審査し、研究費 (cash grant) を英国人研究者に与えている他、大学、研究機関、コンサルタント等への委託研究も実施している。

また、T D R I (Tropical Development Research Institute) と L R D C (Land Resources Development Center) を合併してできた O D N R I (Overseas Development Natural Resources Institute) が、O D A の Scientific Unit に所属し、途上国における農業関係の研究及び開発の任務を担っている。

途上国との共同研究も実施しているが、O D A が資金を全額負担することが多く、その場合には、研究成果も O D A に帰属する。

その他、世銀等国際機関と共同研究を実施することもある。

(2) 地方公共団体による技術協力

英国の行政組織上、地方自治体が主体的に技術協力を行うまでには至っていない。地方自治体による活動は、O D A の依頼による研修員の受入れや、姉妹都市程度であるが、研修員については、大学、研究所等が直接受入れていることが多いため、地方自治体の参加は少ない。

(3) 先進国援助機関、国際機関との連携

O D A は、英連邦を中心として国別援助計画を基に協力を実施しているので、国際機関との関連においては、それぞれの国において共通のアプローチを必要とする場合にのみ連携を保っている。

国際機関との連携の為の特別な政策は有していない他、共同プロジェクトの実施に際しては、通常のバイのスキームで実施しており、特別なスキームは有していない。

他国とは緊密な情報交換を行っているが、特に定期的な2国間協議の場を設定はしていない。

国際機関への専門家派遣の実績もない。

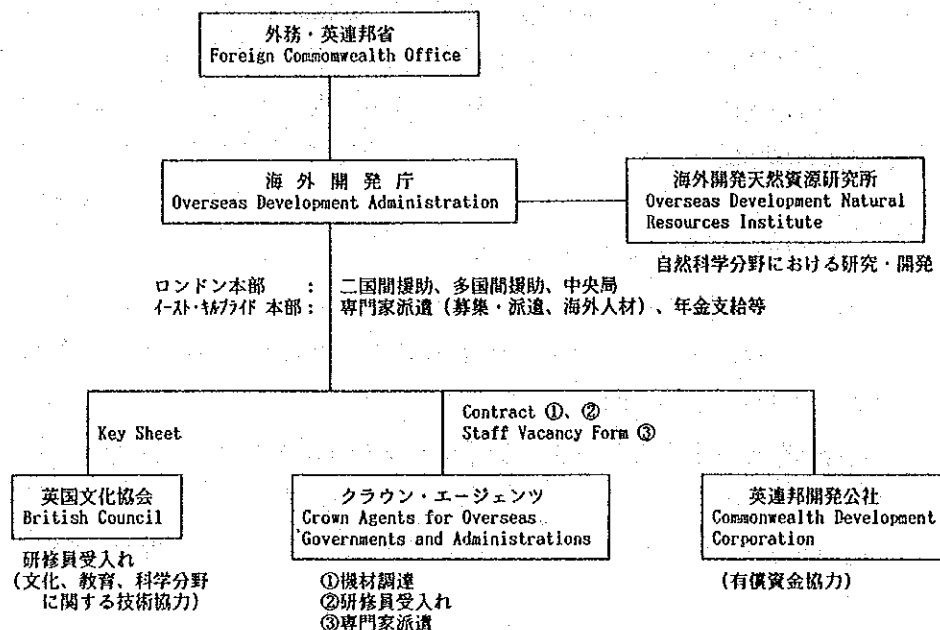
C A の場合国際機関との関係が強いが、但しその関係はコマーシャル・ベースによる機材調達が発端である。

II. 援助機関の概要

1. 英国の政府開発援助の体制

ODA (Overseas Development Administration ; 海外開発庁) は外務・英連邦省 (FCO : Foreign and Commonwealth Office) に所属し、援助政策の立案から実施まで全過程の責任を持っている。しかし、実際の実行業務—例えば研修事業、機材調達業務、有償資金業務等はBC (British Council:英国文化協会)、CA (Crown Agents: クラウンエージェント)、CDC (Commonwealth Development Corporation: 英連邦開発公社) 等の実施機関に委せ、ODAはそれらの機関を監督している。ODAと各機関の関係は図II-1のとおりである。

図II-1 英国の政府開発援助体制



2. 海外開発庁 (ODA: Overseas Development Administration)

ODAの歴史は、英国の政権の性格（保守党政権か労働党政権か）により大きく左右されてきた。労働党政権の場合は海外開発省 (Ministry of Overseas Development) として独立した省になり、保守党政権になると海外開発庁として外務・英連邦省 (Foreign and Commonwealth Office) の一外局に編入されることを繰返してきたが、1979年 5月労働党から保守党への政権交代にともない、海外開発省から再び外務・英連邦省の外局に復し現在に至っている。

ODA長官は外務・英連邦担当の閣外務大臣を兼任する海外開発大臣 (Minister of State for Foreign and Commonwealth Affairs and Minister for Overseas Development) であり、外務・英連邦大臣 (Secretary of State for Foreign and Commonwealth Affairs) の指揮下にある。外務・英連邦大臣が議会に対するODA業務の責任者となる。

(1) 組織

ODAは英国における政府開発援助を一元的に実施しており、現在約 1,500人 (内約 120人がセクター専門家) を擁している。1981年にスコットランド地域強化 (雇用創設) 政策の一環として、ODAの本部はロンドンとスコットランドのイースト・キルブライド (グラスゴーの近郊) の2か所に分割された。イースト・キルブライドの本部は専門家のリクルート・派遣業務、かつて途上国で英国の援助プログラムの下に勤務した元公務員への年金計算等主として技術協力 (Overseas Manpower Services) 関係を所掌している。

ODAの本部の組織は、アジア、アフリカ、大洋州、地中海、中東、カリブ海、南大西洋、ラテン・アメリカの地域部局、教育、保健、人口、天然資源、環境、エンジニアリング、海外マン・パワー、国際機関等の専門部局、そして援助政策、財務等の管理部局で構成されている。

ODAは下記の5か所に大使館とは独立した海外開発事務所 (広域地域事務所) を設置している。各事務所とも行政職、専門職、アドバイザーをかかえており、その地域の開発プログラムの計画、実施を担当している。資金援助にしる技術協力にしるある程度承認決定権限を本部から委譲されている (100万ポンド未満の小規模プロジェクトについては事務所限りで承認できる)。

- | | |
|--------------|---------------|
| ① 東アフリカ地域事務所 | ナイロビ (ケニア) |
| ② 南アフリカ地域事務所 | リロングウェ (マラウイ) |
| ③ 東南アジア地域事務所 | バンコク (タイ) |

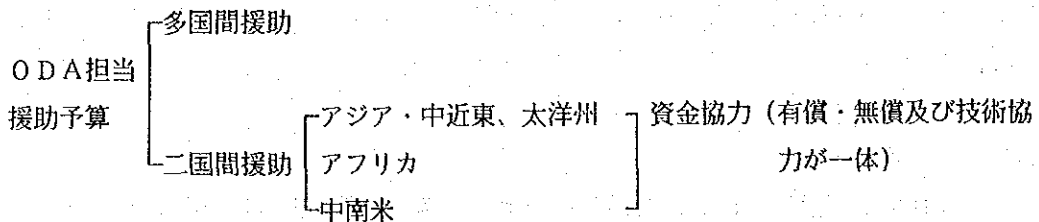
- ④ 南太平洋地域事務所 ブリッジタウン (バルバドス)
- ⑤ 大洋州地域事務所 スバ (フィジー)

(図II-3・ODAの組織図参照)

(2) 予算

ODAの予算はRolling planにより毎年向う3年間の予算が決定され、毎年の見直しにより若干修正されるが、概ねそのまま実施される。会計年度は4月1日から3月31日までである。

図II-2 ODA援助予算の構造



援助の60%は二国間援助に、40%が多国間援助（1986/87）に配分されている。

(出典：British Overseas Aid援助の支出 1986/87)

(3) 経済・技術協力の動向

英国の二国間援助の大宗は、無償資金協力及び技術協力により占められ、貧困国及び旧英領植民地に重点を置いて、援助が行われている。因に86年においては、英国の政府開発援助の76%が、一人当たりGNP790ドル以下の国（IDA適格国）に、向けられた。また、86年における二国間援助の地域配分はアフリカ33%、アメリカ大陸6%、中東1.5%、アジア38%、ヨーロッパ2.5%、オセアニア1.9%である。

表II-1. 英国の援助予算（ODA）動向（単位：百万米ドル）

年 度	1982	1983	1984	1985	1986
ODA ネット	1,800	1,610	1,429	1,530	1,750
ODA の GNP比	0.37%	0.35%	0.33%	0.33%	0.32%

(出典：1987年DAC議長報告書)

ODAの予算のほとんどは、無償資金協力を費やされるが、一部は有償資金協力を扱う Commonwealth Development Corporation (CDC) の開発プロジェクトに、低利（現在3.5%）の資金融資に使われている。1986年度の場合CDCプロジェクトに対して、73百万ポンド（ODA支出の約5.4%）の資金融資を行った。

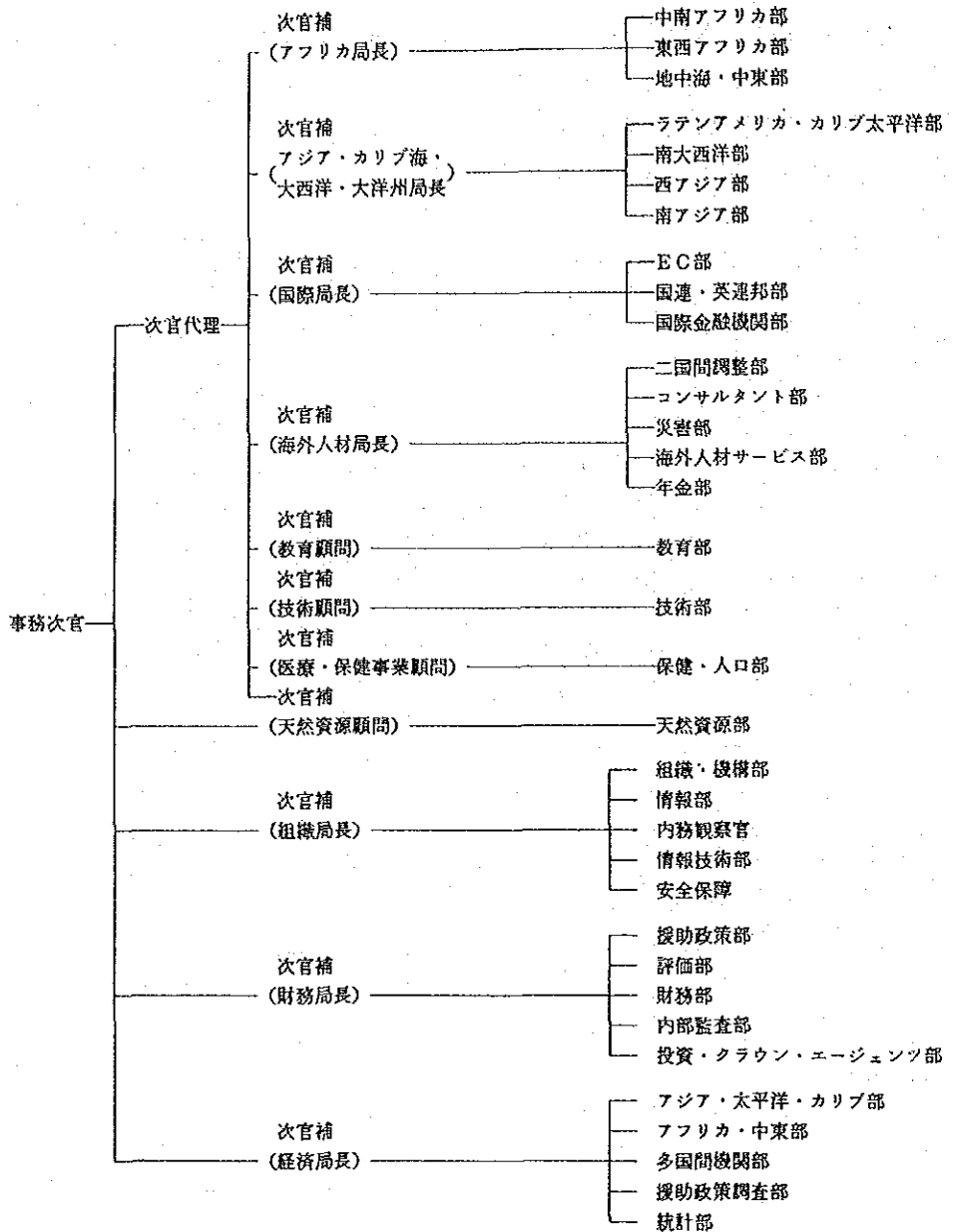
（過去3年間の援助実績の推移は下記表II-2、参照）

表II-2. 過去3年間の援助実績の推移（単位百万ポンド）

予 算 年 度	1984 (%)	1985 (%)	1986 (%)
多 国 間 援 助			
E C	226 (17.1)	234 (17.8)	223 (16.4)
世 界 銀 行	197 (14.9)	128 (9.7)	154 (11.3)
国 連 諸 機 関	66 (5.0)	84 (6.4)	83 (6.1)
そ の 他	42 (3.1)	48 (3.6)	51 (3.8)
小 計	531 (40.2)	494 (37.5)	511 (37.6)
二 国 間 援 助			
資 金 援 助	398 (30.1)	429 (32.6)	447 (32.9)
技 術 協 力	138 (10.5)	154 (11.7)	171 (12.6)
小 計	536 (40.7)	583 (44.3)	618 (45.5)
そ の 他			
C D C ロ ー ン	114 (8.6)	79 (6.0)	73 (5.4)
国 際 機 関 へ の 技 術 援 助	102 (7.7)	124 (9.4)	120 (8.8)
小 計	216 (16.4)	203 (15.4)	193 (14.2)
管 理 費	35 (2.7)	36 (2.7)	36 (2.7)
合 計	1,318 (100.)	1,316 (100.)	1,358 (100.)

（出典：British Overseas Aid 1986, ODA）

図II-3 ODAの組織図(本部)



3. 海外開発天然資源研究所

(ODNRI : Overseas Development Natural Resources Institute)

(1) 組織

ODNRIは1987年9月1日TDRI (Tropical Development & Research Institute)とLRDC (Land Resources Development Center)を合併し、これにODAの専門家団 (Corps of Specialists) のうち自然分野の専門家グループを加え設立。ODAのScientific Unitに属する付属研究機関。ここに属する専門家はODAと最高10年迄の契約で勤務し、原則として出来るだけ海外勤務することが義務付けられている。

(2) ODA支出

1986/87	£ 5.628百万 (約13.2億円	£ 1 = 235円)
87/88 予測	£ 6.269百万 (約14.7億円	〃)
88/89 予測	£ 11.905百万 (約 28億円	〃)

(出典 : 1988-89, Class II, Vote5)

(3) スタッフ

1988年4月1日現在 431名

(4) 業務

① 研究と開発 Research and development

国内外における発展的研究と開発

② 専門家派遣 Overseas assignments

途上国の要請に応じて、短長期専門家の派遣。特に害虫駆除、ポストハーベストの研究・開発、土地資源評価、研修、企画、調査あるいは流通調査部門。

③ 勧告業務 Advice

土地利用、害虫駆除、ポストハーベストに関する質問に対する勧告。毎年約3000の質問が寄せられる。

④ 海外ネットワーク Overseas network

プロジェクト認定のためや害虫駆除、ポストハーベスト部門に関係する他機関と連携するための海外視察の実施及び国際ワークショップやシンポジウムへの参加。

⑤ 同定業務 Identification services

熱帯、亜熱帯地帯のバッタ、イナゴ、白アリ、貯穀害虫の分類、同定。

⑥ 実験分析 Laboratory analysis

短期間の実験室内、分析及び熱帯土壌の分析。

⑦ 契約業務 Contract services

途上国における国際機関、地域開発団体、他の2国間援助国、商業的及びコンサル機関、政府、民間団体との支払いベースでの代行業務。但し、ODNRIに関係があり英国の民間コンサルタントが不能な案件に限る。

⑧ 刊行物発行 Publications

ODNRIが専門とする部門の情報を科学雑誌で普及する。

⑨ 研修 Training

害虫駆除、ポストハーベスト、土地利用計画部門の途上国の専門家の研修。但し研修員諸費用はBritish Councilが分担する。

4. 英国文化協会 (BC : British Council)

(1) 組織

外国との文化交流の促進、特に英語を世界共通語として普及すること、及び海外での教育プロジェクトを管理することを目的として1934年に設立された特殊法人 (Associated Organization)。世界約80ヶ国に駐在事務所と図書館を設置。ハンドブック、科学雑誌、教育、医学、科学のパンフレット、視聴覚・ビデオ等の教材リストを保管し利用者に便宜供与。

(2) ODAの出資

86/87 39.8百万ポンド (約 93.5億円 : £1 = 235円)

87/88 予測 41.8 百万ポンド (約 98.2億円 : £1 = 235円)

88/89 予測 43.9 百万ポンド (約 103.2億円 : £1 = 235円)

(出典 : Class II, Vote 5)

(3) 事業規模

1988/89の出来高予測は総額276 百万ポンド (約 649億円) で内ODAスキームは121 百万ポンド (約 286億円) で全体の44.1% を占める。

(Review of the year)

(4) 研修人数

BCが行なう研修は英国政府の技術協力研修計画の約90%を占める。5年間の受入れ計画は下表のとおり。()内は新規受入数。

表	1983/84	8,869 (5,094)
	1984/85	9,773 (5,292)
	1985/86	9,965 (5,450)
	1986/87	10,605 (5,843)
	1987/88	11,465 (6,146)

(5) 研修の内容

英国内

- ① 職業及び技術研修 (Vocational and technical training)
- ② 上級研修 (Advanced courses)
- ③ 特別コース、学習プログラム及び見学
(Special courses, study programmes and visits)
- ④ 英語教育及びオリエンテーション
(English language tuition and orientation courses)

海外

- ① 教育及び研修全般にわたる相談業務
(Consultancies in all aspects of education & training)
- ② 相手国での研修 (In-country training)
- ③ 教育機関の連携 (Institutional links)
- ④ B. C. センターでの派遣前英語教育
(Pre-course English language tuition at B. C. centres)

5. クラウン・エージェント

(CA : Crown Agents for Overseas Governments and Administrations)

(1) 組織

1833年にJoint General Agents for Crown Coloniesとして発足。業務は植民地総督府またはその領域内の公共団体等のロンドンにおける代理業務。

1863年、Crown Agents for the Coloniesと名称を変更。

1954年、現在の名称に改称し、植民地以外の独立国の代理業務も実施しうるようにした。

1979年、CAを特殊法人とする法律(Crown Agents Act 1979)が公布施行。

1980年、ODAの傘下の特殊法人として発足。従来の代理業務に加え、ODAの実施機関として海外経済協力にも参画。

(2) 業 務

① 調達事業

施設、資機材に係る仕様作成、入札、契約、購入、梱包、集荷、船積、保険業務等

② 検査事業

事前審査、品質保証検査、製造工程認可、引渡試験立合い、梱包・船積前の品目確認・監督委託に係る認可を含む施設、機材、備品等に関する検査業務

③ 運送事業

貨物スペース、輸送料、積載・荷揚げ条件の交渉
積換え手配、保険の手配、集荷及び梱包、書類作成、関税との交渉
輸送料・関税、通関料の確認、支払等の業務

④ 金融事業

財政及び投資管理
銀行及び支払業務
借款業務

⑤ 財政顧問事業

対外金融、負債管理方法、財政管理に関する助言・支援
財政方針調査、金融分野開発

⑥ 研修事業

供給関係分野、用地管理、商法、港湾管理及び税関吏教育等における国内、海外での研修
顧客の要望に基づく研修コース企画・運営
工業配置
海外での会議、研修会、講習会

⑦ 供給管理事業

倉庫管理、輸送、支援、在庫管理方法、経理を含む助言、指導業務

⑧ 管理事業

工業プロジェクト、農業開発及び水産プロジェクトのためのプロジェクト管理及び管理助言（輸出信用や援助資金供与に係る計画策定を含む）

⑨ 人材派遣事業

専門家の発掘、選抜、管理、派遣

⑩ 経済事業

プロジェクト・アブレイザル、共同計画及び機構開発

財務分析及び計画立案

① 海外援助事業

海外開発庁 (Overseas Development Administration) 、国際援助機関、及び被援助国政府のための援助資金の管理

② 切手事業

郵便切手の図案、印刷のための契約交渉

収集家に対する切手の国際販売と配賦

(3) 業務の規模

CAの顧客は100を越える外国の中央政府、地方政府、及び300を越える公共機関 (大学、中央銀行、港湾局、国鉄、電力庁等の公社公団) や世銀等の国際機関となっている。

1987年の総収入は26.39 百万ポンド (約62億円 : £1 = 235 円) で、1.512 百万ポンド (約3.5 億円) の利益を上げた。

(4) スタッフの数

	専門職	事務職	合計
国内スタッフ	513	282	795
海外スタッフ			
代表、検査官、調達スタッフ	81	57	138
提携・補助会社	5	-	5
プロジェクトスタッフ	79	-	79
合計	678	339	1,017

6. 英連邦開発公社 (CDC : Commonwealth Development Corporation)

1978年CDC法により設立。1982年及び86年、その法律の一部改正。

CDCは公益法人 (UK public corporation) である。

(1) 業務

CDCは開発途上国の官・民の事業に有償資金を貸与する。事業分野は農業、漁業、鉱山、産業、公益事業 (水道、ガス等) 、運輸、コミュニケーション、住宅、ホテル、産物の加工・貯蔵、流通、建築、工学技術等である。新規事業又は既存事業の発展に寄与。

業務の内容

- ① プロジェクトに対する融資及び危険負担の形での長期財政援助。
- ② プロジェクト及び資源の管理。
- ③ プロジェクトに対する調達、流通、人事等補助業務の代行。

(2) ODAの出資

1986/87 45百万ポンド (約105.8 億円)

1987/88 (予測) 45百万ポンド (同上)

1988/89 (予測) 49百万ポンド (約115.2 億円)

(出典 1988-89 class II, Vote 5)

(3) 事業規模

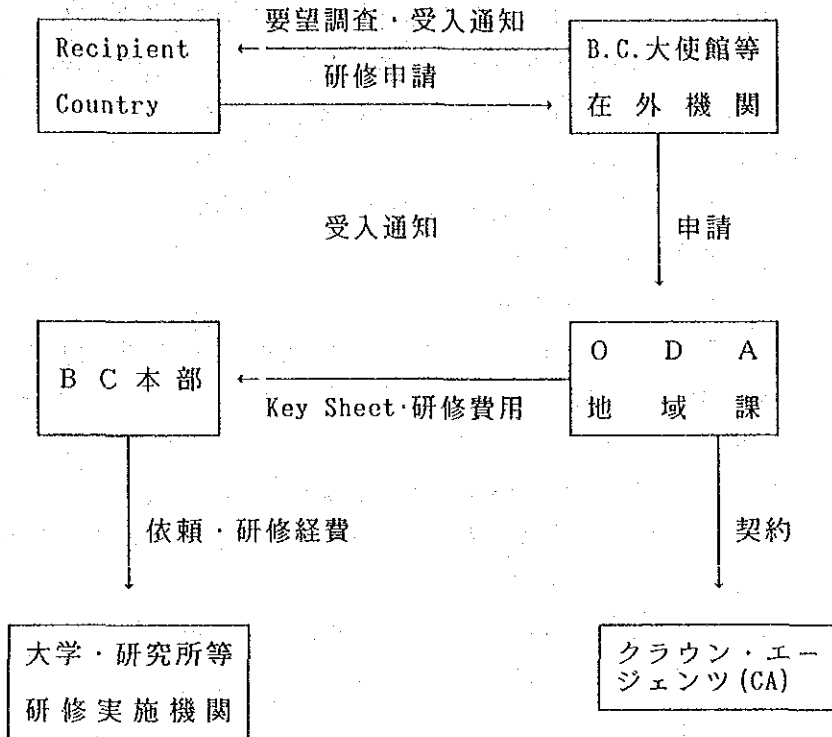
1986年の新規投資101.1 百万ポンド、1987年のそれは117.7 百万ポンド、総投資額1986年966.9 百万ポンド、1987年1,011.3 百万ポンド。

内81%が長期ローンで残りが危険負担金。また、88%が英連邦諸国へ出資。44%が自然資源の開発へ出資。投資全体の59.4%を東、中央、南アフリカへ、26.7%を西アフリカ及びアジア諸国に出資した。現在50ヶ国に協力中。

(出典: CDC Report & Accounts 1987)

III. 研修員受入事業

1. 研修業務のフロー・チャート



2. 研修プログラムの概要

(1) 研修プログラムの種類

英国の行なっている研修はおもに各大学の既存のコースへ、研修生を入れることであり、その意味では大半が集団研修であると言える。必要に応じて個別研修、また日本の第三国研修に相当する途上国における地域研修 (Regional Training) を行なっているが個別、集団、第三国研修といった分類は行わず、下記の研修プログラムに分けている。

① 技術協力研修計画

T C T P = Technical Cooperation Training Programme

年間受入 約 11,000 人

② 英連邦奨学金及び研究員支給金計画

C S F P = Commonwealth Scholarship and Fellowship Plan

年間受入 約 750 人

③ 分担奨学金計画

Shared Scholarship Scheme

年間受入 約 150 人

④ 中英友好奨学金計画

Sino-British Friendship Scholarship Scheme

年間受入 約 400 人

⑤ 英国文化協会研究員支給金計画

British Council's Fellowships Programme

年間受入 約 500 人

⑥ 外務省奨学金資格授与計画

Foreign and Commonwealth Office Scholarships and Awards Scheme

年間受入 約 600 人

⑦ 海外研究生資格授与計画

Overseas Research Students Award Scheme

年間受入 約 800 人

⑧ 英領学資支援計画

Country/Territory Support Scheme

支援数 約 3,000 人

⑨ 王立中国科学者支給金計画

Royal Fellowship Scheme for Chinese Scientists

年間受入 約 30 人

⑩ 英連邦ナッソー奨学金

Commonwealth Nassau Fellowships

⑪ 南アフリカ英国人学生奨学金

British Under Graduate Fellowships for South Africa

⑫ 難民学生世界大学援助事業

The World University Service Assistance for Refugee Students

約 130 人

但しこれらのプログラムの中には先進国からの学生を含んでいるものもある。

— 青年交流計画 —

上記研修計画とは質的に異なるが、英連邦内の青年交流を目的とした英連邦青年プログラム (CYP: Commonwealth Youth Programme) が行われており、英国はこのプログラムに年間経費の30%を出資している。

このCYPは青年の国際理解が当初の目的であるが同時に麻薬、失業、10代出産等の緊急問題にも焦点を合わせて研修を行なっている。

(2) 研修プログラムの内容

上記プログラムのうち、主要4プログラムの内容は次の通りである。

1) 技術協力研修計画 (TCTP)

英国文化協会 (British Council) が実施し、英国の行っているプロジェクトに優先権をおき、通常英国内において研修を行う。場合によっては途上国において周辺諸国から研修生を集め、研修を行う事もある。

年間約11000人、1986年度約52百万ポンド

2) 英連邦奨学金及び研究員支給金計画 (CSFP)

英連邦諸国の学生、研究者が他の英連邦諸国で研修するのを援助する計画である。ODAは英連邦の開発途上国に対し、1986年に約750人強、6百万ポンドの援助を実施した。

3) 分担奨学金計画 (Shared Scholarship Scheme)

英連邦の開発途上国に対し他の奨学金計画でカバー出来なかった人々に英国内で研修する機会を与えている。1986年には138人がこのスキームで研修した。

4) 中英友好奨学金計画 (Sino-British Friendship Scholarship Scheme)

1986年に設立され、向う10年間に中国人の大学院レベルの学生3000人以上を英国で留学させ、35百万ポンドを出費する。その35百万ポンドは香港のSir Y K Pao基金及び中国政府が14百万ポンドずつ、英国が7百万ポンドをそれぞれ出す。英国は外にこの計画を実施するための英国内の英国文化協会の人件費を支払う。

これら研修プログラムとは分類の仕方が異なるが、出来るだけ相手国の事情に合致する研修を行うという理由で、相手国及び第3国研修 (Regional Training) をアフリカ、ナイジェリア、インド等の大学で実施している。1986年は626人がこの対称となった。なお、Regional Trainingの実施判断基準は下記の3点による。

- ① 言語、風俗が同一地域であること。
- ② 教育（研修）施設があること。
- ③ イギリスで実施するより経済的であること。

(3) 過去5年間の受入れ実績

表Ⅲ-1 研修員の受入数

	In Britain	In own and third countries	In all countries			of which TCTP & CSFP	
	Total	Total	Students	Trainees	Total	Male	Female
New Awards during:							
1982	6 269	100	3 017	3 352	6 369	n.a	n.a
1983	7 089	90	3 587	3 592	7 179	n.a	n.a
1984	7 538	293	3 809	4 022	7 831	n.a	n.a
1985	6 323	230	n.a	n.a	6 553	n.a	n.a
1986	6 581	200	4 411	2 378	6 789	4 921	957
On course on 31st December:							
1982	4 758	258	4 320	696	5 016	n.a	n.a
1983	5 303	381	4 779	905	5 684	n.a	n.a
1984	5 095	496	n.a	n.a	5 591	n.a	n.a
1985	4 953	418	n.a	n.a	5 371	3 938	695
1986	5 856	312	5 280	888	6 168	4 640	958
Financed during:							
1982	11 710	642	8 444	3 908	12 352	n.a	n.a
1983	11 847	348	7 907	4 288	12 195	n.a	n.a
1984	12 841	674	8 588	4 927	13 515	n.a	n.a
1985	11 418	726	n.a	n.a	12 144	n.a	n.a
1986	11 534	626	8 872	3 288	12 160	8 858	1 652
Person years provided during:							
1982	5 280	481	4 736	1 025	5 761	n.a	n.a
1983	5 291	254	4 391	1 154	5 545	n.a	n.a
1984	5 772	294	4 690	1 377	6 067	n.a	n.a
1985	5 505	299	n.a	n.a	5 804	n.a	n.a
1986	5 792	294	4 816	1 270	6 086	4 620	849

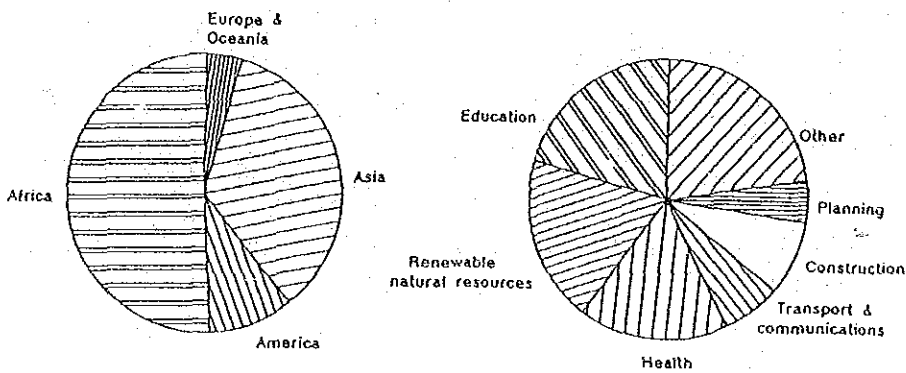
(出典: British Aid Statistics 1982-1986)

以上の研修員数の1986年を受入れ地域別及び分野別に分類し、円グラフにしたのが下図Ⅲ-1である。地域別ではアフリカからが圧倒的に多く、つづいてアジア、アメリカの順になっている。分野別では教育、天然資源、保健が大きな地位を占めている。

図Ⅲ-1 研修員の地域別・分野別比較 1986

地域別

分野別



(出典：British Aid Statistics 1982-1986)

表 III - 2 地域別研修員受入れ実績

	Total					Person-years	
						TCTP & CSFP	
	1982	1983	1984	1985	1986	Male	Female
	1982	1983	1984	1985	1986	1985	1986
AFRICA							
North of Sahara	117	102	91	84	108	63	20
South of Sahara	3 420	3 178	3 242	2 946	2 994	2 469	422
Total	3 538	3 281	3 332	3 029	3 102	2 531	442
AMERICA							
Central and Caribbean	218	217	274	294	356	153	54
South	331	241	203	192	254	146	58
Total	550	457	484	486	610	299	112
ASIA							
Middle East	153	177	169	152	192	139	10
South	929	1 069	1 306	1 250	1 210	1 026	155
Far East	316	351	452	539	720	533	116
Total	1 408	1 597	1 927	1 961	2 122	1 698	281
EUROPE	194	142	120	94	94	34	9
OCEANIA	72	69	204	221	158	58	5
WORLD UNALLOCATED	-	-	-	13	-	-	-
TOTAL ALL DEVELOPING COUNTRIES	5 761	5 545	6 067	5 804	5 085	4 620	849
of which: Commonwealth	4 073	3 947	4 338	3 951	3 891	3 080	544

(出典: British Aid Statistics 1982-1986)

表 III - 3 分野別研修員受入れ実績 1986

	TC Training programme (TCTP)	C*Wealth Scholar & Fellow Plan (CSFP)	British Council	Other (2)	Total	Person-years	
						of which women	
						TCTP	CSFP
<u>Subjects allocable</u>							
<u>to economic sectors</u>							
Renewable natural resources	655	86	9	21	771	73	9
Mining	98	12	4	1	115	2	-
Manufacturing	139	21	7	9	174	11	-
Energy	102	5	-	-	107	2	-
Construction	289	30	12	8	341	15	6
Trade & tourism	37	2	1	-	39	7	1
Transport & communications	247	10	5	5	267	9	-
Financial services	-	-	-	12	12	-	-
Public administration	132	30	8	12	182	18	6
Planning	159	26	5	5	194	28	4
Environmental amenities (3)	91	7	3	8	109	4	-
Education	618	60	106	39	819	182	16
Health	472	136	38	37	684	148	35
Social development	60	3	3	7	73	14	-
Other community services	66	10	7	1	83	22	3
Sub-total	3 164	435	209	162	3 969	534	81
<u>Subjects not allocable</u>							
<u>to economic sectors</u>							
Natural sciences	446	139	56	26	667	69	23
General engineering	292	40	21	15	368	9	2
Arts	25	41	58	16	140	2	10
Social sciences	451	39	23	6	520	65	10
Unknown	393	4	2	24	423	44	1
Sub-total	1 607	264	161	66	2 117	189	46
Grand Total	4 770	699	369	248	6 086	724	125

(出典: British Aid Statistics 1982-1986)

また、C Aによる研修員受入実績は下記の通りであった。

1985年	254 人
1986年	250 人
1987年	226 人
1988年	280 人 (見積)

ODNRIでも研修員を受入れているが、研修にかかる諸費用はBCが負担している。

3. 研修の実施

(1) 研修の実施機関

ODAの業務指示書(Key Sheet、付属資料1参照)に基き、BCが大学、Polytechnics、Colleges of Higher Education、Colleges of Further Education、専門機関、ODNRI、研修コンサルタント、民間企業等に対し、研修を委託する。ODA直接の委託としてCAも研修事業を行っており、上記の研修コンサルタントの例となる。

(付属資料2 BCによる研修実施機関 参照)

(2) 研修の内容

研修コースの大半は既存の大学、研究機関等の既存のコースへ入所させ、研修させる方法が大半で、ODNRIやCAの研修を除き、BCが独自で開発したコースはほとんどない。現在、BCによる研修分野は以下のとおりである。

Accountancy、 Agriculture、 Community Medicine、 Dermatology、
Development Administration、 Development Economics、
Development Studies、 Disaster Management、
Educational Administration、 Educational Management、
Fiscal Studies、 Fisheries、 Foreign Service Training、
Forestry、 Health Administration、 Highway Engineering、
Librariship and Information Science、 Management Studies、
Marketing、 Manpower Studies、 Natural Resources、 Nutrition、
Ophthalmology、 Personnel Management、 Planning、 Project Planning、
Radio Diagnosis、 Radio Production、 Rural Development、
Social Administration、 Statistics、 Technical Teacher Education、

Transport Studies, Urban Studies, Waste/Water Engineering
Development Administrationの場合、例えば、以下のコースがある。

- 5 大学における Development Administration 修士コース (12 か月)
- 2 大学における postgraduate/experience diploma コース (9 か月)
- 工芸学校における postgraduate/experience diploma コース (9 か月)
- 大学研究所における post-experience コース (3 か月)

ODNRI では下記コースの研修及び個別研修を行っている。

Post Management

Post-harvest Technology

Land Use Planning Techniques in Developing Countries

CA では下記の独自に開発したコースを有しており、ODA の要請に応じて実施している。

Supply and Material Management

Procurement for Development Projects

Management & Maintenance of Physical Assets

Port Management

Road Maintenance Management & Practice

Site Management (Diploma)

Customs & Excise (Diploma)

Advanced Prison Management

Advanced Logistics Management

Quality Assurance Control & Inspection

Management & Maintenance of Agricultural Plant and Machinery

Site Management (Certificate)

Customs & Excise (Enforcement)

Customs & Excise (Management)

Contract & Commercial Law

Training - Its Design and Management

4. 支払方法と契約

(1) 実施機関への経費の支払

ODAは会計年度初頭、各国別の業務指示書 (Key sheet) に伴い必要経費を一括British Council へ支払う。BCは、研修員個人に対しては研修費 (Course fee) を、また、委託研修の場合は集団研修費 (Block fee) を各研修機関に支払う。

(2) 契約方法と内容

ODAは業務指示書 (Key sheet) にてBCに研修の実施を指示する。
また、ODAはCA等に対しては契約を結び研修を委託する。

また、BCは開発途上国の政府、国際機関等の要請に応じて、経費先方負担にて研修を請合うこともある。

(契約内容例 付属資料3 Completed Contracts 参照)

5. 諸手当

(1) 諸手当の種類

(1987年 9月 1日に改訂されたBCの諸手当)

① 着後手当 (Arrival allowance)

着後5日分の必要経費。空港税、市内までの旅費、ホテル代、食事等。

£165.00 (38,775円 £1 = 235円)

② 特別日当 (SDA : Special Daily Allowance)

BCが授業料、宿泊代、食事代を支払うresidential courseの場合。

£3.27/日 (768円/日)

③ 食費 (Meal Allowances)

SDA該当のresidential courseで食費のついてない研修生。

朝食 £1.87/日 (439円/日)

昼食 £3.06/日 (719円/日)

夕食 £5.56/日 (1306円/日)

④ 生活手当 (Stipend)

residential courseでない研修生が対象。到着後6日目から研修終了の日まで、全ての生活費を含む一すなわち宿泊代、食費、クリーニング

代、通学費等。

学部学生、技官 £297.00/月 (69,795円/月)

院生、経験者 £353.00/月 (82,955円/月)

⑤ 臨時宿泊費 (T L A : Temporary Lodgings Allowance)

生活手当が全てをカバーしているが、やむを得ず割高の一時宿泊施設を利用している場合、T L Aをプログラム担当官同意の下で、宿泊領収書をつけて請求できる。適用例としては見学旅行等で宿泊を伴う場合や長期宿泊施設を借りあげる前 :

£14.70 /日 (3,454円/日)

⑥ 宿泊先保有手当 (R L A : Retention of Lodgings Allowance)

B Cが認めて、研修場所を離れ、しかも長期宿泊施設を保有しなければならない場合R L Aを支給する。但し、領収書をつけて申請すること。

£4.56/日 (1,071円/日)

⑦ 衣服手当 (Warm Clothing Allowance)

研修が決定した時英国内にいる研修生を除いて衣服手当を支給する。

短期 (1年以内) £101.00/日 (23,735円)

初年度 £154.00/日 (36,190円)

2年次以降 £ 19.00/日 (4,465円)

⑧ 書籍、教材手当 (Books and Equipment Allowance)

生活手当は基本的に書籍、教材費を含んでいるが、しかし追加費用が必要な場合申請に基き以下の限度額内で支給する。但し、3年目からは支給しない。

注 : この手当は教材費を含むコースでは減額する。また、工場研修の場合はこの手当は該当しない。

短期 £101.00 (23,735円)

初年度 £196.00 (46,060円)

2年度 £120.00 (28,200円)

⑨ 修了手当 (Departure Allowance)

研修修了後5日分の修了手当を一律に支給する。これは生活費、宿泊費、荷物経費、国内旅費、空港への旅費を含む。

£175.00 (41,125円)

※ 研修員に対する注意事項：

荷物超過手当は別に請求できる。

出発前に全ての支払いを済ませること。万一BCが支払い過ぎの場合は貴国にて払戻しを請求する。

マラリアの予防措置をすること。

⑩ 通学費 (Daily travel)

S D A (Special Daily Allowance)の研修生が対象。出来るだけ1週間とか1カ月の定期を購入するよう奨励している。申請に基づき全額支給。生活手当を支給されている研修生は適用外。

⑪ 視察旅行 (Study Visits)

研修プログラムに含まれていない国内視察旅行や会議への出席のための旅費は担当教官及びプログラム担当官の許可があれば支給する。

⑫ 海外旅行 (Travel Abroad)

研修は英国内で行われるのが建前であるので海外旅行に際しては担当教官及びBCの許可が必要である。許可がおりた場合には、最初の28日間分生活手当を支給する。許可なしに外国へ行ったり、自国へ帰った場合、生活手当は支給中止もしくは支給停止する。

注：視察旅行で海外に行く場合は、研修プログラムに必須であり、研修開始前にBCが許可した旅行に限って許可する。
もし英国で3年間以上研修を継続する場合、2年間で終了した時点で、故国への往復旅費を支給し、最低6週間の休暇を認める。不在中の生活手当は支給しないがRLAは請求に応じ支給する。

⑬ 荷物超過手当 (Baggage Allowance)

研修で英国へ出発する際、研修に必要な資料や論文等で英国で入手不能なもの、また基本的に生活に必要な用品に限り、超過料金の領収書と品目リストをそえて請求すればこの手当を支給する。但し、アナカン、船便は認めない。

(2) 諸手当の改定

毎年9月に改定（毎年約3%諸手当を上昇する）。

6. 研修期間

(1) 平均、最長研修期間

研修期間は1カ月～2年間。奨学金の条件に合う3カ月のコースがもっとも多い。学術コースは9カ月（Postgraduate diploma）、12カ月（Masters degree）及び24カ月（Preparatory year + masters degree）となっている。

日本の高級、準高級研修に相当する短期研修があり、これは外務省（Foreign and Commonwealth Office）が直接扱っている。

C Aの英国内における研修は平均12週間である。

(2) 期間延長

正当な理由があれば認められる。

7. 言語の問題

(1) 語学研修の有無

研修は全て英語で行なわれる。候補者は英語の試験を課せられ、その成績を専門家（Specialist）が評価し、必要であれば4～12週間の英語教育（E L T - English Language Tuition）を英国で受ける。場合によっては出発前に自国で英語の研修を受けることもある。

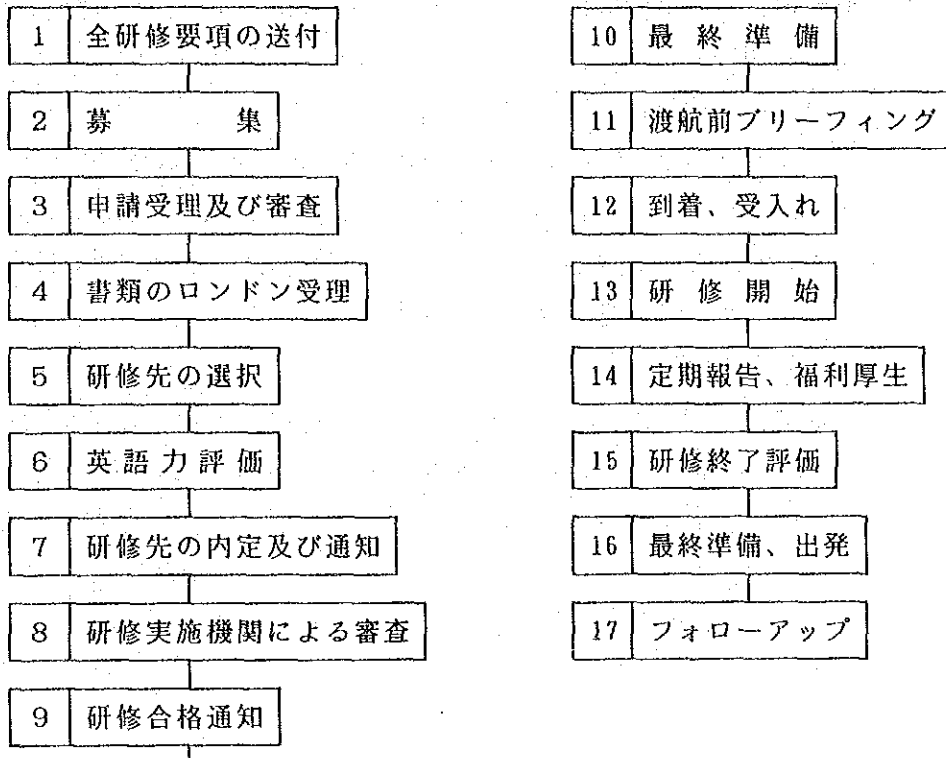
8. 研修の流れ

(1) 研修員の募集

① 要望調査

毎年10～12月翌年の各国の要望をB Cの現地事務所、または大使館で取纏め、1～3月ODA地域課（Geographical Departments）で国別訓練計画を立て、B Cへ委託する分については業務指示書（Key Sheet）の形でB Cへ渡される。この時に年間費用の総額（一人頭の平均費用で概算した額）がODAからB Cに支払われる。

② 手続の流れ



(3) オリエンテーション

① 渡航前／到着後ブリーフィング

概略下記のようなブリーフィングを渡航前に行なう。

到着時の出迎え、資格授与や研修の特徴及び英国での生活。

ブリーフィングの仕方はさまざまで、帰国研修員とのディスカッション、ビデオの鑑賞、あるいは「ロンドンでの生活の仕方」等の刊行物の配布など行う。

到着後は下記のブリーフィングを行う。

Programme officer により、研修の詳しい内容及び与えられる資格が説明される。

(4) 健康診断

① 渡航前健康診断の義務づけ

出発前に、健康診断書及びX線証明書をBCのTCTD (Technical Cooperation Training Department)へ送付しなければならない。

② 健康管理方法

6か月以上の研修の場合

イギリス人と同様のNational Health Service (NHS)による医療が無料で受けられる(但し薬の処方せんのみ1項目毎に£2.40有料)。入院費用も無料。歯医者、眼医者についてはイギリス人と同等の支払いでNHSの医療を受けられる。

6か月未満の研修の場合

医者に診察してもらった場合、診察費及び処方せんの記入費を支払い、そのうちからイギリス人が支払う費用(1項目£2.40)を差し引いた額をBritish Councilが払い戻す。

③ 定期健康診断

なし。本人の責任にて行う。

(5) 研修員の評価

① 研修員の評価

BC及びODAは行わず、各研修実施機関が独自に行っている。

② 資格、学位等の授与

研修実施機関が資格、学位等を授与するとともにBCも証明書(Certificate)を授与する。

(6) 研修プログラムの評価

① 研修コースの評価

評価を2つのタイプに分けて考えている。

a. 研修コース自体の質 (Quality control)

b. 研修員に与える効果及び影響 (Effectiveness and impact)

a. については大学であれば大学自体あるいは外部の評議会等が評価しており、短期の特別コースでは実施機関がその存続をかけて、質問票や口答で評価し、コースの改善に努力している。

(End-of-Course Feedback)

b. については非常に困難であり、まだ始まったばかりであるが、

1985年に研修の評価調査を数か国で実施した結果、以下の4つの評価視点が提唱されている。

- ① 研修員の個人的視点
- ② 研修実施機関の視点
- ③ 出資団体の視点
- ④ 研修員の雇用者の視点

British Council の Technical Cooperation Training Department, Evaluation Unit では、以下の4種類の評価を実施している。

① 国別評価

帰国後12～18か月の研修員を無作為に選び、アンケート調査により、研修成果、当該国の研修員に対するプログラムの適正度等の評価する。

② 机上評価

主に、TCTPの管理面につき机上評価する。

③ 項目分野別評価

特定項目、分野について、特定の質問票により評価する。

④ 研修終了後質問票調査

研修修了者全員に対して、質問票調査を行っており、回答率は68%、データの集積に自信をもっている。また、研修修了時に限らず、研修員に対して、中間報告書、最終報告書も提出させ、評価の参考としている。

- (付属資料 4 Interim report,
付属資料 5 Final report,
付属資料 6 End-of-course Questionnaire 参照)

ODAでもEvaluation Departmentを設置し(1982)、現在9人のスタッフで、下記の業務を行っている。

- ① 年間約20の評価
- ② 評価結果のフィードバック
- ③ 他の機関との連携による評価

ODAの調査の結果例として、81%の研修員が研修はその国にとって成功であり、88%が個人的に貴重と考え、78%が帰国後任務に有効であったと考えている。

(7) アフターケア・フォローアップ

① 帰国研修員に対するサービスの種類

帰国研修員へBritish Councilの情報を送る。

帰国研修員にその国のBCの図書館の会員権発行。

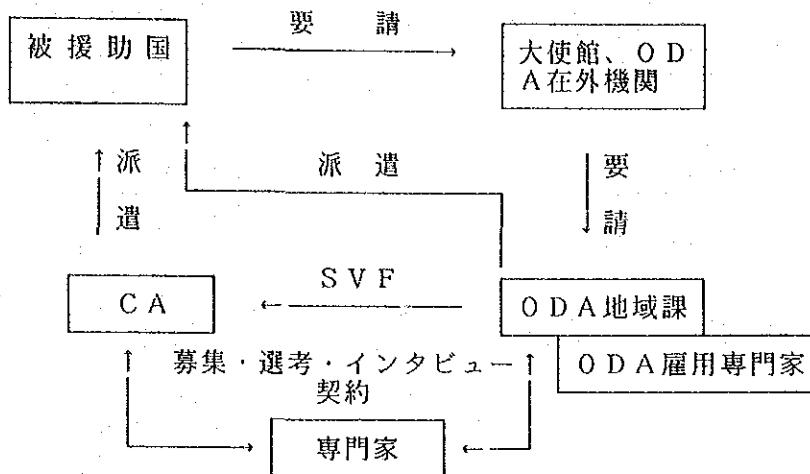
帰国研修員に対するセンサスや研修活動の実施。

本のプレゼント (Book Presentation Programme)。

同窓会の設立等。

IV. 専門家派遣事業

1. 専門家派遣業務のフローチャート



注：SVF (Staff Vacancy Form)、詳細付属資料7参照

2. 専門家派遣事業の概要

(1) 派遣事業費

1986年度における派遣事業費は総額約72百万ポンド（約169億25百万円：£1 = 235円）で、その内訳は、下記の通りであった。

- | | |
|----------------|--------------|
| a. 直接雇用契約専門家 | £37百万（約87億円） |
| b. 差額給与補填制度専門家 | £29百万（約68億円） |
| c. ボランティア | £6百万（約14億円） |

過去5年間の派遣事業費は表IV-1を参照。

表Ⅳ-1：専門家、ボランティア派遣事業費

f. thousand

	1982	1983	1984	1985	1986
PERSONNEL OVERSEAS					
Wholly financed personnel					
Long-term TC Officers	20 859	25 139	24 297	27 805	33 889
Short-term advisers	607	1 019	1 334	1 356	1 971
Educational aid schemes	3 145	3 554	3 390	2 672	3
Training for British experts	787	1 050	1 127	1 074	1 278
Total	25 398	30 762	30 148	32 906	37 140
Partly financed personnel					
Supplementation schemes	32 787	33 578	29 076	23 869	20 068
Commonwealth Education Co-operation	7	22	1	-	-
Educational aid schemes	216	169	122	216	158
Other assisted personnel	1 190	571	677	554	407
Total	34 200	34 340	29 876	24 639	28 634
British Volunteer Programme	3 784	5 008	5 902	6 896	6 248
TOTAL PERSONNEL OVERSEAS	63 392	70 111	65 927	64 442	72 022

(出典：British Aid Statistics 1982-1986)

(2) 派遣スキームの種類

- ① 直接雇用契約専門家
- ② 差額給与補填制度専門家

O S A S - Overseas Service And Scheme

B E S S - British Expatriates Supplementation Scheme

(3) 内容

イ. 直接雇用契約専門家

この制度による専門家は、ODAのKilbride OfficeにあるOverseas Manpower Departmentにより直接派遣されている。

この専門家は技術協力官(Technical Cooperation Officer:TCOs)と呼ばれ4ヶ月以上の任期を長期派遣としている。

この他にCAもODAとの契約に基づき年間100名程度を派遣している。この場合、CAはODAから提出されるStaff Vacancy Formに基づき、専門家のリクルート、派遣を行い、管理経費として、総コス

トの19%をODAより徴収する。

ロ. 差額給与補填制度専門家

Crown Agentsが、ODAの委託を受けて実施している。開発途上国政府に雇用されているもののうち、審査を経て専門家と認定された人に給料を補填する制度である。OSASは英国人であり、現在政府あるいは大学等に雇われた人が対象、また、BESSは植民地の独立等の理由で、国籍を変えた元英国人で現地政府に雇われている人が対象である。この制度による専門家は減少している。

ハ. 過去5年間の実績

直接雇用契約専門家は年間約1200人程度で横ばい状態、差額給与補填制度専門家は近年著しく減少して、また、地域別ではアフリカが、分野別では教育が群を抜いて多い。

表IV-2: 専門家・ボランティアの派遣実績

(出典: British Aid Statistics 1982-1986)

	Wholly financed		Partly financed			Volun- teers	Total	of which women		
	Total	of which	Total	of which				TCOs	OSAS	BESS
		TCOs		OSAS	BESS					
Recruited during:										
1982	440	393	719	235	57	486	1 645	n.a	n.a	n.a
1983	503	448	859	302	50	566	1 928	n.a	n.a	n.a
1984	443	394	667	251	62	608	1 718	n.a	n.a	n.a
1985	428	356	1 053	381	92	556	2 037	n.a	n.a	n.a
1986	542	469	1 069	347	99	588	2 199	70	20	4
In post on 31st December:										
1982	811	669	2 140	1 544	366	911	3 862	n.a	n.a	n.a
1983	741	589	1 864	1 324	309	1 041	3 646	n.a	n.a	n.a
1984	696	533	1 631	1 127	265	1 080	3 407	n.a	n.a	n.a
1985	670	506	1 292	928	215	1 157	3 119	27	47	10
1986	570	502	1 180	854	208	1 258	3 008	28	45	12
Financed during:										
1982	1 334	1 138	3 350	2 207	510	1 289	5 973	n.a	n.a	n.a
1983	1 314	1 117	2 999	1 846	416	1 477	5 790	n.a	n.a	n.a
1984	1 184	983	2 531	1 575	371	1 649	5 364	n.a	n.a	n.a
1985	1 124	883	2 684	1 508	357	1 636	5 444	n.a	n.a	n.a
1986	1 212	975	2 361	1 275	314	1 745	5 318	97	67	14
Person-years provided during:										
1982	876	729	2 274	1 647	394	873	4 023	n.a	n.a	n.a
1983	753	633	1 990	1 440	334	1 011	3 754	n.a	n.a	n.a
1984	778	631	1 714	1 207	282	1 096	3 588	n.a	n.a	n.a
1985	749	534	1 592	1 021	243	1 175	3 516	n.a	n.a	n.a
1986	706	517	1 320	872	208	1 253	3 279	29	47	12

表 IV - 3 : 地域別専門家派遣実績 1985.86

	Wholly financed		Partly financed		Volunteers		Total		Person-years TCOs/OSAS/BES	
									Male	Female
	1985	1986	1985	1986	1985	1986	1985	1986	1985	1986
AFRICA										
North of Sahara	21	13	65	50	16	27	102	90	2	
South of Sahara	318	309	982	830	611	620	1 911	1 758	970	5
Total	339	322	1 047	880	627	647	2 013	1 848	972	5
AMERICA										
Central and Caribbean	82	78	34	32	75	82	192	192	105	
South	56	50	71	51	35	30	163	131	64	13
Total	138	128	106	83	111	112	355	324	169	13
ASIA										
Middle East	69	70	56	51	16	19	141	140	35	
South	87	86	6	11	138	162	231	258	51	
Far East	43	38	71	59	145	161	260	258	24	
Total	199	194	133	121	299	342	632	657	110	
EUROPE	11	7	37	28	-	-	46	35	6	
OCEANIA	48	55	257	208	138	152	443	414	253	
WORLD UNALLOCATED	14	-	13	-	-	-	26	-	-	
TOTAL ALL DEVELOPING COUNTRIES	749	706	1 592	1 320	1 175	1 253	3 516	3 279	1 510	6
of which: Commonwealth	406	405	1 297	1 096	835	867	2 538	2 368	1 338	5

(出典: British Aid Statistics 1982-1986)

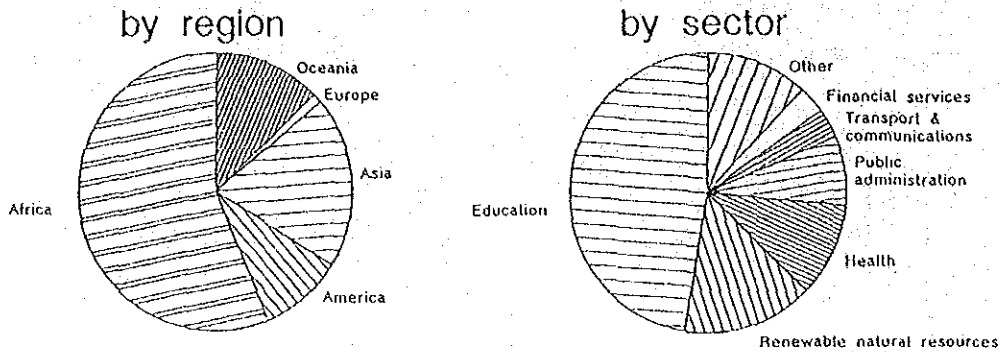
表 IV - 4 : 分野別専門家派遣実績 1986

(出典: British Aid Statistics 1982-1986)

	Person-years												
	Wholly financed			Partly financed (1)				Volun- teers	Total	of which women			
	TCOs	BC	OSAS	BESS	ODI	BC	TCOs			OSAS	BESS		
RNR (2)	222	-	73	9	-	-	192	496	-	-	5	-	-
Mining	4	-	7	-	-	-	1	12	-	-	-	-	-
Manufacturing	9	-	6	5	-	-	21	41	-	-	-	-	-
Energy	4	-	6	3	-	-	4	17	-	-	-	-	-
Construction	4	-	43	1	-	-	39	87	-	-	-	-	-
Trade & tourism	3	-	-	3	-	-	15	21	-	-	-	-	-
Transport & comm.	12	-	53	28	-	-	22	115	-	-	1	-	-
Financial services	36	-	54	1	1	-	12	104	-	-	1	2	-
Public admin.	77	-	143	3	-	-	38	261	-	-	3	1	-
Planning	25	-	32	1	1	-	12	71	-	-	-	-	-
Envl. amenities (3)	27	-	14	1	-	-	35	77	-	-	3	-	-
Education													
Primary & secondary	-	19	168	22	-	1	403	613	-	-	-	19	4
Technical & vocational	23	14	77	11	-	114	125	364	-	-	1	1	-
Teacher training	9	15	37	1	-	32	28	123	-	-	1	6	-
University	5	54	14	110	-	66	38	287	-	-	-	1	5
Administration	12	87	32	2	-	25	13	171	-	-	1	-	-
Health	42	-	111	6	-	-	197	356	-	-	14	16	3
Social development	2	-	2	-	-	-	45	49	-	-	-	-	-
Housing	1	-	-	1	-	-	3	5	-	-	-	-	-
Other public admin.	-	-	-	-	-	-	9	9	-	-	-	-	-
Total	517	189	872	206	2	236	1 253	3 279	29	47	28	47	12

(1) OSAS - Overseas Service Aid Scheme, BESS - British Expatriates Supplementation Scheme,
ODI - Overseas Development Institute fellows, BC - British Council teachers.
(2) Renewable natural resources.
(3) Water supply, sanitation, urban and industrial development

図IV-1：地域別・分野別専門家派遣の比較



(出典：British Aid Statistics 1982-1986)

3. 実施方法

(1) 期間

イ. 派遣の平均任期

専門家の平均任期を算定した資料はないが、2年の任期で契約する場
合が多い。

ロ. 任期の延長

延長は可能であり、現在派遣中の専門家のうち約60名は10年に達する
長期雇用専門家であり、このような長期専門家を200名に増加する計画
がある。

専門家派遣の効果という観点から、派遣期間を長期にする傾向にあ
る。

ハ. 最長期間

期間に関する制限はなく、受入国と英国が承認しているならば何年で
も可能。

ニ. 年齢制限

ODAの場合、特に上限はない。

CAの場合、平均年齢の上限は英国公務員に準じ55～60才位までであ
る。但し、短期のコンサルタント業務等はこの限りでない。

(2) 募集採用

専門家の募集は下記の方法で行なっている。

イ. O D N R I 所属の専門家

J I C A の国総研の国際協力専門員に相当、海外勤務が基本。

ロ. 登録専門家

O D A は INDEX OF PEOPLE という名称で登録している。

C A の場合、コンピューターを利用した Data base で C A の登録だけでも 2500 人を越えており、6 ヶ月毎本人にその意思を問合せ更新する。

ハ. 公 募

全国誌 (例 Sunday Times) や専門誌 (例 Specialist Journal) を利用して公募。

ニ. 政府、公共機関、大学との連携

上記機関と連携しており、人選を依頼する。

(3) 手 当

イ. 手当の種類

専門家はその経験、現職等から、類似の公的機関職員の給与、例えば教師の給与表等にあてはめて格付けを行い給与を決定する。しかし、この場合海外における勤務の特殊性を勘案して国内給与を 25% 程度上回る水準に定める。この基本給は所得税の課税対象となる。

① 海外手当 (非課税)

英国公務員の在外手当に準じる方式によっており、独身者、単身赴任者、配偶者同伴赴任者によって異なる金額が支給される。

② 子女付加額 (非課税)

子女を帯同する場合、海外手当に対し子女付加額が支給される。

③ 支度手当 (非課税)

配偶者同伴赴任者の場合に支度手当として 175 ポンドが出発 1 ヶ月前に支給される。

④ トランク手当 (非課税)

最初の派遣時に限り、本人 10 ポンド、配偶者 5 ポンドのトランク

手当が支給される。

⑤ 教育手当

配偶者同伴で専門家が現地に派遣され、18才までの子女を英国の寄宿制学校に残す場合は、下記の限度額の教育手当が支払われる。

第1子	1,062	ポンド/年
第2子	1,062	〃
第3子	1,266	〃
第3子以下	1,317	〃

また、配偶者同伴赴任時に16才以下の子女を英国内の保護者の所に残す場合、第2子以下の子供につき、年保護者手当 195ポンド（非課税）が支払われる。

⑥ 児童手当の継続

保健・社会保障局の所管にかかる児童手当は、両親が海外赴任中も有効であり、引き続き支給される。

⑦ 住宅手当

住宅は被援助国が提供することを原則としており、もし提供がなされない場合は在外公館が適切な住宅を斡旋し住宅費を支払う。

ロ. 経歴、資格、身分による手当の違い

経歴が長く、資格が高ければ高い程手当は高い。また、家族の大きさによっても手当は異なる。

ハ. 機材費の支給

基本的には受入側の責任。受入側に業務遂行上必要な機材がなければ、必要経費の形で支給する。

特殊技術の所有者が特定の職場にいる場合に、その所属先を確保しつつ、専門家として借用するために、単に人件費のみでなく、種々の要素を総合した、一定額の支払を行う Home-base制度がある。

このような専門家とODA（ODA）の間ではLetter of Appointment が取交される。

(4) 報 告

イ. 専門家の活動報告

長期専門家の場合は、毎年、年次報告書、短期専門家の場合は、終了時報告書を提出する。コンサルタントの場合には、契約期間に応じて、中間報告書、最終報告書を提出する。

ロ. 協力結果の帰属

受入国政府に帰属する。

(5) 機 材

ODAの派遣専門誌の場合、相手国政府が必要機材をそろえることを原則とする。

4. 医療サービスと安全対策

(1) 医療サービス

イ. 種 類

医療サービスは被援助国負担を原則とする。しかし被援助国がこのようなサービスを行わない場合、または専門家の勤務場所に適当な医療サービス機関が存在しない場合は外務公務員がその地域で受けている医療サービスを利用することができる。

ロ. 救急医療システム

英国もしくは最寄りの医療施設のある国へ緊急輸送する。

ハ. 保険制度

専門家が海外において業務遂行中に災害をこうむった場合の補償については特別の補償措置は講じられていない。公務員の公務死亡の場合は「公務員年金制度」に則って所定の寡婦年金（年金対象給与、即ち以前3年間中の最高年次の給与額の45%）その他遺族年金、年取相当額に25%上積みした一時金が支払われる。公的資金の利用はもともと専門家を制限付きの任用として永久雇用とは一線を画していることと、専門家が自ら公的年金加入者である場合、それを継続することが可能であることによって、ODAは直接的には保険の責任を負わない事になっている。

また、CA派遣の専門家の業務中災害に関しては下表の限度額で支払われる保険にCAとして加入している。

表IV-4：保険によって支払われる最高限度額

	子供以外の保険の掛った		子供	
	大人（年給に対する%）		£	
1. 死亡	200 %		1,000	
2. 片足か両足欠損	400 %		20,000	
3. 片目か両目欠損	400 %		20,000	
4. 完全永久不具（下記を除く）	400 %		20,000	
5. 両耳完全永久不具	80 %		4,000	
6. 片耳完全永久不具	20 %		1,000	
下記各部の完全永久不具	右	左	右	左
7. 親指1本	40%	30%	2,000	1,500
8. 指	20%	12%	1,000	600
9. 片肩またはヒジ	50%	40%	2,500	2,000
10. 片方の手首	40%	30%	2,000	1,500
11. 足、片方の親指	20%	—	1,000	—
12. 足指	6%	—	300	—
13. 尻または足首	40%	—	2,000	—
14. 外科手術による下アゴ	60%		3,000	

（左ききの方は割合が左右逆となる）

(2) 安全対策

イ、安全対策のガイドライン

最寄りの大使館か在外公館のアドバイスを受ける。

ロ、安全対策の予算

なし

5. 再派遣

評価の良好な専門家は当然再派遣、再々派遣を行う。

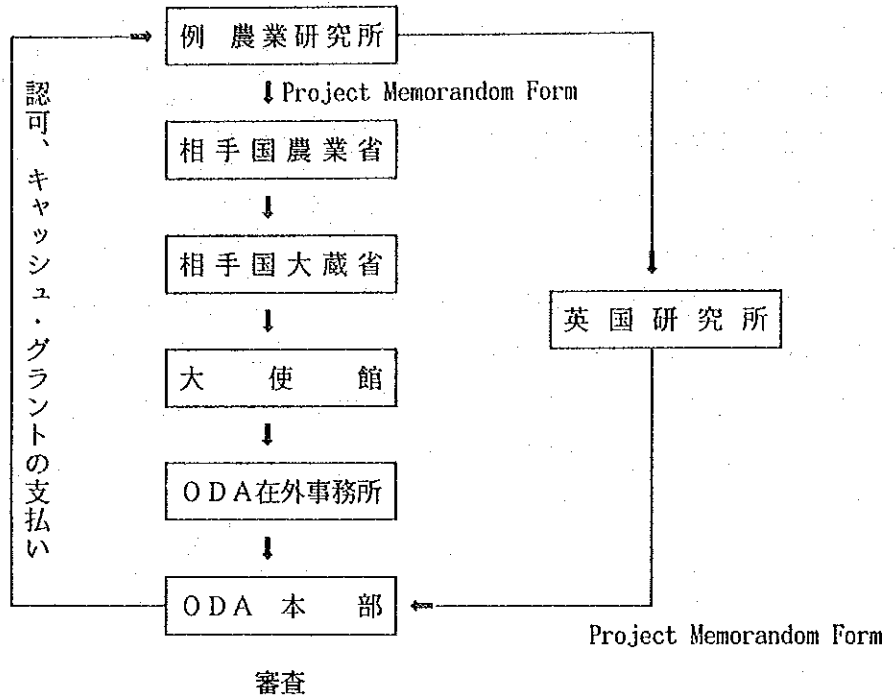
6. 第三国専門家派遣

英国は専門家派遣を雇用対策の一環としてとらえているので、原則的には英国人に限定している。例外的に過去に若干の実績はあるが、その場合の派遣方法、待遇等は全く英国人専門家と同等の取り扱いである。

V. その他

1. 研究協力

(1) 研究協力業務のフローチャート



(2) 研究協力の内容

イ. 研究費 (Grant) の支出法

- ① 各国別援助計画 (Country Aid Programmes)
- ② 開発学研究所 (Institute of Development Studies)
- ③ 海外開発天然資源研究所 (ODNRI)
- ④ B Cの大学関係プログラム (B C for its University link's Programmes)
- ⑤ 国際機関支援 (Support to International Organizations)
- ⑥ 健康と人口の特別研究費 (Specific Research Budgets for Health and Population)
- ⑦ 工業用特別研究費 (Specific Research Badgets for Engineering)

研究費はCash grantであるが、供与先は、英国人研究者に限られている。また、英国の援助政策等に関係する具体的な研究を歓迎し、研究結果がある国、一国のみに適用されるのではなく、できるだけ多くの国に適用される研究が望ましい。また、政府が一般的に行う国勢調査、人材調査、市場調査、天然資源の目録調査及びF/S調査等は研究費に含まない。

ロ. 申請

Project Memorandum Form にプロジェクト内容、目的、研究者の略歴、要請金額等を記載して申請する。申請は随時受け付けられ、£40,000未満の案件の場合には、ODAの職員及びODAの指名する外部審査員が審査する。

£40,000以上の案件の場合には、年3回(3, 6, 11月)開催されるESCORと称するAdvisory Committeeにて審査される。

審査員の内2名は研究者の推薦、1名は外部機関の人よりなる。

(申請書は付属資料8 Notes for the guidance of Applicants for Research and Development Grants from the Overseas Development Administrationを参照)

ハ. 過去5年間の実績

研究協力に支出した過去5年間の金額は表V-1を参照。

研究協力の内容についてはODA, Report on Research and Development 1982/83, 1983/84, 1984/85, 1985, 1986/87を参照されたい。

表V-1 研究協力費

	£ thousand				
	1982	1983	1984	1985	1986
Research & development					
Agricultural, forestry & fishing research	9 170	11 179	9 516	8 912	11 106
<i>Tropical Development & Research Institute(2)</i>	5 918	7 641	6 592	5 763	7 514
<i>Other agricultural research</i>	3 252	3 538	2 924	3 149	3 591
Energy research	334	435	311	349	294
Engineering research	3 165	4 688	3 464	4 931	5 085
<i>Appropriate technology</i>	821	709	776	1 021	1 162
<i>Hydraulics Research Station</i>	720	926	997	1 124	956
<i>Transport and Road Research Laboratory</i>	1 063	2 185	992	1 853	1 685
<i>Other engineering research</i>	560	869	710	753	1 281
Medical research	1 643	1 596	1 959	1 967	2 104
Economic and social research	898	998	1 153	919	901
<i>Population</i>	147	178	257	87	133
<i>Overseas Development Institute</i>	311	337	358	346	415
<i>Other economic and social research</i>	430	483	538	486	353
Other research	520	502	465	372	265
Total	15 721	19 398	16 867	17 450	19 756

(出典: British Aid Statistics 1982-1986)

二. 供与金額

平均研究費は£16,000~30,000 (376万~705万円)

1987年度最少研究費£ 350 (約82,000円)

" 最高 " £172,568 (3年間) (約4,055万円)

<会計報告>

支払い計画に基づき3カ月毎に交付。交付に伴い3カ月毎、及び年次報告を作成する。

(3) 共同研究

特に共同研究のための予算はない。方法は直営方式、委託契約方式両方の方式で実施しているが、最初から共同研究をめざしているのではなく、結果的に共同研究となっている場合が多い。共同研究による研究成果の所有権は基本的には被援助国政府に属するものと考えている。しかし、特許等を含む所有権については今後一考を要するとの由。

2. 地方自治体による協力

英国の行政組織上、地方自治体が財政的にも大きく中央に依存しているため、地方自治体のみずから自分の費用で研修員を受入れることもないし、その能力も有していない。しかし研修員受入れの要請があれば費用等依頼先の支払いで、受入れている。

研修は全国にわたって行なっているが、大学、研究所が直接受入れていることが多いため地方自治体の参加は少ない。

地方自治体による活動は姉妹都市程度であるが、これも小規模のものである。

3. 先進国援助機関、国際機関との連携

(1) 他の先進国や国際機関との共同プロジェクト

ODAは、英連邦を中心とした国に対して国別援助計画に基き協力を実施しているので、国際機関との関連においては、それぞれの国において共通のアプローチを必要とする場合にのみ連携を保っているが、特に積極的に他の機関と連携する政策は有していない。

共同プロジェクトについては、例えば、ケニアにおいて世銀とアメリカと共同で農業研究プログラムを実施している等いくつかの例はあるが、実施に際しては、全て通常のパイのスキームで実施しており、特別なスキームは有していない。

CAの場合国際機関との関係が強いが、但しその関係はコマーシャル・ベースによる機材調達が発端である。

(2) 情報交換、援助調整、協調援助のための定期的協議

日本も含め、他の先進国援助機関と緊密な情報交換を行っているが、特に定期的な2国間協議の場を設定はしていない。

DAC会合については、ODAが主体的に参加しており、BC、CAは定期的には参加していない。

(3) 国際機関への専門家派遣

South Pacific Commission (SPC) 等の地域国際機関に専門家を派遣しているが、特に政策に基づいて派遣しているわけではない。

また、AfDBに雇用されている3名の英国人専門家の給料を補填しているが、これは特別なケースである。

CAでは、ウガンダの世銀プロジェクトに専門家を派遣している例がある。なお、JPO (Junior Professional Officer) については、1960年代に、UNDP、UNIDO、UFPA等への派遣を開始したが、政策上の理由により1973年に一時中断した。来年より再開する予定の由。

4. 評価

評価に関する一応のマニュアルはあるものの、本格的には評価方法はまだ開発中である。現在までにODAで印刷している評価関係の資料は下記の通りである。

ODA, The Evaluation of Aid Projects and Programmes

ODA, GUIDELINES FOR THE PREPARATION OF EVALUATION STUDIES

AN EVALUATION OF TRAINING IN BRITAIN FOR THE INDIAN COAL INDUSTRY 1977/78
to 1985/86

現在年間評価に45万ポンド(約1億円)の予算を支出し、無作為に抽出し、6~7件を評価している。評価チームはコンサルタント、研究者、大学教授等で構成する。

評価結果から得たものを他の事業にfeed backさせる。また、評価結果は2頁程度に要約し、Summary of Highlights として関係各部に配布し、必要なfollow up 措置をとらせている。

Follow up は次の項目で他事業に反映する。

☆ Policy guideline

☆ Programme

☆ Recommendation

また、研修プログラムの評価については研修員受入れ事業の評価の項で参照されたい。

W. 參考資料

1. O D A 關係

- (1) B E S O : British Executive Service Overseas
- (2) O D A : Background Information
 - ① What is O D A ?
 - ② Britain's Overseas Aid Programme
- (3) Technical Cooperation Training Department
- (4) Britain And Bangladesh:Partners in Development
- (5) Britain And India:Partners in Development
- (6) British Aid to Kenya
- (7) British Aid to Education in Developing Countries
- (8) Britain's Aid Programme : Business Opportunities
- (9) THE ENVIRONMENT AND THE BRITISH AID PROGRAMME
- (10) British Aid For The Water Decade
- (11) British Aid to Southern Africa,A Force for Peaceful Change and Development
- (12) O D N R I : Training and Training Courses
- (13) B R I T I S H A I D
- (14) BRITISH OVERSEAS AID 1986,Annual Review
- (15) British Aid Statistics 1982-1986
- (16) Government Audit Statement,Copy p.22~p.32
- (17) Overseas Development and Aid,A guide to Sources of information and material: A-Z
- (18) O D N R I News letter No.1 Sep.1987
- (19) O D N R I Organisation chart
- (20) T D R I , TROPICAL DEVELOPMENT AND RESEARCH INSTITUTE REPORT 1985-1986
- (21) L R D C LAND RESOURCES DEVELOPMENT CENTRE PROGRESS REPORT1986

- (22) O D A , Report on research and Development 1981/82
- (23) " " " 1982/83
- (24) " " " 1983/84
- (25) " " " 1984/85
- (26) " " " 1985/86
- (27) " " " 1986/87
- (28) O D A , The Evaluation of Aid Projects and Programmes
- (29) O D A , GUIDELINES FOR THE PREPARATION OF EVALUATION STUDIES
- (30) A N EVALUATION OF TRAINING IN BRITAIN FOR THE INDIAN COAL
INDUSTRY 1977/78 to 1985/86
- (31) Conservation and Utilization of Plant Genetic Resources, REVIEW
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- (32) O D A , Grants for Economic And Social Research In Developing
Countries
- (33) Economic And Social Research In Developing Countries
- (34) O D A , Application for A Grant to Undertake Economic or
Social Research for the Benefit of Developing Countries
- (35) O D A , "BRITAIN AND AFRICA'S DEVELOPMENT"
Speech by Mr. Christopher Patten Mp, Minister for
Overseas Development, At The Royal Commonwealth
Society, 28 April 1987
- (36) O D A , Aid to the world's poorest countries
- (37) Newspaper, OVERSEAS DEVELOPMENT April 1988 No.1
- (38) " " " June 1988 No.2

2. B C 關係

- (1) Using Britain: The British Council
- (2) Evaluation Unit: Technical Cooperation Training Department
- (3) OVERSEAS RESEARCH STUDENTS AWARDS SCHEME Annual Report 1987
- (4) B C : Clients for Paid Educational Services

- (5) B C :Paid Educational Services:Completed Contracts
- (6) B C :Technical Cooperation Training Department
- (7) B C :Technical Cooperation Training Department:END OF TRAINING
QUESTIONNAIRE
- (8) B C :Final Report
- (9) B C :TCTP:Country-BASED EVALUATIONS
- (10) B C :Organization Chart
- (11) B C :TCTD:Supplementary Questions for Woman Students Fellows
- (12) B C :Training in Britain
- (13) You and Your TC Award, a guide
- (14) B C :TCT rates of stipend and allowances usually applied to
CFT Programmes effective from 1 September 1987
- (15) B C :Projects in education and training 1987
- (16) Trainees' Guides
- (17) B C :Pre-departure briefing of Technical Cooperation Training
Study Fellows

3. CA關係

- (1) Crown Agents:International services for the public sector
- (2) Answers to JICA Questionnaire

資料 : C. A. Training services

Insurance of Project Staff

AGENCY Registration for CA

Project Description-9sheets

1 " " (Multilateral)-4sheets

- (3) THE CROWN AGENTS
- (4) The Crown Agents, Review 1987 No.1
- (5) " " No.2
- (6) " " No.3
- (7) " " 1988 No.1

- (8) C. A. Annual Reports And Accounts 1987
- (9) TECHNICAL SERVICES DIRECTORATE; GENERAL CAPABILITY STATEMENT
- (10) Recruitment Services
- (11) ECONOMIC CRIME WORKSHOP, Fraud in Financial Markets
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- (12) PROSPECTUS
- (13) Crown Agents Act 1979
- (14) C A. Organisation Chart
- (15) C A. Overseas Offices
- (16) C A. Staff Summary
- (17) C A. Overseas Employment Agreement
- (18) C A. Consultancy Agreement Letter from ODA to CA

4. その他

- (1) C D C、Commonwealth Development Corporation

VI. 質問票

A
QUESTIONNAIRE
ON
THE
SURVEY
OF
TECHNICAL COOPERATION
SCHEMES
IN
OTHER
DONOR
COUNTRIES

MINISTRY
OF
FOREIGN AFFAIRS
&
JAPAN
INTERNATIONAL COOPERATION
AGENCY

I . TRAINING PROGRAMME

1. Outline of your Training Programme

- 1 What kinds of training programme do you have in your aid system?

In Japan, we have several training programmes such as:

1. Group Training
2. Individual Training
3. Third Country Training

- 2 What are the contents of each training programme?

- 3 What are the performance of training programme in these 5 years? (number of trainees by programme, sector, region, and budget)

2. Implementation of Training

[Implementing Organization]

- 1 Which organization is implementing training programme? (universities, colleges, governmental institutes, private companies, etc.)

[Payment & Contract]

- 2a How do you pay the training costs to the implementing organizations?
- 2b What are the methods and contents of contract with such organizations?

[Allowance]

- 3a What kind of allowances do you pay to the trainees?
- 3b When and how do you revise these training allowances?

[Training Period]

- 4a What is the average/longest period of the training programme?
- 4b Is it permitted to extend the training period if they wish?

[Language]

- 5a Do you provide language training courses before starting technical training?
- 5b Do you operate your technical trainings in your language (English or Germany)?

3. Flow and Procedures of Training Programme

[Recruitment]

- 1a How do you study the recipient countries' needs for training?
- 1b What is the procedures of recruitment and selection of trainees?

[Orientation]

- 2a What kind of briefing do you give to the trainees before leaving their countries and after their arrival at your country?
- 2b What kind of orientation programme do you prepare for trainees in your country at the beginning of each training programme?

[Physical Examination]

- 3a Is it compulsory for every trainees to take physical examination before leaving their country?
- 3b What kinds of medical services do you provide for trainees?
- 3c Do you have a physical examination for trainees periodically during training?

[Evaluation of Trainees]

- 4a How do you evaluate the results of training?
- 4b Do you give trainees any certificate, or authorised degree? Is it internationally valid and accepted?

[Evaluation of Training Programme]

- 5a How do you evaluate each training course?
- 5b How do you evaluate training programme?

[Aftercare & Follow-up]

-6 What kind of services do you have for trainees after they go back to their countries?

In Japan, our services are such:

- a. Technical Follow-up Services providing seminar
- b. Fostering of Alumni Associations
- c. Supply of Equipment
- d. Supply of Technical Literature and Books
- e. Publication of "KENSHU-IN (Participants)"

II . DISPATCH OF EXPERTS

1. Outline

- 1 What kind of expert dispatch schemes do you have in your aid system?

In Japan, we have several dispatching schemes such as:

1. Individual Dispatch
2. Dispatch of Experts for Research Cooperation
3. Dispatch for Project-type Technical Cooperation in group

- 2 What are the contents of each scheme?
- 3 What are the performance of dispatch of experts in these 5 years? (number of experts by scheme, sector, region, and budget)

2. Implementation

[Terms]

- 1a What is the average terms of their duties?
- 1b Is it possible to extend the term?
- 1c What is the maximum term ?

[Age]

- 2 What is the limit age for experts?

[Recruitment]

- 3a Do you have a registration system to recruit experts?
- 3b Do you recruit expert on public announcement?

[Allowance]

- 4a What kind of allowances do you pay to the experts?
- 4b Is there any difference in allowance in accordance with expert's career, qualification, or social position? (In Japan, the allowance of experts mainly depends on their age and career.)
- 4c Do you pay any expenses in addition to the above allowances to the expert for supporting their activities such as traveling expenses, costs to maintain office, etc?

- 4d Do you pay any extra allowances or consultant fee to the experts or the organization they origin, in addition to the above allowance?

[Reporting system]

- 5a How do the experts report the results of their activities?
- 5b To whom does the right of ownership of the results belong?

[Procurements]

- 6a Do you have any provision scheme of equipment and materials with the dispatch of experts?
- 6b Do you provide experts with equipment or materials which will be personally carried to the assigned place of duty for the use of technical guidance? (In Japan, these equipment and materials are to be turned over to the governmental institution of the recipient country)
- 6c What is the criteria and maximum amounts for provision?

3. Medical Service and Security of Experts

[Medical Service]

- 1a What kind of medical care do you provide for experts?
- 1b What is your emergency medical service system for experts?
- 1c What is your insurance system for the expert ?

[Security]

- 2a What kind of guidelines do you give to secure safety of your experts in case of emergency?
- 2b Do you have any budget for these countermeasures?

4. Evaluation of the Activities of Experts

- 1 How do you evaluate the results of the expert's activities?

- 2 How do you feedback the results of assessment to your cooperation activities?

5. Re-dispatch of Experts

- 1 Have you ever re-dispatched or dispatched the same expert more than twice?
- 2 Do you have any scheme for technical training to up-grade expertise of the experts?

III . TECHNICAL COOPERATION PROGRAMME BY LOCAL GOVERNMENTS

1. The Participation of the Local Governments in the Technical Cooperation Programme implemented by your Organization

- 1 What are the forms and contents of their participation? (Dispatch of the officials of the local governments, acceptance of the trainees by the local governments etc.)
- 2 What are the performance of these 5 years? (number of officials dispatched or trainees accepted, etc.)
- 3 What is the total distribution for their participation? (share of the expenses borne by your organization, and that covered by the local governments, etc.)
- 4 Do you have laws or regulations of the local governments for this scheme?

2. Supporting System of the Technical Cooperation Implemented "Independently" by the Local Governments

(Your assistance other than those mentioned in the above item No.1)

- 1 What kind of support do you provide ? (provision of funds, provision of subsidies, investments, loans, free use of your facilities, etc.)
- 2 What are the performance of your assistance in these 5 years? (forms of assistance, amount of budget, etc)

[In case of Financial Assistance]

- 3a If you are extending financial assistance, how much is the expenses borne by you and that covered by the local governments?
- 3b What are your criteria to select the local governments' programme to support?

IV . RESEARCH PROGRAMME

1. Your Cooperation to the Research Activities of Developing Countries

- 1 What are the forms and contents of your cooperation?
(dispatch and invitation of researchers, etc.)
- 2 Do you have any budgetary or financial support?
(procedure for provision of funds, procedure for selection of projects, etc)
- 3 What are the performance of your cooperation in these 5 years? (number of projects, amount of funds provided etc.)
- 4 How much is your budget for cooperation in research programme?

2. Joint Research Programme with developing countries

- 1 Do you have joint research programme operated directly by your organization or entrusted to the other organizations?
(Direct operation: by institutes attached to your organization, Indirect operation: entrusted to other organizations)
- 2 What are the forms of joint research?
(dispatch of experts, acceptance of researchers, etc.)
- 3 What are the performance of joint research programme in these 5 years?
(number of research projects, theme of research, etc.)
- 4 How much is your budget for joint research programme?
(amount of cost for joint research, percentage of the amount covered by you, etc.)
- 5 To whom dose the right of ownership of the research result belong?

V . COOPERATION WITH THE OTHER DONOR ORGANIZATIONS
AND MULTILATERAL ORGANIZATIONS

1. Joint Projects with the Other Donor Countries and
Multilateral Organizations

- 1 What is the form of joint project?
(general contents of contribution to be taken by each side, concrete examples)
- 2 Do you have any special scheme for implementing joint projects?
(legal basis, agreements or memorandam)
- 3 How do you operate and manage joint project with the other organization as well as the recipient countries.

2. Regular Meetings to Exchange Information, Formulate
Projects, and Coordinate On-going Projects.

- 1 Do you participate in the DAC meeting, World Bank CG (Consultative Group), and UNDP Round Table meeting?
- 2 Do you have any regular meetings with other organizations, especially other bilatelal donor countries?

3. Dispatch of Experts to Multilateral Organizations

- 1 Do you have a scheme for dipatching experts to Multilateral Organizations?
- 2 How much overhead cost for experts do you bear when you dispatch them to Multilateral Organizations?

VI . THIRD-COUNTRY EXPERTS

[Third-Country Expert: Experts who have the third countries' nationality, dispatched at your own expenses]

1. Dispatch of Third-Country Experts

- 1 Do you have such kind of dispatching scheme?
- 2 What are the performance of dispatch of experts in these 5 years?
- 3 Are there any difference in allowance between experts of your nationality and the third-country experts?

[Implementation]

- 4a How do you recruit the experts?
- 4b What kind of contracts do you make with the experts?
(Could you give us an example of contract)
- 4c What kind of immunization and previlidges do the recipient countries provide?
- 4d Have you ever dispatched ex-trainees as the experts?
- 4e Do you make any special arrangements to prevent "brain drain" when recruting developing countries' experts?

付 属 資 料

付属資料 1.

ODA TECHNICAL COOPERATION TRAINING PROGRAMME

.....
(COUNTRY)

COUNTRY POLICY KEY SHEET

SECTION I

PROJECT/SECTOR/TC RELATED AWARDS

(These awards should be related to projects/sectors/TC which you are currently supporting or planning to support, including 100% training projects. Please specify each project etc and its training component and be as clear as possible in specifying the area and level of study. If it is more convenient for this information to be set out in a letter or as part of a manpower/sector review report please attach the relevant papers to the Key Sheet. Please also include the name of the Project Adviser/Desk officer who should be consulted in the event of any query arising.)

1	2	3	4		
Key Sheet Ref No.	Name of Project/Sector/TC. Course details including level of training	Project Adviser/ Desk Officer	Nos. of New Awards		
			1988/89	1989/90	1990/91

ODA TECHNICAL COOPERATION TRAINING PROGRAMME

.....
(COUNTRY)

COUNTRY POLICY KEY SHEET

SECTION II

OTHER ACCEPTABLE AWARDS/AREAS

(This section is for awards of developmental importance but which are not specifically related to projects/sectors/TC allocations. Again, where possible, please be clear in specifying the area and level of study.)

1	2	3	4		
Key Sheet Ref No.	Area, Level and Duration of Training	Subject Adviser/ Desk Officer	Nos. of New Awards		
			1988/89	1989/90	1990/91

COUNTRY POLICY KEY SHEET

SECTION III

Ph Ds

(Please state any restrictions which should apply at this level.)

SECTION IV

UNDESIRE SUBJECTS

(Subjects which are within broad TC criteria but which may not be accepted for this country.)

COUNTRY CONTRIBUTION

Distribution

2 copies British Council Representative/
Development Division or Diplomatic Post
if handling programme.

1 copy to all Diplomatic Posts (when not
originator)

2 copies Education Division

3 copies Director, ICID, British Council

1 copy Development Division (when not
originator)

1 copy Geographical Department (when
not originator)

Signature

Geographical Dept/British
Development Division

.....
Date

British Council による研修実施機関



There are over 800 institutes of further and higher education whose location cannot be included on the map.

付属資料 3.

1987-88 F.Y.

Completed Contracts

INDONESIA

SECONDARY EDUCATION AND MANAGEMENT
(World Bank)

1. The Council arranged a course in ELT evaluation and materials development at Bell School, Saffron Walden and Ealing College of Higher Education.
Value: £55,370
Project completed 1987
2. The Council provided the project with ten consultants in English language teaching.
Value: £85,000
Project completed 1987
3. The Council arranged a short course for maths instructors at Dundee University.
Value: £93,000
Project completed 1987
4. The Council arranged a course in the evaluation of science teaching materials at King's College, London for twenty-four participants.
Value: £62,000
Project completed 1987
5. A consultant from Nottingham University ran a short workshop for Indonesian school administrators.
Value: £7,000
Project completed 1987
6. The Council provided a third team of English language Consultants.
Value: £53,000
Project completed 1988
7. The Council arranged a second course at Nottingham University in secondary school development for principals from key Indonesian secondary schools.
Value: £72,000
Project completed 1988
8. The Council arranged for a second group of Indonesian science instructors to attend a course in the development and evaluation of teaching materials at King's College, London.
Value: £133,000
Project completed 1988

9. The Council arranged for a group of ELT supervisors to attend tailor-made courses at the Bell College, Saffron Walden and the University of Lancaster. The course concentrated on current developments in TEFL and the planning of in-service courses.

Value: £76,000
Project completed 1988

10. A course in the development and evaluation of ELT materials was arranged for a second group of English language instructors at Bell College, Saffron Walden and Ealing College of Higher Education.

Value: £69,000
Project completed 1988

11. The Council arranged for a consultant from the University of Nottingham to train an Indonesian team to analyse test results obtained from science students.

Value: £10,000
Project completed 1988

7. BANGLADESH

POST SECONDARY SCIENCE EDUCATION (Asian Development Bank)

A British Council consultant took part in a fact-finding mission for the proposed Post Secondary Science Education project.

Value: £7,293
Project completed 1987

BOTSWANA

FOURTH EDUCATION PROJECT (World Bank)

The Council provided five UK consultants to work jointly with consultants from the University of Botswana to carry out three strategic planning studies in connection with plans to expand access to primary and secondary education in Botswana and improve its quality.

Value: £115,000
Project completed 1988

PORTUGAL

TECHNOLOGY EDUCATION (World Bank)

The Council arranged for three agricultural school teachers to attend a short teacher training course at Wolverhampton Polytechnic.

Value: £7,500
Project completed 1988

PAKISTAN

SURVEY OF TEACHER TRAINING
(ODA)

A team of four consultants carried out a comprehensive survey of teacher training in Pakistan including analysis of facilities and teacher requirements and examination of teacher training. They also formulated a plan to meet the main problems identified by the survey.

Value: £50,000
Project completed 1988

INDONESIA

WESTERN ISLANDS UNIVERSITIES EQUIPMENT PROJECT
(ODA)

The Council managed a mission consisting of British and Indonesian consultants to survey the equipment needs of universities in the Western Islands. The Council was sub-contracted by the Scientific Equipment Division of Fisons.

Value: £40,000
Project Completed 1988



Technical Co-operation Training Department

November 1986

In confidence This report is not intended to be shown to the Study Fellow to whom it refers, but it may shown to his/her nominating Government.

TCTDP5 (1)

Full name

File references

TCTD

Overseas

Name and address of institution attended

Country

Title or description of course of training

Dates to which report refers

Please comment on the Study Fellow's academic progress. If any shortcomings have become apparent, have they been pointed out to the Study Fellow?

Has the Study Fellow yet taken any examinations or completed any graded assignments? If so, please give results. If no examination has yet been taken, has the Study Fellow shown particular aptitude in any area of study?

Bearing in mind the Study Fellow's future job responsibilities as outlined in the application form, which elements of the training do you expect to be of most use to the Study Fellow upon his/her return home?

Please comment on the Study Fellow's level of English. Is it sufficient to allow him/her to benefit from the training?

continue replies overleaf if necessary

Signature

Date

Designation

BRITISH COUNCIL

TECHNICAL COOPERATION TRAINING DEPARTMENT COUNTRY-BASED EVALUATIONS

Q.1 COUNTRY OF RSP:

Q.2 NAME OF RETURNED STUDY FELLOW:

Q.3 GENDER:

Q.4 AGE WHEN TRAINING STARTED:

Q.5 LONDON FILE REFERENCE:

Q.6 OVERSEAS FILE REFERENCE:

Q.7 DATES OF AWARD FROM: TO:

Q.8 PRE-COURSE ENGLISH IF ATTENDED:

Yes

No

IF YES, NUMBER OF WEEKS:

AT SCHOOL/COLLEGE/UNIVERSITY:

Q.9 INDUCTION COURSE IF ATTENDED:

Yes

No

Q.10 MAIN COURSE/TRAINING:

Q.11 INSTITUTION(S)/TRAINING ORGANISATION:

Q.12 PRACTICAL ATTACHMENT(S):

Q.13 RSF'S JOB PRIOR TO TRAINING:

Q.14 WAS TRAINING GIVEN SAME AS THAT REQUESTED ON A2 FORM?

Q.15 ANY COMMENTS ON A2(A) (eg Project-Related, Counterpart, degree of priority etc):

Q.16 ADVISER'S RECOMMENDATIONS FOR TRAINING:

Q.17 ANY DETAILS RELATING TO SF'S TRAINING? (eg placing difficulties, ELT problems, health/social problems etc):

Q.18 EXPECTED BENEFITS OF TRAINING (from A2 Form):

BEFORE TRAINING

FIRST I WOULD LIKE TO ASK YOU SOME QUESTIONS IN CONNECTION WITH YOUR TRAINING BEFORE YOU LEFT HERE FOR BRITAIN

Q.19 THERE ARE USUALLY A NUMBER OF DIFFERENT WAYS IN WHICH STUDY FELLOWS ARE SELECTED FOR TRAINING. COULD YOU TELL ME A BIT ABOUT HOW YOU WERE SELECTED FOR TRAINING?

Q.20 WERE YOU INVOLVED IN SAYING WHAT KIND OF TRAINING YOU NEEDED?

Yes GO TO Q.22

No GO TO Q.21

Q.21 WHAT KIND OF TRAINING WAS SUGGESTED FOR YOU (eg practical, academic, etc)?

Q.22 WHAT KIND OF TRAINING DID YOU CHOOSE (eg practical, academic, etc)?

Q.23 DID YOU RECEIVE ANY WRITTEN INFORMATION DESCRIBING THE TRAINING OFFERED TO YOU IN BRITAIN?

Yes

No

IF YES - DID IT GIVE YOU ENOUGH INFORMATION ABOUT THE TRAINING OFFERED TO YOU?

Yes

No

IF NO - WHAT SORT OF ADDITIONAL INFORMATION WOULD YOU HAVE FOUND USEFUL? (eg more detail on training programme, bibliography etc)

Q24. DID YOU RECEIVE A BRIEFING FROM THE BRITISH COUNCIL, BRITISH EMBASSY OR BRITISH HIGH COMMISSION BEFORE YOU LEFT HOME?

Yes

No GO TO Q.25

Q24.1 IF YES - DID IT COVER EVERYTHING YOU WANTED TO KNOW ABOUT YOUR STAY IN BRITAIN

Yes

No GO TO Q.25

Q24.2 IF NO - WHAT ADDITIONAL INFORMATION WOULD YOU HAVE FOUND USEFUL?

Q25. HOW MUCH TIME (APPROXIMATELY) DID YOU HAVE BETWEEN RECEIVING YOUR AWARD OFFER LETTER AND LEAVING HOME?

Q26. FINALLY, BEFORE WE MOVE ON TO QUESTIONS ABOUT YOUR TRAINING IN BRITAIN ARE THERE ANY COMMENTS OR SUGGESTIONS YOU WOULD LIKE TO MAKE ABOUT YOUR TRAINING AWARD BEFORE YOU LEFT HOME? (eg domestic arrangements, accommodation, work commitments, preparation time etc):

IN BRITAIN

NOW I WOULD LIKE TO TURN TO YOUR STAY IN BRITAIN AND ASK YOU SOME QUESTIONS ABOUT YOUR TRAINING PROGRAMME AND ALSO THE SOCIAL ASPECTS OF YOUR STAY. FIRST...ABOUT YOUR TRAINING

Q.27 WERE YOU GIVEN A BRIEFING ON ARRIVAL BY THE BRITISH COUNCIL?

Yes

No

Q.28 IF YES - COULD YOU TELL ME SOMETHING ABOUT YOUR BRIEFING?

Q.29 ONLY FOR SFS WHO ATTENDED ELT: IF SF DID NOT ATTEND GO STRAIGHT TO Q.30:

I SHOULD LIKE TO ASK YOU SOME QUESTIONS ABOUT YOUR ENGLISH LANGUAGE TUITION:

Q.29.1 DID YOU HAVE ANY ENGLISH TUITION AT HOME BEFORE YOU WENT TO BRITAIN?

Yes

No

Q29.2 WAS THIS ARRANGED BY THE BRITISH COUNCIL?

Yes

No

Q.29.3 IF NO - WHERE DID YOU ATTEND CLASSES?

Q29.4 HOW MUCH ENGLISH TUITION DID YOU HAVE BEFORE LEAVING HOME?

Q29.5 HOW MUCH ENGLISH TUITION DID YOU HAVE IN BRITAIN BEFORE YOU STARTED YOUR MAIN TRAINING?

No of Weeks

Q29.6 DO YOU THINK THIS WAS ENOUGH?

Q29.7 DID YOU HAVE ANY ENGLISH TUITION DURING YOUR MAIN TRAINING?

Yes

No

IF NO - DO YOU FEEL IT WOULD HAVE BEEN USEFUL IF THE BRITISH COUNCIL HAD ARRANGED ENGLISH TUITION FOR YOU DURING YOUR TRAINING?

Yes

No

Q29.8 HOW EASY/DIFFICULT DID YOU FIND IT TO READ/WRITE/UNDERSTAND/SPEAK ENGLISH DURING YOUR TRAINING?

	Difficult	Fairly Difficult	Fairly Easy	Easy
READ ENGLISH	1	2	3	4
WRITE IN ENGLISH	1	2	3	4
UNDERSTAND SPOKEN ENGLISH	1	2	3	4
SPEAK ENGLISH	1	2	3	4

(On each line, please ring the number under the heading which applies).

Q.30 WAS ANY SORT OF INTRODUCTORY PROGRAMME ARRANGED FOR YOU BEFORE YOU STARTED YOUR MAIN TRAINING?

Yes

No

IF YES - COULD YOU TELL ME A BIT ABOUT IT (probe who arranged it etc),

Q.31 COULD YOU TELL ME A LITTLE ABOUT THE TRAINING PROGRAMME YOU FOLLOWED? (ie structure of course, intensiveness, balance between practical work and theory, number of course participants etc):

Q.32 AFTER YOU HAD BEEN ON YOUR TRAINING PROGRAMME FOR A LITTLE WHILE DID YOU THINK IT WAS THE SORT OF TRAINING YOU SHOULD BE UNDERTAKING IN CONNECTION WITH YOUR WORK HERE?

Yes GO TO Q.34

No

Q.33 DID YOU ASK FOR YOUR TRAINING TO BE CHANGED?

Yes

No

IF YES - WHAT HAPPENED?

IF NO - WHY WAS THAT?

Q.34 SOME PEOPLE HAVE SOME DIFFICULTY IN COPING WITH THEIR TRAINING.
DID YOU FIND YOU HAD ANY DIFFICULTIES?

Yes

IF YES - WHAT SORT OF DIFFICULTIES DID YOU HAVE? (Probe):

Q.35 WHAT DID YOU THINK OF YOUR TRAINING PROGRAMME? (Probe eg training content, teaching methods, practical attachments, content relevant to developing country, etc):

Q.36 NOW, LEAVING ASIDE YOUR ACTUAL TRAINING PROGRAMME, COULD YOU TELL ME SOMETHING ABOUT HOW YOU FOUND YOUR STAY IN BRITAIN? (Probe eg living conditions, financial matters, relations with British people, relations with the British Council, social life induction course if attended);

AFTER TRAINING

NOW I WOULD LIKE TO ASK YOU SOME QUESTIONS ABOUT YOUR TRAINING AND THE WORK YOU HAVE DONE SINCE YOU RETURNED HOME.

Q.37 COULD YOU TELL ME WHAT JOB(S) YOU HAVE HAD SINCE YOU RETURNED HOME WITH DATES AND MAIN DUTIES

Job

Dates

Duties

[IF THE STUDY FELLOW HAS CHANGED JOBS SINCE RETURNING HOME ASK]

Q.38 WHY HAVE YOU CHANGED JOBS?

Q.39 COULD YOU TELL ME IN WHAT SORT OF WAYS YOU HAVE BEEN ABLE TO USE YOUR TRAINING? (Probe for examples of how SF has used training.)

Q.40 ARE THERE ANY PARTS OF THE TRAINING YOU HAVE NOT BEEN ABLE TO USE?

Yes

No GO TO Q.41

IF YES - WHY WAS THAT?

Q.41 ARE YOU ABLE TO PASS ON TO ANYONE ANY OF THE SKILLS OR KNOWLEDGE THAT YOU LEARNED EITHER FORMALLY OR INFORMALLY?

Yes

No

IF YES - HOW DO YOU DO THIS (formally or informally)?

IF NO - WHY HAVEN'T YOU BEEN ABLE TO?

Q.42 DO YOU THINK YOU HAVE GAINED PERSONALLY BY YOUR TRAINING?
(eg more confident, greater job satisfaction etc)

Q.43 HAVE YOU BEEN ABLE TO ORDER OR RECOMMEND THE USE OF ANY EQUIPMENT OR SERVICES FROM BRITAIN AS A RESULT OF YOUR TRAINING?

Yes

No

IF NO - DO YOU EXPECT TO DO SO IN THE NEAR FUTURE?

Yes

No

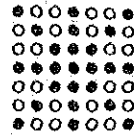
IF YES - (to either question) WHAT EQUIPMENT OR SERVICES HAVE YOU BEEN ABLE TO RECOMMEND OR ORDER?

Q.44 IS THERE ANYTHING ELSE YOU WOULD LIKE TO TELL ME IN CONNECTION WITH YOUR TRAINING?

THANK YOU VERY MUCH FOR SPARING YOUR TIME TO ANSWER MY QUESTIONS.

Date of Interview:

Name of interviewer:



Technical Co-operation Training Department

November 1986

This report is not confidential. Its contents may be discussed with the Study Fellow

TCTD P5 (F)

Full name

File references

TCTD

Overseas

Name and address of institution attended

Country

Title or description of course of training

Dates to which reports refers

Please state what qualification(s), including the final one, the Study Fellow obtained and (where appropriate) show what marks were gained in individual subjects.

Outline the components of the course of training, including the title of any thesis or dissertation, and (if applicable) give details of any practical attachments or site visits that were arranged for the Study Fellow.

Identify those elements of training you expect to be of most use to the Study Fellow upon return home, and those skills the Study Fellow has acquired or improved which will be of particular value to the employer.

General comments: please include comment on the Study Fellow's level of English. Was it sufficient to allow him/her to benefit fully from the course of training?

continue replies overleaf if necessary

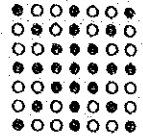
Signature

Date

Designation

Interim report

The British Council



Technical Co-operation Training Department
10 Spring Gardens, London SW1A 2BN

In confidence This report is not to be shown to the Study Fellow to whom it refers
but may be shown to his / her nominating government

TCT5 (ITPU-1)

Full name

File ref. TCTD

Country

File ref. overseas

Details of training completed (to date)

From	To	Training	Location
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.

What were the training objectives ? Were they achieved ?

What new skills and knowledge were acquired ?

English language ability

Attendance record

General comments

(continue overleaf if necessary)

Signature

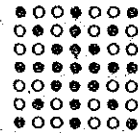
Date

Name

Designation

Interim report

The British Council



Technical Co-operation Training Department

November 1986

In confidence This report is not intended to be shown to the Study Fellow to whom it refers, but it may shown to his/her nominating Government.

TCTDP5 (1)

Full name

File references

TCTD

Overseas

Name and address of institution attended

Country

Title or description of course of training

Dates to which report refers

Please comment on the Study Fellow's academic progress. If any shortcomings have become apparent, have they been pointed out to the Study Fellow?

Has the Study Fellow yet taken any examinations or completed any graded assignments? If so, please give results. If no examination has yet been taken, has the Study Fellow shown particular aptitude in any area of study?

Bearing in mind the Study Fellow's future job responsibilities as outlined in the application form, which elements of the training do you expect to be of most use to the Study Fellow upon his/her return home?

Please comment on the Study Fellow's level of English. Is it sufficient to allow him/her to benefit from the training?

continue replies overleaf if necessary

Signature

Date

Designation

付属資料 6.

The British Council
Technical Cooperation
Training Department

END OF TRAINING QUESTIONNAIRE

London File Reference

0 1		0 2

British Council Region

0 3

--	--

Subject of Study Code

0 4

--	--	--	--	--

Institutional Code

0 5

--	--	--	--	--	--	--

Date Award Ends

0 6

--	--	--	--	--

Training Code

0 7

--	--

Section

0 8

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The answers which you give in this questionnaire will be confidential within the British Council and the Overseas Development Administration. The completed questionnaire will not be seen by your course tutors or by anyone in your home country.

Before completing the questionnaire, please read these notes carefully.

Please answer fully all the questions that apply to you. Most of the questions can be answered by ticking the box beside the appropriate printed answer: for example, a male study fellow would answer Q16 as follows:

Q16 Sex

Male

Female

As you will see, each box is numbered, but as this is for administrative purposes, you should ignore it.

Please feel free to write as much as you want at any question.

Q1 It would be helpful for us to have your views on the administration of your training programme both in your home country and during your stay here.

In Your Home Country

1.1 Looking back to when you received your briefing by the British Council, High Commission or Embassy, do you think it was:

- | | | |
|---------------------|--------------------------|----------------------------|
| Very satisfactory | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Satisfactory | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Unsatisfactory | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Very unsatisfactory | <input type="checkbox"/> | <input type="checkbox"/> 4 |

in preparing you for your stay in Britain?

1.2 Before you left your home country did you receive any written information describing the kind of training you would be given?

- | | | |
|-----------------------------------|--------------------------|----------------------------|
| Yes, written information received | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| No information received | <input type="checkbox"/> | <input type="checkbox"/> 2 |

1.3 If Yes

Do you feel that you had enough information about your training programme, or would you have liked to know more?

- | | | |
|-------------------------------|--------------------------|----------------------------|
| Had enough information | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Would have liked to know more | <input type="checkbox"/> | <input type="checkbox"/> 2 |

1.4 How many weeks were there between the time you received a firm offer, with the dates of your award, and the date of your departure?

- | | | |
|--------------------|--------------------------|----------------------------|
| 12 weeks or over | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Between 9-11 weeks | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Between 6-8 weeks | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Between 3-5 weeks | <input type="checkbox"/> | <input type="checkbox"/> 4 |
| 1-2 weeks or less | <input type="checkbox"/> | <input type="checkbox"/> 5 |

In Britain

Q2 Did you find the briefing with your Programme Officer on arrival:

- | | | |
|----------------------------|--------------------------|----------------------------|
| Very helpful | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Helpful | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Unhelpful | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Very unhelpful | <input type="checkbox"/> | <input type="checkbox"/> 4 |
| Did not receive a briefing | <input type="checkbox"/> | <input type="checkbox"/> 5 |

Q3 Overall have you found that while you have been here your stipend, or daily allowance, has been:

- | | | |
|---------------------------------|--------------------------|----------------------------|
| More than enough for your needs | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Just enough | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Not quite enough | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Very much less than you needed | <input type="checkbox"/> | <input type="checkbox"/> 4 |

Q4 In what type(s) of accommodation did you stay for a week or more, while in Britain?

- | | | |
|---|--------------------------|----------------------------|
| Hall or hostel with some meals provided | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Hall or hostel self-catering | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| University married quarters | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Hotel guest house | <input type="checkbox"/> | <input type="checkbox"/> 4 |
| Flat | <input type="checkbox"/> | <input type="checkbox"/> 5 |
| Bed-sitting room | <input type="checkbox"/> | <input type="checkbox"/> 6 |
| Other accommodation, with some meals | <input type="checkbox"/> | <input type="checkbox"/> 7 |
| Other accommodation, self catering | <input type="checkbox"/> | <input type="checkbox"/> 8 |

Q4.1 On the whole, how satisfied were you with your accommodation?

Very satisfied

1

Satisfied

2

Reasonably satisfied

3

Dissatisfied

4

Very dissatisfied

5

Q5 Apart from the briefing with your Programme Officer when you first arrived, did you have another briefing with anyone else specifically on the content of your training programme?

Yes

1

No

2

5.1 If Yes

Did you find it

Very helpful

1

Helpful

2

Unhelpful

3

in telling you about the training programme you would be undertaking?

5.2 If No

Would you have found this type of briefing helpful with your training programme?

Yes

1

No

2

Q6 How long was your training programme? Please include any English language tuition, induction course, and practical attachments.

Under 6 months	<input type="checkbox"/>	<input type="checkbox"/> 1
6-12 months	<input type="checkbox"/>	<input type="checkbox"/> 2
13-24 months	<input type="checkbox"/>	<input type="checkbox"/> 3
Over 25 months	<input type="checkbox"/>	<input type="checkbox"/> 4

Q7 Do you think your training programme was

too short? 1

just the right length? 2

too long? 3

7.1 included enough practical training attachments?

Yes 1

No 2

7.2 included content which is relevant to a developing country?

Yes 1

No 2

7.3 If you have any other suggestions or comments you would like to make about your training programme, please give them in the space below.

7.4 Thinking back over your training programme do you feel

Very satisfied

1

Satisfied

2

Reasonably satisfied

3

Dissatisfied

4

Very dissatisfied

5

with the training you received?

Q8 Do you feel that the training course you were placed on was the most appropriate one for the work you will be doing when you return home?

Yes

1

No

2

Q9 Looking back over your training programme did you have any difficulties with it?

Yes

1

No

2

If No, go on to Q10

Q9.1 If Yes

We would like you to tell us in the space below what sort of difficulties you had.

Q9.2 Did you discuss your problems with the training programme with

Your supervisor	<input type="checkbox"/>	<input type="checkbox"/>	1
Your programme officer	<input type="checkbox"/>	<input type="checkbox"/>	2
Friends	<input type="checkbox"/>	<input type="checkbox"/>	3
Other (Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	4

Q10 Technical Co-operation Training is given to help people to contribute in some way to the development of their country. How successful do you think your training in Britain has been in meeting your country's needs? Please give your answer by ringing a score on the scale below.

Very Successful	10	9	8	7	6	5	4	3	2	1	Not At All Successful
-----------------	----	---	---	---	---	---	---	---	---	---	-----------------------

Q11 When you return home how much do you think you will be able to apply your training in your work?

All of the training	<input type="checkbox"/>	<input type="checkbox"/>	1
Most of the training	<input type="checkbox"/>	<input type="checkbox"/>	2
Some of the training	<input type="checkbox"/>	<input type="checkbox"/>	3
None of the training	<input type="checkbox"/>	<input type="checkbox"/>	4

Q12 Did you have any English tuition arranged by the British Council before coming to Britain for training?

Yes	<input type="checkbox"/>	<input type="checkbox"/>	1
No	<input type="checkbox"/>	<input type="checkbox"/>	2

Q13 Did the British Council arrange any English tuition for you in Britain before you started your training?

Yes	<input type="checkbox"/>	<input type="checkbox"/>	1
No	<input type="checkbox"/>	<input type="checkbox"/>	2

If Yes

Q13.1 Do you feel that you had enough English tuition or that you needed more?

Had enough English tuition

 1

Needed more

 2

If No

Q13.2 Do you think you would have benefited from having some English tuition arranged for you here?

Yes

 1

No

 2

Q14 Did you have English tuition at the same time as your main training programme?

Yes

 1

If Yes, go on to Q15.

No

 2

If No

Q14.1 Do you feel that it would have been useful for you to have had some English tuition arranged by the British Council during your training?

Yes

 1

Not

 2

Q15 During your training how did you find:

	Difficult	Fairly Difficult	Fairly Easy	Easy
15.1 Reading English	1	2	3	4
15.2 Writing in English	1	2	3	4
15.3 Understanding spoken English	1	2	3	4
15.4 Speaking in English	1	2	3	4

(On each line, please ring the number under the heading which applies.)

Q16 What age were you when you started your training here?

Q17 Sex

Male 1

Female 2

Q18 Are you married, by any custom?

Yes 1

No 2 Go to Q20

For Married Study Fellows

Q19 Has your husband or wife been with you at all during your training in this country?

Yes 1

No 2

Q19.1 If Yes

Have they found their stay here

Very satisfactory 1

Satisfactory 2

Fairly unsatisfactory 3

Unsatisfactory 4

Q20 Do you have any children?

Yes 1

No 2

If Yes

Q20.1 Have any of your children been with you in this country during your training?

- | | | |
|-----|--------------------------|----------------------------|
| Yes | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| No | <input type="checkbox"/> | <input type="checkbox"/> 2 |

Q21 Whilst you have been here have you felt healthy?

- | | | |
|------------------|--------------------------|----------------------------|
| All of the time | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Most of the time | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Sometimes | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Not very often | <input type="checkbox"/> | <input type="checkbox"/> 4 |

Q22 Whilst you have been here have you had any medical or dental treatment?

- | | | |
|-----|--------------------------|----------------------------|
| Yes | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| No | <input type="checkbox"/> | <input type="checkbox"/> 2 |

If Yes

Q22.1 Were you

- | | | |
|----------------------|--------------------------|----------------------------|
| Very satisfied | <input type="checkbox"/> | <input type="checkbox"/> 1 |
| Satisfied | <input type="checkbox"/> | <input type="checkbox"/> 2 |
| Reasonably satisfied | <input type="checkbox"/> | <input type="checkbox"/> 3 |
| Dissatisfied | <input type="checkbox"/> | <input type="checkbox"/> 4 |
| Very dissatisfied | <input type="checkbox"/> | <input type="checkbox"/> 5 |

with the treatment you received?

Q23 We hope that as well as your training programme you have been able to see something of the British way of life and we would like you to tell us, in the space below, about anything which

caused you problems or difficulties

Q23.1 you found interesting or enjoyable.

Q24 Finally, on the basis of your experiences in Britain would you recommend a visit to Britain to other people from your country?

Yes

1

No

2

Thank you very much for helping us by completing this questionnaire.

付属資料 7.



Crown Agents

52 Grosvenor Gardens
Victoria
London SW1W 0AX
Telephone 01-834 3644
Telex 916205
Telegrams Crown London SW1

STAFF VACANCY FORM

The completion of all sections of this form will aid the selection of suitable candidates and ensure that they are fully briefed on the job and the conditions under which they will be employed.

If you have a standard form of contract which you wish to use please attach a copy together with any other literature which may supplement the information asked for.

The Crown Agents will be pleased to advise on any aspects particularly on current relevant qualifications and the salaries and conditions needed to attract the required staff.

1. EMPLOYING GOVERNMENT OR ORGANISATION
2. YOUR REFERENCE
3. TITLE OF POST
4. NUMBER OF VACANCIES
5. REASON FOR VACANCY
6. WHEN REQUIRED
7. TO WHICH ACCOUNT HELD BY CROWN AGENTS SHOULD RECRUITMENT COSTS BE CHARGED OR WHAT OTHER FINANCIAL PROVISION IS PROPOSED?
8. a) DO YOU HAVE YOUR OWN FORM OF ENGAGEMENT AGREEMENT?
IF SO PLEASE SUPPLY A SPECIMEN.
IF NOT WE WILL PREPARE ONE FOR YOUR APPROVAL.
- b) DO YOU WISH THE CROWN AGENTS TO SIGN THE AGREEMENT ON YOUR BEHALF?

SIGNATURE AND DESIGNATION
OF OFFICER AUTHORIZING
RECRUITMENT

DATE

JOB DESCRIPTION

1. DUTIES

2. ORGANISATIONAL STRUCTURE

(a) OFFICER REPORTS TO

(ATTACH AN ORGANISATION
CHART IF AVAILABLE)

(b) NUMBER OF STAFF
REPORTING TO THE OFFICER
WITH AN INDICATION OF THEIR
GRADES & QUALIFICATIONS

(c) ANNUAL BUDGET FOR WHICH
THE OFFICER WILL BE RESPONSIBLE
(IF APPLICABLE)

3. WORKING CONDITIONS

(a) PLACE OF WORK i.e.
SITING OR WHAT TYPE OF
PLACE (eg WORKSHOP ETC.)

(b) ACCOMMODATION AT WORK

(c) FACILITIES AND EQUIPMENT
AVAILABLE

(d) NORMAL HOURS OF WORK
AND REST DAYS

(e) DOES THE JOB REQUIRE
TRAVEL? IF SO, HOW
EXTENSIVE?

CANDIDATE DESCRIPTION

1. ESSENTIAL QUALIFICATIONS

2. ADDITIONAL OR
DESIRABLE QUALIFICATIONS

3. EXPERIENCE

4. AGE LIMITS

5. LANGUAGE

WHAT LANGUAGE OTHER
THAN ENGLISH WILL BE
NEEDED OR WILL BE USEFUL

6. SPECIAL REQUIREMENTS

(IF ANY)

PAY AND CONDITIONS

1. SALARY
(INCLUDING INCREMENTAL
SCALE IF APPLICABLE)

2. SUPPLEMENT/EXPATRIATE
ALLOWANCE (IF PAYABLE)

3. GRATUITY

4. EDUCATION ALLOWANCES
FOR CHILDREN

5. OTHER ALLOWANCES

6. LENGTH OF CONTRACT
 - (a) LENGTH OF NORMAL
TOUR

 - (b) IS CONTRACT
RENEWABLE?

7. LEAVE

- (a) VACATION LEAVE ENTITLEMENT
- (b) IS OVERSEAS VACATION LEAVE PERMITTED, DURING A TOUR?
- (c) LOCAL OR CASUAL LEAVE ALLOWED IN ADDITION
- (d) IF TERMINAL PAYMENT IS GIVEN IN LIEU OF FINAL LEAVE, GIVE DETAILS

8. TRAVEL

- (a) NORMAL ENTITLEMENT (GIVE CLASS OF TRAVEL ALLOWED FOR OFFICER, WIFE AND CHILDREN - STATING ANY LIMITATIONS FOR AGE OR NUMBERS - ON FIRST APPOINTMENT AND COMPLETION OF SERVICE)
- (b) DETAILS OF ANY FURTHER PASSAGE CONCESSIONS (e.g. CHILDREN'S PASSAGES TO UNDERTAKE EDUCATION IN THE UK, MID TOUR LEAVE ETC.)
- (c) WILL ENTRY VISAS BE REQUIRED, AND IF SO, WILL THESE BE ARRANGED LOCALLY?

9. HOUSING

IF THIS IS PROVIDED PLEASE GIVE THE FOLLOWING INFORMATION

- (a) PLEASE DESCRIBE ACCOMMODATION (e.g. SIZE, WHETHER BUNGALOW, HOUSE Etc.)
- b) WILL IT BE IMMEDIATELY AVAILABLE?

(c) HOW WILL IT BE FURNISHED?

(d) WHAT SERVICES ARE AVAILABLE?
(WATER, ELECTRICITY ETC.)

(e) WHAT RENT OR CHARGE IS MADE
FOR ACCOMMODATION AND
SERVICES?

(f) WILL ANY BASIC DOMESTIC
EQUIPMENT NEED TO BE
PURCHASED AND IS THIS
AVAILABLE LOCALLY?

(g) IF HOUSING IS NOT IMMEDIATELY
AVAILABLE WHAT ALTERNATIVE
ARRANGEMENTS ARE MADE AND
AT WHAT COST TO THE OFFICER?

10. TAXATION

a) GIVE DETAILS OF INCOME TAX OR
OTHER LOCAL TAXATION FOR WHICH
THE OFFICER WILL BE LIABLE

b) WILL GRATUITY OR TERMINAL
PAYMENT BE SUBJECT TO TAX?

c) IS THERE ANY LIMIT TO THE AMOUNT
OF SAVINGS WHICH MAY BE SENT OR
TAKEN OUT OF THE COUNTRY?

11. MEDICAL FACILITIES

- (a) IS MEDICAL TREATMENT
READILY AVAILABLE FOR
OFFICERS AND THEIR
FAMILIES?

(IF LIMITED FACILITIES ONLY
AVAILABLE, GIVE BRIEF DETAILS):

- (b) IS DENTAL TREATMENT
SIMILARLY AVAILABLE?

(IF LIMITED FACILITIES ONLY
AVAILABLE, GIVE BRIEF DETAILS):

- (c) IS SUCH TREATMENT AT
THE OFFICER'S EXPENSE?

(IF "YES" GIVE DETAILS OF ANY ASSISTANCE
GIVEN TOWARDS EXPENSE, INCLUDING
ANY OBLIGATORY OR VOLUNTARY MEDICAL
AID SCHEME):

12. EDUCATION

WHAT FACILITIES ARE
AVAILABLE LOCALLY FOR
CHILDREN'S EDUCATION?

13. TRANSPORT

- a) IS TRANSPORT PROVIDED
FOR OFFICIAL DUTIES?
- b) IS TRANSPORT PROVIDED FOR
PRIVATE USE, IF NOT IS A
LOAN AVAILABLE FOR THE
PURCHASE OF A MOTOR
VEHICLE?

14. PLEASE INCLUDE ANY OTHER RELEVANT INFORMATION NOT COVERED IN THIS FORM, (e.g. THE TYPES AND QUANTITY OF EQUIPMENT FOR WHICH THE OFFICER WILL BE RESPONSIBLE).

付属資料 8.

NOTES FOR THE GUIDANCE OF APPLICANTS FOR RESEARCH AND DEVELOPMENT GRANTS FROM THE OVERSEAS DEVELOPMENT ADMINISTRATION (ODA)

General Scope of Awards

The ODA awards grants for research projects which are:

- i. designed to discover new knowledge or to develop techniques or equipment to overcome problems impeding economic and social development in developing countries;
- ii. aimed at producing results which will be of practical value within a reasonable period of time;
- iii. of regional or global significance (projects specific to one country may be considered for funding under the ODA's bilateral country programmes if requested by the government of the country concerned).

Topics

2. Research proposals are entertained on the following topics (the responsible department of the ODA is shown in brackets):

Agriculture, animal health and production, fisheries, forestry, pest management and post-harvest technology (Natural Resources & Environment Department).

Economic and social aspects of development with particular emphasis on policy issues (Economic and Social Division).

Engineering including water related issues (Engineering Division).

Health and Medicine, including nutrition and population, with particular emphasis on primary health care (Health and Population Department).

Research grants will not be made available for studies which overseas governments would normally be expected to undertake as part of their planning, for example censuses, manpower surveys, etc, because other ODA funds are available to support such activities.

Eligible Applicants

3. Applications can be made by individuals, universities, research institutions or similar organisations. In the case of individual applicants, ODA will need to be assured that the investigator will have access to the resources and essential support services, including adequate arrangements for accounting and auditing, necessary to undertake the project.

4. The ODA particularly welcomes research projects which involve collaboration with researchers in developing countries who wish to develop links with UK research institutions.

/Applications

Applications

5. Applications should be made by completing the attached form. A separate form exists for awards on economic and social research and may be obtained from ODA's Economic and Social Division.
6. Applications may be submitted at any time, but the ODA may hold over decisions on proposals until its relevant decision making process can be initiated. For agriculture and related subjects, a committee is normally convened twice a year in January and June; for economic and social subjects, a committee is normally held in March, June and November.
7. Proposals will be considered taking into account the ODA's research priorities, method to be adopted, the ODA's opinion of the capability of the applicant and his institution to undertake the work in relation to other possible applicants, and value for money. In deciding on proposals, the ODA has also to take account of the relative priority of the proposal for the funds available.
8. ODA departments are always willing to discuss research plans with investigators prior to formal applications.

Funding

9. Grants are normally provided for a maximum of three years and are subject to the conditions set out in the project memorandum form. Detailed accounting instructions are provided when a grant is awarded.
10. Increases in funding beyond the agreed project funding will only be considered in exceptional circumstances such as a major change in the objectives and plan of research agreed by the ODA.
11. There is no limit on the size of award within available resources, but smaller rather than larger proposals are preferred.
12. Instructions on the completion of the proposal form are provided on the form itself.

Confirmation of Grant

13. If the ODA decides to award a grant for a research proposal, it will countersign the project memorandum and return a copy to the applicant.
14. However, it is often the case that the ODA will seek some amendment to the proposal either before considering the proposal or as a condition of the award of a grant. The ODA will normally ask the applicant to make the necessary revisions to the project memorandum form, but, where the changes are straightforward or minor, may amend the form itself or indicate in its reply the amendments to which its approval is subject. Applicants should therefore check the project memorandum form when it is returned to them on the award of a grant to ensure that it is acceptable to them and, if not, advise the ODA within a fortnight of the date of its receipt.

Overseas Development Administration

[THE ODA TO DELETE AND COMPLETE AS APPROPRIATE]

i. I regret to inform you that the ODA has not approved your grant application entitled:

or

ii. This project has been approved on the basis of the attached R & D grant application and memorandum form.

or

iii. This project has been approved on the basis of the attached R & D grant application and project memorandum form subject to the amendments shown overleaf. If the proposed amendments are not acceptable, the applicants should advise the ODA within 14 days of receipt of this letter, failing which the grant shall be paid on the amended terms.

The research scheme reference number will be

Dates:

Project Start Date:

Project Completion Date:

Accounting instructions will be sent by the ODA's Accounts Department in East Kilbride to the Finance Officer/Bursar/Registrar who has signed the R & D grant application and project memorandum form. These instructions must be agreed and written confirmation of their acceptance sent back to East Kilbride. Funds cannot be made available and expenditure should not be incurred until this has been done. Once the written confirmation has been received by the ODA, a claim can be made for reimbursement at the end of the quarter from the project's start date, or an advance for the quarter from the project's start date; subsequent claims may be made quarterly thereafter.

(Signed on behalf of the ODA)

(TO BE COMPLETED BY THE ODA)

1. Project number:

OVERSEAS DEVELOPMENT ADMINISTRATION: R & D GRANT APPLICATION AND
PROJECT MEMORANDUM FORM
(Revised 1988)

(Please complete in type)

[BEFORE COMPLETING THIS FORM THE APPLICANT SHOULD READ THE NOTES FOR THE GUIDANCE
OF APPLICANTS FOR RESEARCH AND DEVELOPMENT GRANTS FROM THE ODA]

Project Title:

2. (If appropriate) Title of the ODA programme to which project belongs:

3. Applicant's full name and title, post held, and Department:

4. Name, address and telephone number of applicant's institution:

5. (a) Project Location:

(b) Name and address of any overseas collaborator:

(c) If the project is located overseas or if there is an overseas
collaborator, has the approval of the overseas government been obtained:

6. Starting and finishing dates:

PTO

NOTES ON COMPLETION OF ODA PROJECT MEMORANDUM

1. Project Title

Applicant should provide a short title which describes the scope of the research.

2. [If appropriate, title of the ODA programme to which the project belongs]

Applicant should leave this blank if unsure of the title of the ODA programme.

5(a) Project Location

If there is more than one location, all locations should be shown here and the plan of work should indicate where the various aspects of the work will be undertaken.

(c) If the project is located overseas or if there is an overseas collaborator, has the approval of the government been obtained?

The applicant will be expected to arrange the approval of the overseas government concerned, unless the ODA accepts this responsibility.

The form and source of the approval of the government of the country in which the project is to be located or of the overseas collaborator should be provided. If there is any correspondence available in connection with this approval, it should be submitted with the memorandum.

6. Starting and Finishing Dates

The duration of the project should be the minimum necessary to achieve the objectives of the project set out in section 9. Since the ODA will not normally entertain proposals for funding for more than three years, the objectives should be carefully defined with this in mind.

7(a) Total financial support requested from ODA.

(b) Summary of financial support requested from ODA to be shown by ODA financial years 1 April to 31 March (Also complete Appendix I)

	19 /	19 /	19 /	19 /
Personal Emoluments	£			
Capital Costs	£			
Other Charges	£			
VAT	£			
Totals				

(c) Will you or your organisation charge ODA Value Added Tax?

YES/NO

If YES, please state your VAT Registration No.

Please calculate VAT as a separate item in each Financial Year.

(d) Contributions from other organisations towards the costs of the project.

(e) If this proposal is being submitted elsewhere for funding in full state the organisation and when a decision is expected.

7(a) & (b) Total financial support requested from the ODA

Before completing this section, the applicant should complete Appendix 1(a) to show man-months and cost; Appendix 1(b) to show capital equipment costs; and Appendix 1(c) to show other costs including travel, subsistence and insurance where appropriate. Applicant should provide justification for insurance costs. Applicants should ensure that the project personnel comply with the laws of any country in which the research is undertaken. If VAT is payable, please calculate it as a separate item.

The cost should be shown by ODA's financial years which start on 1 April and end on 31 March.

(c) VAT

If the research is of a kind provided by a school or university, otherwise than for profit, it is exempt from VAT.

In all other cases:-

- i. if the research is to be carried out on behalf of an overseas country it is zero-rated for VAT;
- ii. if the research is to be carried out for the benefit of the ODA, it is positively rated for VAT. ODA will meet VAT charges on receipt of suitable invoices.

(d) If the cost of the project is to be shared with another body, the name and contribution in money or in kind of the co-funder should be shown. The status of the application to the co-funder, in particular whether it has been approved, should be advised and any supporting correspondence should be submitted with the project memorandum.

The ODA will normally expect an applicant's institution to provide a contribution to the cost of the research. This may be in the form of working accommodation, office and secretarial service and administrative charges. Institutions in developing countries are also expected to provide some material support, for example local staff and travel costs for administrative services, and field sites and laboratories where applicable.

8. (a) What developmental problems or needs is the project aimed at?

Applicants are asked to provide a brief description of the developmental problems or needs which the project will help to resolve. This description should be as specific as possible and directed to practical problems. Evidence of the seriousness of the problems in economic and social terms should be provided where possible.

(b) What will the project contribute to resolving those problems or needs and over what timescale?

Explain (i) what contribution the successful conclusion of the project will make to resolving the problems described in (a), support your case with quantitative data where possible, (ii) how the results will be implemented and (iii) how long that is likely to take. Where the project will not lead to immediate implementable outputs, explain what further steps would be necessary to achieve such practical outputs.

(c) Who will the beneficiaries be?

Explain which countries (developed and developing) are likely to benefit from the successful conclusion of research and, in particular, which groups within developing countries will benefit. The latter should include those who will benefit from its ultimate application, for example an industry (for example leather and tanning) or a social group (for example the rural poor).

9. What are the Scientific or Technical Objectives of the Project?

A list of the objectives is required, with each of the objectives described in a single sentence.

Do not include here a description of the plan of research (which should be completed in Section 10) or the background to the research which will be adequately covered by the proper completion of other sections in the form, including Section 8 and 14.

10. Describe the Plan of Work and provide on a separate sheet a Bar Chart showing the planned activities over the life of the project.

The description of the plan of work should explain how the scientific and technical objectives, set out in Section 9, will be achieved. This should include a discussion of the problems to be considered, the approach to be adopted, and the concepts or hypotheses to be examined. Possible overlap or links with related research should be acknowledged and discussed in Section 14. Where appropriate, the proposed methods of data collection and analysis should be set out and justified. Where field data is to be collected, attention should be given to the sampling, sample size and bias and their possible implications for the wider applicability and validity of the results.

Where a questionnaire survey is intended, a draft version should be supplied with the application.

If you intend to use a computer, please outline your plans for analysing and presenting the data arising from the research. Have you access to existing equipment or is new equipment to be purchased? Is your equipment compatible with that of your collaborator(s)?

If a project is to be undertaken with the collaboration of another institution or in more than one country, an explanation of the respective roles of the institutions and the location of work should be set out.

11.(a) What will the outputs of the project be?

Describe the physical outputs of the project. These may be, for example, a report, scientific paper/articles, a manual, diagnostic tool or research methodology or a design or prototype.

(b) Who will use the outputs of the project?

Describe the particular group of workers who will apply the outputs for developmental purposes. These may be, for example, agricultural extension workers, government policy makers, manufacturers, health institutions, field engineers, other scientists or, if the project is immediately relevant to developmental problems, by certain groups of the populations of developing countries, such as the rural poor.

(c) How should they be disseminated to reach their users?

The ODA attaches importance to effective dissemination of the results of the research it finances. The applicants should suggest how the outputs of the project might best be disseminated to its users. If the project is to develop a device, material or production process, specify

- a. what market studies for the product have been done;
- b. how the product will be made available to intended users;
- c. what further stages will be needed to develop test and establish manufacture of the product;
- d. how, and by whom, will the further stages be carried out and paid for.

12. What criteria will be used to measure the outputs of the research?

In terms of the objectives of the project, what indicators will there be of its success?

13. What factors could prevent the attainment of (the proposals as set out)?

All projects are subject to uncertainty and the ODA wishes to ensure that it is aware of the degree of risk involved in the project and that the applicant has taken all reasonable steps to reduce the uncertainty and risk.

(a) Planned Inputs

Describe any uncertainty over the planned inputs set out in Appendices 1(a), (b), (c) or in the participation of any collaborating institution and their ability to provide their inputs.

(b) Scientific or Technical Objectives

Indicate the likelihood of achieving the scientific and technical objectives of the project through the plan of work and with the planned inputs, indicating those factors which are most likely to affect the achievement of those objectives. The ODA recognises that a degree of risk is inherent in some research and the applicant would be advised to set this out clearly at this stage.

(c) Intended Outputs

Describe here only those factors which affect the achievement of the outputs specifically, on the assumption that planned inputs and scientific or technical objectives will be achieved.

(d) The contribution of the project to wider developmental problems or needs identified in Section 8

Describe any specific factors known to the applicant which are likely to constrain the implementation of the outputs and results of the research.

14.(a) What work has previously been done or is currently being pursued on the objectives of the project?

Describe any work related to the objectives of this project which has either previously or is currently being undertaken; how this project will relate to that work, and any possible overlap or links with it.

Distinguish between work done by your Institution and that done elsewhere. Attach reprints of recent publications.

Projects with similar or related objectives should be listed.

15. What are the expected environmental impacts, positive and negative of

(a) the project itself?

(b) the implementation of the project outputs.

Yes or no answers will not suffice. Highlight any hazards arising from the implementation of the project itself, and, briefly, any positive or negative impacts which the implementation of the project outputs may lead to.

16. THIS APPLICATION IS MADE, AND ANY GRANT SHALL BE AWARDED SUBJECT TO, THE FOLLOWING CONDITIONS:

- i. project costs provided in Section 7 and Appendices 1(a), (b) and (c) shall be based on the best estimates of the proposers and allow for inflation. Any provision for increases in salary to offset inflation shall be based for Government departments and agencies on HM Treasury estimates of salary increases and, for Universities, on any UGC estimates.
- ii. Where any provision for overhead charges is appropriate it shall be calculated on the basis of salary emoluments only.
- iii. Unless agreed in advance and recorded in writing the ODA shall not be responsible for any cost or expense of any kind, incurred for any reason, in excess of the agreed project funding. Sponsoring institutions will be expected to absorb increases in costs caused by inflation above the estimated levels.
- iv. Claims shall be submitted quarterly to the ODA in time to enable payment to be made within the UK financial year (April/March) in which expenditure is incurred.
- v. Any part of an advance remaining unpaid at the close of a financial year will be offset against the following year's allocation and cannot be added to the new financial year's funding provision.
- vi.
 - (a) The applicant shall submit to the ODA progress reports in respect of the project. Unless the ODA otherwise directs the progress reports shall be submitted annually to be received by the ODA not later than the anniversary of the project start date. Failure to submit the annual progress report on time may, at the discretion of the ODA, result in the withholding of funds or the termination of the project. In particular the applicant's attention is drawn to paragraph 16(v) above.
 - (b) The ODA may request, and the applicant shall provide, reports at any time while the project is in progress. Failure to comply with the request by the date specified by the ODA may result in the withholding of funds or the termination of the project.
 - (c) The applicant shall submit to the ODA a final report to be received by the ODA within 28 days of the project completion date. Except for exceptional circumstances the final quarterly payment or 10% of the total project cost, whichever is the greater, will be retained until the final report is approved by the ODA.
 - (d) All reports shall be made in the format specified in Appendix 3. Where reports are lengthy they shall be accompanied by an abstract of 300-500 words in the same format.
- vii. Necessary time for final report writing must be included in the time scale of the project. Any costs of publishing and dissemination of such reports, including essential translation for which ODA funding may be requested, shall be included in the application.
- viii. Any specific papers arising from the Project shall acknowledge the ODA's sponsorship of the research. Copies of manuscripts intended for publication should be submitted to the ODA before they are submitted to editors. Reprints of articles accepted for publication shall be sent to the ODA.

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ix. Patent or copyright restrictions are not permitted on the results of projects funded by the ODA except with the written agreement of the ODA.

x. (a) Permission for any overseas visit must be sought from the ODA before any expenditure is incurred. Failure to obtain prior approval will result in payment being withheld. Details of any proposed visit shall be forwarded with this application and shall specify likely dates and the purpose of the visit. No approval will be given for a visit until the proposal has been supported in writing by a collaborating institution and the ODA has made such enquiries as it considers necessary of the overseas government.

(b) Once funding for any visit has been approved by the ODA it is the sole responsibility of the applicant to make all necessary arrangements including the obtaining of any necessary entrance clearance.

xi. UK airlines shall be used for travel abroad by those whose fares are paid from British public funds unless it is uneconomic, highly inconvenient or impracticable to do so. Economy class type air fares must be regarded as normal and only in exceptional circumstances will Club Class type air fares be approved.

xii. CVs of all staff participating in research projects must be submitted to ODA before their participation commences regardless of the stage at which they are recruited.

xiii. ODA shall be informed immediately of any likely slippage in the project time scale for whatever reason.

xiv. The ODA reserves the right to terminate a grant where it is dissatisfied with the conduct, including the administration of its grant, of the project or where, in its judgement, the project objectives are unlikely to be achieved or are no longer of relevance to it. Before terminating a project, the ODA will set out in writing its reasons to the applicant, give the applicant 30 days in which to respond and if the applicant is in the United Kingdom or will travel to the United Kingdom at his own expense, will offer the applicant a hearing on a date of the ODA's choosing. Where the reason for the termination of the project is, in the ODA's judgement, outside the control of the applicant and the applicant's institution, the ODA will give three months notice of termination of its grant.

If my application is successful, I agree to accept and be bound by the conditions set out above.

Signature of Applicant(s).....

.....

Date.....

This application should be submitted through (i) the Head of Department and (ii) the officer who will be responsible for administering any grant that may be awarded, (eg Finance Officer, Bursar, Registrar);

I confirm that I have read this application and that, if granted, the work will be accommodated and administered in the Department/Institution and that my Department/Institution will absorb increases in costs, caused by inflation above the levels specified in this application.

Funding is sought quarterly in advance/arrears.

(i) Signature..... Date.....

Head of Department
Initials and name in type

(ii) Signature..... Date.....

Finance Officer/Bursar/Registrar
Initials and name plus address and telephone number in type.

DETAILED ESTIMATES (summarised in Section 7)

PERSONAL EMOLUMENTS

(Salary, National Insurance, Graduated Pension or FSSU contributions should be shown separately for each person). To be calculated for UK Financial Years which run from 1 April to following 31 March. NOT in Calendar Years. Quote cash figures - allow for likely salary increases and inflation.

NAME	GRADE	Period	Period	Period	Period
		19 /	19 /	19 /	19 /
		£	£	£	£
VAT					
	TOTALS				

DETAILED ESTIMATES (continued)

OTHER CHARGES (Please specify)

Where travel is involved this item should show details of all expected journeys.

		Period	Period	Period	Period
		19 /	19 /	19 /	19 /
		£	£	£	£
VAT					
	TOTALS				

CURRICULUM VITAE OF APPLICANT/SCIENTIFIC STAFF

A.

SURNAME

FORENAMES

AGE

DEGREES etc (SUBJECT, CLASS, UNIVERSITY AND DATE)

POSTS HELD (WITH DATES)

RECENT PUBLICATIONS (TITLE AND REFERENCE)

B.

SURNAME

FORENAMES

AGE

APPENDIX 2 (continued)

DEGREES etc (SUBJECT, CLASS, UNIVERSITY AND DATE)

POSTS HELD (WITH DATES)

RECENT PUBLICATIONS (TITLE AND REFERENCE)

PROGRESS REPORT GUIDELINES

DateTitle of ProjectOrganisationReporting period from

to

1. Objectives of the Project

(Repeat the scientific/technical objectives of the project as set out in the project memorandum and show any modification to the objectives agreed by the ODA).

2. Work carried out in this period

(An account of the main activities during the period, also indicating whether planned inputs have been achieved. Up to 500 words).

3. Results of findings obtained in this period

(For technical engineering projects these should be illustrated where possible by tables, graphs or sketches rather than by lengthy writing; and provided in a quantitative form as far as possible. Up to 300 words plus tables, etc)

4. Implications of the results or findings for achieving the objectives of the project

(Do the results or findings make the objectives appear more, or less, achievable? In what ways? Should the objectives be revised? If so, in what way? Up to 100 words).

5. Priority tasks during next reporting period

(up to 100 words).

6. Name and signature of author of this Progress Report.

FINAL REPORT GUIDELINES

	<u>Date</u>
<u>Title of Project</u>	.
<u>Organisation</u>	
<u>Reporting period from</u>	to

1. Objectives of the Project
 (Repeat the scientific/technical objectives of the project as set out in the project memorandum and show any modification to the objectives agreed by the ODA).
2. Work carried out in this period
 (An account of the main activities during the project, also indicating whether planned inputs have been achieved. Up to 500 words).
3. Results of findings obtained by the project
 (For technical engineering projects these should be illustrated where possible by tables, graphs or sketches rather than by lengthy writing; and provided in a quantitative form as far as possible).
4. Implications of the results or findings for achieving the objectives of the project
 (Have the results or findings achieved the objectives of the project? In what ways? In what respect have the objectives not been achieved?)
5. Priority tasks for follow-up
 (What action is necessary to promote the findings of the work to achieve their developmental benefit? This should include a list of publications, plans for further publications, and recommendations for further dissemination, as appropriate. For projects aimed at developing a device, material or process, specify
 - a. what further market studies need to be done;
 - b. how the product will be made available to intended users;
 - c. what further stages will be needed to develop, test and establish manufacture.

/d.

APPENDIX 3 (continued)

- d. how, and by whom, will the further stages be carried out and paid for.
- 6. Summary of financial expenditure.
- 7. Name and signature of author of this Progress Report.

JICA

