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**第三国集团研修实施协议议事録**  
**Record of Discussions (R/D)集**

(昭和61, 62年度)

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**昭和63年7月**

**国際協力事業団**  
**研修事業部**

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## は　じ　め　に

第三国研修とは、社会的、文化的、言語的に共通の基盤をもつ一定の開発途上地域に研修実施国を選定し、そこに当該地域内の途上国からの研修員を受入れ、より現地事情に適合した技術・知識の移転を図り、これにより開発途上国間協力の推進に寄与し、将来的には実施国が独自に研修員受入れ事業を実施できるよう協力することを目的としている。昭和49年度、タイのコラート養蚕研究訓練センターで初めて実施して以来、年々第三国研修実施協力要請は増え続け、昭和62年度には16ヶ国において36コースを実施するに至っている。

第三国研修を新設するにあたっては、研修実施国(Host国)との間で実施協議議事録R/D(Record of Discussions)を作成するが、新設コースの増加が今後も予定されるところ、今般昭和59、60年度版に引続き、昭和61、62年度に署名したR/Dを整理し、第三国研修新設の際等の資料として有効に利用できるよう本書を作成した。

昭和63年7月

研　修　事　業　部　長



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# 1. コスタ・リカ

## アグロフォレストリー 第三国研修実施協議議事録



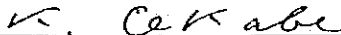
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND  
THE AUTHORITIES CONCERNED OF CENTRO AGRONOMICO TROPICAL DE INVESTIGACION  
Y ENSEÑANZA ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Consultation Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Kazuo OKABE visited Costa Rica from August 11 to August 15, 1986 for the purpose of formulating the training course in the field of agroforestry under the Third Country Training Programme of JICA.

During its stay in Costa Rica, the Team had a series of discussions with the authorities concerned of Centro Agronomico Tropical de Investigacion y Enseñanza (hereinafter referred to as "CATIE") with respect to the framework of the above mentioned training course and the desirable measures to be taken by the Government of Japan and CATIE to ensure its successful operation.

As a result of the discussions, CATIE agreed to the matter referred to in the documents attached hereto and the Team also agreed with CATIE to recommend to the Government of Japan the matters referred to in the documents.

Turrialba, August 14, 1986



Mr. Kazuo OKABE  
Head  
Japanese Consultation Team



Dr. Rodrigo TARTE  
Director  
Centro Agronomico Tropical de  
Investigacion y Enseñanza

ATTACHED DOCUMENT

The Government of Japan and CATIE will cooperate with each other in organizing the training course in the field of agroforestry at CATIE (hereinafter referred to as "The Course") under the Third Country Training Programme of JICA.

CATIE will conduct the Course with the support of the technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1986 to 1990, subject to an annual consultation between the Government of Japan and CATIE.

The Course will be operated in accordance with the followings:

1. TITLE

The Course will be entitled:

- i. "Intensive Training Course on Implementation of Agroforestry"  
(for 1986).
- ii. "In-Service Training Course on Development of Agroforestry Systems"  
(for 1987-1990)

2. PURPOSE

The purpose of the Course is:

- i. To provide the participants with the concepts, classification, definition, system characterization, technologies, and role in rural development of agroforestry systems (for 1986).
- ii. To provide the participants with application methods for agroforestry, including evaluation of results, especially from viewpoint of socio-economic and financial achievements, and with the improvement and development of existing agroforestry systems (for 1987-1990).

3. OBJECTIVE

At the end of the Course, the participants are expected to be able to:

- i. (1) Understand advanced and suitable agroforestry systems in Central American and Caribbean countries,  
(2) Prepare execution plans of agroforestry systems, and

- (3) Guide and extend agroforestry systems. (for 1986).
- ii.(1) The same items as in i.
  - (2) Understand biological aspects of agroforestry.
  - (3) Analyze the social background in the existing agroforestry,
  - (4) Brush up the research and teaching methods, and
  - (5) Upgrade the level to a researcher or a educator. (for 1987-1990).

4. DURATION

The Course will be held:

- i. From March 2, 1987 to March 21, 1987 for three weeks (for 1986)
- ii. From late June 1987 to late September 1987 (for 1987).
- iii. Twelve weeks (1988-1990).

5. CURRICULUM

The tentative curriculum of the Course is attached as ANNEX I.

CATIE will inform the Government of Japan of the subject to be covered by a Japanese expert.

6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the Course by nominating their applicant(s):

Antigua and Barbuda, Commonwealth of Bahamas, Barbados, Belize, Colombia, Costa Rica, Cuba, Commonwealth of Dominica, Dominican Republic, El Salvador, Grenada, Guyana, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, St. Christopher and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago, Venezuela.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed.

- i. Twenty-five (25) in total (for 1986).
- ii. Fifteen (15) in total (for 1987-1990).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are:

- 8- 1 To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below.
- 8- 2
  - i. To be university graduates or to have the equivalent academic background (for 1986),
  - ii. To be university graduates (for 1987-1990),
- 8- 3 To have the practical experience of more than two (2) years in the field of agroforestry, agriculture, forestry and/or animal production,
- 8- 4 To be engaged in:
  - i. Extension and development activities in rural areas (for 1986),
  - ii. Teaching at universities, research and/or leading development projects (for 1987-1990),
- 8- 5 To be under forty (40) years of age in principle,
- 8- 6 To have a good command of spoken and written Spanish and preferably some knowledge of English, and
- 8- 7 To be in good health to complete the Course.

9. FACILITIES AND INSTITUTIONS

Centro Agronomico Tropical de Investigacion y Enseñanza (CATIE).

10. PROCEDURE OF APPLICATION

- 10- 1 The Government applying for the Course shall forward the prescribed application form for each nominee to CATIE through the official government channels not later than four months before the commencement of the Course.
- 10- 2 CATIE will inform the applying government whether or not the applicant(s) is/are accepted to the Course not later than one (1) month before the commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND CATIE

In organizing and implementing the Course in compliance with the Schedule of Course Operation attached in ANNEX II, the Government of Japan will take the measures stipulated in 11-2 in accordance with the relevant laws and regulations in force in Japan, and CATIE will take the measures stipulated in 11-1.

11- 1 CATIE

- (1) To formulate the curriculum based on ANNEX I,
- (2) To draft and print the General Information brochures (G.I.)
- (3) To forward the G.I. of the Course to the Governments of the invited countries,
- (4) To assign an adequate number of its staff as lecturers/instructors for the Course,
- (5) To provide its training facilities and equipment for the Course,
- (6) To receive application forms,
- (7) To select participants in the Course, and to inform the result of the selection to their respective Governments and with copy to the Embassy of Japan in Costa Rica (hereinafter referred to as "the Embassy").
- (8) To arrange accommodations for participants,
- (9) To arrange international air tickets between San Jose and the international airports designated by CATIE, and bus tickets for participants and to meet and see them off at the airport in San Jose,
- (10) To arrange domestic study tour(s) to be included in the Course,
- (11) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by the Government of Japan,
- (12) To issue certificates to the participants who successfully complete the Course at the end of the Course,
- (13) To submit a course report and a statement of expenditures to JICA through the Embassy, and
- (14) To coordinate any matter related to the Course.

11- 2 The Government of Japan

- (1) To dispatch, following the regular procedures of its technical cooperation scheme, a short-term expert who delivers lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following items of expenses for the Course through JICA as attached in ANNEX III,
  - (a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, bus

fare to Turrialba, accomodation, per-diem and medical insurance premiums.

- (b) Such expenses relevant to CATIE as honoraria for external lecturers in Costa Rica, arrangement of study tour(s), teaching aids, expendable supplies, copies and reprints, and secretarial services.

12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12- 1 CATIE will inform JICA through the Embassy of the name of a bank, the account code number and the name of the account holder to receive the funds remitted by JICA.
- 12- 2 CATIE will submit to JICA through the Embassy the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Course.
- 12- 3 JICA will assessthe bill of estimate and remit the assessed amount of expenses to the account mentioned in 11-1 above within thirty (30) days after the receipt of the bill of estimate.
- 12- 4 CATIE will submit to JICA through the Embassy a statement of expenditures within thirty (30) days after termination of the Course.
- 12- 5 In case any amount of the fund remitted by JICA remains unspent, CATIE will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare, bus fare,accommodation,per-diem and medical insurance premiums shall not be appropriated for any other purposes.
- 12- 6 By the request of JICA, CATIE will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.

13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions:

- ANNEX I: Tentative Curricula of the Courses  
ANNEX II: Schedule of the Course Operation  
Annex III: Tentative Estimate of Expenses



ANNEX I. Tentative Curricula of the Courses

- i. Intensive training course on Implementation of Agroforestry Systems (for 1986).

Day 1

Inscription  
Opening. Welcome.  
Logistics organization.  
History of Agroforestry.  
Farm visit: Identification of Agroforestry Systems.

Day 2

Systems and diagramation: Farming systems vs. Agroforestry systems.  
Practical exercise based on visit on Day 1.  
Definition and classification of agroforestry systems.  
Group discussions and proposal of a classification based on agroforestry systems from different ecological zones.

Day 3

Continuation of diagramation exercise, presentation a discussion of results.  
Advantages and disadvantages of agroforestry systems.  
Research and implementation processes by farmers.  
Country report.

Day 4

Area characterization  
Surveying methods  
Individual consultation and library work.  
Introduction to field work on Day 5.

Day 5

Field trip: characterization of agroforestry systems on sample farms.  
Hotel accommodation  
Group work for results evaluation.

Day 6

Continuation of field trip.  
Return to headquarter.

Day 7

Field work, pasture biomass determination under tree plantations.  
Group work: evaluation of results.  
Presentation and evaluation of results.

Day 8

Grazing under tree plantations.

Field work. Group work. Result evaluation and presentation.

Day 9

Live fences.

Fieldwork. Group work. Result evaluation and presentation.

Day 10

Vegetative propagation of N. fixing trees.

Field work. Group work of N. fixing trees.

Country report.

Day 11

Agroforestry systems in annual crops and migratory agriculture.

Field work in annual crops and migratory agriculture.

Country report.

Day 12

Agroforestry systems in perennial crops.

Field work

Country report.

Day 13

Description of visited farming systems, diagramation according to Hart models, preparation of alternatives.

Working groups.

Economic model, exercises in groups.

Day 14

Economic analysis, continuation.

Discussion and presentation of results of economic evaluation.

Day 15

Technology transfer. Theory. Round table.

Farmers attitudes & motivations.

Day 16

Exam

Course evaluation

Closing session.

ii. In-Service Training on Development of Agroforestry Systems (for 1987)

Week 1

Course opening.

Teachers and participants presentation.

Course logistics.

Start of individual practical work (ongoing over the whole course duration, under the supervision of one CATIE instructor).

Readings for tutorial on "Classification and definitions".

Introduction to library use.

Application of the systems theory to agroforestry.

Farm visit.

Interdepartmental seminars (2 every week).

Week 2

Readings for tutorial on "Interactions between trees and crops".

Diagramation of agroforestry systems.

Group work on diagramation of farm visited during week 1.

Field trip to Atlantic zone, silvopastoral systems.

Week 3

Reading for tutorial on "Interactions between tree and animals".

Farming systems methodology applied to agroforestry.

Week 4

Training in the use of microcomputers.

Basis for the design of agroforestry systems.

Exam.

Week 5

Training in the use of microcomputers (continuation).

Characterization methods: Survey design.

Field work: Farms survey.

Week 6

Analysis of field survey.

Systems diagramation.

Introduction to MULBUD (Computer package for systems analysis).

Study tour to highlands, central valley, Guanacaste (4 days).

Week 7

Report preparation on characterization phase (group).  
Report preparation on individual practical work.  
Socio-anthropological aspects in the design of new systems.

Week 8

Economical and financial analysis of proposed systems (MULBUD).  
Group work: ex-ante analysis.

Week 9

Discussion with instructor of report on individual practical work.  
Discussion with farmers (see farm survey on Week 5) about proposed alternatives.

Week 10

Reformulation of alternatives.

Week 11

Reports and seminars preparation.

Week 12

Discussion of reports.  
Course seminar (open to all Department staff).  
Closing session.

ANNEX II

SCHEDULE OF COURSE OPERATION (for 1986)

MONTH	CATIE SIDE	JAPANESE SIDE
Middle August, 1986	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Preparation of G.I.</li> <li>3. Submission of A-1 Form</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Recruitment of Expert</li> </ol>
Middle September	<ol style="list-style-type: none"> <li>1. Distribution of G.I. &amp; Application Form</li> </ol>	
November	<ol style="list-style-type: none"> <li>1. Submission of Bill of Estimate</li> <li>2. Receipt of Application Forms</li> </ol>	
December		<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> </ol>
January, 1987		<ol style="list-style-type: none"> <li>1. Submission of B-1 Form</li> </ol>
Early February	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	
March	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Expert</li> </ol>
Late March	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> </ol>	
Late April	<ol style="list-style-type: none"> <li>1. Submission of Course Report</li> </ol>	

## ANNEX II

## SCHEDULE OF COURSE OPERATION (for 1987)

MONTH	CATIE SIDE	JAPANESE SIDE
Middle August, 1986	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Preparation of G.I</li> <li>3. Submission of A-1 Form</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> </ol>
Middle September	<ol style="list-style-type: none"> <li>1. Distribution of G.I &amp; Application Form</li> </ol>	
April, 1987	<ol style="list-style-type: none"> <li>1. Submission of Bill of Estimate</li> <li>2. Receipt of Application Forms</li> </ol>	<ol style="list-style-type: none"> <li>1. Recruitment of Expert</li> <li>2. Submission of B-1 Form</li> </ol>
May		<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> </ol>
Early June	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	
July to September	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Expert</li> </ol>
Late October	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> <li>2. Submission of Course Report</li> </ol>	

## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA (For 1986)

Item of Expenses	Breakdown	Amount (US\$)
<b>I. Invitation Expenses</b>		
1. Transport (round trip)	755 x 24 persons	18,125
2. Per-diem	11 x 25 persons x 21 days	5,775
3. Accommodation	8.25 x 25 persons x 20 nights	4,125
4. Medical Insurance	20 x 25 persons	500
<b>Sub Total</b>		<b>28,525</b>
<b>II. Training Expenses</b>		
1. Tuition Fee	200 x 25 persons	5,000
2. Part-time Employee	assistant 6,000 1,500/month x 2 persons x 2 months External Lecturers 500 labourer 1,050 7/day x 5 persons x 30 days	7,500
3. Study Tour	accommodation 900 30 x 30 persons x 1 night bus rental 500	1,400
4. Secretarial Services	secretary 3,000 500/month x 2 persons x 3 months communication 500 stationery 500	4,000
5. Textbook		700
6. Material Procurement		700
7. Vehicle Maintenance	1,000	1,000
<b>Sub Total</b>		<b>20,350</b>
<b>Grand Total</b>		<b>48,875</b>

## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA (for 1987)

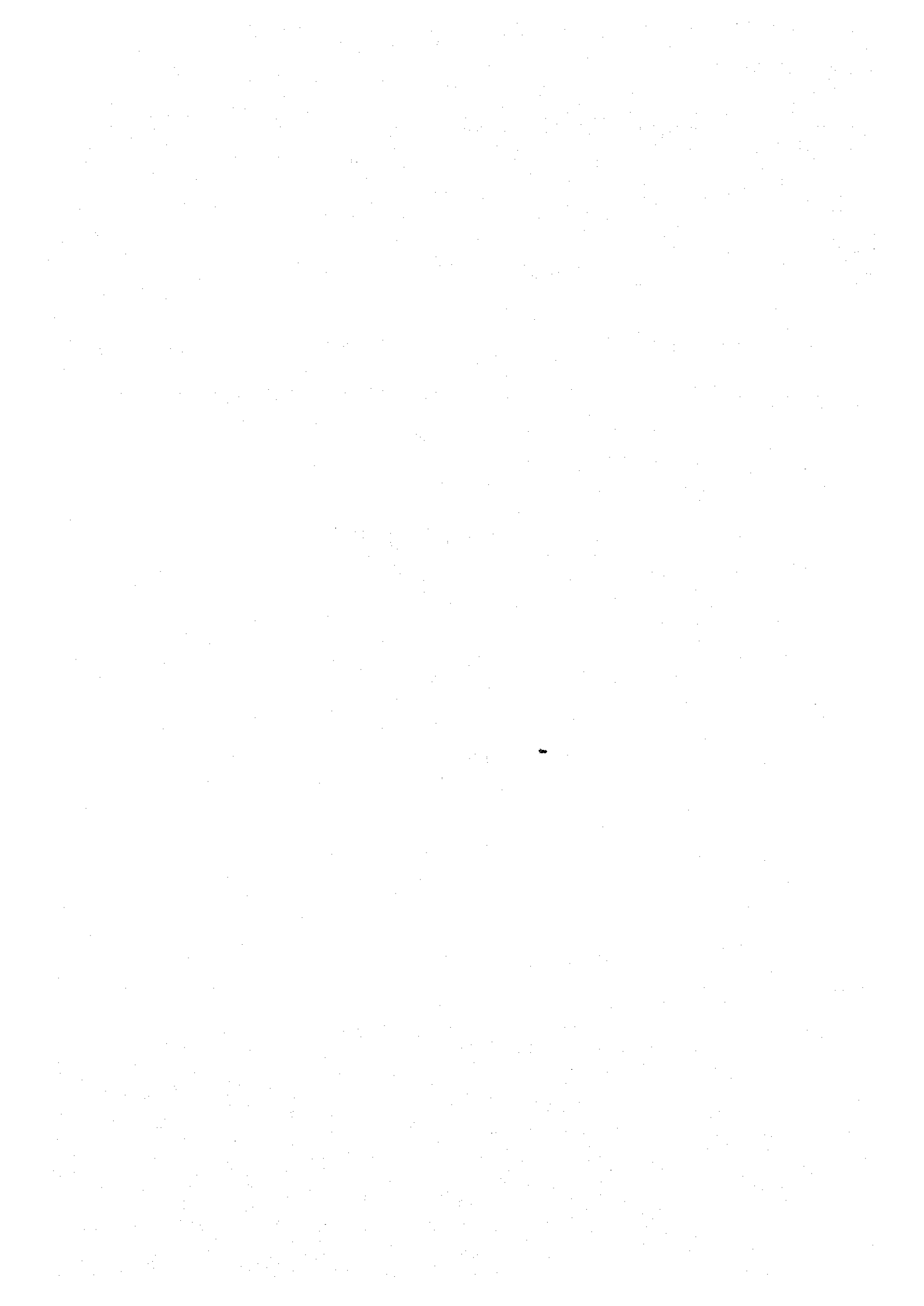
Item of Expenses	Breakdown	Amount (US\$)
<b>I. Invitation Expenses</b>		
1. Transport (round trip)	755 x 14 persons	10,570
2. Per-diem	11 x 15 persons x 90 days	14,850
3. Accommodation	8.25 x 15 persons x 89 nights	11,020
4. Medical insurance	20 x 15 persons x 3 months	900
<b>Sub Total</b>		<b>37,340</b>
<b>II. Training Expenses</b>		
1. Tuition Fee	200 x 15 persons x 3 months	9,000
2. Part-time Employee	assistant 8,000 1,000/month x 2 persons 4 months External Lecturers 1,000 labourer 1,000	10,000
3. Study Tour	accommodation 2,400 30 x 20 persons x 4 nights bus rental 1,000	3,400
4. Secretarial Services	secretary 5,000 500/month x 2 persons x 5 months communication 500 stationery 1,000	6,500
5. Textbook		960
6. Material Procurement		2,500
7. Vehicle Maintenance	1,200	1,200
<b>Sub Total</b>		<b>33,560</b>
<b>Grand Total</b>		<b>70,900</b>



## 2. フ ィ リ ピ ン

熱帯医学

第三国研修実施協議議事録



RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND  
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE REPUBLIC OF  
THE PHILIPPINES ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Consultation Team (hereinafter referred to as ("the Team")) organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Masataka IIJIMA visited the Republic of the Philippines from October 26, to November 1, 1986 for the purpose of formulating the Third Country Training Programme in the fields of Acute Respiratory Infections and Diarrheal Diseases at the Research Institute For Tropical Medicine (hereinafter referred to as "RITM") under the scheme of JICA.

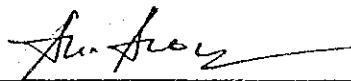
During its stay in the Philippines, the Team had a series of discussions with the authorities concerned of the government of the Republic of the Philippines with respect to the framework of the above mentioned training courses and the desirable measures to be taken by both Governments to ensure their successful operation.

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

Alabang, Muntinlupa, Metro Manila  
October 31, 1986



Mr. MASATAKA IIJIMA  
Team Leader  
JICA Consultation Team



Dr. ANTONIO N. ACOSTA  
Deputy Minister  
Ministry of Health

## ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of the Philippines will cooperate with each other in organizing the Third Country Training Programme in the field of Acute Respiratory Infections and Diarrheal Diseases (hereinafter referred to as "the Courses") at the Research Institute for Tropical Medicine under the scheme of JICA.

The Government of the Republic of the Philippines will conduct the Course with the support of the technical cooperation scheme of the Government of Japan. The Courses will be held once a year from the Japanese fiscal year of 1987 to that of 1991, subject to an annual consultation between both Governments.

The Courses will be operated in accordance with the followings:

### 1. TITLE

The Courses will be entitled "Workshop on the Laboratory Diagnosis and Research Techniques in Acute Respiratory Infections (hereinafter referred to as "ARI") and "Workshop on the Laboratory Diagnosis and Research Techniques in Diarrheal Diseases (hereinafter referred to as "DD").

Each course is held in turn annually.

### 2. PURPOSE

The purpose of the Courses is to provide an opportunity of refreshing and upgrading relevant techniques in ARI and DD.

### 3. OBJECTIVE

At the end of the Courses, the participants are expected to be able to:

- 1). develop or improve laboratory procedures for the isolation and identification of causative organisms.
- 2). perform rapid antigen detection of etiologic agents by means of reliable and specific technology directly from the clinical specimen.
- 3). perform antibody detection for diagnosis by using appropriate technology.
- 4). perform drug susceptibility tests,
- 5). analyze contaminated food samples,
- 6). do bacteriological test for water potability, and
- 7). act as trainers to impart skills and knowledge to others working with them.

Note: 5) and 6) are exclusively for workshop on DD.

### 4. DURATION

The first course will be held from October 5 to October 30, 1987.

### 5. CURRICULUM

The tentative curricula of the course are attached as ANNEX I. The curricula consist of twenty five (25) percent of lectures and seventy five (75) percent of laboratory works.

6. INVITED COUNTRIES

The governments of the following countries will be invited to apply for the courses by nominating their applicant(s):  
Brunei, Burma, People's Republic of China, Fiji, Hongkong, Indonesia, Malaysia, Republic of Korea, Papua New Guinea, Western Samoa, Singapore, Solomon Islands, Thailand, Tonga, and Vanuatu.

7. NUMBER OF PARTICIPANTS

There shall be 16 participants. The number from the invited countries shall not exceed twelve (12) and from the Philippines shall not exceed half of the total number enrolled.

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Courses are:

- (1) to be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- (2) to have at least a B.S. degree in Medical Technology or its equivalent,
- (3) to have the practical experience of more than two (2) years in a bacteriology and/or virology laboratory,
- (4) to be involved in health research, training, or diagnostic services,
- (5) to be under forty (40) years of age as a general rule,
- (6) to have a good command of English, and
- (7) to be in good physical and mental health

9. FACILITIES AND INSTITUTIONS

The Research Institute for Tropical Medicine (hereinafter referred to as "RITM").

10. PROCEDURE OF APPLICATION

- (1) The Governments applying for the Courses shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Republic of the Philippines through their diplomatic channels not later than three months before the commencement of the Courses.
- (2) The government of the Republic of the Philippines will inform the applying governments whether or not the applicant (s) is/are accepted to the Course not later than one month before the commencement of the Course.

## 11. UNDERTAKING OF BOTH GOVERNMENTS

In organizing and implementing the Course in compliance with the Schedule of Course Operation attached in ANNEX II, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country.

### 11-1 The Government of the Republic of the Philippines

#### 11-1-1 Ministry of Foreign Affairs

- (1) To forward the General Information brochures (G.I.) of the Courses to the Governments of invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to RITM, and
- (3) To notify the respective Governments through its diplomatic channels of the results of selection of participants.

#### 11-1-2 RITM

- (1) To formulate the curriculum bases on ANNEX I,
- (2) To draft and print the G.I.
- (3) To assign an adequate number of its staff as lecturers/instructors for the Course,
- (4) To provide its training facilities and equipment for the Course,
- (5) To select participants in the Course, and to inform the result of the selection to their respective Governments and the Office of JICA in the Philippines (hereinafter referred to as "the JICA Office"),
- (6) To arrange accomodation for participants,
- (7) To arrange international air tickets for participants from the invited countries and to meet and see them off at the airport,
- (8) To arrange domestic study tour(s) to be included in the Courses,
- (9) To take budgetary measures to bear the expenses necessary for conducting the Courses excluding the expenses financed by the Government of Japan,
- (10) To issue certificates to the participants who successfully complete the Courses at the end of the training period,
- (11) To submit a Course report and a statement of expenditures to the JICA Office, and
- (12) To coordinate any matter related to the Course.

11-2 The Government of Japan

- (1) To dispatch, following the regular procedures of its technical cooperation scheme, short-term experts to assist RITM and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses for the Course through JICA as "the Tentative Estimate of Expenses" attached in ANNEX III,
  - (a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accomodation, per diem and medical insurance premiums.
  - (b) Such expenses relevant to RITM as honorarium for external lecturers, arrangement of meetings and study tour(s), teaching aids, expendable supplies, copies and reprints, and secretarial services.

12. PROCEDURES OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12-1 A bank account in Metro Manila will be opened to accept the fund remitted by JICA and inform the JICA Office of the name of the bank, the account code number and the name of the account holder.
- 12-2 RITM will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Courses.
- 12-3 JICA will assess the bill of estimate and remit the assessed amount of expenses to the account mentioned in 12-1 above within thirty (30) days after the receipt of the bill of estimate.
- 12-4 RITM will submit to the JICA Office a statement of expenditures within thirty (30) days after termination of the Courses.
- 12-5 In case any amount of the fund remitted by JICA remains unspent, RITM will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare, accomodation, per-diem and medical insurance premiums shall not be appropriated for any other purpose.
- 12-6 Upon the request of JICA, RITM will make available evidence for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.

Note: This ATTACHED DOCUMENTS and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions.

- ANNEX I-A: Tentative curriculum on workshop module on ARI
- ANNEX I-B: Tentative curriculum on workshop module on DD
- ANNEX II: Schedule of the Course Operation
- ANNEX III: Tentative estimate of expenses

9:00 am

10:30 am

1:1 pm

3:00 pm

Week I

Mon	Opening ceremonies & orientation to course	Lect 1: Epidemiology of ARI	Lab 1: Laboratory safety & requirements	Lab 2: Laboratory Orientation
Tue	Lect 2: Respiratory specimens collection, handling & microscopy: quantitative sputum collection	Lab 3: Direct microscopy & inoculation of respiratory specimen by quantitative techniques	Lab 4: Acid fast staining & acridine orange staining for bacteria	Lab 5: Inoculation of sp. #1 to primary plates
Wed	Lect 3: Streptococcus pneumoniae & other streptococcus	Lab 6: (con't) Identification of S. pneumoniae & other Streptococcus A & B	Lect 4: Antibiotic susceptibility testing & quantity assurance test	Lab 7: Inoculation of sp. #2 & 3
Thu	Lect 5: Hemophilus influenzae	Lab 8: (con't) Identification of H. influenzae & the Enterobacteriaceae with preparation of inoculum	Lect 6: Enterobacteriaceae	Lab 9: Inoculation of sp. #4. Set up antibiotic sensi & biochemical test of sp. #3
Fri	Lect 7: Non-fermentative gram negative bacilli (Ps. aeruginosa)	Lab 10: (Con't) Identification of Enterobacteriaceae & reading AST	Lab 11: Set up biochemical test for sp. #4	Lab 12: Complete sp. #1, 2, & 3. Inoculate sp. #5

Week II

Mon	Lect 8: Vaccine preventable diseases	Lect 9: C. diphtheriae & B. pertussis	Lab 13: Complete sp. #4 & inoculate sp. #6 on potassium tellurite & #7 in B-G plate	Lab 14: (Con't) Inoculate sp. #8 on primary plates
Tue	Lect 10: Staphylococcus aureus & coagulase neg. Staphylococcus	Lab 15: Process specimen #6 and #7	Lab 16: Process specimen #8 and set up AST	Lab 17: Inoculate specimen #9
Wed	Lect 11: Principles of immunologic tests	Lab 18: Complete processing of sp #6, #7, & #8	Lect 12: Rapid techniques for bacterial antigen detection	Lab 19: CIE and latex agglutination
Thu	Lect 13: Legionella pneumophila	Lab 20: Complete processing of specimen #9	Lab 21: Complete CIE test	Lab 22: Complete work-up of specimen #5
Fri	Lect 14: Chlamydia trachomatis & Mycoplasma pneumoniae	Lect 15: Other agents in ARI Pneumocystis carinii, Branhamella catarrhalis	Lab 23: FA staining for Legionella & Chlamydia	Lab 24: (Con't.)

10 - 10:30 am Coffee break

12 - 1:30 Lunch

2:30 - 3:00 pm Coffee break

4:30 pm Adjournment



9:00 am 10:30 am 1:30 pm 3:00 pm

Week III

Mon	Lect 12: EPI programme in the Philippines	Lect 13: Epidemiology of measles	Lab 11: Complete laboratory work	Lab 11: Discussion and summation
Tue	Lect 14: Introduction: laboratory diagnosis of respiratory virus infection; cell culture techniques and cell lines	Lab 12: Specimen collection, handling and transport	Lab 12: Demonstration of subculture cell lines in various cell lines	Lab 12: Inoculation of unknown specimens in various cell lines
Wed	Lect 15: Virus detection cytopathology of RSV & adenovirus influenzae & parainfluenzae	Lab 12: Virus identification & serodiagnosis: neutralization test	Lab 13: Neutralization test (continuation)	Lab 13: (continuation)
Thu	Lect 16: Virus identification: hemagglutination & hemadsorption	Lab 14: Virus identification & serodiagnosis: complement fixation	Lab 14: Hemagglutination inhibition	Lab 15: Complement fixation
Fri	Lect 17: Virus identification & serodiagnosis: complement fixation	Lect 15: Complement fixation (continuation)	Lab 16: Continuation of CPE & identification by IF	Lab 16: (Continuation)

Week IV

Mon	Lect 18: Principles of immunofluorescence	Lab 17: Processing & staining technique	Lab 17: Processing of specimens for IF test	Lab 17: Continuation
Tue	Lab 18: Staining of specimens for IF test	Lab 18: (Continuation)	Lab 18: Reading of stained slides under IF microscope	Lab 18: Continuation
Wed	Lect 19: Diagnostic application of IF test	Lect 20: Diagnostic application of viral serology	Lab 19: Continuation of HI testing	Lab 19: (Continuation)
Thu	Practicum 1: Community fieldwork	Practicum 1: (Continuation)	Practicum 2: RTM ward	Identification of unknown Practicum 2: Continuation
Fri	Lect 21: Summation and written examination, evaluation	Lect 21: (Continuation)	Closing ceremonies	

10 - 10:30 Coffee break      12 - 1:30 Lunch      2:30 - 3:00 Coffee break      4:30 Adjournment

9:00 am 10:00 am 11:00 am 12:00 pm 1:00 pm 2:00 pm 3:00 pm

Week I

Mon	Opening Ceremonies	Lect 1: Epidemiology and etiology of Diarrheal Diseases	Lect 2: Laboratory Safety	Tour of facilities
Tue	Lect 3: Collection, transport and processing of stool specimens	Lect 4: Diarrheagenic E. coli: ETEC, EPEC and EIEC	Lab 1: Initial processing of stool specimens	Lab 2: Continuation of lab 1
Wed	Lect 5: Salmonella & Shigella	Lab 3: Processing of isolated pathogens	Lab 4: Continuation of lab #3	Lab 5: Inoculation of unknown #1
Thu	Lect 6: Vibrio cholerae O1 & non-O1, other vibrios; Aeromonas	Lab 6: Continuation of labs 4 & 5	Lab 7: Preparation of crude isolates for ETEC assays	Lab 8: Inoculation of unknown #2
Fri	Lect 7: Campylobacter & Yersinia	Lab 9: Continuation of lab 7 & 7	Lab 10: Special lab techniques	Lab 11: Inoculation of Lab 10

Week II

Mon	Lect 8: Antibiotic Susceptibility testing: disk diffusion method	Lect 9: MIC determination by tube dilution and agar dilution techniques	Lab 12: Antibiotic susceptibility	Lab 13: Continuation of lab 12
Tue	Lect 10: Storage of pathogens	Lab 14: Reading of sensitivity plates/MIC's	Lab 15: Continuation of lab 14	Lab 16: Inoculation of unknown #3
Wed	Lect 11: Detection of bacterial contamination of food samples	Lect 12: Collection, processing and transport of food samples	Lab 17: Continuation of lab 16	Lab 18: Processing & inoculation of food samples
Thu	Lect 13: Identification of agents of Food Poisoning: Staphylococci & Bacillus cereus	Lect 14: Identification of agents of Food Poisoning: Salmonella, Shigella and Vibrios incl. V. parahemolyticus	Lab 19: Continuation of lab 18	Lab 20: Inoculation of unknown #4
Fri	Lect 15: Identification of agents of Food Poisoning: Clostridium perfringens	Lect 16: Other agents of food poisoning	Lab 21: Continuation of lab 20	Lab 22: Continuation of lab 21

10 - 10:30 Coffee break      12 - 1:30 Lunch      2:30 - 3:00 Coffee break      4:30 Adjournment

9:00 am

10:30 am

1:00 pm

3:00 pm

Week III

Mon Lab 17: Parasitic agents of diarrheal diseases  
 Lab 18: Special techniques in parasitology incl. immunodiagnostic assays  
 Lab 23: Processing of stool specimens (direct fecal smears, cultures, techniques concentration techniques)  
 Lab 24: Special staining procedures and techniques

Tue Lab 25: Distribution and processing of unknowns for parasitic agents  
 Lab 26: Continuation of lab 25  
 Lab 27: Continuation of lab 28: Continuation of lab 25

Wed Lab 19: Introduction to the laboratory diagnosis of viral pathogens of diarrheal disease  
 Lab 20: Assays for rotavirus detection in stool specimens: ELISA, RPHA, etc.  
 Lab 29: Rotavirus - ELISA RPHA  
 Lab 30: Rotavirus - RPHA

Thu Lab 21: Rotavirus anti body determination  
 Lab 31: Continuation of lab work in rotavirus  
 Lab 32: Use of EM & IEM for detection of rotavirus & other viruses in stool specimen  
 Lab 33: Continuation of lab 32

Fri Lab 34: Continuation of lab 31  
 Lab 35: Continuation of lab 31  
 Lab 36: Continuation of lab 32: Continuation of lab 31

Week IV

Mon Lab 22: Collection, processing and transport of water samples  
 Lab 23: Microbiological examination of water: MPN Method  
 Lab 38: MPN Method  
 Lab 39: Membrane filtration technique

Tue Lab 40: Continuation of labs 38 & 39  
 Lab 41: Continuation of lab  
 Lab 42: Continuation of lab  
 Lab 43: Continuation of lab

Wed Review of all topics taken  
 Review of all topics taken  
 Field Trip to institutions (San Lazaro Hospital, Bureau of Research Laboratories)

Thu Written examination  
 Written examination  
 Practicum: RITM wards  
 Practicum RITM OPD Admitting Section

Fri Course evaluation  
 Graduation Ceremonies & Awarding of Certificates

10 - 10:30 Coffee break  
 12 - 1:30 Lunch  
 2:30 - 3:00 Coffee break  
 4:30 adjournment

## ANNEX II

## SCHEDULE OF COURSE OPERATION FOR THE FIRST COURSE

Month and Year	PHILIPPINE SIDE	JAPANESE SIDE
Late October, 1986	1. Signing of Record of Discussions	1. Signing of Record of Discussions
Early March, 1987	1. Preparation of G.I. 2. Submission of A - 1 Form	1. Recruitment of Experts
Early April, 1987	1. Distribution of G.I. Application Form	
Early July, 1987	1. Opening of Bank Account 2. Submission of Bill of Estimate 3. Receipt of Application Forms	1. Submission of B-1 Form
Early September, 1987	1. Notification of the Selection of the Participants	1. Remittance of Expenses
Early October, 1987	1. Implementation of the Course	1. Dispatch of Experts
Late November, 1987	1. Submission of the Statement of the Expenditure 2. Submission of the Course Report	

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

ITEM OF EXPENSES	BREAKDOWN (PESO)	AMOUNT (PESO)
<b>I. INVITATION EXPENSES</b>		
1. Airtickets (round trip)	₱ 17,550 x 12p	₱210,600
Observation Trip to Bohol	2,050 x 12p	24,600
2. Per-diem	230 x 12p x 30d	82,800
3. Accomodation (Manila)	500 x 12p x 27n	162,000
(Bohol)	400 x 12p x 2n	9,600
4. Living Allowance (on the way)	1,260 x 6p x 2d	15,120
5. Medical Insurance	1,000 x 12p	12,000
Sub-total		<u>₱516,720</u>
<b>II. TRAINING EXPENSES</b>		
1. Honorarium	(300/H x 5H)x3px2d	9,000
2. Textbook printing		
G-I	100 x 200 copies	20,000
Text	200 x 22 copies x 2V	8,800
File	75 x 26 copies x 2V	3,900
Evaluation Report	200 x 4 copies	800
3. Material Procurement		150,000
4. Communication		8,000
5. Stationary & Miscellaneous		
Toner, Liquid	15,960	
Others	21,000	36,960
6. Transportation (gasoline, toll tickets)	10 x (50km/7km)x25dx2 20 x 25d	3,570 500
7. Secretarial Services	3000 x 2 M x 1P	6,000
8. Meeting Expenses		
Meetings	20 x 30p x 20d =	12,000
Welcome Party		7,000
Farewell Party		13,000
SUB-TOTAL		<u>₱279,530</u>
GRAND-TOTAL		<u>₱796,250</u>



### 3. メ キ シ コ

選鉦分析  
第三国研修実施協議議事録





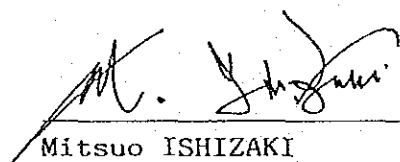
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND  
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE UNITED MEXICAN  
STATES ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Consultation Team (hereinafter referred to as "the Team"), organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mitsuo ISHIZAKI visited the United Mexican States from February 9 to February 15, 1987 for the purpose of formulating the training courses in the field of mineral processing and analytical technology of minerals under the Third Country Training Programme of JICA.

During its stay in the United Mexican States, the Team had a series of discussions with the authorities concerned of the Government of the United Mexican States with respect to the framework of the above mentioned training courses and the desirable measures to be taken by both Governments to ensure their successful operation.

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

Mexico City, February 12, 1987



Mitsuo ISHIZAKI  
HEAD,  
JAPANESE CONSULTATION TEAM  
JAPAN INTERNATIONAL  
COOPERATION AGENCY



Lic. LUIS DE PABLO  
DIRECTOR GENERAL  
COMISION DE FOMENTO MINERO,  
SECRETARIA DE ENERGIA MINAS E  
INDUSTRIA PARAESTATAL

## ATTACHED DOCUMENT

The Government of Japan and the Government of the United Mexican States will cooperate with each other in organizing the training courses in the field of mineral processing and analytical technology of minerals at Laboratorio de Tecamachalco, Comision de Fomento Minero (hereinafter referred to as "CFM") under the Third Country Training Programme of JICA.

The Government of the United Mexican States through CFM will conduct the courses with the support of the technical cooperation scheme of the Government of Japan. The courses will be held once a year from the Japanese fiscal year of 1987 to that of 1991, subject to an annual consultation between both Governments.

In the Japanese fiscal year of 1987, two courses will be operated in accordance with the followings:

### 1. TITLE

The courses will be entitled "International Training Courses on Mineral Processing and Analytical Technology of Minerals".

### 2. PURPOSE

The purpose of the courses is to introduce the participants the essential and latest knowledge including various experimental techniques for instrumental analysis in the field of mineral processing and analytical technology of minerals, envisaging that participants may become competent enough to assume responsibilities and thereby contributing to the progress of the industries and research laboratories in their own countries.

### 3. OBJECTIVES

At the end of the respective courses, the participants are expected to be able:

#### 3-1 Mineral Processing

- (1) To recognize the potential value of complex sulfide ores,
- (2) To master basic technology for treatment of complex sulfide ores,
- (3) To master operation of various types of mineral processing machinery, and
- (4) To improve the attitude towards recovery of unutilized mineral resources.

### 3-2 Analytical Technology of Minerals

- (1) To master the conception of chemical analysis of minerals,
- (2) To master decomposition for minerals,
- (3) To recognize mineral analysis systematically, and
- (4) To evaluate minerals and select analytical methods.

### 4. DURATION

Both courses will be held from September 28 to November 27, 1987.

### 5. CURRICULUM

The tentative curriculum of each course is attached as ANNEX I.

### 6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the courses by nominating their applicant(s):

Bolivia, Colombia, Costa Rica, Cuba, Dominican Republic, Guatemala, Nicaragua, Honduras, Panama, Peru and Venezuela.

### 7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries in Mineral Processing course shall not exceed fifteen (15) and in Analytical Technology of Minerals course five (5). And the number of participants from the United Mexican States in the former course shall not exceed three (3) and in the latter course one (1).

### 8. QUALIFICATIONS FOR APPLICANTS

Applicants for the courses are:

- 8-1 To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- 8-2 To have university graduates or the equivalent academic background,
- 8-3 To have more than three (3) years' practical experience in the field of mineral processing and/or analytical technology of minerals,
- 8-4 To be engaged in the research work at universities, vocational institutes, or research and development division in industries,
- 8-5 To be under thirty-five (35) years of age in principle,
- 8-6 To have a good command of written and spoken Spanish, and
- 8-7 To be in good physical and mental health to complete the courses.

## 9. FACILITIES AND INSTITUTIONS

Laboratorio de Tecamachalco, Comision de Fomento Minero (CFM),  
Secretaria de Energia Minas e Industria Paraestatal.

## 10. PROCEDURE OF APPLICATION

10-1 The Governments applying for the courses shall forward five (5) copies of the prescribed application form for each nominee to the Government of the United Mexican States through their diplomatic channels not later than two (2) months before the commencement of the courses.

10-2 The Government of the United Mexican States will inform the applying Governments whether or not the applicants are accepted to the courses not later than one (1) month before the commencement of the courses.

## 11. UNDERTAKING OF BOTH GOVERNMENTS

In organizing and implementing the courses in compliance with the Schedule of Course Operation attached in ANNEX II, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country.

### 11-1 The Government of the United Mexican States

#### 11-1-1 Ministry of Foreign Affairs

- (1) To forward the General Information brochures (G.I.) of the courses to the Governments of invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to CFM, and
- (3) To notify the respective Governments through its diplomatic channels of the result of the selection of participants.

#### 11-1-2 CFM

- (1) To formulate the curricula based on ANNEX I,
- (2) To draft and print the G.I.,
- (3) To assign an adequate number of its staff as lecturers/instructors for the courses,
- (4) To provide its training facilities and equipment for the courses,
- (5) To select participants in the courses, and to inform the result of the selection to their respective

- Governments and the Office of JICA in the United Mexican States (hereinafter referred to as "the JICA Office"),
- (6) To arrange accommodations for the participants,
  - (7) To arrange international air tickets for the participants from the invited countries and to meet and see them off at the airport,
  - (8) To arrange domestic study tour(s) to be included in the courses,
  - (9) To take budgetary measures to bear the expenses necessary for conducting the courses excluding the expenses financed by the Government of Japan,
  - (10) To issue certificates to the successful participants at the end of the courses,
  - (11) To submit a course report to the JICA Office, and
  - (12) To coordinate any matter related to the courses.

#### 11-2 The Government of Japan

- (1) To dispatch, following the regular procedures of its technical cooperation scheme, short-term experts who give advice to CFM and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses for the courses through JICA as the Tentative Estimate of Expenses attached in ANNEX III,
  - a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accomodation, per-diem and medical insurance premiums.
  - b) Such expenses relevant to CFM as arrangement of meetings and study tour(s), teaching aids, expendable supplies, copies and reprints.

#### 12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12-1 CFM will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the courses.
- 12-2 JICA will assess the bill of estimate and inform CFM of the assessed amount of expenses.
- 12-3 The JICA Office will pay the expenses monthly requested by CFM.
- 12-4 CFM will submit to the JICA Office a statement of expenditures, all the receipts and other documentary evidence necessary to certify the expenditures within thirty (30) days after termination of the courses.
- 12-5 The fund allocated for the accommodation and per-diem shall not be appropriated for any other purpose.
- 12-6 The flight fare and medical insurance premiums will be paid by the JICA Office to the agents.

Note: This ATTACHED DOCUMENT and the following ANNEXES attached hereto shall be deemed to be a part of the Record of Discussions.

- ANNEX I: Tentative Curriculum
- ANNEX II: Schedule of the Course Operation
- ANNEX III: Tentative Estimate of Expenses

## ANNEX I

TENTATIVE CURRICULUM  
MINERAL PROCESSING COURSE

DATE	MORNING (LECTURE)	AFTERNOON (EXPERIMENT)
9/28	ORIENTATION (M)	
29	OPENING CEREMONY (M)	
30	GENERAL LECTURE (M)	CRUSHING AND SAMPLING (M)
10/1	CRUSHING AND SCREENING (M)	ditto (M)
2	ditto (M)	SCREENING (M)
3	FREE	FREE
4	FREE	FREE
5	GRINDING AND CLASSIFICATION (M)	MICROSCOPIC STUDY OF MINERALS (M)
6	ditto (M)	GRINDING (M)
7	ditto (M)	ditto (M)
8	CHARACTERIZATION OF MINERALS (M)	INQUIRY AND DISCUSSION (M)
9	ditto (M)	FLOTATION (AuAg ORE) (M)
10	FREE	FREE
11	FREE	FREE
12	FREE	FREE
13	FLOTATION (M)	FLOTATION (AuAg ORE) (M)
14	ditto (M)	FLOTATION (COMPLEX ORE I) (M, J)
15	ditto (M)	ditto (M, J)
16	CYANIDE PROCESS (M)	FLOTATION (CONTINUOUS TEST) (M)
17	FREE	FREE
18	FIELD STUDY I (M)	FIELD STUDY I (M)
19	ditto (M)	ditto (M)
20	ditto (M)	ditto (M)
21	CYANIDE PROCESS (M)	FLOTATION (CONTINUOUS TEST) (M)
22	ditto (M)	FLOTATION (COMPLEX ORE II) (M, J)
23	PRODUCT TREATMENT (M)	ditto (M, J)
24	FREE	FREE
25	FREE	FREE
26	ECONOMICAL EVALUATION (M)	MICROSCOPIC STUDY OF PRODUCTS (M)
27	MINING INDUSTRY IN JAPAN (J)	PRODUCT TREATMENT (M)
28	CRUSHING PROCESS IN JAPAN (J)	CLASSIFICATION (M)
29	GRINDING PROCESS IN JAPAN (J)	CYANIDE PROCESS (M)
30	FIELD STUDY II (M)	FIELD STUDY II (M)
31	FREE	FREE
11/1	FREE	FREE
2	FREE	FREE
3	FLOTATION PROCESS IN JAPAN (J)	CYANIDE PROCESS (M)
4	GRAVITY CONCENTRATION IN JPN (J)	ditto (M)
5	PRODUCT TREATMENT IN JAPAN (J)	ditto (M)
6	INQUIRY AND DISCUSSION (M, J)	ditto (M)
7	FREE	FREE
8	FREE	FREE

(to be continued)

DATE	MORNING(LECTURE)	AFTERNOON (EXPERIMENT)
11/9	FIELD STUDY III (M)	FIELD STUDY III (M)
10	ditto (M)	ditto (M)
11	ditto (M)	ditto (M)
12	ditto (M)	ditto (M)
13	ditto (M)	ditto (M)
14	FREE	FREE
15	FREE	FREE
16	SUPPLEMENTAL EXPERIMENTS (M, J)	SUPPLEMENTAL EXPERIMENTS (M, J)
17	INQUIRY AND DISCUSSION (M, J)	INQUIRY AND DISCUSSION (M, J)
18	REPORT MAKING	REPORT MAKING
19	ditto	ditto
20	FREE	FREE
21	FREE	FREE
22	FREE	FREE
23	ANNOUNCEMENT MEETING (M)	COUNTRY REPORT (M, J)
24	ditto (M)	STUDY REPORT (M, J)
25	EVALUATION MEETING (M, J)	EVALUATION MEETING (M, J)
26	CLOSING CEREMONY (M)	
27	PREPARATION FOR DEPARTURE	

N.B. 'M' stands for Mexican Side,  
'J' stands for Japanese Side.



TENTATIVE CURRICULUM  
ANALYTICAL TECHNOLOGY COURSE

DATE	LECTURE AND EXPERIMENT	
9/28	ORIENTATION	(M)
29	OPENING CEREMONY	(M)
30	GENERAL LECTURE ON CHEMICAL ANALYSIS	(M)
10/1	DECOMPOSITION OF ORES	(M)
2	GRAVIMETRIC ANALYSIS	(M)
3	FREE	
4	FREE	
5	GRAVIMETRIC ANALYSIS	(M)
6	ditto	(M)
7	VOLUMETRIC ANALYSIS	(M)
8	ditto	(M)
9	ditto	(M)
10	FREE	
11	FREE	
12	FREE	
13	COLORIMETRIC ANALYSIS	(M)
14	ditto	(M)
15	ditto (Ga)	(J)
16	ditto (Ga)	(J)
17	FREE	
18	FIELD STUDY I	(M)
19	ditto	(M)
20	ditto	(M)
21	ATOMIC ABSORPTION ANALYSIS	(M)
22	ditto	(M)
23	ditto (In)	(J)
24	FREE	
25	FREE	
26	ATOMIC ABSORPTION ANALYSIS (In)	(J)
27	X-RAY FLUORESCENCE ANALYSIS	(M)
28	ditto	(M)
29	ANALYSIS OF RARE EARTH (TOTAL OXIDE)	(J)
30	FIELD STUDY II	(M)
31	FREE	
11/1	FREE	
2	FREE	
3	ANALYSIS OF RARE EARTH (TOTAL OXIDE)	(J)
4	ditto (X-RAY)	(J)
5	ICP SPECTROMETRY	(J)
6	INQUIRY AND DISCUSSION	(M, J)
7	FREE	
8	FREE	

(to be continued)

DATE	MORNING (LECTURE)	AFTERNOON (EXPERIMENT)
11/9	FIELD STUDY III (M)	FIELD STUDY III (M)
10	ditto (M)	ditto (M)
11	ditto (M)	ditto (M)
12	ditto (M)	ditto (M)
13	ditto (M)	ditto (M)
14	FREE	FREE
15	FREE	FREE
16	SUPPLEMENTAL EXPERIMENTS (M, J)	SUPPLEMENTAL EXPERIMENTS (M, J)
17	INQUIRY AND DISCUSSION (M, J)	INQUIRY AND DISCUSSION (M, J)
18	REPORT MAKING	REPORT MAKING
19	ditto	ditto
20	FREE	FREE
21	FREE	FREE
22	FREE	FREE
23	ANNOUNCEMENT MEETING (M)	COUNTRY REPORT (M, J)
24	ditto (M)	STUDY REPORT (M, J)
25	EVALUATION MEETING (M, J)	EVALUATION MEETING (M, J)
26	CLOSING CEREMONY (M)	
27	PREPARATION FOR DEPARTURE	

N.B. 'M' stands for Mexican Side,  
'J' stands for Japanese Side.

## ANNEX II

SCHEDULE OF COURSE OPERATION FOR THE FIRST COURSES

MONTH AND YEAR	MEXICAN SIDE	JAPANESE SIDE
Middle February, 1987	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions 2. Recruitment of Experts
Middle March, 1987	1. Submission of A-1 Form	
Early April, 1987	1. Distribution of G.I. & Application Form	
Early July, 1987	1. Submission of Bill of Estimate 2. R e c e i p t o f Application Forms	1. Submission of B-1 Forms
Late August, 1987	1. Notification of the Selection of the Participants	1. Remittance of Expenses
September -November, 1987	1. Implementation of the Course	1. Dispatch of Experts
Middle January, 1988	1. S u b m i s s i o n o f Statement of Expenditures 2. Submission of Course Report	

## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

ITEM OF EXPENSES	BREAKDOWN	AMOUNT (US\$)
<b>I. INVITATION EXPENSES</b>		
1. Airtickets	@650x20persons	13,000
2. Per-diem	@20x20personsx62days	24,800
3. Accomodation	@20x20personsx6lnights	24,400
4. Medical Insurance	@35x20persons	700
<b>SUB TOTAL</b>		<b>62,900</b>
<b>II. TRAINING EXPENSES</b>		
1. Study Tour		
(1)Per-diem for Mexican Participants	@20x4personsx9days	720
(2)Accomodation for Mexican Participants	@20x4personsx6nights	480
(3)Airtickets	@60.7x24persons	1,457
(4)Chartered Bus		1,186
2. Material		
(1)Copy Paper		400
(2)Parts and Materials		10,237
(3)Expendable Supplies		4,000
3. Honoraria for External Lecturers	@10x4hoursx14days	560
4. Textbook	@450x4kinds	1,800
5. Transportation	@50x33days	1,650
6. Meeting Expenses		
(1)Opening Ceremony	@20x50persons	1,000
(2)Closing Ceremony	@20x50persons	1,000
7. Teaching Equipment	Slide Projector,OHP	1,100
<b>SUB TOTAL</b>		<b>25,590</b>
<b>GRAND TOTAL</b>		<b>88,490</b>

#### 4. マレーシア

家禽疾病

第三国研修実施協議議事録



THE RECORD OF DISCUSSIONS  
BETWEEN  
THE JAPANESE CONSULTATION TEAM  
AND THE  
AUTHORITIES CONCERNED OF THE GOVERNMENT OF MALAYSIA  
ON THE  
THIRD COUNTRY TRAINING PROGRAMME  
AT THE  
ASEAN POULTRY DISEASE RESEARCH  
AND TRAINING CENTRE

KUALA LUMPUR, MALAYSIA  
19TH MARCH, 1987

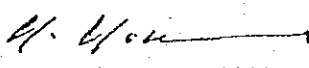
THE RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF MALAYSIA ON THE THIRD COUNTRY TRAINING PROGRAMME AT THE ASEAN POULTRY DISEASE RESEARCH AND TRAINING CENTRE

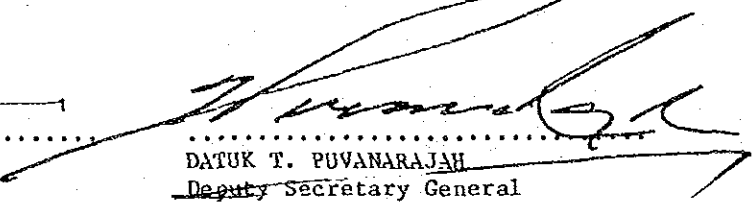
The Japanese Consultation Team (hereinafter referred to as "the Team"), organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. YOSHIO YOSHIDA visited Malaysia from 15th March to 21st March, 1987 for the purpose of formulating the training courses in the field of poultry diseases under the Third Country Training Programme of JICA at the ASEAN POULTRY DISEASE RESEARCH AND TRAINING CENTRE.

During its stay in Malaysia, the Team had a series of discussions with the authorities concerned of the Government of Malaysia with respect to the framework of the above mentioned training courses and the desirable measures to be taken by both Governments to ensure their successful operation.

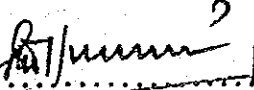
As the result of the discussions, both parties agreed to recommend to their respective Governments the matters referred to in the attached documents.

Kuala Lumpur, 19th March, 1987

  
.....  
MR. YOSHIO YOSHIDA  
Head  
Japanese Consultation Team  
Japan International Cooperation  
Agency

  
.....  
DATUK T. PUVANARAJAH  
Deputy Secretary General  
Ministry of Agriculture  
Malaysia

Witnessed by

  
.....  
MR. MD. HUSSIN BIN NAYAN  
ASEAN-Malaysia Secretariat  
Ministry of Foreign Affairs  
Malaysia



THE ATTACHED DOCUMENT

The Government of Japan and the Government of Malaysia will cooperate with each other in organizing the training courses in the field of Poultry Diseases at the ASEAN POULTRY DISEASE RESEARCH AND TRAINING CENTRE of the Veterinary Research Institute (hereinafter referred to as "VRI") under the Third Country Training Programme of JICA.

The Government of Malaysia will conduct the following courses with the support of the Technical Cooperation Programme of the Government of Japan :

- i. Seminar on poultry diseases and their control
- ii. Course in basic diagnostic techniques
- iii. Course in specialized diagnostic techniques

The Seminar will be held annually from the Japanese fiscal year of 1987 and one of the two courses will be conducted annually from the Japanese fiscal year of 1988 to 1990, subject to an annual consultation between both Governments.

The three courses will be operated in accordance with the followings :

1.

TITLE

The courses will be entitled :

- Course i. "ASEAN Seminar on Poultry Diseases and Their Control"
- Course ii. "ASEAN course in Basic Diagnostic Techniques on Poultry Disease"
- Course iii. "ASEAN course in Specialized Diagnostic Techniques on Poultry Diseases"

4-4.

2. PURPOSE

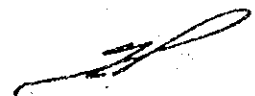
The purpose of the courses is to provide the participants from ASEAN countries with an opportunity of refreshing and upgrading relevant techniques in the field of Poultry Disease and thus to contribute to the manpower development in poultry disease research in the ASEAN countries.

3. OBJECTIVE

At the end of the courses the participants are expected to :

- Course i. (1) recognize the various aspects of poultry disease situation (diagnosis, control, etc.) in ASEAN countries, and  
(2) increase technical knowledge on disease prevention and control.
- Course ii. (1) handle basic laboratory equipment  
(2) take and submit diagnostic samples, and  
(3) be proficient in basic diagnostic techniques of major poultry diseases.
- Course iii. (1) specialize in diagnostic techniques of major poultry diseases  
(2) specialize in research techniques of major poultry diseases, and  
(3) increase technical knowledge on the specialized topics such as vaccine production.

64.



4. DURATION

The courses will be held :

- Course i. For two (2) weeks, in the Japanese fiscal year 1987  
and planned for 6th March to 17th March 1988.
- Course ii. For about three (3) months.
- Course iii. For about three (3) weeks.

5. CURRICULUM

The tentative curriculum of each course is attached as  
ANNEX I.

6. PARTICIPATING COUNTRIES

The Governments of the following countries, besides  
Malaysia, will be invited to apply for the courses by nominating  
their applicant(s) :

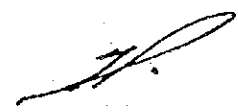
Negara Brunei Darussalam, Indonesia, the Philippines,  
Singapore and Thailand.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries  
shall not exceed :

- Course i. Ten (10)
- Course ii. Five (5)
- course iii. Five (5)

64.



And the number of participants from Malaysia shall not exceed :

Course i. Fifteen (15).

Course ii. Two (2).

Course iii. Two (2).

#### 8. QUALIFICATION OF APPLICANTS

Applicants for the courses are :

8-1 To be nominated by their Governments in accordance with the procedure mentioned in 10-1 below.

8-2 To be university graduates, or have the equivalent technical background.

8-3 To have the practical experience of :

Course i. More than five (5) years in the field of animal health especially related to poultry diseases.

Course ii. More than two (2) years in the field of animal health.

Course iii. More than five (5) years in the field of animal health especially related to poultry diseases.

8-4

Course i. To be official veterinarians or scientists in the said field.

Course ii. To be official veterinarians, scientists or senior technical officers involved in laboratory diagnostic services in the said field.

Course iii. To be official veterinarians, scientists or senior technical officers involved in laboratory diagnostic services in the said field.

4.4.

8-5

- Course i. To be under fifty (50) years of age in principle.
- Course ii. To be under thirty-five (35) years of age in principle.
- Course iii. To be under forty (40) years of age in principle.

8-6 To have a good command of spoken and written English,  
and

8-7 To be medically fit to attend the course.

9. VENUE OF COURSES

The ASEAN Poultry Disease Research and Training Centre,  
Veterinary Research Institute, Department of Veterinary Services,  
Ministry of Agriculture, Tiger Lane, Ipoh, State of Perak,  
Malaysia.

10. PROCEDURE OF APPLICATION

10-1 The Government applying for the courses shall forward  
five (5) copies of the prescribed application form for  
each nominee to the Government of Malaysia through  
their diplomatic channels not later than two months  
before commencement of the courses.

10-2 The Government of the Malaysia will inform the applying  
Governments whether or not the applicant(s) is/are  
accepted to the courses not later than one month before  
commencement of the courses.

11. UNDERTAKINGS OF GOVERNMENT OF JAPAN AND GOVERNMENT OF MALAYSIA

In organizing and implementing the courses in compliance with the Schedule of Course Operation attached in ANNEX II, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country :

11-1 The Government of Malaysia

11-1-1 Economic Planning Unit

- 1) to forward the General Information brochures (G.I.) of the courses to the Governments of invited countries through its diplomatic channels
- 2) to receive application forms and to forward them to VRI, and
- 3) to notify the respective Governments and ASEAN Secretariat the results of selection of participants.

11-1-2 VRI

- 1) to formulate the curriculum based on ANNEX I
- 2) to draft and print the G.I.
- 3) to assign an adequate number of its staff as lecturers/instructors for the courses
- 4) to provide its training facilities and equipment for the course

4.4.

- 5) to select participants in the course, and to inform the result of the selection to their respective Governments and the JICA - Malaysia Office (hereinafter referred to as "the JICA Office")
- 6) to provide accommodations for participants
- 7) to arrange international air tickets and to meet and see off participants at Ipoh airport
- 8) to arrange domestic study tour(s) to be included in the courses
- 9) to take budgetary measures to bear the expenses necessary for conducting the courses excluding the expenses financed by the Government of Japan
- 10) to issue a certificate to participants who successfully complete the courses at the end of the courses
- 11) to submit a course report and a statement of expenditures to the JICA Office, and
- 12) to coordinate any matter related to the courses.

11-2 The Government of Japan

- 1) To dispatch, following the regular procedures of its technical cooperation scheme, short-term expert(s) who gives advice to VRI and delivers lectures on such subjects as mentioned in ANNEX I.
- 2) To bear the following expenses for the courses through JICA as the Tentative Estimate of Expenses shown as ANNEX III :

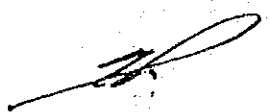
- a) Such expenses relevant to participants from the invited countries as international economy class flight fare and travel expenses between Ipoh and international airport designated by the JICA Office, daily subsistence allowance and medical insurance premiums.
- b) Such expenses relevant to VRI as honoraria for external lecturers, arrangement of meeting and study tours, teaching aids, expendable supplies, copies and reprints, and secretarial services.

## 12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedures :

- 12-1 VRI will open a bank trust account in Malaysia to receive the fund remitted by JICA and inform the JICA Office of the name of the bank, the account code number and the name of the account holder.
- 12-2 VRI will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the courses.
- 12-3 JICA will assess the bill of estimate and remit the assessed amount of the expenses to the account mentioned in 12-1 above within thirty (30) days after receipt of the bill of estimate.
- 12-4 VRI will submit to the JICA Office a statement of expenditure within thirty (30) days after termination of the courses.

64.





12-5 In case any amount of the fund remitted by JICA remains unspent, VRI will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare and travel expenses, daily subsistence allowance and medical insurance premiums shall not be appropriated for other purposes.

12-6 At the request of JICA, VRI will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4.

13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions :

ANNEX I : Tentative Curriculum of the Course  
ANNEX II : Schedule of the Course Operation  
ANNEX III : Tentative Estimate of Expenses to be borne by  
JICA

6.4.

## ANNEX I

TENTATIVE CURRICULUM OF THE COURSE

## Course I: ASEAN Seminar on Poultry Diseases and Their Control

DATE	C O N T E N T S
March 6	<ul style="list-style-type: none"> <li>•Arrival at the Centre (Ipoh)</li> <li>•Housing</li> <li>•Orientation</li> </ul>
7	<ul style="list-style-type: none"> <li>•Opening Ceremony</li> <li>•Guidance on the Seminar Schedule</li> <li>•Tour of the Centre and VRI</li> <li>•Lecture on the Organization and Function of Department of Veterinary Services, Malaysia</li> <li>•Introduction of Japanese Cooperation to the Centre</li> </ul>
8	<ul style="list-style-type: none"> <li>•Presentation of Country Report               <ul style="list-style-type: none"> <li>•Outline of Poultry Industry, Outbreak Cases of poultry diseases, control of poultry diseases, facilities for researches and diagnosis on poultry diseases</li> <li>•Discussions</li> </ul> </li> </ul>
9	<ul style="list-style-type: none"> <li>•Lectures on Current Research               <ul style="list-style-type: none"> <li>•Poultry disease control in Japan</li> <li>•Recent progress and current research projects on poultry diseases in Japan</li> <li>•Recent progress and current research projects on poultry diseases in the Centre</li> <li>•Recent progress and current research projects on poultry diseases in the Universiti Pertanian Malaysia</li> </ul> </li> </ul>
10	•Field Trip
11	ditto
12	ditto
13	•Free
14	<ul style="list-style-type: none"> <li>•Case Presentation               <ul style="list-style-type: none"> <li>•Scientific paper by the participants, e.g. case report, research result, current research projects, field survey report, etc.</li> </ul> </li> </ul>
15	ditto
16	<ul style="list-style-type: none"> <li>•Discussion               <ul style="list-style-type: none"> <li>•Evaluation of the seminar</li> <li>•Recommendations on topics for subsequent seminars and courses</li> </ul> </li> </ul>
17	<ul style="list-style-type: none"> <li>•Closing Ceremony</li> <li>•Leaving the Centre (Ipoh)</li> </ul>

10

(to be continued)

44

Course II: ASEAN Course in Basic Diagnostic Techniques on Poultry Diseases

The course will place emphasis on the acquisition of basic practical skills. The course itself will consist of lectures, practicals, demonstrations, case discussion and study tours. It will extend over a period of 12 weeks and the time allotted to each discipline is a reflection of the emphasis to be given to the discipline. The actual time allocated and the topics to be covered in the basic course are subject to change pending recommendations which may be forthcoming from the first ASEAN Seminar. A suggested breakdown of the time use is given below:

1. Orientation/ General Topics/ Study Tour/ Evaluation / Report	2 weeks
2. Virology	4 weeks
3. Pathology	3 weeks
4. Bacteriology	2 weeks
5. Parasitology	1 week
	<hr/>
	12 weeks
	<hr/> <hr/>

Each portion of the course will be conducted as a module for all participants.

(to be continued)

6.4.



Course III: ASEAN Course in Specialized Diagnostic Techniques  
on Poultry Diseases

The course is to be conducted over a 3-week period and should develop in participants a more in-depth knowledge of specialized diagnostic/research techniques and their applications. Participants should develop the necessary skills to enable them to carry out these tests in their own countries. The course is built on lectures, practicals and study tour.

Two suggested course titles are given below:

1. Immunological and Serological Techniques for the diagnosis of Poultry Diseases (Viral Diseases, Bacterial Diseases and Parasitic Diseases)
2. Techniques for the Isolation and Identification of Avian viral pathogens.

The course titles and subject matter are subject to change pending recommendations which may be forthcoming from the first ASEAN Seminar.

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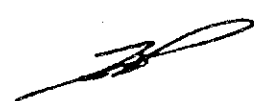


## ANNEX II

SCHEDULE OF COURSE OPERATIONASEAN Seminar on Poultry Diseases and Their Control

MONTH AND YEAR	MALAYSIA SIDE	JAPANESE SIDE
Middle March, 1987	1. Signing of Record of Discussions	1. Signing of Record of Discussions
Early August, 1987	1. Opening of Bank Trust Account 2. Submission of Bill Estimate	
Early September, 1987	1. Preparation of G.I. 2. Submission of Form A-1	1. Recruitment of Expert 2. Remittance of Expense
Early October, 1987	1. Distribution of G.I. & Application Form	
Early January, 1988	1. Receipt of Application Forms	1. Submission of Form B-1
Early February, 1988	1. Notification of the Selection of the Participants	
March 6 - March 17, 1988	1. Implementation of Course	1. Dispatch of Expert
Late March, 1988	1. Submission of Statement of Expenditures	
Middle April, 1988	1. Submission of Course Report	

4.4.



## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICAASEAN Seminar on Poultry Diseases and Their Control(1987/1988)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT(MS\$)
<b>I. INVITATION EXPENSES</b>		
1. Airtickets(ROUND TRIP)	@922.80x10persons	9,228
2. Daily Subsistence Allowance	@35x10personsx12days	4,200
3. Medical Insurance Premiums	@50x10persons	500
<b>SUB TOTAL</b>		<b>13,928</b>
<b>II. TRAINING EXPENSES</b>		
1. Honoraria for external		
(1) Honoraria	@50x1personx3days	150
(2) Transportation	@110x1person	110
2. Employment Fee	@32x1personx5days	160
3. Transportation (for study tour)		
(1) Traveling Expenses	@80x30personsx2days	4,800
	@35x20personsx3days	2,100
4. Material Procurement		
(1) Articles of Consumption		4,797
(2) Meeting Expenses	@10x40personsx2times	800
(3) Others		3,450
5. Textbook		
(1) Book Printing	1,000x2kinds	2,000
(2) Teaching Aid Purchase	Transparencies 3M	300
<b>SUB TOTAL</b>		<b>18,667</b>
<b>GRAND TOTAL</b>		<b>32,595</b>

G.Y.

5. タ イ

プライマリー・ヘルス・ケア  
第三国研修実施協議議事録





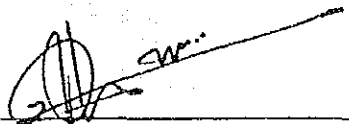
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND  
THE AUTHORITIES CONCERNED OF THE ROYAL THAI GOVERNMENT  
ON THE THIRD COUNTRY TRAINING PROGRAMME

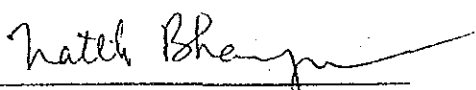
The Japanese Consultation Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Akira Kasai visited Thailand from March 22 to March 27 for the purpose of formulating the training course in the field of Primary Health Care under the Third Country Training Programme of JICA.

During its stay in Thailand, the Team had a series of discussions with the authorities concerned of the Royal Thai Government with respect to the frame work of the above mentioned training course and the desirable measures to be taken by both Governments to ensure its successful operation.

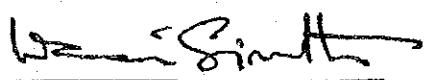
As a result of the discussions, both parties agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Bangkok, March 25, 1987

  
Mr. Akira KASAI  
Head of the Japanese  
Consultation Team

  
Prof. Dr. Natth BHAMARAPAVATI  
Rector of Mahidol University

Witnessed:

  
Mr. Wanchai SIRIRATTINA  
Director-General  
Department of Technical and  
Economic Cooperation

ATTACHED DOCUMENT

The Government of Japan and the Royal Thai Government will cooperate with each other in organizing the training course in the field of Primary Health Care (hereinafter referred to as "the Course") at ASEAN Training Centre for Primary Health Care Development, Mahidol University under the Third Country Training Programme of JICA.

The Royal Thai Government will conduct the Course with the support of the technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1987 to 1991, subject to an annual consultation between both Governments.

The Course will be operated in accordance with the followings:

1. TITLE

The Course will be entitled Master's Degree Programme in Primary Health Care Management (M.P.H.M.).

2. PURPOSE

The purposes of the Course are to develop leadership and to enhance knowledge, skills and experience in Primary Health Care (hereinafter referred to as "PHC") planning, programming and management among health personnel.

3. OBJECTIVES

At the end of the Course, the participants are expected to be able to:

- 3-1 demonstrate knowledge, concepts, strategies and issues of PHC,
- 3-2 function effectively as a team leader in health planning and management tasks,
- 3-3 plan, design, and conduct health system research and apply research findings for planning, programming and managing PHC activities,
- 3-4 conduct appropriate orientation and supervision of training programme for human resources development,

NB X

- 3-5 communicate effectively to mobilize community participation and utilize appropriate resources and technologies, and
- 3-6 promote and support the development of the local community leadership in PHC.

4. DURATION

The first Course will be held from September, 1987 to July, 1988.

5. CURRICULUM

The tentative curriculum of the Course is attached as ANNEX I.

6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the Course by nominating their applicant(s):  
the Philippines, Malaysia, Indonesia, Brunei, Singapore, Burma, Bhutan, Nepal, India, Bangladesh, Pakistan, and Papua New Guinea.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed twelve (12) in total. And the number of participants from Thailand shall not exceed four (4).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are:

- 8-1 To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- 8-2 To hold a M.D., D.D.S., D.V.M. and/or co-medical science degree from an accredited school,
- 8-3 To have the practical experience of at least three (3) years in the field of PHC,
- 8-4 To be engaged in PHC,
- 8-5 To be under forty five (45) years of age in principle,
- 8-6 To have a good command of spoken and written English, and
- 8-7 To be in good health to complete the Course.

N/S

1

9. FACILITIES AND INSTITUTIONS

The Course will be conducted by ASEAN Training Centre for Primary Health Care Development (hereinafter referred to as "ATC/PHC"), Faculty of Graduate Studies, Mahidol University and Ministry of Public Health, the Royal Thai Government.

10. PROCEDURE OF APPLICATION

10-1 The Governments applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Royal Thai Government through their diplomatic channels not later than two (2) months before the commencement of the Course.

10-2 The Royal Thai Government will inform the applying governments whether or not the applicant(s) is/are accepted to the Course not later than one month before the commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND THE ROYAL THAI GOVERNMENT

In organizing and implementing the Course in compliance with the Tentative Schedule of Course Operation attached in ANNEX II, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country.

11-1 The Royal Thai Government

11-1-1 Department of Technical and Economic Cooperation (hereinafter referred to as "DTEC")

- (1) To print the General Information brochures (G.I.),
- (2) To forward G.I. to the Governments of invited countries through its diplomatic channels,
- (3) To receive application forms and forward them to ATC/PHC,
- (4) To notify results of selection of participants to the respective Governments through its diplomatic channels, and the JICA Thailand Office (hereinafter referred to as "the JICA Office"),
- (5) To arrange accommodation for the participants,

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- (6) To arrange international air tickets for the participants from invited countries and to meet and see them off at the airport,
- (7) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by the Government of Japan, and
- (8) To submit a statement of expenditures to the JICA Office.

11-1-2 ATC/PHC in collaboration with the Faculty of Graduate Studies, Mahidol University

- (1) To formulate the curriculum based on ANNEX I,
- (2) To draft the G.I.
- (3) To assign an adequate number of its staff as lecturers/instructors for the Course,
- (4) To provide training facilities and equipment for the Course,
- (5) To select participants in the Course,
- (6) To arrange domestic study tour(s) to be included in the Course,
- (7) To recommend the University to confer the Master Degree in Primary Health Care Management (M.P.H.M.) to participants who fulfilled the degree requirements,
- (8) To submit a course report to the JICA Office and
- (9) To coordinate any matter related to the Course.

11-2 The Government of Japan

- (1) To dispatch, following the regular procedures of its technical cooperation scheme, short-term experts who give advice to ATC/PHC and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses for the Course through JICA as the Tentative Estimate of Expenses attached in ANNEX III,

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- a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accommodation, per-diem and medical insurance premiums,
  - b) Such expenses relevant to ATC/PHC, Mahidol University official announcement on fees covering international graduate degree programme in force.
- (3) To issue certificates of course attendance to the participants who successfully complete the Course, co-signed by DTEC, JICA and ATC/PHC.

## 12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12-1 DTEC will open a bank account in Bangkok to accept the fund remitted by JICA and inform the JICA Office of the name of bank, the account code number and the name of the account holder.
- 12-2 DTEC will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Course.
- 12-3 JICA will assess the bill of estimate and remit the assessed amount of expenses to the account mentioned in 12-1 above within thirty (30) days after the receipt of the bill of estimate.
- 12-4 DTEC will submit to the JICA Office the statement of the expenditures late March and within thirty (30) days after termination of the Course respectively.
- 12-5 In case any amount of the fund remitted by JICA remains unspent, DTEC will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare, accommodation, per-diem and medical insurance premiums shall not be appropriated for any other purposes.

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12-6 By the request of JICA, DTEC will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.

13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions.

ANNEX I: Tentative Curriculum of the Course

ANNEX II: Schedule of the Course Operation

ANNEX III: Tentative Estimate of Expenses

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Master of Primary Health Care Management

1986

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Program Title:

Thai: หลักสูตรสาธารณสุขมูลฐานมหาบัณฑิต (ส.ม.บ.)

English: Master of Primary Health Care Management

Degree

Full : Master of Primary Health Care Management

Abbreviation : M.P.H.M.

Responsible Institutions

- The ASEAN Training Centre for Primary Health Care Development,  
Mahidol University
- Faculty of Graduate Studies, Mahidol University

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PROGRAMME OF MASTER'S OF PRIMARY HEALTH CARE MANAGEMENT (MPHM.)  
 ASEAN TRAINING CENTRE FOR PRIMARY HEALTH CARE DEVELOPMENT, MAHIDOL UNIVERSITY, SALAYA CAMPUS,  
 ACADEMIC YEAR 1986-1987

Fraction of each subject according to semester credit hours through lecture, practicum, and field study

SUBJECTS	No. of (Credit) Hours			Credit
	Lecture	Practicum	Field Study	
<u>First semester</u>				
1. GRHD 602 Principles of Primary Health Care Development	48	-	-	3
2. GRHD 604 Methods of Health Information Management	32	32	-	3
3. GRHD 606 Epidemiological Studies in Health Systems	32	32	-	3
4. GRHD 610 Primary Health Care and Quality of Life Management	48	-	-	3
5. GRHD 612 Health Economics	48	-	-	3
6. GRHD 614 Health System Research Methods	32	32	-	3
7. GRHD 616 Computerization of Health Information	18	60	-	3
8. THESIS SEMINAR	-	-	-	-
	258	186	-	21

Second Semester

1. GRHD 608 Management of Environmental Health Programmes	24	-	48	3
2. GRHD 618 Socio-Economic and Cultural Perspectives in Primary Health Care	16	-	32	2
3. GRHD 620 Programme Planning and Evaluation	16	-	32	2
4. GRHD 691 Situational Analysis of Health and Development	16	-	32	2
5. GRHD 692 Organizational Behaviour	16	-	32	2
6. GRHD 693 Health Manpower Management	16	-	32	2

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SUBJECTS	No. of (Credit) Hours		Credit
	Lecture	Practicum .. Field Study	
7. GRHD 694 Health Leadership Development	16	32	2
8. GRHD 696 Management of Training Course	16	32	2
9. GRHD 697 THESIS	-	32	3
	136	32	336
			20

\* Two practicum and field study hours equivalent of ONE Lecture hour

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Philosophy

Primary Health Care Development is recognized as an appropriate channel for public health services in the improvement of health status and the promotion of self-reliance. The Master of Public Health program in Primary Health Care Management, focuses on developing health personnel who have qualities of sound and moral judgement, initiative and an awareness of the human relations approach. The ultimate aim of this program is to facilitate human resource development in the grass root community. In the context of Health for All, integrated and comprehensive community development is a justifiable goal.

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## Background

A noticeable change can be seen in the evolution of public health since the past 50 years. From the control of physical environment and communicable diseases, public health science has moved to the preventive, therapeutic and rehabilitative aspects of even the non-communicable diseases besides including maternal and child health, nutrition, occupational health, mental health and family planning. The current emphasis in the field of health is also on the application of modern management techniques for improving the efficiency of health care delivery systems. A recent definition of public health which meets the criteria of modern public health is as follows:

"Public health is the planning carrying out evaluation of health measures and system services that both maintain and improve the health of a population group and prevent and control diseases within that population group."

A Primary Health Care concept has been brought through the international conference at Alma-Ata in September 1978. It expressed the need for urgent action by all governments, all health and development workers, and the world community to protect and promote the health of all the people.

Primary Health Care is essential health care made universally accessible to individuals and families in the community by means acceptable to them, through their full participation and at a cost that the community and country's health system of which it is the nucleus and of the overall social and economic development of the community. They will vary by country and community, but will include at least; promotion of proper nutrition and an adequate supply of safe water; basic sanitation; maternal and child care, including family planning; immunization against the major infectious diseases; prevention and control of locally endemic diseases; education concerning prevailing health problems and the methods of preventing and controlling them; and appropriate treatment of common

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In order to ensure the equity and accessibility of Primary Health Care in the community as efficiently as possible, maximum community and individual self-reliance for health development are essential. To attain such self-reliance requires full community participation in the planning, organization and management of Primary Health Care. Such participation is best mobilized through appropriate education which enables communities to deal with their real health problems in the most suitable ways. They will thus be in a better position to make rational decisions concerning Primary Health Care and to make sure that the right kind of support is provided by the other levels.

Primary Health Care is an integral part of both the country's health system and of overall economic and social development. It has to be coordinated on a national basis with the other levels of the health system as well as with the other sectors that contribute to a country's total development strategy, that could well be devoted to peaceful aims and in particular to the acceleration of social and economic development of which primary health care, as an essential component, should be allotted its proper share.

The ASEAN Training Centre for Primary Health Care Development (ATC/PHC) has become involved with PHC information network system; with WHO/SEARO for improved availability for the development of PHC at the national level, and with the Asia-Pacific Academic Consortium for Public Health (APACPH) for the development of PHC management training. The type of information needed has been described as training curricula and materials, examples of PHC success and failures, research and projects being carried out, and other material which will promote and accelerate PHC development in both academic and government sectors.

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The main activities undertaken at ATC/PHC for PHC development include; Training, Research, PHC Model Development and Information and Documentation. While considerable achievements have already been made, there is a consensus that these activities would be greatly enhanced by a long-term, post-graduate level course being conducted at the Centre. The benefits would be: the development of curricula and training methods including the use of various audio-visual materials and distance learning techniques; the identification, from field studies of specific needs for research at the community level; improvement through study and evaluation of the model projects; and the generation of information for national and international dissemination. As the Centre will soon be up-graded to an Institute under Mahidol University, these developments are especially timely as a contribution to the wider scope of activities that his change will entail.

Mahidol University, through its ATC/PHC, is proposing to conduct a Master of Public Health in Primary Health Care Management course in response to a clearly defined and crucial need for this type of training for the further development of PHC/HFA in Thailand and the ASEAN Region. This proposal is regarded as in keeping with and essential to the objectives of the Centre as well as the role of Mahidol University in the development of the national health service system and in contribution to PHC development internationally.

#### GENERAL LEARNING OBJECTIVES

The general learning objectives of this course are to provide the students with the appropriate knowledge, skills and attitudes for:

- 1) an in-depth understanding of the PRIMARY HEALTH CARE approach, its principles, strategies, and barriers to implementation;
- 2) PLANNING by using systematic techniques utilizing research and appropriate information systems;
- 3) ORGANIZING with specific reference to the re-organization required by the PHC approach, inter-sectoral cooperation, team work, and community-based activities, and including leadership skills and communication techniques;

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- 4) CONTROLLING as a means of measuring achievement and performance based on appropriate information;
- 5) TRAINING including formal and informal education on PHC management of health personnel and community leaders.

BEHAVIORAL OBJECTIVES

Upon Completion of the MPH in PHC Program, the students will be able to do the following:

1. Demonstrate a mastery of fundamental statistical methods of analysis of health data including statistical estimation, hypothesis testing, regression, correlation, and analysis of variance.
2. Be familiar with, and skilled in, the use of basic research methods in the study of disease distributions and in the identification of factors that explain such distributions.
3. Demonstrate a knowledge of the issues, concept and strategies of PHC.
4. Describe the economics of health care systems and medico sociological concepts of health and development
5. Describe the steps and methods for health planning and management
6. Apply the technical information in BASIC computer programming for data processing and analysis.
7. Utilize the knowledge on research methodology in the assessment of the health problems and the impact of its solution program.
8. Utilize the knowledge and skills on communication and training for integrated community development.
9. Utilize technical information, knowledge and skills for situation system, community organization, man-power management, intersectoral co-operation and health leadership development.

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### Time Schedule

The program lasts 10 months. It starts in September and finish in June.

### Number of Students

10-15 students per year (the number is subjected to be changed)

### Requirements for Admission

A candidate must hold an M.D., or D.D.S., D.V.M. or equivalent degree from an accredited school and should have at least one year of working experience. Each applicant must be accepted by the Admission Committee before enrollment to the M.P.H.M. program and be able to communicate well in English.

### Requirements for Degree

#### 1. Course Program:

1.1 Within the minimum of 40 semester credits need for graduation, all students must fulfill the following:-

- Core Courses 12 credits
- Required elective Courses 14 credits
- Field work & Research 14 credits

1.2 A "Mini Thesis" is required for the completion of the degree in connection with the field work and research.

#### 2. Grading:

- Completing all courses required by the program with grade point average not less than 3.0

The classroom lectures in the first semester are held in the ASEAN Training Centre for PHC Development and the Faculty of Public Health, Mahidol University. The research and field work are conducted mainly in Chantaburi and Nakorn-sawan Provinces.

### Library

The various libraries in the Faculty of Public Health, the main library at Salaya Campus and the ATC/PHC library have variety of text books journals and reports etc, in Thai, English and some other languages. There are services for inter-country library contact in order to borrow or xeroxing the publications

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COURSE INSTRUCTION

(1) GRHD 602 PRINCIPLES OF PRIMARY HEALTH CARE DEVELOPMENT 3 CREDITS

The PHC concept, elements and supportive strategies including health system analysis and health manpower development are discussed thoroughly. The administrative techniques of comprehensive and integrated community development are also covered. (48 Lecture hrs.)

(2) GRHD 604 METHODS OF HEALTH INFORMATION MANAGEMENT 3 CREDITS

The study of collection, analysis and the application of vital statistics in community health programmes, Students will also learn the techniques of data collection through community survey methods, sampling techniques and sample size determination. The course also includes methods of hypothesis testing, application of tests of significance and the techniques of analysis of parameters in health and development. (32 Lecture hrs.)  
32 Practicum hrs.)

(3) GRHD 606 EPIDEMIOLOGICAL STUDIES IN HEALTH SYSTEMS 3 CREDITS

This course provides the knowledge for studying the distribution and determinants of disease, health and development. The students will be trained to utilize the systemic approach for studying causal relationships in the etiology of health problems. There are also studies on the factors influencing integrated health and development. (32 Lecture hrs., 32 Practicum hrs.)

(4) GRHD 608 MANAGEMENT OF ENVIRONMENTAL SANITATION PROGRAMMES 3 CREDITS

This course deals with basic concepts, principles, planning, administration and management of environmental sanitation programmes. The environmental health works to be done in Primary Health Care context include water supply, water, food and housing sanitation waste treatment and disposal, pollution control and occupational health. (24 Lecture hrs.)  
48 Field Study hrs.)

(5) GRHD 610 PRIMARY HEALTH CARE/QUALITY OF LIFE MANAGEMENT 3 CREDITS

This course examines issues related to the management necessary for PHC/HFA, especially at provincial, district, sub-district and community levels. Issues covered include integrated development in the community, supportive measures at all levels and the monitoring and evaluation for PHC/HFA and quality of life. (48 Lecture hrs.)

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(6) GRHD 612 HEALTH ECONOMICS 3 CREDITS

This course introduces concepts and analytical methods for the quantitative planning, evaluation and management of health care through economics principles. Topics discussed include the demand and supply of health services, the application of cost-benefit and cost-efficiency analysis in health and the appropriated distribution of health resources according to economic situation. (48 Lecture hrs.)

(7) GRHD 614 HEALTH SYSTEM RESEARCH METHOD 3 CREDITS

This course aims at the components of research such as problems identification/justification, purposes of study, hypotheses, conceptual framework, sample size and sampling techniques, data collection, measuring instrument and their reliability and validity, statistical analysis, interpretation, discussion, summarization and etc. (32 Lecture hrs., 32 Practicum hrs.)

(8) GRHD 616 COMPUTERIZATION OF HEALTH INFORMATION 3 CREDITS

The students will be familiar with data processing; coding, editing, data entry, selection soft wares/packages and learn some computer languages in order to be able to analyse the data. (18 Lecture hrs., 60 Practicum hrs.)

(9) GRHD 620 PROGRAMME PLANNING AND EVALUATION 2 CREDITS

The literature, theory and current programmes in health education for different levels of target groups. There will be emphasis on the behavioral and educational approach to public health problems. Students will study the formulation of objectives, teaching-learning methods, evaluation of community health education programmes and also the choice and uses of appropriate Audio-visual teaching aids. There will be particular reference to the educational component and the contribution of health educators in Primary Health Care programmes. (16 Lecture hrs., 32 Field Study hrs.)

(10) GRHD 691 SITUATION ANALYSIS OF HEALTH AND DEVELOPMENT 2 CREDITS

This course focuses on techniques of assessing the current status of a community in terms of specific issues related to Primary Health Care Development and also in terms of examining the various factors influencing these issues. There will be emphasis on practical field work. (16 Lecture hrs., 32 Field Study hrs.)

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(11) GRHD 692 ORGANIZATIONAL BEHAVIOR 2 CREDITS

This seminar-practicum is designed to provide the student with practical study in organizational behavior. Content includes some theory of organizations, organizational change and organizational development. The student will be assigned to a specific problem area for field work. (16 Lecture hrs., 32 Field Study hrs.)

(12) GRHD 693 HEALTH MANPOWER MANAGEMENT 2 CREDITS

This course introduces concepts and analytical methods for the management of health manpower. Topics to be studied include the analysis of health services demand in the community, the demand of health manpower in quantitative and qualitative terms, the current supply of health manpower and the desirable forms of health manpower management according to the needs and constraints in the community. (16 Lecture hrs., 32 Field Study hrs.)

(13) GRHD 694 HEALTH LEADERSHIP DEVELOPMENT 2 CREDITS

The course is designed to expose the student to various kinds and levels of leadership in health and their training programmes. The student will learn from the real settings what is leadership in health and how to develop or promote such leadership through the short-term and long-term training programmes. (16 Lecture hrs., 32 Field Study hrs.)

(14) SRHD 696 MANAGEMENT OF TRAINING COURSES 2 CREDITS

The students will take major roles in organising and managing training courses for different levels of target groups. Special emphasis will be on needs assessment of trainees, trainee-trainer interaction, teaching-learning methodology and organization of courses according to the educational climate. The students will be expected to conduct practical teaching sessions. (16 Lecture hrs., 32 Field Study hrs.)

(15) GRHD 618 SOCIO-ECONOMIC AND CULTURAL PERSPECTIVES IN PHC 2 CREDITS

The objective of the course is to reveal and discuss factors so-called socio-economic and cultural influences, affecting human behavior and decision in relation to health status and utilization as well as primary health care aspects. An illustration of the social, economic and cultural factors including

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definitions and empirical Thai situation will be first discussed. Both theoretical concepts and research findings on social and cultural influencing health services and health status will be raised and examined. Specific issues in examining health problems, i.e., measurements and health differences will provide further understanding in the subject. Lastly, proposed measures on health and social development is illustrated.  
(16 Lecture hrs., 32 Field Study hrs.)

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M.P.H.N. ACADEMIC YEAR 1987 - 1988

	1987	1988	September	October	November	December	January	February	March	April	May	June
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First Semester

1. GRHD 602
2. GRHD 604
3. GRHD 606
4. GRHE 610
5. GRHD 612
6. GRHD 614
7. GRHD 616

8. Thesis Seminar

Second Semester

9. GRHD 608
10. GEED 618
11. GRHD 620
12. GRHD 691
13. GRHD 692
14. GRHD 693
15. GRHD 694
16. GRHD 696
17. GRHD 697



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LIST FOR SHORT TERM EXPERT FROM JICA

1. Specification for the post (expert in health education)  
( 1 person, for 2~4 weeks)

- a) duties for which the expert will be responsible
- to assist and supervise in public health planning, development and evaluation of primary health care training curriculum;
  - to help strengthen technical preparation of communities and health staffs for primary health care activities;
  - to assist in developing networks for primary health care training and development;
  - to provide guidelines on management of primary health care research model development, and information and documentation.
- b) qualification and experience required
- Holder of MPH or Ph.d. with experiences in public health and health education strategy.
  - Being familiar with health service system, especially with primary health care concepts, principles and management, of the ASEAN countries;
  - having knowledge and skill concerning health or health personnel training, and health related research.
  - read, write and speak English

2. Specification for the post (expert in Computer Scientist)  
(2 persons, for 2~4 weeks each)

- a) duties for which the expert will be responsible
- to develop the data base system for PHC information;
  - to develop the programs to promote information system at ATC/PHC;
  - to assist the assistant director of Data processing section;
  - to give about two-to-four weeks training course on basic computer knowledge for the MPHIM students and staff of ATC/PHC;

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b) qualification and experience required

- Holder Bachelor of Science
- At least 10 years experiences in the field of Computer Sciences.
- Speak and discuss the computer subjects in English

3. Specification for the post (expert in public health);  
( 1 person, for 2~4 weeks)

a) duties for which the expert will be responsible

- to provide guidelines on management of primary health care research and model development.
- to assist in developing networks for primary health care training and development.
- to help strengthen technical preparation of communities and health staffs for primary health care activities.

b) qualification and experience required

- Holder of MPH or Dr. P.H. with experiences in health administration and health development strategy.
- Being familiar with health system research of the ASEAN countries
- Read, write and speak English.

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## TENTATIVE SCHEDULE OF COURSE OPERATION

Annex II

MONTH	THAI SIDE	JAPANESE SIDE
MARCH , 1987	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Preparation of G.I.</li> <li>3. Submission of A-1 Form</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Recruitment of Experts</li> </ol>
APRIL	<ol style="list-style-type: none"> <li>1. Distribution of G.I. &amp; Application Form</li> </ol>	
JULY	<ol style="list-style-type: none"> <li>1. Opening of Bank Account</li> <li>2. Submission of Bill of Estimate</li> <li>3. Receipt of Application Forms</li> </ol>	<ol style="list-style-type: none"> <li>1. Submission of B-1 Form</li> </ol>
AUGUST	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> </ol>
SEPTEMBER - JULY, 1988	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Experts</li> </ol>
AUGUST	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> <li>2. Submission of Course Report</li> </ol>	

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TENTATIVE ESTIMATE OF EXPENSES TO BE BORN BY BOTH GOVERNMENTS

ITEMS	JAPAN (JICA)		THAILAND		Remarks
<u>INVITATION EXPENSES</u>					
Airfare	168 000	14,000 x 12p	12 000	3,000 x 4p	
Travelling Expenses for Thai Participants	1 800	150 x 12p			
Airport tax	1 080 000	9,000 x 12px10m			
Living Allowance for Invited Participants			172,000	4,300x 4px10m	
Living Allowance for Thai Participants			6 400	400 x16p	
Shipping Allowance	60,000	5,000 x 12 P	20,000	5,000 x4P	
Medical Insurance					
SUB TOTAL	1,309,800		210,400		
<u>EDUCATION AND FEES</u>					
Tuition and Fees for Invited Participants	767,000	76,700 x 10 P	460,200	76,700 x 6 P	US-\$2950/student/yr. US-\$1 = 26 P
Tuition and Fees for Thai Invited Participants					
<u>ADMINISTRATIVE COST</u>					
			660 000		
<u>MEETING EXPENSE</u>					
	30 000				
GRAND TOTAL	2,106,800		1,330,600		

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## 6. パキスタン

民間航空輸送  
第三国研修実施協議議事録



RECORD OF DISCUSSIONS BETWEEN THE RESIDENT REPRESENTATIVE  
OF JICA PAKISTAN OFFICE AND THE AUTHORITIES CONCERNED  
OF THE GOVERNMENT OF THE ISLAMIC REPUBLIC  
OF PAKISTAN ON THE THIRD COUNTRY  
TRAINING PROGRAMME

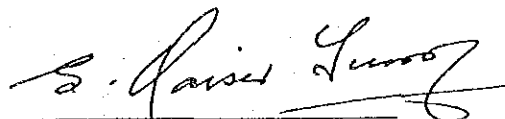
The Japanese Preliminary Survey Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Masahiro OBATA visited The Islamic Republic of Pakistan from November 28th, 1986 to December 6th, 1986 for the purpose of formulating the training course in the field of civil air transport under the Third Country Training Programme of JICA.

In the wake of the result of the survey of the Team, the Resident Representative of JICA Pakistan Office and the Representative of PAKISTAN International Airline Training Centre agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

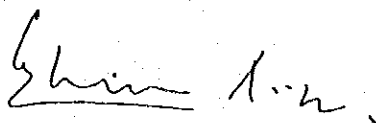
Karachi,  
2nd July, 1987.



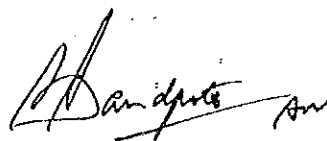
Mr. Kinjiro Wada  
Resident Representative of  
JICA Pakistan Office.



Air Cdre. (Retd) S. Qaiser Yusoof  
Principal  
PIA Training Centre



Mr. Abdul Ghafoor Mirza  
Joint Secretary  
Economic Affairs Division  
Government of Pakistan.



M. Azim Daudpota  
Managing Director  
Pakistan International Airlines.

ATTACHED DOCUMENT

The Government of Japan and the Government of the Islamic Republic of Pakistan will cooperate with each other in organizing the training course in the field of civil air transport at Pakistan International Airline Training Centre (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA

The Government of the Islamic Republic of Pakistan will conduct the Course with the support of the technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1987 to 1991, subject to an annual consultation between both Governments.

The Course will be operated in accordance with the followings:

1. TITLE

The Course will be entitled International Training Course in Civil Air Transport.

2. PURPOSE

The purpose of the Course is to provide participants from developing countries with opportunities to refresh and upgrade relevant techniques and knowledge in the field of civil air transport.

3. OBJECTIVE

At the end of the Course, the participants are expected to be able to:

- 3- 1 understand the main aspects of civil air transport and their role within the set up of Civil Aviation Authority or within the management of Airline of their own countries,
- 3- 2 make more efficient performance of their daily functions and responsibilities,
- 3- 3 make analytical consideration to all problems or difficult situations encountered by their institutions.

4. DURATION

The first Course will be held for four weeks from November \_\_\_ to December \_\_\_, 1987.

5. CURRICULUM

The tentative curriculum of the Course is attached as ANNEX I.

6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the Course by nominating their applicant(s):

Bangladesh, India, Nepal, Bhutan, Sri Lanka, Maldives, Saudi Arabia, Kuwait, Oman, United Arab Emirates, Bahrain, Turkey, Zimbabwe, Tanzania, Somalia and Niger.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed sixteen (16) in total. And the number of participants from Pakistan shall not exceed four (4).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are:

- 8- 1 To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- 8- 2 To be high-school graduates or to have the equivalent academic background,
- 8- 3 To have the practical experience of more than five (5) years, in the field of civil air transport,
- 8- 4 To be engaged in service in the said field at the middle management level or at the lower echelons of the senior management,
- 8- 5 To be under forty (40) years of age in principle,
- 8- 6 To have a good command of spoken and written English,
- 8- 7 To be in good health to complete the Course, and

8- 8 To be expected to continue their respective occupations in the course of civil air transport service for a reasonable period upon their return home

9. FACILITIES AND INSTITUTIONS

Pakistan International Airline Training Centre (hereinafter referred to as "PIA Training Centre")

10. PROCEDURE OF APPLICATION

10- 1 The Governments applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of Pakistan through their diplomatic channels not later than three months before the commencement of Course.

10- 2 The Government of Pakistan will inform the applying governments whether or not the applicant(s) is/are accepted to the Course not later than one month before the commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND GOVERNMENT OF PAKISTAN

In organizing and implementing the Course in compliance with the *Schedule of Course Operation* attached in ANNEX II, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country.

11- 1-1 The Government of Pakistan.

- (1) To forward the General Information brochures (G.I.) of the Course to the Governments of invited countries through its diplomatic channels.
- (2) To receive application forms and forward them to PIA Training Centre, and
- (3) To notify the respective Governments through its diplomatic channels of the results of selection of participants.



11- 1-2 PIA Training Centre

- (1) To formulate the curriculum based on ANNEX I.
- (2) To draft and print the G.I.,
- (3) To assign an adequate number of its staff as lecturers/ instructors for the Course.
- (4) To provide its training facilities and equipment for the Course.
- (5) To select participants in the Course, and to inform the result of the selection to the Government of Pakistan and the Office of JICA in Pakistan (hereinafter referred to as "the JICA Office").
- (6) To arrange accommodations for participants.
- (7) To arrange international air tickets for participants from the invited countries and to meet and see them off at the airport.
- (8) To arrange domestic study tour(s) to be included in the Course.
- (9) To take budgetary measures to support for conducting the Course excluding the expenses financed by the Government of Japan.
- (10) To issue certificates at the end of the Course to the participants who successfully complete the Course.
- (11) To submit a course report and a statement of expenditures to the JICA Office, and
- (12) To coordinate any matter related to the Course.
- (13) To provide the participants medical treatment facilities through PIA Medical Centre.

11- 2 The Government of Japan

- ( 1) To dispatch, following the regular procedures of its technical cooperation scheme, short-term experts who deliver lectures on such subjects as mentioned in ANNEX I,
- ( 2) To bear the following expenses for the Course through JICA as the Tentative Estimate of Expenses attached in ANNEX III,
  - a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accomodation, per-diem and medical insurance premiums,
  - b) Such expenses relevant to PIA Training Centre as honoraria for external lecturers, arrangement of meeting and study tour(s), teaching aids, expendable supplies, copies and reprints, and secretarial services.

12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12- 1 PIA Training Centre will open a bank account in Pakistan to accept the fund remitted by JICA and inform the JICA Office of the name of bank, the account code number and the name of the account holder.
- 12- 2 PIA Training Centre will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Course.
- 12- 3 JICA will assess the bill of estimate and remit the assessed amount of expenses to the account mentioned in 12-2 above within thirty (30) days after the receipt of the bill of estimate.
- 12- 4 PIA Training Centre will submit to the JICA Office a statement of expenditures within thirty (30) days after termination of the Course.

12- 5 In case any amount of the fund remitted by JICA remains unspent, PIA Training Centre will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare, accommodation and per-diem shall not be appropriated for any other purposes.

12- 6 By the request of JICA, PIA Training Centre will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.

13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions.

ANNEX I : Tentative Curriculum of the Course

ANNEX II : Schedule of the Course Operation

ANNEX III : Tentative Estimate of Expenses

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
THIRD COUNTRY TRAINING PROGRAMME (TCTP)  
INTERNATIONAL TRAINING COURSE IN AIR TRANSPORT  
KARACHI (PAKISTAN) 1987  
TENTATIVE CURRICULUM WITH MODULAR STRUCTURE

1. TECHNICAL:

- T - 1 The Aircraft, aerodynamic design, propulsion and aircraft performance.
- T - 2 Flight Management, Avionics, Navigational Aids, and Flight Safety.
- T - 3 History of Air Traffic Service, Type of Service  
(FIS, & Alerting service).
- T - 4 Aerodrome Control Service, Approach Control Service.
- T - 5 Area Control Service, Air Traffic Advisory Service.
- T - 6 Airspace Organization, ATS Route, Flight Procedures, Aeronautical Information Service.

2. LEGAL:

- L.1 Air Transport Regulations, and control -- international and national. Traditional structures and recent developments.
- L.2 The Doctrine of National Airspace; the right to fly, and the effects of the Chicago Convention; Multilateral and Bilateral Air Service Agreements.
- L.3 Private rights and liabilities arising out of carriage by air, and the related Conventions; Legal interest in aircraft.
- L.4 Legal Aspects of Accident investigation and air safety.

3. ECONOMICS:

- E.1 Air Transport Demand schedule and forecasting.
- E.2 Air Transport Supply schedule, airline costs, and factors affecting costs.
- E.3 Aircraft selection, and Fleet planning, technical and economic aspects.
- E.4 Airport Economics.

4. FINANCE:

- F.1 Financial appraisal aspects of aircraft selection and fleet planning.
- F.2 Commercial airline, aircraft financing.
- F.3 Airport financing.
- F.4 Airline budgeting, accounting and financial reporting;  
airline insurance.

5. MANAGEMENT:

- M.1 Airline organization and human resources, organization structures related to varying strategies; training and education for better human resources.
- M.2 Pricing the airline product and yield management.
- M.3 Strategies for marketing the airline services.
- M.4 Management of airport services, and operations.

6. GENERAL:

- G.1 History of Air Transport and significant recent developments, including past and present aircraft types.
- G.2 The current Airline Industry Scene.
- G.3 Automation in Airline Industry.
- G.4 Future developments in Air Transport.

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NOTE: The above outline of the Curriculum with six modules, each comprising of four Lectures provides appreciable overview of Air Transport. Notwithstanding the cardinal role of these 24 basic Lectures, they shall also be augmented by "extra-curricular" lectures delivered by other speakers with a view to reinforce trainees' knowledge and insight, and broaden their vision by updating them in the area of the latest developments in the variety of Air Transport disciplines.

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
THIRD COUNTRY TRAINING PROGRAMME (TCTP)  
INTERNATIONAL TRAINING COURSE IN AIR TRANSPORT  
KARACHI (PAKISTAN) 1987  
EXTRA CURRICULAR LECTURES

1. TECHNICAL:

- XT.1 An overview of Airline Technical Operations.
- XT.2 Effect of the nature of Medium on Air Transport Operations.

2. LEGAL:

- XL.1 IATA and ICAO; their functions and roles.
- XL.2 Unlawful interference in civil aviation operations.

3. ECONOMICS:

- XE.1 The World Economic Scene in the context of the evolution of Airline Industry.
- XE.2 Airline Market Research and Planning with special attention to the role of Travel Agents and Cargo Agents/Forwarders.

4. FINANCE:

- XF.1 Financial techniques in Transport, with special emphasis on auditing.
- XF.2 IATA Clearing House.

5. MANAGEMENT:

- XM.1 Managing an Airline 80's.
- XM.2 Review of current Management practices at Airports.

6. GENERAL:

- XG.1 Domestic Air Transport in a country, and the impact on it of possible competition.
- XG.2 Interface of Air Transport with other Transport modes (sea, rail, road etc.) and terminals.

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
 THIRD COUNTRY TRAINING PROGRAMME (TCTP)  
 INTERNATIONAL TRAINING COURSE IN CIVIL AIR TRANSPORT  
 KARACHI (PAKISTAN) NOV/DEC 1987 TRAINING PROGRAMME

WEEK: FIRST		FROM :						TO:	
DAY	SESSION ONE	BREAK	SESSION TWO	FILM/ AVP	LUNCH BREAK	SESSION THREE	BREAK	SESSION FOUR	FILM/ AVP
ONE (Sun)	(0900 TO 1020 AM)	20 mt	(1040 TO 12 noon)	(12 noon-01 PM)	1 hr	(0200PM TO 0320AM)	20 mt	(0340PM TO 0500PM)	(0500PM-0530PM)
<u>REGISTRATION, INAUGURATION, AND TRAINEES' FAMILIARIZATION* DAY</u>									
TWO (Mon)	T. 1		G. 1	Film		L. 1		Introductory Briefing and Assignment of Topics to Trainees - Start of Syndicate Discussions	
THREE (Tue)	T. 2		G. 2	Film		L. 2		Syndicate Discussions	Film
FOUR (Wed)	E. 1		XT. 1	Film		XL. 2		G. 3	Film
FIVE (Thu)	Syndicate Discussions		L. 4			E. 1		Conducted Study-visit to Karachi Airport "tower"; Radar and Aeronautical Information Service	
SIX (Fri) (For visit)	Local Sight-seeing Program								
OFF (Sat)									

Note: Session-timings include Discussion  
 \* Visit around PTC for familiarization from 1600 to 1700 hrs.

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
 THIRD COUNTRY TRAINING PROGRAMME (TCTP)  
 INTERNATIONAL TRAINING COURSE IN CIVIL AIR TRANSPORT  
 KARACHI (PAKISTAN) NOV/DEC 1987 TRAINING PROGRAMME

WEEK: SECOND		FROM: TO:									
DAY	SESSION ONE (0900 TO 1020 AM)	BREAK	SESSION TWO (1040 TO 12 noon)	FILM/ A/P	LUNCH BREAK	SESSION THREE (0200PM TO 0320AM)	BREAK	SESSION FOUR (0340PM TO 0500PM)	FILM/ A/P		
ONE (Sun)	L. 3	20 mt	M. 2	(12 noon-01 PM) Film	1 hr	F. 1	20 mt	XE. 1	(0500PM-0530PM) Film		
TWO (Mon)	Blocked provisionally for a Lecture by an expert from Pakistan Planning Division*		M. 3	Film		F. 2		Conducted Study-tour of P.I.A.s' Computer and Data-processing Department.			
THREE (Tue)	E. 2		M. 4	Film		F. 3		XF. 1	Syndicate Discussions		
FOUR (Wed)	E. 3		XM. 1	Film		F. 4		XE. 2	Film		
FIVE (Thu)	E. 4		G. 4	Conducted Study-tour of PIAs' Engineering & Maintenance Facilities.		M. 1		XF. 2	Syndicate Discussions		
SIX (Fri) (For visit)	Sight-seeing Visit to Moenjodaro (Archaeological Sites)										
OFF (Sat)											

Note: Session-timings include Discussion  
 \* Alternatively XM-2



JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
 THIRD COUNTRY TRAINING PROGRAMME (TC3P)  
 INTERNATIONAL TRAINING COURSE IN CIVIL AIR TRANSPORT  
 KARACHI (PAKISTAN) NOV/DEC 1987 TRAINING PROGRAMME

WEEK: THIRD		FROM:						TO:	
DAY	SESSION ONE	BREAK	SESSION TWO	FILM/AVP	LUNCH BREAK	SESSION THREE	BREAK	SESSION FOUR	FILM/AVP
ONE (Sun)	(0900 TO 1020 AM) XG. 1	20 mt	(1040 TO 12 noon) T. 3	(12 noon-01 PM) "The Crowded sky-34"	1 hr	(0200PM TO 0320AM) Syndicate Discussions	20 mt	(0340PM TO 0500PM) T. 5	(0500PM-0530PM) "IFR, VFR"-35 "Separation of Aircraft"-15'
TWO (Mon)	XG. 2		T. 4	"ATC-31"		Syndicate Discussions		T. 6	"Airport Planning" 140-slides
THREE (Tue)	XT. 2		XL. 1	Conducted Study-tour of the three Air Terminals of Karachi Airport FAC/OPS aspects		Syndicate Discussions			Final preparation by the trainees, of their Group-Discussion-papers, for presentation, during their "DISSERTATION"
FOUR (Wed)									
FIVE (Thu)									
SIX (Fri) (For visit)									
OFF (Sat)									

DAYS PRESERVED FOR UP-COUNTRY PROGRAMS

- (i) Study-visit to Civil Aviation Training Unit (CATI) at HYDERABAD.
  - (ii) LAHORE - Allama Iqbal Mazar/Shalamar
  - (iii) ISLAMABAD - Shaker - paarium/Rawal Dam/ (possibly) Murrze
- RETURN TO KARACHI

Note: Session-timings include Discussion

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
 THIRD COUNTRY TRAINING PROGRAMME (TCTP)  
 INTERNATIONAL TRAINING COURSE IN CIVIL AIR TRANSPORT  
 KARACHI (PAKISTAN) NOV/DEC 1987 TRAINING PROGRAMME

WEEK: FOURTH		FROM:					TO:		
DAY	SESSION ONE	BREAK	SESSION TWO	FILM/AVP	LUNCH BREAK	SESSION THREE	BREAK	SESSION FOUR	FILM/AVP
ONE (Sun)	(0900 TO 1020 AM)	20 mt	(1040 TO 12 noon)	(12 noon-01 PM)	1 hr	(0200PM TO 0320AM)	20 mt	(0340PM TO 0500PM)	(0500PM-0530PM)
Dissertation of Group-studies (by Group-Leaders)									
TWO (Mon)	"Course-Critique" by individual trainees								
THREE (Tue)	CLOSING NOTE by Chief (T & C) Govt. of Pakistan.		KARACHI HARBOUR CRUISE to be arranged through possible courtesy CIT/KPT/PNSC						
FOUR (Wed)	CERTIFICATION CEREMONIES AT THE PIA TRAINING CENTRE								
FIVE (Thu)	...DISPERSAL...BON VOYAGE								
SIX (Fri) (For visit)									
OFF (Sat)									

Note: Session-timings include Discussion

SCHEDULE OF COURSE OPERATION

MONTH	PAKISTANI SIDE	JAPANESE SIDE
Middle June.1987	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Preparation of G.I.</li> <li>3. Submission of Form A-1</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Recruitment of Expert</li> </ol>
Middle July	<ol style="list-style-type: none"> <li>1. Distribution of G.I. &amp; Application Form</li> </ol>	
Middle September	<ol style="list-style-type: none"> <li>1. Opening of Bank Account</li> <li>2. Submission of Bill of Estimate</li> <li>3. Receipt of Application Forms</li> </ol>	<ol style="list-style-type: none"> <li>1. Submission of Form B-1</li> </ol>
Middle October	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	<ol style="list-style-type: none"> <li>1. Remittance of Expense</li> </ol>
November-December	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Expert</li> </ol>
Middle January, 1988	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> <li>2. Submission of Course Report</li> </ol>	

ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

<u>ITEM OF EXPENSES</u>	<u>BREAKDOWN</u>	<u>AMOUNT</u>
<b>INVITATION EXPENSES:</b>		
1. Air Tickets (Round Trip)	1. @US\$649x16 <sup>P</sup> =US\$10,384	US\$10,384
2. Per-diem	2. @US\$23 <sup>P</sup> x28 <sup>d</sup> x16 <sup>P</sup> =US\$10,304	US\$10,304
3. Accommodation	3. @US\$31 <sup>D</sup> x28 <sup>d</sup> x16 <sup>P</sup> =US\$13,888	US\$13,888
4. Medical Insurance	4. On Study ( X )	( X )
<hr/>		
Sub Total		US\$ 34,576 + ( X )
<hr/>		
<b>TRAINING EXPENSES</b>		
1. Honoraria for external lecturer	1. = US\$633 ① Transportation (From Quetta ) US\$ 633 @US\$100 <sub>p</sub> x1 <sub>p</sub> = US\$100 ② Per-diem @US\$23/Dx6 <sup>d</sup> =US\$138 ③ Accommodation @US\$31/Dx5 <sup>d</sup> =US\$155 ④ Honoraria @US\$30/Hx8 <sup>H</sup> =US\$240	
2. Transportation (For Study Tour)	2. = US\$ 170 ① Karachi -- CAA HDQ @US\$25x1 ② Karachi -- Booking Office @US\$25x1 ③ Karachi -- Hyderabad @US\$120x1	US\$ 170
3. Material	3. = US\$550 ① Binding charges @US\$3.75x40 <sup>P</sup> =US\$150 ② Folders @US\$1Dx40 <sup>P</sup> =US\$400	US\$ 550
4. Text-book	4. = US\$5,450 ① Lecture note & hand-out @US\$5x90=US\$450 ② Text book (for reference) @US\$20x50 <sup>B</sup> x5 <sup>group</sup> =US\$5,000	US\$ 5,450

5. Employment fee	5. = US\$ 3.400 ① Course Coordinator @US\$600/Mx4M =US\$2.400 ② Stenotypist @US\$250/Mx2Mx2 <sup>P</sup> =US\$1.000	US\$3.400
6. Miscellaneous expenses	6. = US\$ 1.200 ① Welcome party & Farewell Party @US\$475x2 <sup>t</sup> =US\$950 ② Printing of C.I. & certificate @US\$250	US\$ 1.200
Sub Total		US\$11.403-
Grand Total		US\$45.979 + ( x )

Remark: This estimate of expenses will be changeable depend on study in Headquarters Budget & of the JICA.



## 7. エジプト

稲作

第三国研修実施協議議事録






THE MEMORANDUM OF UNDERSTANDING  
OF  
THE THIRD COUNTRY TRAINING PROGRAMME


The Japanese Implementation Survey Team (hereinafter referred to as "the Team"), organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Makoto NAKAMURA, visited the Arab Republic of Egypt from June 27, to July 6, 1987, for the purpose of formulating the training course in the field of rice cultivation techniques under the Third Country Training Programme of JICA.

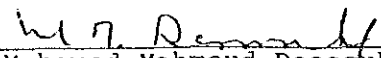
During its stay in the Arab Republic of Egypt, the Team had a series of discussions with the authorities concerned of the Government of the Arab Republic of Egypt with respect to the framework of above-mentioned training course and the desirable measures to be taken by both Governments to ensure its successful operation.

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

Cairo, July 5, 1987

  
Mr. Makoto NAKAMURA  
Head of Japanese  
Implementation Survey Team,  
Japan International  
Cooperation Agency

  
Ambassador Ahmed Haggag  
Director,  
Egyptian Technical  
Cooperation Fund for Africa

  
Mr. Mohamed Mahmoud Dessouky,  
Administartor,  
Central Administration for  
Foreign Relations,  
Ministry of Agriculture

THE ATTACHED DOCUMENT

The Government of Japan and the Government of the Arab Republic of Egypt represented by the Egyptian Technical Cooperation Fund for Africa and Ministry of Agriculture will cooperate with each other in implementing the Training Course in the field of rice cultivation techniques at the Ministry of Agriculture of the Government of the Arab Republic of Egypt (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Course will be conducted by the Government of the Arab Republic of Egypt with the support of the technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1987 to that of 1991 subject to annual consultation between both Governments.

In the Japanese fiscal year of 1987, the Course will be operated in the form of seminar and observation tour in accordance with the followings. From the second year onward the Course will be conducted in the form of practical training.

1. TITLE

The first year's course will be entitled International Seminar on Rice Cultivation Techniques (hereinafter referred to as "the Seminar").

2. PURPOSE

The Seminar is designed to provide the participants from African countries with an opportunity of refreshing and upgrading relevant techniques and knowledge necessary for the rice cultivation in the respective participating countries.

3. DURATION

The Seminar will be conducted for four weeks from November 14, 1987 to December 10, 1987.

4. CURRICULUM

A tentative curriculum for the Seminar is attached in Annex II.

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5. INVITED COUNTRIES

Following countries will be invited to apply for the Seminar:

Cameroon  
Chad  
Ghana  
Guinea-Bissau  
Kenya  
Liberia  
Madagascar  
Malawi  
Mali  
Nigeria  
Rwanda  
Senegal  
Sudan  
Tanzania  
Burkina Faso  
Zaire  
Zambia

6. NUMBER OF PARTICIPANTS

The number of participants from the countries specified in 5 above will be eighteen (18) in total and that from the Arab Republic of Egypt will be two (2). The seats for overseas participants are not occupied by local ones.

7. QUALIFICATION OF APPLICANTS

Applicants for the Seminar are:

- 7-1 To be nominated by their Governments in accordance with procedure mentioned in 9-1 below;
- 7-2 To be senior officials in the field of rice production;
- 7-3 To be university graduates, or equivalents, who possess sufficient practical experience in the related field;
- 7-4 To have a good command of spoken and written English;
- 7-5 To be citizens of the nominating countries; and
- 7-6 To be healthy enough to participate in and complete the Seminar.

8. FACILITIES AND INSTITUTIONS

Egyptian International Centre for Agriculture (hereinafter referred to as "EICA"), Rice Mechanization Centre, and other institutions of Ministry of Agriculture

*M.A.*

*MMS*

9. PROCEDURE OF APPLICATION

9-1 The Government desiring to send participant(s) to the Seminar should forward five (5) copies of the designated application form for each participant to the Government of the Arab Republic of Egypt through its respective channels not later than September 14, 1987.

9-2 The Government of the Arab Republic of Egypt will inform the applying governments whether or not the nominee(s) is/are accepted to the Seminar not later than October 14, 1987.

10. MEASURES TO BE TAKEN BY BOTH GOVERNMENTS

In preparing for and implementing the Course both Governments will take necessary measures to undertake the following responsibilities in accordance with the laws and regulations in force in each country:

10-1 The Government of the Arab Republic of Egypt

10-1-1 Ministry of Foreign Affairs

- 1) to submit Forms A-1 for dispatch of Japanese experts mentioned in 10-2 below to the Embassy of Japan in Cairo;
- 2) to forward the General Information brochures (G.I.) of the Course to the governments of participating countries through its diplomatic channels;
- 3) to receive application forms and to forward them to the Ministry of Agriculture ; and
- 4) to notify its selection of participants to their respective governments through its diplomatic channels and to the Embassy of Japan in Cairo.

10-1-2 Ministry of Agriculture

- 1) to formulate the curriculum based on ANNEX II;
- 2) to draft and to print the General Information brochures;
- 3) to submit Form A-1 to the Ministry of Foreign Affairs of the Arab Republic of Egypt;
- 4) to assign necessary teaching staff through EICA from the appropriate organizations as lecturers/instructors for the Course to the maximum possible extent,
- 5) to provide training facilities and arrange accommodation for the participants;
- 6) to make available its own equipment for conducting the Course effectively;
- 7) to screen applications;
- 8) to open a bank account for the Course;
- 9) to submit to JICA Egypt office a bill of estimate for expenses to be borne by the Government of Japan;
- 10) to arrange overseas travel for participants and domestic study tour(s);

*M.M.*

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- 11) to meet and see off participants at the airport;
- 12) to take budgetary measures for the expenses necessary for implementing the Seminar that are not financed by the Government of Japan;
- 13) to issue a certificate;
- 14) to submit a Course Report and a statement of expenditures to JICA Egypt office in Cairo; and
- 15) to coordinate any matter related to the Course.

10-2 The Government of Japan

- 1) To dispatch short-term experts through the normal procedures under its technical cooperation scheme for the purpose of giving advice to the Ministry of Agriculture and lecturers on such subjects as mentioned in Annex II upon the request of the Arab Republic of Egypt.
- 2) To bear the following expenses for the Course
  - a) Such expenses relevant to foreign participants as international economy-class flight fare, accommodation, per-diem and medical insurance premiums.
  - b) Such expenses relevant to the Ministry of Agriculture for operating the Course as honoraria for external lecturers, arrangement of meeting(s) and study tour(s), teaching aids, expendable supplies, copies and reprint, and other secretarial services.

11. FINANCIAL ARRANGEMENT

Financial arrangement for the training expenses, to be borne by the Government of Japan through JICA will be made in accordance with the following procedures.

- 11-1 The Ministry of Agriculture will open a bank account in Cairo to accept the fund for expenses borne by JICA for the Course.
- 11-2 The Ministry of Agriculture will submit to JICA Egypt office in Cairo a bill of estimate for expenses to be borne by JICA specifying the bank account, the name of the account holder and the name of the bank to which remittance is to be made not later than sixty (60) days before the opening of the Course.
- 11-3 JICA will assess the amount estimated on the bill and remit the assessed amount of expenses to the account of the Ministry of Agriculture mentioned in 11-1 above within thirty (30) days after the receipt of the bill.
- 11-4 The Ministry of Agriculture will submit to JICA Egypt office in Cairo a statement of expenditures within thirty (30) days after termination of the Course.
- 11-5 In case any amount of the fund remitted by JICA is not spent, the Ministry of Agriculture will reimburse the amount to JICA in accordance with the instructions given by JICA. The fund allocated for the flight fare, accommodation and per-diem should not be appropriated for other purposes.

*M.M.*

*M.M.*

*[Signature]*

11-6 The Ministry of Agriculture will make available for JICA's reference all the receipts and other documentary evidence to certify the expenditures stated in 11-4 above if requested by JICA.

12. SCHEDULE OF IMPLEMENTATION

A recommended schedule of implementation of the Seminar is attached as in Annex III

13. The following Annexes should be considered as integral part of the Memorandum of Understanding

ANNEX I : List of Attendants  
ANNEX II : Tentative Curriculum of the Seminar  
ANNEX III : Schedule of Implementation  
ANNEX IV : Tentative Estimate of Expenses

*Handwritten marks: a signature and a scribble.*

*M.A.*

ANNEX I

LIST OF ATTENDANTS

EGYPTIAN SIDE

Amb. Ahmed Haggag	Director, African Department, Ministry of Foreign Affairs, (Director, Egyptian Technical Cooperation Fund for Africa)
Mr. Mohamed Dessouky	Undersecretary of State, for Foreign Relations, Ministry of Agriculture
Mr. El-Sayed M. Fahim	Undersecretary of State, for Management Development, Ministry of Agriculture
Dr. Ahmed F. El-Sahrigi	Director, Agricultural Mechanization Research Institute
Dr. M. S. Ballal	Director, Rice Research Section, Field Crops Research Institute, Agricultural Research Center
Mr. Amr Hamdy	Director, Third Country Training Programmes, The Egyptian International Centre for Agriculture, Ministry of Agriculture

JAPANESE SIDE

Mr. Makoto NAKAMURA	Head of Japanese Implementation Survey Team, Japan International Cooperation Agency
Mr. Saburo MATSUOKA	Member of Japanese Implementation Survey Team, Japan International Cooperation Agency
Mr. Shigeru OKAMOTO	Member of Japanese Implementation Survey Team, Japan International Cooperation Agency

*M.M.*

*nn* *[Signature]*

ANNEX II

TENTATIVE CURRICULUM

FIRST WEEK

- 14th, Nov. (Sat) - Registration  
- Opening Session  
- Introduction of Delegates  
- Overview, Seminar Programme
- 15th, Nov. (Sun) - Presentation of Country Report  
16th, Nov. (Mon) - ditto -  
17th, Nov. (Tue) - ditto -  
18th, Nov. (Wed) - ditto -  
19th, Nov. (Thu) - Rice Production in Japan

SECOND WEEK

- 21st, Nov. (Sat) - Rice Production in Selected Asian Countries  
22nd, Nov. (Sun) - Rice Production in Egypt  
23rd, Nov. (Mon) - Rice Production in Egypt  
24th, Nov. (Tue) - Group Discussion  
25th, Nov. (Wed) - Group Discussion  
26th, Nov. (Thu) - Group Discussion


THIRD WEEK

- 28th, Nov. (Sat) - Visit to Sakha Agriculture Research Station  
29th, Nov. (Sun) - Visit to Rice Research and Training Center  
30th, Nov. (Mon) - Visit to Rice Mechanization Center,  
Meet El-Deba  
1st, Dec. (Tue) - Visit to Rice Mechanization Center,  
Meet-El Deba  
- Move to Alexandria  
2nd, Dec. (Wed) - Visit to Rice Technology Training Center  
- Visit to Rashid Rice Milling Company  
3rd, Dec. (Thu) - Move to Behira  
- Visit to Behira Rice Milling Company  
- Return to Cairo

FOURTH WEEK

- 5th, Dec. (Sat) - Group Discussion  
6th, Dec. (Sun) - General Discussions  
7th, Dec. (Mon) - General Discussions  
8th, Dec. (Tue) - Summarization  
9th, Dec. (Wed) - Summarization  
10th, Dec. (Thu) - Closing Ceremony

*M.M.*

*17/17* 



## ANNEX III

SCHEDULE OF SEMINAR OPERARION

Month	Egyptian Side	Japanese Side
July	<ol style="list-style-type: none"> <li>1. Signing of Memorandum of Understanding</li> <li>2. Preparation of G.I.</li> <li>3. Submission of Form A-1</li> <li>4. Distribution of G.I. &amp; Application Form</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Memorandum of Understanding</li> <li>2. Recruitment of Expert</li> </ol>
September	<ol style="list-style-type: none"> <li>1. Opening of Bank Account</li> <li>2. Submission of Bill of Estimate</li> <li>3. Receipt of Application Forms</li> </ol>	<ol style="list-style-type: none"> <li>1. Submission of Form B-1</li> </ol>
October	<ol style="list-style-type: none"> <li>1. Notification of the Selection of participants</li> </ol>	<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> </ol>
November	<ol style="list-style-type: none"> <li>1. Implementation of Seminar</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Expert(s)</li> </ol>
End of January	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditure</li> <li>2. Submission of Seminar Report</li> </ol>	




AM. M.

ANNEX IV

TENTATIVE ESTIMATE OF EXPENSES

I. INVITATION EXPENSES

1. Air tickets	LE 2500	x	18 pers	=	45000
2. Transportation (Airport-Hotel)	LE 30	x	10 trip x 2	=	600
3. Per-diem	LE 30	x	34 days x 18 pers	=	18360
4. Accommodation	LE 30	x	33 nights x 18 pers	=	17820
5. Medical Insurance Premium	LE 70	x	18 pers	=	1260
<hr/>					
Sub Total					LE 83040

II. TRAINING EXPENSES

1. Honoraria for External Lecturers	LE 20/hour	x	88 hours	=	1760
2. Employment Fee					
Secretary	LE 400/month	x	3,5 month x 2pers	=	2800
Clerks	LE 280/month	x	3,5 month x 2pers	=	1960
3. Transportation (Study Tour)					
Bus rental	LE 100 / day	x	6 days	=	600
Per-diem	LE 30 / day	x	6 days x 2 pers	=	360
Accommodation	LE 30 / day	x	5 nights x 2 pers	=	300
4. Material Procurement					
(1) Articles of Consumption					
Copy Paper	LE 50	x	20 pers	=	1000
Others	LE 50	x	20 pers	=	1000
(2) Meeting Expenses					
Opening Ceremony	LE 20	x	60 pers	=	1200
Closing Ceremony	LE 20	x	60 pers	=	1200
(3) Others					
G.I. Printing				=	400
Communication				=	600
5. Text book					
(1) Book Printing	LE 20	x	20 pers	=	400
(2) Book Purchase	LE 20	x	20 pers	=	400
<hr/>					
Sub Total					LE 13980

*MLM*  
Grand Total

72  
LE 97020  
*[Signature]*

8. ケ ニ ア

デジタル・マイクロウェーブ  
第三国研修実施協議議事録



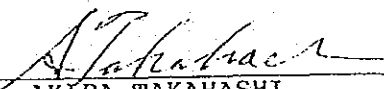
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE CONSULTATION TEAM AND  
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE REPUBLIC OF  
KENYA ON THE THIRD COUNTRY TRAINING PROGRAMME

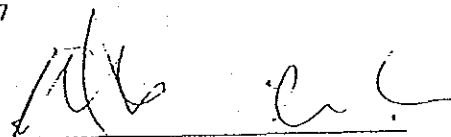
The Japanese Evaluation Team (hereinafter referred to as "the Team") organised by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Kazuo ISHII visited the Republic of Kenya from November 30 to December 9, 1986, for the purpose of evaluating the training course in the field of Microwave Engineering under the Third Country Training Programme of JICA which has been carried out since 1981.

Based on the Summary of Discussions signed between the Team and the KPTC Representatives on December 8, 1986, the Japanese consultation team headed by Mr. A. Takahashi (Resident Representative of JICA Office in the Republic of Kenya) had a series of discussions with the authorities concerned of the Government of the Republic of Kenya with respect to the future implementation of the Course.

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

9th July, 1987  
1987

  
MR. AKIRA TAKAHASHI  
Resident Representative  
Japan International  
Cooperation Agency in  
the Republic of Kenya

  
MR. P.N. MUTUKU  
Assistant Head  
Telecommunication Service,  
Maintenance and Operation  
Kenya Posts &  
Telecommunications Corp.

ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of Kenya will cooperate with each other in organizing the training course in the field of Digital Microwave Radio Engineering at the Kenya Posts and Telecommunications Corporation, Central Training School in Mbagathi (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Republic of Kenya will conduct the Course with the support of the technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1987 to 1991, subject to an annual consultation between both Governments.

The Course in the Japanese fiscal year of 1987 will be operated in accordance with the following:

1. TITLE

The Course will be entitled "Digital Microwave Radio Engineering"

2. PURPOSE

The purpose of the Course is to provide an opportunity of refreshing and upgrading relevant techniques and knowledge in the field of Digital Microwave Radio Engineering,

3. OBJECTIVE

At the end of the Course, the participants are expected to be able to:

- (1) acquire sufficient knowledge and skills in the field of planning, design works and operation of Digital Microwave Radio Systems.
- (2) understand the Digital Microwave Radio Systems which forms the main part of future telecommunications network.
- (3) understand the overall digital telecommunications network.

4. DURATION

The Course will be held from October 12 to December 11, 1987.

5. CURRICULUM

The tentative curriculum of the Course is attached as ANNEX I.

6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the Course by nominating their applicant(s): Botswana, Ethiopia, Gambia, Ghana, Lesotho, Liberia, Malawi, Mauritius, Nigeria, Somalia, Sierra Leone, Seychelles, Sudan, Swaziland, Tanzania, Uganda, Zambia, Zimbabwe.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed eighteen (18) in total. The number of participants from Kenya shall not exceed five (5).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are:

- 8-1 To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- 8-2 To be either graduates from colleges or universities who have majored in telecommunications or electrical/electronics engineering, or those who have an equivalent technical knowledge,
- 8-3 To have the practical experience of more than three (3) years in telecommunication services,
- 8-4 To have a good command of spoken and written English, and
- 8-5 to be in good health to complete the Course.

9. VENUE

The Course will be conducted at the Kenya Posts and Telecommunication Corporation (hereinafter referred to as "KP&TC"), Central Training School, Mbagathi.

10. PROCEDURE OF APPLICATION

10-1 The Government of the Republic of Kenya will write through normal diplomatic channels to the Government of the invited countries informing them that as part of manpower development strategy in telecommunication, the Government of the Republic of Kenya in cooperation with the Government of Japan, will conduct the Course



of Digital Microwave Radio Engineering Systems.

10-2 The Governments applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Republic of Kenya through their diplomatic channels not later than two months before the commencement of the Course.

10-3 The Government of the Republic of Kenya will inform the applying Governments whether or not the applicant(s) is/are accepted to the Course not later than one month before the commencement of the Course.

11. UNDERTAKING OF BOTH GOVERNMENTS

In organizing and implementing the Course in compliance with the Tentative Course Operation Schedule attached in ANNEX II the Government of Japan and the Government of the Republic of Kenya will take the following measures in accordance with the relevant laws and regulations in force in each country.

11-1 The Government of the Republic of Kenya

On behalf of the Government of the Republic of Kenya, KP&TC will

- (1) formulate the curriculum based on ANNEX I,
- (2) draft and print the general information brochures,
- (3) forward the G.I. to the relevant Authorities of invited countries through its diplomatic channels,

- (4) receive application forms,
- (5) select participants in the Course, and inform the results of the selection to their respective Governments through diplomatic channels and to the Office of JICA in Kenya (hereinafter referred to as "the JICA Office"),
- (6) arrange international air tickets for participants from the invited countries and to meet and see them off at the airport,
- (7) arrange accomodation for participants,
- (8) assign an adequate number of its staff as lecturers/ instructors for the Course,
- (9) provide its training facilities and equipment for the Course,
- (10) arrange domestic tour(s) which are included in the Course,
- (11) take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses which will be financed by the Government of Japan,
- (12) issue certificates to the participants who successfully completed the Course at the end of the Course,
- (13) submit a course report and a statement of expenditure to the JICA Office, and
- (14) coordinate any matter that is related to the Course.

11-2 The Government of Japan

The Government of Japan will:

- (1) dispatch, following the regular procedures of its technical cooperation scheme, experts who give advice to KP&TC, Central Training School, Mbagathi and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) bear the following expenses for the Courses as shown in the Tentative Estimate of Expenses ANNEX III,
  - a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accomodation, per-diem and medical insurance premiums, and
  - b) such expenses relevant to KP&TC as arrangement of meeting and study tour(s), teaching aids, expendable supplies, copies and reprints, and secretarial services.

12. PROCEDURE OF REMITTANCE AND EXPENDITURE

The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedures:

12-1 KP&TC will open a bank account in Nairobi to accept the funds remitted by JICA and inform the JICA Office of the name of bank, the account code number and the name of the account holder.

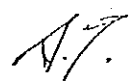

- 12-2 KP&TC will submit to the JICA Office the bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Course.
- 12-3 JICA will assess the bill of estimate and remit the assessed amount of expenses to the account mentioned in 12-1 above within thirty (30) days after the receipt of the bill of estimate.
- 12-4 KP&TC will submit to the JICA Office a statement of expenditures within thirty (30) days after the end of the Course.
- 12-5 In case any amount of the funds remitted by JICA remains unspent, KP&TC will reimburse the unspent amount to JICA in accordance with instructions given by JICA. The funds allocated for the flight fare, accomodation, per-diem and medical insurance premiums shall not be appropriated for any other purposes.
- 12-6 By the request of JICA, KP&TC will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.

13. This attached document and the following Annexes attached hereto shall be deemed to be part of the Record of Discussions.

ANNEX I : Tentative Curriculum of the Course

ANNEX II : Tentative Course Operation Schedule

ANNEX III : Tentative Estimate of Expenses



## ANNEX I

TENTATIVE CURRICULUM OF THE COURSE1. TOPICS TO BE COVERED BY KENYAN INSTRUCTORS

		<u>Days</u>
1-1	Outline of Microwave system	1
1-2	Telephone Transmission (FM)	2
1-3	Introduction to PCM Transmission	2
1-4	Project Management	1/2
1-5	FDM Equipment Measurement Practice	4
1-6	Engineering Economy	1
1-7	Project Management	1
1-8	TV Signal Transmission	2
1-9	Digital Radio Transmission	3
1-10	Microwave Propagation and Path Design	2
1-11	Management, Maintenance of Microwave System	1/2
1-12	Digital Microwave Link Design Practice	6
1-13	Digital Multiplex	2
	TOTAL	<u>25</u>

2. TOPICS TO BE COVERED BY JAPANESE EXPERTS

		<u>Days</u>
2-1	Mobile Radio	1
2-2	Satellite Communication	3
2-3	Introduction to Digital Switching	1
2-4	Transmission System Planning	1
2-5	Optical Fibre Transmission	1
2-6	Digital Radio System	3
2-7	Digital Microwave System Design	2
2-8	Tender Specification, Technical Standards	1
2-9	Design of Optical Fibre Transmission System	1
2-10	Digitization of Networks	1
	TOTAL	<u>15</u>

3. OTHERS

		<u>Days</u>
3-1	Orientation, Cermonies, Course Evaluation	2
3-2	Saturdays, Sundays and Public Holidays	<u>19</u>
	GRAND TOTAL	<u>61</u>

## ANNEX II

TENTATIVE COURSE OPERATION SCHEDULE FOR 1987/88

TIMING	KENYAN SIDE	JAPANESE SIDE
July	<ol style="list-style-type: none"> <li>1. Submission of Course plan (curriculum, duration, No of participants, estimated expenses, etc)</li> <li>2. Annual Consultation</li> <li>3. Preparation of G.I.</li> <li>4. Submission of form A-1 and A-4</li> <li>5. Distribution of G.I. and form A-3</li> </ol>	<ol style="list-style-type: none"> <li>1. Annual Consultation</li> <li>2. Recruitment of Experts</li> <li>3. Remittance of Expenses</li> </ol>
August	<ol style="list-style-type: none"> <li>1. Receipt of Application Forms</li> <li>2. Selection of participant</li> <li>3. Inform the results of selection of participants</li> </ol>	
October - December	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Experts</li> </ol>
January	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> <li>2. Submission of Course Report</li> </ol>	

## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

Item of Expenses	Breakdown	Amount Kshs
I. INVITATION EXPENSES	18 Foreign Participants	
1. Air tickets (round trip)		278,896.00
2. Per-diem	@ 200 x 18p x 65days	234,000.00
3. Accommodation	@ 350 x 18p x 65days	409,500.00
4. Medical Insurance	@ 1200 x 18p	21,600.00
SUB TOTAL		943,996.00
II. TRAINING EXPENSES		
1. Transportation	@ 1650 x 61	100,650.00
2. Material		35,000.00
3. Textbooks		150,000.00
4. Social meetings		18,750.00
SUB TOTAL		304,400.00
GRAND TOTAL		1,248,396.00

Exchange Rate:

1 US\$ = 16.216 Kshs = 145 J Yen (as at June 1987)