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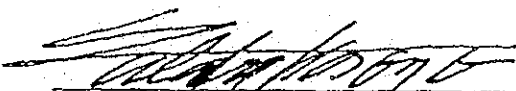
デジタル伝送工学
第三国研修実施討議議事録

RECORD OF DISCUSSIONS BETWEEN
THE RESIDENT REPRESENTATIVE OF JICA MEXICO OFFICE AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE
UNITED MEXICAN STATES ON
THE THIRD COUNTRY TRAINING PROGRAMME

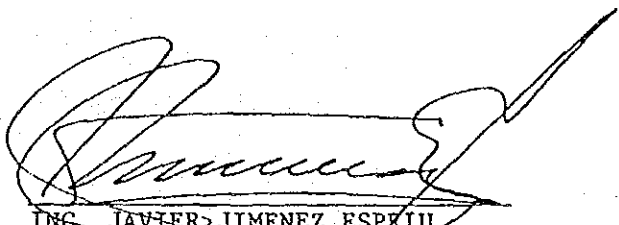
Mr. Yutaka Hosono, the Resident Representative of JICA Mexico Office, had a series of discussions with the authorities concerned of the Government of the United Mexican States with respect to the framework of the training course in the field of digital transmission engineering under the Third Country Training Programme of JICA, and desirable measures to be taken by the authorities concerned of both Governments to ensure its successful implementation.

Based on the above discussions, both sides agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Mexico City, November 30th, 1988.



MR. YUTAKA HOSONO
Resident Representative
JICA Mexico Office



ING. JAVIER JIMENEZ ESPRIU
Subsecretario de Comunicaciones
y Desarrollo Tecnológico
Secretaría de Comunicaciones y
Transportes

ATTACHED DOCUMENT

The Government of Japan and the Government of the United Mexican States will cooperate with each other in organizing a training course in the field of digital transmission engineering (hereinafter referred to as "The Course") at Escuela Nacional de Telecomunicaciones, Direccion General de Desarrollo Tecnologico, Secretaria de Comunicaciones y Transportes, under the Third Country Training Programme of JICA.

The Government of the United Mexican States 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 1989 to 1993, subject to annual consultation of both Governments. The Course will be arranged in accordance with the following:

1. TITLE

The Course will be entitled "International Course in Digital Transmission Engineering".

2. PURPOSE

The Course is designed to provide engineers from Middle America, Caribbean Countries and Mexico with the

opportunities to refresh knowledge and technique necessary for telecommunications, and thus contribute to the development of transmission engineering in this region.

3. OBJECTIVES

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

- (1) Understand the basic theory of digital transmission system such as coding, multiplexing, hierarchy and synchronization,
- (2) understand the configuration and operation of transmission systems such as digital radio transmission, optical fiber transmission, digital rural telephony, satellite communication and mobile radio-telephony,
- (3) understand the method of system design of digital transmission system,
- (4) design digital microwave links and digital rural telephony links.

4. DURATION

Each Course will be held for about ten (10) weeks duration.

5. CURRICULUM

The tentative curriculum of the first Course is attached as

ANNEX 1.

6. INVITED COUNTRIES

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

Belize, Costa Rica, Cuba, Dominican Republic, El Salvador, Guatemala, Honduras, Nicaragua and Panama.

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 the United Mexican States shall not exceed eight (8).

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 university graduates, or to have the equivalent academic background,
- 8.3 to be presently engaged in the field of transmission engineering,
- 8.4 to have the practical experience of more than three (3) years in the field of transmission engineering,
- 8.5 to be under forty-five (45) years of age in principle,

8.6 to have a good command of spoken and written Spanish,
and

8.7 to be in good health, both physically and mentally, to
complete the Course.

9. FACILITIES AND INSTITUTIONS

Escuela Nacional de Telecomunicaciones (hereinafter
referred to as "ENTEL"), Direccion General de Desarrollo
Tecnologico (hereinafter referred to as "DGGT").

10. PROCEDURE OF APPLICATION

10.1 The Government applying for the course shall forward
five (5) copies of the prescribed application form for
each nominee to the Government of the United Mexican
States through its diplomatic channels not later than
sixty (60) days before the commencement of the Course.

10.2 The Government of the United Mexican States will inform
the applying Government through its diplomatic channels
whether or not the applicant(s) is/are accepted to the
Course not later than thirty (30) days before the
commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND GOVERNMENT OF THE
UNITED MEXICAN STATES

In organizing and implementing the Course, both Governments

will take the following measures in accordance with relevant laws and regulations in force in each country. The schedule of the course operation for the first year is attached as ANNEX II.

11.1 The Government of the United Mexican States.

11.1.1 Secretaria de Relaciones Exteriores

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

11.1.2 Direccion General de Desarrollo Tecnologico

- (1) To formulate the curriculum based on ANNEX 1,
- (2) to draft and print the G. I.,
- (3) to assign an adequate number of its staff as a lecturers/instructors for the Course,
- (4) to provide its training facilities and equipment for the Course,
- (5) to select participants for the Course,

and to inform the result of the selection to the Secretaria de Relaciones Exteriores and the office of JICA in the United Mexican States (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 bear the expenses, necessary for conducting the Course excluding the expenses financed by JICA,
- (10) to issue certificates to the participants who have successfully completed the Course, at the end of the Course,
- (11) to submit a course report and statement of expenditures to the JICA Office within thirty (30) days after the

termination of the Course, and

- (12) to coordinate any matter related to the Course.

11.2 The Government of Japan

- (1) To dispatch short-term expert(s), following the regular procedures of its technical cooperation scheme, who will give advice to DGDT and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses through JICA. (The tentative estimate of expenses for the first Course is attached as ANNEX III)
- 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 DGDT as arrangement of meeting(s) 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 procedure:

12.1 DGDT will submit to the JICA Office a bill of estimate

for the expenses to be borne by JICA not later than sixty (60) days before the commencement of the Course.

12.2 JICA will assess the bill of estimate and provide the assessed amount of expenses for DGDT within thirty (30) days after the receipt of the bill of estimate.

12.3 DGDT will submit to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Course.

12.4 In case any amount of the fund remitted by JICA remains unspent, DGDT 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.

12.5 By the request of JICA, DGDT will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12.3 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 (In the Japanese FY 1989)

ANNEX II: Schedule of the Course Operation (for the

Japanese FY 1989)

ANNEX III: Tentative Estimate of Expenses to be borne by
JICA (for the Japanese FY 1989)

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ANNEX I

TENTATIVE CURRICULUM OF THE COURSE
(In the Japanese FY 1989)

S U B J E C T		ASSIGNED	SESSION	DAYS
THEORY				
BASIC	Logical and Digital Circuit	M	8	2.0
	Generality of Digital System	M	8	2.0
EQUIPMENT & SYSTEMS	Digital Signal Transmission	J/M	8	2.0
	Digital Transmission for Radio	J/M	20	5.0
	Mobile Communication System	M	4	1.0
	Satellite Communication System	M	8	2.0
	Digital Rural Telephone System	J/M	8	2.0
	Optical Fiber Cable Transmission System	M	12	3.0
	Notion of Digital Exchange	M	4	1.0
DESIGN	Design of digital Microwave Link	J	12	3.0
	Design of Rural Telephony Link	J/M		
	Design of PCM 30	M	8	2.0
	Design of Optical Fiber Cable System	M	8	2.0
S U B T O T A L				27.0
PRACTICE				
EQUIPMENT	Practice of Optical Fiber Cable System	M	6	1.5
	Practice of Logic & Digital Circuit	M	8	2.0
	Practice of Digital Microwave System	J/M	12	3.0
	Practice of Digital Multiplex	J/M	8	2.0
DESIGN	Practice of Digital Microwave Link Design	J	20	5.0
	Practice of Rural Telephony Link Design	J/M		
S U B T O T A L				13.5
T O T A L				40.5
OTHERS				
	Ceremonies		8	2.0
	Examination and Conference		10	2.5
	Study Tour		20	5.0
T O T A L				9.5

ANNEX II

SCHEDULE OF THE COURSE OPERATION
(For the Japanese FY 1989)

MONTH	MEXICAN SIDE	JAPANESE SIDE
November 1989	1. Signing of Record of Discussions.	1. Signing of Record of Discussions.
January 1989	1. Preparation of Textbooks	
February 1989	1. Submission of Forms A-1. 2. Preparation of G. I.	
March 1989	1. Distribution of G.I. and Application Form.	
May 1989		1. Recruitment of Experts.
July 1989	1. Submission of Bill of Estimate 2. Selection of the participants.	1. Shipping of Equipment.
August 1989	1. Notification of the Selection of the Participants. 2. Installation of Equipment.	1. Remittance of Expenses 2. Submission of Forms B-1.
September - November 1989	1. Implementation of Course.	1. Dispatch of Experts.
December 1989	1. Submission of Statement Expenditures 2. Submission of Course Report	

ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(For the Japanese FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT (US\$)
I. Invitation Expenses		
1. Airtickets (round trip)	650 X 16 persons	10,400
2. Transportation (Airport-Hotel)		400
3. Per-diem	25 X 16 persons X 71 days	28,400
4. Accomodation	30 X 16 persons X 70 days	33,600
5. Medical Insurance	73 X 16 persons	1,168
SUB TOTAL		73,968
II. Training Expenses		
1. Employment Fee		
(1) Secretary	200 X 4 months X 1 person	800
(2) Coordinator	250 X 4 months X 1 person	1,000
2. Study Tour		
(1) Per-diem for Mexican Participants	25 X 8 persons X 5 days	1,000
(2) Accomodation for Mexican Participants	30 X 8 persons X 4 days	960
(3) Bus Rental		3,000
3. Material Procurement		
(1) Articles of Consumption	Copy Paper	600
(2) Teaching Aids	O.H.P. sheet, Slides, etc.	3,300
(3) Others (General Information Printing, etc)		800
4. Textbooks		
(1) Text Printings	15 X 19 books X 50	14,250
(2) Text Purchase	70 X 30 books	2,100
5. Meeting Expenses	24 X 75 persons X 2 times	3,600
SUB TOTAL		31,410
GRAND TOTAL		105,378

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第三国研修実施討議議事録

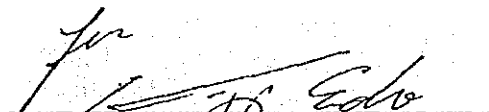
RECORD OF DISCUSSIONS
BETWEEN THE RESIDENT REPRESENTATIVE OF JICA THAILAND OFFICE
AND THE AUTHORITIES CONCERNED
OF THE GOVERNMENT OF THE KINGDOM OF THAILAND
ON THE THIRD COUNTRY TRAINING PROGRAMME

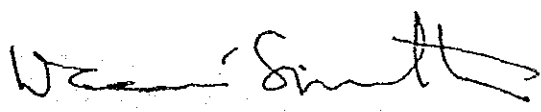
The Japanese Evaluation Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Toshiyuki FUJINO visited the Kingdom of Thailand from March 28 to April 2, 1988 for the purpose of evaluating the training course in the field of telecommunications technology under the Third Country Training Programme of JICA which has been carried out since the Japanese fiscal year of 1977.


Based on the Minutes of Meetings signed between the Team and King Mongkut's Institute of Technology Ladkrabang on April 1, 1988, Mr. Tsutomu Saito, Resident Representative of JICA Thailand Office, had a series of discussions with the authorities concerned of the Government of the Kingdom of Thailand 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.

Bangkok, November 30, 1988


Mr. Tsutomu SAITO
Resident Representative of
JICA Thailand Office


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


Witnessed by: Dr. Kosol Petchsuwan
Rector, King Mongkut's Institute
of Technology Ladkrabang

ATTACHED DOCUMENT

The Government of Japan and the Government of the Kingdom of Thailand will cooperate with each other in organizing the training course in the field of telecommunications technology at the King Mongkut's Institute of Technology Ladkrabang (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Kingdom of Thailand 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 1988 to 1992 subject to annual consultation between the Government of Japan and the Government of the Kingdom of Thailand.

The Course will be operated in accordance with the following:

1. TITLE

The Course will be entitled "Group Training Course in Telecommunications Technology".

2. PURPOSE

The purpose of the Course is to provide participants with comprehensive theoretical and practical training in telecommunications technology so that participants will be able to acquire sufficient knowledge in this field.

3. OBJECTIVES

At the end of the Course, the participants are expected :

- 1) to have general knowledge of basic telecommunications technology: telegraphy, telephony, cable communication, radio communication, microwaves, television broadcasting, navigational aid, digital switching, optical communication, satellite communication, etc.,
- 2) to understand basic concepts of telecommunications technology,
- 3) to understand the latest telecommunications technology,
- 4) to understand the general telecommunications technology in Thailand.

4. DURATION

Each Course will be held for approximately nine (9) weeks duration.

5. CURRICULUM

The tentative curriculum of the first Course is attached as ANNEX III, and the curriculum of the following Courses will be mutually determined and agreed each year.

6. INVITED COUNTRIES

The Governments of the following countries will be invited to apply for the Course by nominating their applicant(s):
Bangladesh, Bhutan, Burma, Burnei, China, Fiji, Indonesia, Iran, Korea, Malaysia, Maldives, Mauritius, Nepal, Pakistan, Papua New Guinea, The Phillippines, Singapore, Solomon Islands, Sri Lanka, Western Samoa, and Vanuatu.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed twenty one (21) in total, and the number of participants from Thailand 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 have completed, at least, the associated degree or diploma in science or engineering or equivalent,
- 8-3. to have sufficient command of spoken and written English,
- 8-4. to be under forty (40) years of age,
- 8-5. to have appropriate physical fitness (pregnancy is regarded as disqualifying condition for participation in the Course),
- 8-6. to have at least three (3) years working experience in telecommunications field.

9. FACILITIES AND INSTITUTIONS

The Course will be conducted by:

Faculty of Engineering

King Mongkut's Institute of Technology Ladkrabang (hereinafter referred to as "KMITL")

10. PROCEDURE OF APPLICATION

- 10-1. The Government applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Kingdom of Thailand through its diplomatic channels not

later than sixty (60) days before the commencement of the Course.

- 10-2. The Government of the Kingdom of Thailand will inform the applying Governments whether or not the applicant(s) is/are accepted for the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKING OF BOTH GOVERNMENTS

In organizing and implementing the Course, 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 Kingdom of Thailand

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

- (1) To forward the General Information brochures (G.I.) of the Course to the Governments of the invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to KMITL,
- (3) To notify the results of selection of participants to the respective Governments through its diplomatic channels and to the JICA Thailand Office (hereinafter referred to as "the JICA Office"),
- (4) To arrange accommodations for participants,
- (5) To arrange international air tickets for overseas participants and to meet and see them off at the airport,
- (6) To bear the following expenses for the Course:
 - a. Fifty (50) percent of the expenses incurred of international economy-class flight fare, accommodation, per-diem for the participants from outside of the Kingdom of Thailand,
 - b. Other expenses necessary for conducting the Course excluding the expenses financed by the Government of Japan,
- (7) To submit a statement of expenditures to the JICA Office.

11-1-2 KMITL

- (1) To formulate the curriculum of the Course,
- (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 for the Course, and to inform the result of the selection to DTEC,
- (6) To arrange domestic study tour(s) to be included in the Course,
- (7) To issue certificate to the participant who has successfully completed the Course,
- (8) To submit a course report to the JICA Office,
- (9) To coordinate any matter related to the Course.

11-2. The Government of Japan

- (1) To dispatch short-term experts, by following the regular procedures of its technical cooperation scheme, who will give advice to KMITL and deliver lectures on such subjects as mentioned in Annex I,
- (2) To bear the following expenses for the Course through JICA,
 - a). Fifty(50) percent of the expenses incurred of international economy-class flight fare, accommodation, per-diem for the participants from outside of the Kingdom of Thailand,
 - b). Medical insurance premiums,
 - c). A part of such expenses relevant to the Course as honoraria for external lecturers, arrangement of meeting and study tour(s), teaching aids, expendable supplies, copies and reprints, and secretarial services. The ratio of the share will be mutually determined and agreed each year.

12. PROCEDURE OF EXPENDITURE

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

- 12-1. DTEC will submit to JICA Office a bill of estimate for expenses to be borne by the Government of Japan not later than sixty (60) days before the commencement of the Course.
 - 12-2. JICA will assess the estimated bill and provide the assessed amount of expenses for DTEC within thirty(30) days after the receipt of the bill of estimate. (Payment of assessed amount will be done after the number of participants is informed)
 - 12-3. DTEC will submit to the JICA Office a statement of expenditures within thirty(30) days after termination of the Course.
 - 12-4. In case any amount of the fund provided 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 and per-diem shall not be appropriated for any other purposes
 - 12-5. 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 11-1-1(7) above.
13. This Attached Document and the following Annexes attached hereto shall be deemed to be integral parts of the Record of Discussions.

ANNEX I : TENTATIVE SUBJECTS ON WHICH JAPANESE EXPERTS WILL GIVE LECTURES

ANNEX II : SCHEDULE OF COURSE OPERATION

ANNEX III : TENTATIVE CURRICURUM OF THE FIRST COURSE

TENTATIVE SUBJECTS
ON WHICH JAPANESE EXPERTS WILL GIVE LECTURES

Japanese Fiscal Year	Subjects
1988	1. Optical fiber communication 2. Data communication
1989	1. Digital switching 2. Digital microwave
1990	1. ISDN technology 2. International telecommunications
1991	1. ISDN technology 2. International telecommunications
1992	1. ISDN technology 2. International telecommunications

SCHEDULE OF COURSE OPERATION
(TENTATIVE)

Before or after the commencement of the course	THAI SIDE	JAPANESE SIDE
	<ul style="list-style-type: none"> - Preparation of G.I. - Submission of Forms A-1 - Distribution of G.I. and Application Form 	Recruitment of Experts
60 days	<ul style="list-style-type: none"> - Submission of Bill of Estimate - Receipt of Application Forms 	
30 days	<ul style="list-style-type: none"> - Notification of the selected participants 	
20 days		- Payment of Expenses
	Implementation of Course	- Dispatch of Experts
30 days	<ul style="list-style-type: none"> - Submission of Statement of Expenditures - Submission of Course Report 	

TENTATIVE CURRICURUM OF THE FIRST COURSE
1988General Knowledge in Telecommunications (1st-3rd week)

- Telephone
- Facsimile
- Telegraph
- Telex
- Multiplex
- Transmission
- Computer
- Telecommunication System
- Communication Electronic Circuits, etc.

Cable Communications (4th-5th week)

- Digital SPC Switching
- PABX, Packet Switching
- PCM, Optic Fiber Communications
- Data and Digital Image Processing, etc.

Radio Communications (4th-5th week)

- Radio Navigation Aids
- Radio Engineering
- Microwave Communications
- Satellite Communications
- Radio Mobile System, etc.

Laboratory and Technical Observation (6th week)Construction Projects (7th week)Study Tour for Northern Telecommunication Route (8th week)Special Lecture by Experts from Japan (9th week)

- Optical Fiber Communications
- Data Communications

12. マレーシア

上級放送技術
第三国研修実施討議議事録

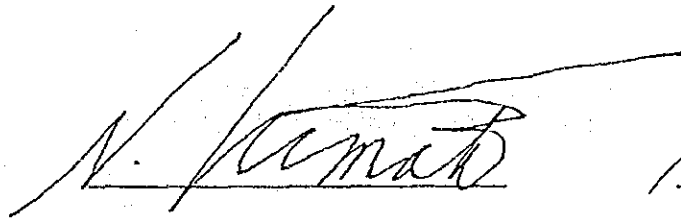
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE IMPLEMENTATION
SURVEY TEAM AND THE ASIA-PACIFIC INSTITUTE FOR BROADCASTING
DEVELOPMENT ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Implementation Survey Team (hereinafter referred to as "the Team"), organised by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr Norimoto Kimata visited the Asia-Pacific Institute for Broadcasting Development (hereinafter referred to as "AIBD") from February 14 to February 17, 1989 for the purpose of formulating a training course in the field of Operation and Maintenance of Electronic News Gathering (hereinafter referred to as "ENG")/Electronic Field Production (hereinafter referred to as "EFP") under the Third Country Training Programme of JICA.

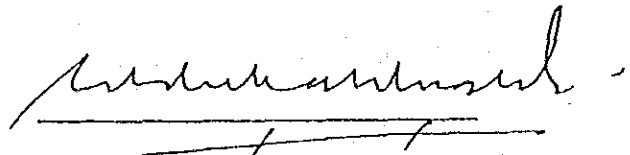
During its stay in Malaysia, the Team had a series of discussions with the Staff of AIBD with respect to the framework of the above mentioned training course and the desirable measures to be taken by the Government of Japan and AIBD to ensure its successful implementation.

As a result of the discussions, both parties agreed to promote the matters referred to in the documents attached hereto.

Kuala Lumpur, February 17, 1989



Head
Japanese Implementation
Survey Team



Director
Asia-Pacific Institute for
Broadcasting Development

ATTACHED DOCUMENT

The Government of Japan and AIBD will cooperate with each other in organizing a training course in the field of Operation and Maintenance of ENG/EFP at AIBD (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

AIBD 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 1989 to 1993, subject to annual consultation of the Government of Japan and AIBD.

The Course will be arranged in accordance with the following:

1. TITLE

The Course will be entitled "Operation and Maintenance of ENG/EFP - Advanced Course".

2. PURPOSE

The purpose of the Course is to upgrade the skills of the engineers and producers in the Asia-Pacific region by introducing new technologies, methods and knowledge of ENG/EFP.

3. OBJECTIVES

At the end of the Course, the participants are expected:

- (1) To acquire the knowledge, technologies and methods of programme production by means of ENG and EFP techniques;
- (2) To deepen the understanding of principles, operation and maintenance of ENG/EFP equipment; and
- (3) To acquire the ability to recognise the different roles of the members of the production team and to develop a spirit of team-work and cooperation in the production process.

4. DURATION

The duration of the Course shall be about six(6) weeks, and the first Course will be held from November 13 to December 23, 1989.

5. CURRICULUM

The tentative curriculum of the first 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, Brunei, China, India, Indonesia, Iran, Korea, Laos, Malaysia, Maldives, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, and Vietnam.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed twenty (20) in total.

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 producers or engineers in the field of TV programme production and/or maintenance;
- 8-3 To have the practical experience of more than four (4) years in the related field;
- 8-4 To be between thirty (30) and forty-five (45) years of age in principle;
- 8-5 To have a good command of spoken and written English; and
- 8-6 To be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

Asia-Pacific Institute for Broadcasting Development.

10. PROCEDURE OF APPLICATION

10-1 The Government applying for the Course should forward five (5) copies of the prescribed application form for each nominee to AIBD not later than sixty (60) days before the commencement of the Course.

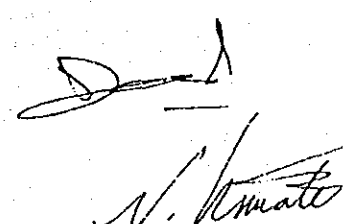
10-2 AIBD will inform the applying Governments whether or not the applicant (s) is/are accepted to the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKINGS OF THE GOVERNMENT OF JAPAN AND AIBD

In organizing and implementing the Course, the Government of Japan and AIBD will take the following measures in accordance with their respective laws and regulations in force. The schedule of the course operation for the first year is attached as ANNEX II.

11-1 AIBD

- (1) To formulate the curriculum based on ANNEX I;
- (2) To draft and print the General Information brochures (G.I.) and forward them to the Governments of the invited countries;
- (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 for the Course, and to inform the result of the selection to the Governments of the invited countries and the office of JICA in Malaysia (hereinafter referred to as "the JICA Office");
- (6) To arrange accommodation 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 bear the expenses necessary for conducting the Course, excluding the expenses financed by the Government of Japan;
- (10) To issue certificates to the participants who successfully completed the Course, at the end of the Course;
- (11) To submit a course report and a statement of expenditure to the JICA Office within thirty (30) days after the termination of the Course; and
- (12) To coordinate any other matter related to the Course.



11-2 The Government of Japan

- (1) To despatch short-term expert(s) following the regular procedures of its technical cooperation scheme, who will give advice to AIBD and deliver lectures on such subjects as mentioned in ANNEX I.
- (2) To bear the following expenses through JICA. (The tentative estimate of expenses for the first Course is attached as ANNEX III).
 - (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 AIBD as honoraria for external lecturers, arrangement of meeting(s) and study tour(s), teaching aids, expendable supplies, copies and reprints and secretarial services.
- (3) To receive counterpart personnel for training in Japan, following the regular procedure of its technical cooperation scheme, who will be an instructor of some subjects in the Course. This is subject to the annual budget of JICA, and whether a counterpart person is acceptable or not in each Japanese fiscal year will be notified by the end of the previous year.

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 AIBD will use its bank account in Malaysia to receive the funds 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 AIBD will submit to the JICA Office a bill of estimates for the expenses to be borne by JICA not later than sixty (60) days before the commencement of the Course.
- 12-3 JICA will assess the bill of estimates 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 estimates.
- 12-4 AIBD will submit to the JICA Office a statement of expenditure within thirty (30) days after the termination of the Course.

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

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

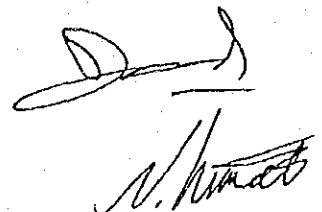
13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions.

ANNEX I : Tentative Curriculum of the Course (in the Japanese FY 1989)

ANNEX II : Schedule of the Course Operation (for the Japanese FY 1989)

ANNEX III: Tentative Estimate of Expenses to be borne by JICA (for the Japanese FY 1989)

ANNEX IV: Attendance List



ANNEX I

TENTATIVE CURRICULUM OF THE COURSE (IN THE JAPANESE FY 1989)

Week	Subjects	Days	Assigned to	
1st	Opening Ceremony/Orientation	0.5	AIBD	
	Country Report	0.5	AIBD	
	Outline of ENG/EFP	1.0	JICA	
	Key Techniques of Cameras/VTR	1.0	JICA	
	Key Techniques of Audio Recording	1.0	JICA	
	Basic Theory of Lighting	1.0	AIBD	
2nd & 3rd	for Producers	Method of Planning/Program Production	4.0	JICA
		Editing Method	2.0	JICA
	Operation of ENG/EFP Equipment	1.0	JICA/AIBD	
for Engineers	Theory of ENG/EFP Equipment	4.0	JICA	
	Operation/Maintenance/Measurement/Adjustment of Equipment	3.0	JICA/AIBD	
	Program Transmission by Satellite	1.0	AIBD	
	New Technology in Broadcasting	2.0	JICA	
4th	Practice of Editing Equipment Operation	1.0	AIBD	
	Practice of Production by ENG/EFP Equipment	4.0	JICA/AIBD	
5th	Practice of Editing	2.0	AIBD/JICA	
	Practice of Studio Work	3.0	AIBD/JICA	
6th	Practice of Program Completion	2.0	JICA	
	Review of Programs	1.0	AIBD/JICA	
	Q & A/Report Writing	1.0	AIBD/JICA	
	Closing Ceremony	0.5	AIBD	
Total		29.5		


Note: The subjects assigned to JICA shall be handed over to AIBD year by year




ANNEX II

SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1989)

MONTH	AIBD	JAPANESE SIDE
February 1989	1. Signing of Record of Discussions	1. Signing of Record of Discussions
May	1. Preparation of G.I.	
June	1. Distribution of G.I. and Application Forms 2. Submission of Request Forms for Experts	
August		1. Recruitment of Experts
September	1. Submission of Bill of Estimates 2. Selection of Participants	
October	1. Notification of the Selection of Participants	1. Remittance of Funds 2. Submission of Form B-1
November	1. Implementation of the Course	1. Despatch of Experts
January 1990	1. Submission of Statement of Expenditure 2. Submission of Course Report	





ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(FOR THE JAPANESE FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT (M\$)
I. Invitation Expenses		
1. Airfare (round trip)	for 18 persons	25,000
2. Perdiem	@35 X 20 persons X 43 days	30,100
3. Accommodation	@30 X 20 persons X 42 days	25,200
4. Medical Insurance Premiums	@60 X 20 persons	1,200
SUB TOTAL		81,500
II. Training Expenses		
1. Honoraria for external lecturers		500
2. Employment fee (secretarial assistance)	@32 X 40 days	1,280
3. Transportation		
Study Tour	@600 X 1 coach X 3 trips	1,800
Local Transport	@16 X 2 cars X 30 days	960
Airport reception	@28.80 X 15 X 2 trips	864
4. Material Procurement		
Studio Set		8,600
Video Tapes		6,440
Accessories		5,000
5. Meeting Expenses		
Opening/Closing Ceremony		3,000
6. Copying	@0.15 X 600 pages X 30	2,700
Binding	@0.20 X 600 pages X 30	3,600
Text Book Printing	@0.40 X 500 pages X 30	6,000
7. Materials	@41.80 X 30	1,254
8. Final Report Writing		500
9. Cost of services associated with field production		2,000
SUB TOTAL		44,498
GRAND TOTAL		125,998

ANNEX IV

MEETING ON ENG/EFP - ADVANCED COURSE FOR 1989 - 1993

February 14 - February 17, 1989, Kuala Lumpur

Attendance List

Japanese Consultation Team

1. Mr Norimoto Kimata
(Head of Japanese Team)
Head of Second Training Division,
Training Affairs Department, JICA
2. Mr Takashi Kawamoto
International Cooperation Division,
Communications Policy Bureau,
Ministry of Posts and
Telecommunications
3. Dr Masami Nakagawa
International Cooperation,
Corporate Planning Bureau,
NHK
4. Ms Michiyo Hashiguchi
Administration Division,
Training Affairs Department,
JICA

Member of AIBD

1. Dato Abdullah Mohamad
Director of AIBD
2. Mr Brajesh Bhatia
3. Mr John Nettleton
4. Ms Margaret Juliana Dass
5. Mr Katsumi Shiraishi
6. Mr Hajime Kikumura

From Embassy of Japan and JICA in K.L.

5. Mr Shigeshi Mimura
First Secretary of Embassy of Japan
6. Mr Yasuo Sakai
Assistant Resident Representative
JICA, Malaysia Office

13. チ リ

貝類養殖

第三国研修実施討議議事録

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

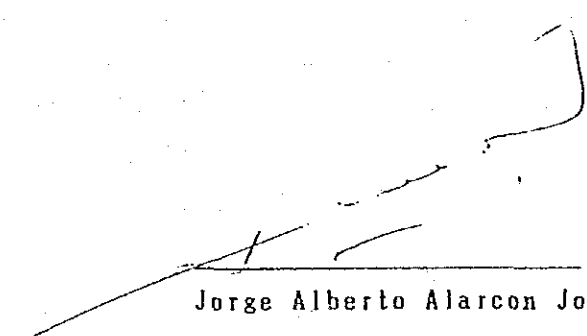
The first training course in the field of molluscan culture under the Third Country Training Programme of the Japan International Cooperation Agency (hereinafter referred to as "JICA") was held in the Republic of Chile from October 24 to November 18, 1988, in accordance with the Record of Discussions signed on July 26, 1988.

Based on the evaluation of the first training course, the Resident Representative of JICA in Chile and the authorities concened of the Republic of Chile shared the view that the course is greatly contributing to the development of molluscan culture in Latin America, and agreed to recommend to their respective Governments to continue the course for the next four years according to the matters referred to in the documents attached hereto.

Santiago, April 18 , 1989



Hiroko Kuramochi
Resident Representative
of the Japan International
Cooperation Agency in Chile



Jorge Alberto Alarcon Johnson
Rector,
Universidad del Norte,
Chile



ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of Chile will cooperate with each other in organizing a training course in the field of molluscan culture at Universidad del Norte (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Republic of Chile will conduct the Course with the support of technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year of 1989 to 1992, subject to annual consultation of both Governments.

The Course will be arranged in accordance with the following;

1. TITLE

The Course will be entitled "International Training Course on Molluscan Culture."

2. PURPOSE

The purpose of the Course is to provide participants from Latin American countries with an opportunity to develop relevant techniques and knowledge in the field of molluscan and other species cultures and to contribute to promote the development of aquaculture in Latin America.

3. OBJECTIVES

By the end of the Course, the participants are expected :

- 3-1. To acquire techniques and methods of cultures of scallops, oysters and others in natural and controlled environments
- 3-2. To understand general aspects of molluscan cultures
- 3-3. To have an idea of the development of molluscan cultures
- 3-4. To set up the required link among participants to share knowledge and experience on marine culture

4. DURATION

The Course in the Japanese fiscal year of 1989 will be held from October 23 to November 17, 1989.

5. CURRICULUM

The tentative curriculum of the Course in the Japanese fiscal year of 1989 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) :
Argentina, Brazil, Colombia, Costa Rica, Ecuador, Panama, Peru, Uruguay, and Venezuela.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed fifteen (15) in total. And the number of participants from Chile shall not exceed five (5).

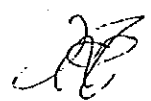
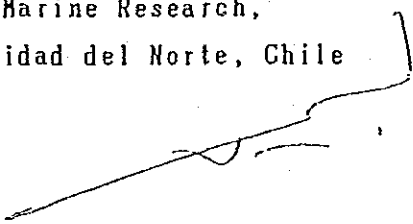
8. QUALIFICATIONS FOR APPLICANTS

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 presently engaged in production or research in aquaculture and have more than two (2) years of occupational experience in this field.
- 8-3 To be more than junior college graduates or equivalent academic background in this field,
- 8-4 To be under forty-five (45) years of age in principle,
- 8-5 To have a good command of spoken and written Spanish.
- 8-6 To be in good health, both physically and mentally to complete the Course,
- 8-7 To be recommended by the insitution of the applicants.

9. FACILITIES AND INSTITUTIONS

Coastal Center of Aquaculture and Marine Research,
Faculty of Marine Science, Universidad del Norte, Chile



10. PROCEDURE OF APPLICATION

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

10-2 The Government of the Republic of Chile will inform the applying Governments 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 BOTH GOVERNMENTS

In organizing and implementing the Course, both sides 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 Chile

11-1-1. Ministry of Foreign Affairs

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

11-1-2. Universidad del Norte

- (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 inform the JICA Chile Office of the result of the selection,
- (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 take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by JICA,

- (9) To issue certificates to the participants who have successfully completed the Course,
- (10) To submit a course report and a statement of expenditures to the JICA Chile Office, and
- (11) To coordinate any matter related to the Course.

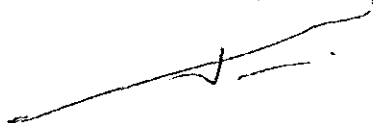
11-2. The Government of Japan

- (1) To dispatch following the regular procedures of its technical cooperation scheme, short-term expert(s) who will give advice and deliver lectures for the Course,
- (2) To bear the following expenses through JICA,
 - a) Such expenses relevant to participants from the invited countries as international economy-class flight fare, accommodation, per-diem, and accidents & life insurance and accidents & boarding insurance premiums,
 - b) Such expenses relevant to Universidad del Norte as honoraria for external lecturers, arrangement of meeting and study tour, teaching aids, expendable supplies, copies and reprints and secretarial services.

12. PROCEDURE OF REMITTANCE AND EXPENDITURE

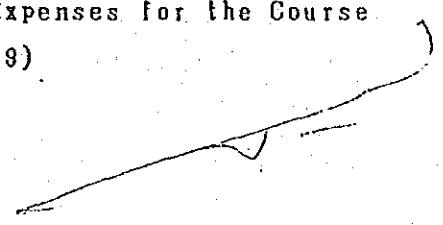
The remittance and expenditure of the funds for the expenses to be borne by JICA will be arranged in accordance with the following procedure.

- 12-1 Universidad del Norte will open a bank account in Chile to receive the funds remitted by JICA and inform the JICA Chile Office of the name of the bank, the account code number, and the name of the account holder.
- 12-2 Universidad del Norte will submit to the JICA Chile Office a bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the commencement 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 Universidad del Norte will submit to the JICA Chile Office a statement of expenditures within thirty (30) days after termination of the Course.



- 12-5 In case any amount of the funds remitted by JICA remains unspent, Universidad del Norte will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The funds allocated for the flight fare, accommodation, per-diem and insurance premiums shall not be appropriated for any other purposes.
- 12-6 By the request of JICA, Universidad del Norte 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 hereto shall be deemed to be the part of the Record of Discussions:

ANNEX I : Tentative Curriculum of the Course (in the Japanese FY 1989)
ANNEX II : Schedule of the Course Operation (for the Japanese FY 1989)
ANNEX III : Tentative Estimate of Expenses for the Course
(for the Japanese FY 1989)



ANNEX I

TENTATIVE CURRICULUM OF THE COURSE (IN THE JAPANESE FY OF 1989)

The following subjects will be covered in the Course.

1. GENERAL ASPECTS OF MOLLUSCAN CULTURES

a) Theory

- History and development of molluscan cultures
- The man's taking part in the life cycles of mollusks
- Basic and applied research supporting the cultures
- Structure and functions of Hatchery System
- Oceanography applied to cultures
- Culture methods
- Economic analysis (cost/profit)
- Management and development of projects
- Culture models
- Micro-algae production
- Adults' management: preparation, spawning and gemete management
- Larvae culture
- Management and culture of postlarvae
- Pressed management and culture
- Management and culture of adults at sea
- Critical variables in the development of cultures

2. DEVELOPMENT OF A CULTURE PROJECT

a) Administrative/Scientific

- Economic planning
- Technical requirements
- Choosing of culture areas
- Choosing of species
- Choosing of methods and techniques
- Treatment of sea water
- Engineering : equipment and servicing
- Commercialization : export, local markets
- Techniques of production programming

b) Technical

- Floating cultures (longline, collectors, pearl-nets, lantern-nets)
- Larvae capture
- Seed harvesting
- Control of bio-fouling
- Ordinary problems in floating cultures

ANNEX II

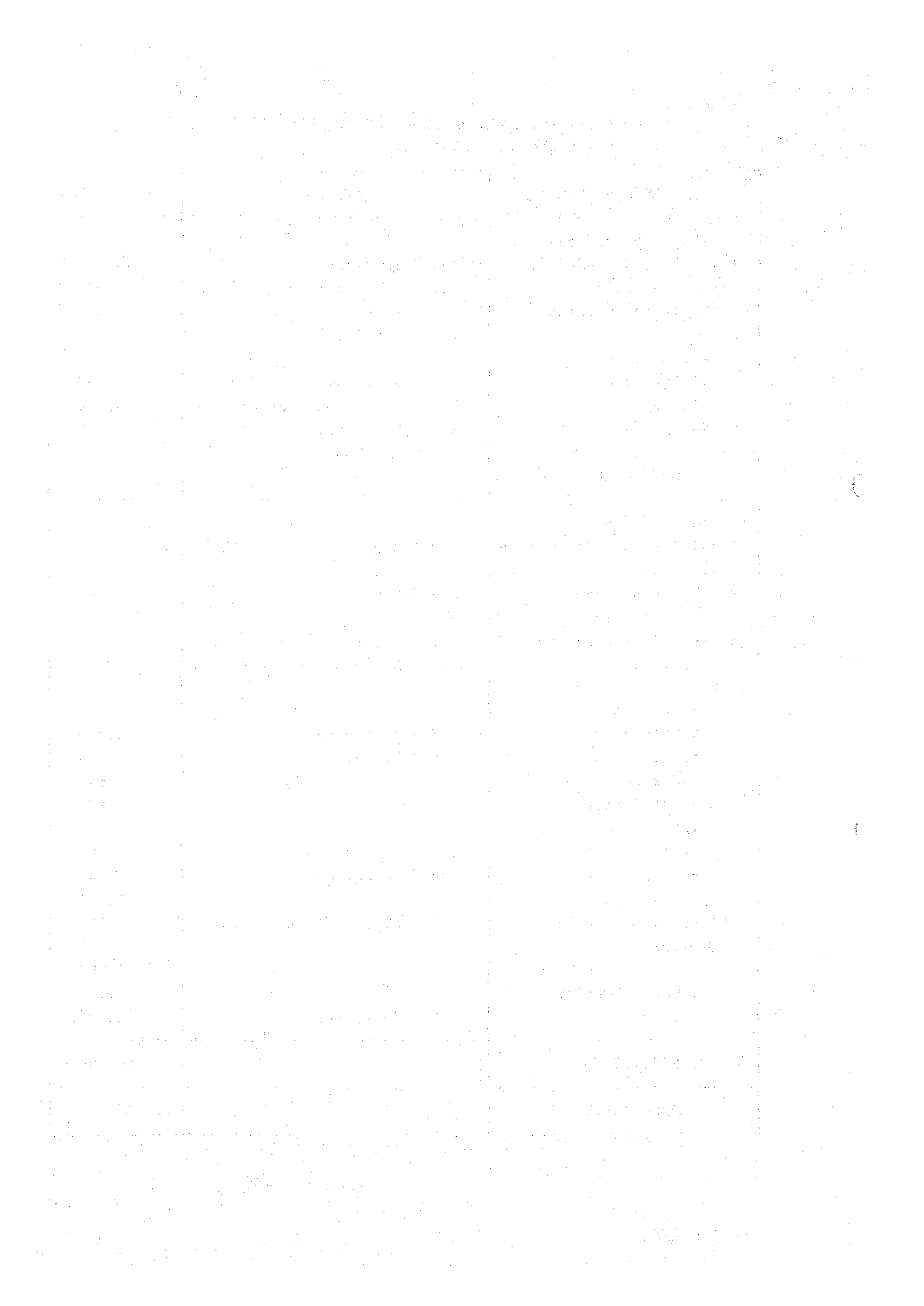
SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1989)

MONTH	CHILEAN SIDE	JAPANESE SIDE
April 1989	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions
Early May 1989	1. Distribution of G.I. and Application Form	
Early June 1989	1. Submission of Forms A-1	1. Recruitment of Experts
Late August 1989	1. Opening of Bank Account 2. Submission of Bill of Estimate 3. Receipt of Application Forms	
Late September 1989	1. Notification of the Selection of the Participants	1. Remittance of Expenses 2. Submission of Forms B-1
October - November 1989	1. Implementation of Course	1. Dispatch of Experts
Late December 1989	1. Submission of Statement of Expenditures 2. Submission of Course Report	

ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(FOR THE JAPANESE FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT(US\$)
I. Invitation Expenses		
1. Airtickets (round trip)	1,000 X 15 persons	15,000
2. Transportation (Santiago Coquimbo)	30 X 15 persons X 2	900
3. Perdiem	15 X 15 persons X 32 days	7,200
4. Accommodation (at Santiago)	35 X 15 persons X 2 days	1,050
(at Coquimbo)	20 X 15 persons X 30 days	9,000
5. Medical Insurance	60 X 15 persons	900
SUB TOTAL		34,050
II. Training Expenses		
1. Tuition fee for invited professor (honorarium)	100 X 3 persons	300
2. Employment Fee (secretary)	200 X 3 months	600
3. Travelling Expenses (perdiem)	15 X 5 (Chilean) X 4 days + 20 X 5 (lecturers) X 4 days	700
4. Material Procurement		
(1) Consumables		
a. Chemicals	50 X 20 persons	1,000
b. Glassware	110 X 20 persons	2,200
c. Fuels		1,600
d. Stationery		600
(2) Teaching Materials		
a. Laboratory	400 X 20 persons	8,000
b. Aquaculture	350 X 20 persons	7,000
(3) Copier Machine		3,000
(4) Meeting Expenses	15 X 50 persons X 2 times	1,500
(5) Others		
a. Printing & Copy		1,500
b. Communication		1,000
3. Textbooks	115 X 20 persons	2,300
SUB TOTAL		31,300
GRAND TOTAL		US\$ 65,350



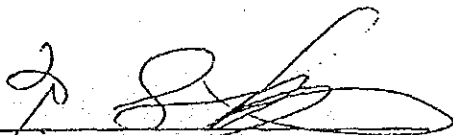
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皮膚病学
第三国研修実施討議事録

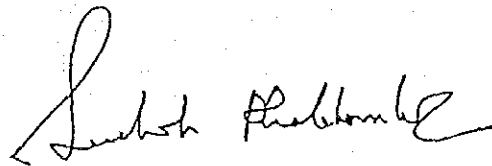
RECORD OF DISCUSSIONS BETWEEN
THE RESIDENT REPRESENTATIVE OF JICA THAILAND OFFICE AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE KINGDOM OF THAILAND
ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Evaluation Team organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Dr. Hideoki OGAWA had a series of discussions with the authorities concerned of the Government of the Kingdom of Thailand from October 30 to November 5, 1988 for the purpose of evaluating the training course in the field of Dermatology, and they also discussed about the future plan of the course.

Based on the above discussions, the Resident Representative of JICA Thailand Office and the authorities concerned of the Government of the Kingdom of Thailand agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.



Mr. Tsutomu SAITO
Representative of
JICA Thailand Office



Dr. Suchint Phalakornkule
Director-General
Department of Medical Services
Ministry of Public Health



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

ATTACHED DOCUMENT

The Government of Japan and the Government of the Kingdom of Thailand will cooperate with each other in organizing a training course in the field of Dermatology at the Institute of Dermatology, Department of Medical Services, (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of Thailand 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 1989 to 1993, subject to annual consultation of both Governments.

The Course will be operated in accordance with the followings:-

1. TITLE

The Course will be entitled "Diploma Course in Dermatology".

2. PURPOSE

The Course is designed to provide knowledge and technique necessary for the research and diagnosis of skin diseases to junior dermatologists from the Asian and Oceanian countries, and thus contribute to the development of dermatology in this region.

3. OBJECTIVES

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

- (1) be familiar with common skin diseases and to know how to explore the problems, diagnostic approaches and management.
- (2) execute the study of dermatology by themselves in respective countries, and
- (3) retain good relationship among doctors from Asian and Oceanian countries.

4. DURATION

The each Course will be held for ten (10) months duration.

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, Bhutan, Brunei, Burma, China, Fiji, India, Indonesia, Korea, Malaysia, Maldives, Nepal, Pakistan, Philippines, Papua New Guinea, Sri Lanka and Singapore.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed fourteen (14) in total. And the number of participants from Thailand shall not exceed seven (7).

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 have completed the degree in medical doctor,
- 8-3 To have at least one (1) year of working experience in the field of dermatology and preferably in the government organizations,
- 8-4 To be under forty five (45) years of age in principle,
- 8-5 To have a good command of spoken and written English, and
- 8-6 To be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

Institute of Dermatology, Department of Medical Services, Ministry of Public Health.

10. PROCEDURE OF APPLICATION

- 10-1 The Government applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of Thailand through its diplomatic channels not later than sixty (60) days before the commencement of the Course.
- 10-2 The Government of Thailand will inform the applying Governments through its diplomatic channels whether or not the applicant(s) is/are accepted to the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND GOVERNMENT OF THAILAND

In organizing and implementing the Course, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country. The schedule of the course operation for the first year is attached as ANNEX II.

11-1 The Government of the Kingdom of Thailand.

11-1-1 Department of Technical and Economic Cooperation (DTEC)

- (1) To forward the General Information brochures (G.I.) to the Governments of the invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to the Institute of Dermatology,
- (3) To notify the result of the selection of participants to the respective Government through its diplomatic channels and to the JICA Thailand Office (hereinafter referred to as "the JICA Office"),

- (4) To arrange accommodations for participants,
- (5) To arrange international air tickets for participants from the invited countries and to meet and see them off at the airport,
- (6) To bear the following expenses for the Course
 - a) Fifty percent (50%) of the expenses incurred of international economy-class flight fare, accommodation, per-diem for the participants from the invited countries, printing and communication.
 - b) Twenty percent (20%) of the expenses for the study tours, text-books and teaching materials.
 - c) Necessary expenses for implementing the Course that are not financed by the Government of Japan.
- (7) To submit a statement of expenditures to the JICA Office.

11-1-2 Institute of Dermatology

- (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 for the Course, and to inform the result of the selection to DTEC,
- (6) To arrange domestic study tour(s) to be included in the Course,
- (7) To issue certificates to the participants who successfully completed the Course,
- (8) To submit a course report to the JICA Office within thirty (30) days after the termination of the Course, and
- (9) To coordinate any matter related to the Course.

11-2 The Government of Japan

- (1) To dispatch short-term experts, following the regular procedures of its technical cooperation scheme, who will give advice to the Institute of Dermatology and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses through JICA.
 - a) Fifty percent (50%) of the expenses incurred of international economy-class flight fare, accommodation, per-diem for the participants from outside of the Kingdom of Thailand, printing and communication.
 - b) Eighty percent (80%) of the expenses for the study tours, text-books and teaching materials.
 - c) Medical insurance premiums, honoraria for external lecturers.

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 submit to the JICA Office a bill of estimate for the expenses to be borne by JICA not later than sixty (60) days before the commencement of the Course.
- 12-2 JICA will assess the bill of estimate and provide the assessed amount of expenses for DTEC within thirty (30) days after the receipt of the bill of estimate. (Payment of assessed amount will be done after the number of participants is informed.)
- 12-3 DTEC will submit to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Course.

- 12-4 In case any amount of the fund provided 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.
- 12-5 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 12-3 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 (for the Japanese FY 1989)

ANNEX I

TENTATIVE CURRICULUM OF THE COURSE (IN THE JAPANESE FY 1989)

1. Lectures

- 1.1 Introduction to dermatology
- 1.2 Bacteriology
- 1.3 Clinical research
- 1.4 Cosmetic dermatology
- 1.5 Connective tissue diseases
- 1.6 Disease of hair
- 1.7 Disease of nail
- 1.8 Dermatitis and eczema
- 1.9 Erythema group
- 1.10 Geriatric dermatology
- 1.11 Genetics
- 1.12 Genodermatoses
- 1.13 Histopathology & electron microscopy
- 1.14 Immunology
- 1.15 Leprosy
- 1.16 Mycology
- 1.17 Parasitology & Arthropods
- 1.18 Pharmacology
- 1.19 Papulosquamous eruption
- 1.20 Pigmentary disorders
- 1.21 Pediatric dermatology
- 1.22 Photobiology
- 1.23 Skin signs in systemic diseases
- 1.24 Tumors
- 1.25 Virology
- 1.26 Venereal diseases
- 1.27 Vesiculobullous eruption

2. Clinical dermatology

- 2.1 Clinical demonstration
- 2.2 O.P.D.
- 2.3 I.P.D. and Ward round
- 2.4 Symposium
- 2.5 Clinico-pathological conference
- 2.6 Journal club
- 2.7 Subspeciality clinics
 - 2.7.1 Immunology clinic
 - 2.7.2 Contact clinic
 - 2.7.3 Mycology clinic
 - 2.7.4 Leprosy clinic
 - 2.7.5 Photobiology clinic

3. Field trip

- 3.1 Nakhon Ratchasima province
- 3.2 Chiang Mai and Khon Kaen provinces
- 3.3 Japan (if it is agreed upon)

4. Subspecialities

- 4.1 Mycology
- 4.2 Dermatopathology
- 4.3 Immunology
- 4.4 Clinical research
- 4.5 Photobiology

ANNEX II

SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1989)

MONTH	THAI SIDE	JAPANESE SIDE
Nov. 1988	<ol style="list-style-type: none"> 1. Signing of Record of Discussions 2. Distribution of G.I. and Application Form 	<ol style="list-style-type: none"> 1. Signing of Record of Discussions
Dec. 1988	<ol style="list-style-type: none"> 1. Submission of Form A-1 	
Jan. 1989		<ol style="list-style-type: none"> 1. Recruitment of Experts
Feb. 1989	<ol style="list-style-type: none"> 1. Submission of Bill of Estimate 2. Selection of the Participants 	
Mar. 1989	<ol style="list-style-type: none"> 1. Notification of the Selection of the Participants 	<ol style="list-style-type: none"> 1. Remittance of Expenses 2. Submission of Form B-1
May 1989	<ol style="list-style-type: none"> 1. Implementation of the Course 	<ol style="list-style-type: none"> 1. Dispatch of Experts
Mar. 1990	<ol style="list-style-type: none"> 1. Submission of Statement of Expenditures 2. Submission of Course Report 	

15. フ ィ リ ピ ン

エネルギー統計

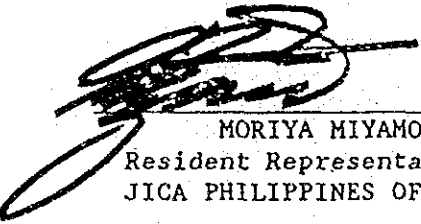
第三国研修実施討議議事録

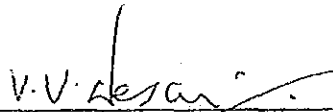
RECORD OF DISCUSSIONS BETWEEN
THE RESIDENT REPRESENTATIVE OF JICA PHILIPPINES OFFICE AND
STAFF OF THE ASIAN DEVELOPMENT BANK
ON A TRAINING PROGRAM IN ENERGY DATA*

The Japanese Preliminary Survey Team organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Masahiro Ohmura had a series of discussions with staff of the Asian Development Bank (hereinafter referred to as "ADB") from 28 November to 1 December 1988 on the framework of a training program in energy data and desirable measures to be taken by ADB and the Government of Japan to ensure its successful implementation.

Based on the above discussions, Mr. Moriya Miyamoto, the Resident Representative of JICA Philippines office, and Dr. V. V. Desai, Energy Adviser of ADB agreed to recommend to their respective authorities the matters referred to in the documents attached hereto.

Done in Manila on 11 MAY 1989


MORIYA MIYAMOTO
Resident Representative
JICA PHILIPPINES OFFICE


V. V. DESAI
Energy Adviser
ASIAN DEVELOPMENT BANK

*This program is to be financed partly under the Third Country Training Program of JICA.

ATTACHED DOCUMENT

The Government of Japan (through JICA) and ADB will cooperate with each other in organizing a training program in the field of Energy Data in Manila (hereinafter referred to as "the Program").

ADB and JICA will conduct the Program jointly. The Program will be arranged in accordance with the following terms and conditions.

1. TITLE

The Program will be entitled "ADB-JICA TRAINING PROGRAM AND WORKSHOP IN ENERGY DATA". It will consist of a Training Program in Energy Data (hereinafter referred to as "the Training Program") and a Workshop in Energy Data (hereinafter referred to as "the Workshop").

2. PURPOSE

The purpose of the Program is:

- (1) to upgrade skills and capacities of energy data experts in the Developing Member Countries of ADB (hereinafter referred to as "DMCs"); and
- (2) to strengthen a network of senior energy data officials in the region.

3. DURATION

The Program will last about two weeks and will be held in 1989.

4. CURRICULUM

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

5. DMC PARTICIPANTS

ADB and JICA will jointly select participants for the Training Program and the Workshop. The number of DMC participants in the Training Program will not exceed thirty five (35). The number of participants attending only the Workshop will not exceed fifteen (15). The number of participants from any DMC will not exceed four (4), except under special circumstances.

6. QUALIFICATIONS FOR TRAINING PROGRAM APPLICANTS

Applicants for the Training Program are:

- 6.1 To be university graduates or to have the equivalent academic background;
- 6.2 To have the practical experience of more than two (2) years in energy data gathering/processing/analysis;
- 6.3 To be between twenty (20) and sixty (60) years of age;
- 6.4 To have a good command of spoken and written English;
- 6.5 To be citizens of a DMC; and
- 6.6 To be in good health, both physically and mentally, to complete the Workshop.

7. FACILITIES

Facilities will be provided by ADB.

8. UNDERTAKINGS OF ADB AND THE GOVERNMENT OF JAPAN

In organizing and implementing the Program, ADB and the Government of Japan will undertake the measures included in paragraphs 8-1 to 8-3 below in accordance with their respective laws and regulations in force. Tentative schedule of the Program is given in Annex I.

8-1 ADB will

- (1) formulate the curriculum based on ANNEX I;
- (2) draft and print necessary study material/papers for the Program;
- (3) assign an adequate number of its staff and consultants as lecturers/instructors for the Program;
- (4) provide training facilities and equipment for the Program;
- (5) arrange accommodation for DMC participants;
- (6) arrange international air tickets for overseas DMC participants;
- (7) finance up to a maximum amount of US\$70,000.00 such expenses as will be required for conducting the Program other than those expenses to be financed by the Government of Japan;
- (8) issue certificates at the end of the Training Program to the DMC participants who successfully

complete the Training Program;

- (9) submit a statement of expenditures relating to the expenses to be reimbursed by the Government of Japan to the JICA Philippine Office within thirty (30) days of the conclusion of the Program.

8-2 The Government of Japan will

- (1) dispatch at its own cost short-term expert(s) to deliver lectures on selected subjects mentioned in ANNEX I; and
- (2) finance through JICA overseas DMC participants eligible for JICA funds such expenses as international economy-class flight fare, accommodation, and medical insurance premiums, subject to a maximum amount of US\$70,000.00. (The tentative estimate of the Program budget is attached as ANNEX II.)

8-3 Both sides will

- (1) coordinate any matter relating to the Program; and
- (2) evaluate the Program jointly at the end of the Program.

9. 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:

- 9-1 ADB will use JICA funds for financing the eligible expenditures of the items referred to in Section 8-2(2). At the end of the Program, ADB will submit to JICA a statement of expenditures and will claim reimbursement from JICA of all the eligible items of expenditure.
- 9-2 JICA will reimburse ADB for all the eligible items of the expenditure within thirty (30) days of the receipt of claims from ADB.
- 9-3 This Attached Document and the following Annexes attached hereto are deemed to be part of the Record of Discussions:

ANNEX I: Tentative Curriculum and Schedule

ANNEX II: Tentative Estimate of Expenses

TENTATIVE CURRICULUM AND SCHEDULE

ADB-JICA TRAINING PROGRAM AND WORKSHOP IN ENERGY DATA

Objectives and Description:

The objective of the Training Program and Workshop is to improve the art and practice of data collection and management through upgrading capabilities of various people directly involved in such an activity. For this purpose, problems and difficulties most commonly faced will be considered and as far as practicable, common approaches for their resolution will be developed. A field trip to an energy-related site will be attempted.

Target Participants:

A maximum of 35 (middle management level) energy data producers/compilers and data users for the Training Program. A maximum 15 additional energy officials at senior level to join the Training Program participants in a concluding Workshop of 2 days.

Duration:

Two weeks. (29 May - 9 June 1989)
8 working days Training Program (29 May - 7 June 1989) and
2 days Workshop (8-9 June 1989).

Day 1.
Morning

Opening of the ADB-JICA Training Program.

Workshop Organization: Description of the training program, objectives, products, and planned accomplishments.

Importance of Data: The use and need for consistent and accurate data, the mental maps created by available information,

Uses of Data: For setting policy, for planning energy and related activities, for project evaluation, for investment decisions, etc.

Problems with Energy Data (participants to talk): Energy data problems encountered in their daily work. The level of emphasis on data terminology, consistency, the types of requests made by data users, what participants expect to accomplish from this course, how they see the course material would be useful to them in their daily work.

Overall Energy Framework: Discussion of overall energy framework, energy demand and supply in context of macroeconomic concerns, the role of energy in each end-use sector, the linkage of energy to economic and human activity, the exploration and development of new supply options, the uncertainty associated with the assessment of reserves, production information.

Day 1.
Afternoon

Energy Balances: Energy balances and their organization. Development of energy balances for individual countries.

1. Energy Terminology and classification systems.

Terminologies and level of disaggregation of energy commodities such as those for various petroleum products.

Definition and classification of end-use sectors such as transport sector and the handling of agriculture and public sectors, and the residential and commercial sectors.

Terminology and definition of traditional and non-conventional energy.

Inclusion of non-energy commodities.

The role of indicators in validation of energy data.

2. Energy measurement and conversions.

Measurement units particularly the use of standard conversion factors in the absence of identified heating values.

Primary vs. thermal electricity.

Primary and final energy consumption.

Day 2.
Morning/Afternoon, and

Day 3.
Morning

Non-commercial Energy , Rural and Urban

- o what constitutes non-commercial energy -- twigs, branches, leaves, fuel wood, dung, biogas, ag. waste, bagasse.
- o typical use in households, agriculture, power sector and industry.
- o importance of non-commercial energy -- deforestation and availability for the poor.
- o urban versus rural use of non-commercial energy -- commercialization of non-commercial energy .
- o trends in prices of non-commercial vs. commercial energy.
- o Survey techniques for assessing availability and level of use
- o techniques for estimating heat value of non-commercial energy
- o the efficiency of stoves.
- o uses of data on non-commercial energy.
- o Display of survey forms and survey data collected for non-commercial energy in selected countries. India, Bangladesh, Korea, as examples.

Agriculture

Data Issues:

- o Definition of agricultural sector, the inclusion of agro-processing as part of this sector.
- o Typical fuels used in the agricultural sector for each end-use.
- o Boundary between fuel use in agriculture and industry, and agriculture and households. Ways to allocate fuel use among these sectors.
- o Treatment and accounting of electricity and diesel

used in these sectors.

o Treatment and accounting of kerosene sales intended for the residential sector but used for transport.

o Use of sample surveys to support data on delivered fuels.

Indicators:

o Fuel use per irrigated acreage, per unit of value added.

Day 3.
Afternoon

Coal

Data Issues:

o Techniques for estimating reserves of coal and potential sources of errors in these estimates.

o Stocks of coal and their accounting in the fuel balances. Measurement of stocks and the potential errors in measuring stocks of coal.

o Export and import of coal and its accounting in the balances.

o The treatment of patent fuel (e.g. briquettes), coke oven coke from blast furnaces and gas coke from gas works and their proper accounting. Sources of data for coke production.

o Losses in transport of coal, what are the amounts of reasonable losses for coal.

o Origin of statistical differences and reasonable figures for such differences.

Indicators:

o Production per worker, per unit of capital investment.

W

Day 4.
Morning

Oil and Natural Gas

Data Issues:

o Techniques for estimating reserves of oil and natural gas and potential sources of errors in these estimates.

o Stocks of crude oil and petroleum products and their accounting in the fuel balances. Measurement of stocks and the potential errors in measuring stocks of fuels.

o Export and import of crudes and products and their accounting in the balances. Ways for estimating marine bunkers from reported data. Accounting for international marine bunkers in the energy balances. Ways to account for interproduct transfers. These are products that change classification after the blending process. Accounting for losses in export and import of natural gas. Use of natural gas for storing LNG.

o The treatment of manufactured gas -- coke oven gas, gas from gas works and blast furnaces and their proper accounting. Sources of data for such gas.

o Losses in transport of fuels, what are reasonable losses for each fuel.

o Accounting of natural gas liquids, gas shrinkage, liquid gas products, and natural gas losses in processing and flaring in the energy balances, natural gas use in making and storing LNG. The accounting of reinjection of natural gas. Typical quantities of losses for each product.

o Origin of statistical differences and reasonable figures for such differences.

Indicators:

o Production per worker, per unit of capital investment.

Afternoon

Oil and Natural Gas and Coal:

o Setting up the energy balances for oil, natural gas and coal carefully accounting for the items listed

above. These will be compiled using data and information brought by participants. Balances will be assembled on a PC in the broad energy balance format established earlier on Day 1. Participants unfamiliar with PCs will be instructed to compile data manually in the same format used on the PC.

Day 5.
Morning

Electric Power Sector

Data Issues:

o Treatment of non-fossil electricity generation (hydro, nuclear, geothermal, etc.) in terms of their thermal equivalent. Discussion of various factors to convert to thermal equivalent. Sources of errors in these estimates.

o Accounting for the use of fuels and fuel stocks in the electric power sector.

o Treatment of captive power generation in electricity supply.

o Accounting of losses in the power sector, technical and other losses.

o Accounting of pump storage plants in the power sector.

o Export and import of electricity and its accounting in the balances.

o Origin of statistical differences and reasonable figures for such differences.

Indicators:

o Fuel use per unit of generation, losses as a fraction of generation, capacity factors, plant availability and load factors.

 Afternoon

Electric Power:

o Setting up the energy balances for electricity supply carefully accounting for the items listed above. These will be compiled using data and information brought by participants. Balances will be assembled on a PC in the broad energy balance format

established earlier on Day 1. Participants unfamiliar with PCs will be instructed to compile data manually in the same format used on the PC.

Day 6.
Morning

Energy End-Use:

- o Introduction to end-use sectoral breakdown. Definitions of sectors (terminology).
- o Treatment of the transformation sectors, other than electric power. Refining, gas processing, etc.



Industry Sector

Data Issues:

- o Typical fuels used in industry by sub-sector. Definitions of sub-sectors. Boundary between transport and industrial fuel use.
- o Treatment and accounting of fuels used as raw material versus those used as energy in industrial sectors.
- o Treatment of fuels used for captive power generation.
- o Accounting for diesel fuel used in industry for non-transport purposes.
- o Use of sample surveys to support data on delivered fuels.

Indicators:

- o Fuel use per unit of value added, fuel use per unit of physical output.

 Afternoon 

Industry Sector:

- o Setting up the energy balances for fuel used in industry carefully accounting for the items listed above. These will be compiled using data and information brought by participants. Balances will be

assembled on a PC in the broad energy balance format established earlier on Day 1. Participants unfamiliar with PCs will be instructed to compile data manually in the same format used on the PC.

Day 7.
Morning

Transport Sector

Data Issues:

- o Typical fuels used for transport by sub-sector. Definitions of sub-sectors. Boundary between sea-going and other water transport fuel use.
- o Treatment and accounting of fuels used by domestic and foreign airlines.
- o Treatment of diesel fuel used for purposes other than transport, e.g. for captive power generation.
- o Treatment and accounting of kerosene sales intended for the residential sector but used for transport.
- o Accounting for diesel fuel used in industry for non-transport purposes.
- o Use of sample surveys to support data on delivered fuels.

Indicators:

- o Fuel use per passenger-mile traveled or per vehicle.

Residential and Commercial Sector:

Data Issues:

- o Definition of each sector, and of the government sector and its allocation to the commercial sector.
- o Typical fuels used in the residential and commercial sectors.
- o Boundary between fuel use in these two sectors. Ways to allocate fuel use between these two sectors.
- o Treatment and accounting of kerosene and LPG intended for use in these sectors.

- o Treatment of coal briquettes used for heating and cooking in households located in colder climates.
- o Treatment and accounting of kerosene sales intended for the residential sector but used for transport.
- o Use of sample surveys to support data on delivered fuels.

Indicators:

- o Fuel use per capita, per household, per unit of commercial floor space, etc.

Afternoon

Transport and Res./Comml. Sectors

- o Setting up the energy balances for transport, residential and commercial sectors carefully accounting for the items listed above. These will be compiled using data and information brought by participants. Balances will be assembled on a PC in the broad energy balance format established earlier on Day 1. Participants unfamiliar with PCs will be instructed to compile data manually in the same format used on the PC.

Day 8.
Morning

Data Needs for Forecasting and Modeling

Data Issues:

- o Typical models used in planning and policy analysis. These will include a brief review of models for forecasting energy demand, historical analysis of demand trends, estimation of economic and environmental impact.
- o Identify the types of data that are required for these models and analyses.

Afternoon

Data Needs for Forecasting and Modeling

- o Demonstration of models and analytical techniques

and the how the use of inaccurate data can distort forecasts and lead to formulation of wrong policies. Demonstration may be done on a computer and participants will be asked to analyze trends for their countries to illustrate the use of energy, economic and other data.

PRODUCTS:

At the end of the workshop, we expect that each participant will have a set of lecture notes on data collection, availability, collation, validation for each end-use and supply sector and a complete set of ADB energy balances for prior years on a diskette. He/she will have prepared

- o an energy balance for the latest year for which he/she is able to bring data, and

- o a set of indicators showing the historical evolution and performance of demand and supply sectors.

The preparation of a balance on a computer diskette will ease the preparation of balances for following years for each country participant.

WORKSHOP

Day 9.
Morning/Afternoon

Summary of the Training Program and Discussion of Findings

Demonstration of the data base and validation techniques for selected countries.

Panel on item 1. 3 members, about 2 hours (9-11 am).
Panel members from 2-3 DMCs active in compiling and using energy balances.

Panel on item 2. 5 members, about 4 hours (11am - 1pm and 2-4 pm). Panel members to be selected from the Training Program participants.

Dinner

Presentation of Certificates for completion of the Training Program.

Day 10.
Morning

Institutional Setups and Constraints

Panel on items 3, 4 members 3 hours (8.30-11.30 am). Three participants (subject to their availability), one representing the IEA, second a private company, and a third the DMCs. The IEA presentation would present a comparative picture of institutional setups in several countries. The DMC presentation would do likewise for the DMCs.

Afternoon

Special Treatment of Non-commercial Energy

Panel on item 4, non-commercial energy, 3 hours (12.30-3.30 pm). Include 4 members from DMCs and 1 from ADB. How more data may be collected and validated in selected DMCs. Should the urban and rural non-commercial energy use be surveyed separately? Should household consumption surveys be used as a vehicle to add data on non-commercial energy? How important are data on these fuels and to whom? Why are the available data inadequate? How can international agencies help improve the data in this field?

Role of International Cooperation in Strengthening Data Collection and Management

Afternoon panel on item 5, 4 members (4-5 pm). How the developing countries and international donors see the scope for international cooperation in improving data collection and management in the region.

TENTATIVE ESTIMATE OF EXPENSESADB-JICA TRAINING PROGRAM AND WORKSHOP IN ENERGY DATA

<u>Item of Expenses</u>	<u>Breakdown</u>	<u>Amount (US\$)</u>
A. <u>Training Program</u>		
1. Airfare (roundtrip)	@1,200 x 33 persons	39,600
2. Per diem	@60 per day x 33 persons for 14 days	27,720
3. Medical insurance premiums	@75 x 33 persons	<u>2,475</u>
Subtotal		<u>69,795</u>
B. <u>Workshop</u>		
1. Airfare (roundtrip)	@1,200 x 14 persons	18,000
2. Per diem	@60 per day x 14 persons for 4 days	3,360
3. Medical insurance premiums	@75 x 14 persons	<u>1,050</u>
Subtotal		<u>22,410</u>
C. <u>Others</u>		
1. Consultant	@250 per day x 6 man-weeks	10,500
2. Resource persons	@2,000 x 5 persons	10,000
3. Airfare	@1,500 x 6 persons	9,000
4. Per diem	@60 x 80 mandays	4,800
5. Materials/facilities		3,000
6. Printing		3,000
7. Contingency		<u>7,495</u>
Subtotal		<u>47,795</u>
GRAND TOTAL		<u>140,000</u>

16. エ ジ プ ト


溶 接 技 術
第三国研修実施合意覚書

THE MEMORANDUM OF UNDERSTANDING
OF
THE THIRD COUNTRY TRAINING PROGRAMME

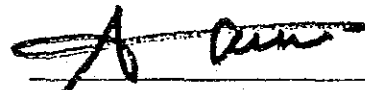
The Japanese Preliminary Survey Team (hereinafter referred to as "the Team", organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Kiyoshi Hirakawa visited the Arab Republic of Egypt from February 14 to February 22, 1989 for the purpose of conducting a preliminary survey for a training course in the field of welding technology under the Third Country Training Programme of JICA.

Based on the Minutes of Meetings signed between the head of the Team and Director of Central Metallurgical Research and Development Institute on February 21, 1989, the Resident Representative of JICA Egypt Office and the authorities concerned of the Government of the Arab Republic of Egypt agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Cairo, May 11, 1989



Mr. Keiji Iimura,
Resident Representative,
Japan International Cooperation
Agency (JICA)



Amb. Ahmed Taha,
Secretary General,
Egyptian Technical Cooperation
Fund for Africa

ATTACHED DOCUMENT

The Government of Japan and the Government of the Arab Republic of Egypt will cooperate with each other in organizing a training course in the field of welding technology at Central Metallurgical Research and Development Institute (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Arab Republic of Egypt 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 1989 to 1993, subject to annual consultation of both Governments. The Course will be operated in accordance with the following:

1. TITLE

The Course will be entitled "International Course on Welding Technology for Engineers".

2. PURPOSE

The purpose of the Course is to provide the participants from African countries with general introduction of welding technology and non-destructive testing through an intensive theoretical and practical training programme.

3. OBJECTIVES

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

- (1) recognize the commonly used welding processes,
- (2) identify the weldability problems in typical steels,
- (3) interpret drawing instruction and select welding materials, and
- (4) identify welding defect and recognize its origin.

4. DURATION

The first Course will be held from October 1 to October 31, 1989

5. CURRICULUM

The tentative curriculum of the first 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, Ghana, Kenya, Liberia, Malawi, Nigeria, Sierra Leone, Sudan, Tanzania, Uganda, Zambia and Zimbabwe.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed fifteen (15) in total.

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the first 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 engineers of civilian status or the equivalent in the field of mechanical engineering or metallurgical engineering ;

8-3 to be university graduates, or equivalents ,who possess practical experience in service for more than three (3) years ;

8-4 to be less than forty (40) years of age ,

8-5 to have a good command of spoken and written English ;

8-6 to be citizens of the nominating countries ; and

8-7 to be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

Welding Research Centre (Project),

Central Metallurgical Research and Development Institute (hereinafter referred to as "CMRDI ").

10. PROCEDURE OF APPLICATION

- 10-1 The Government applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Arab Republic of Egypt through its diplomatic channels not later than sixty (60) days before the commencement of the Course.
- 10-2 The Government of the Arab Republic of Egypt will inform the applying Governments through its diplomatic channels whether or not the applicant(s) is/ are accepted to the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKING OF GOVERNMENT OF JAPAN AND GOVERNMENT OF THE ARAB REPUBLIC OF EGYPT

In organizing and implementing the Course, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country. The schedule of the course operation for the first year is attached as ANNEX II.

11-1. The Government of the Arab Republic of Egypt

11-1-1 Ministry of Foreign Affairs (Egyptian Technical Cooperation Fund for Africa)

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

11-1-2 CMRDI

- (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 for the Course, and to inform the result of the selection to the Ministry of Foreign Affairs and the office of JICA in the Arab Republic of Egypt (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 bear the expenses necessary for conducting the Course excluding the expenses financed by JICA,
- (10) To issue certificates to the participants who successfully completed the Course at the end of the Course,
- (11) To submit a course report and a statement of expenditures to the JICA Office within thirty (30) days after the termination of the Course, and
- (12) To coordinate any matter related to the Course.

11-2. The Government of Japan

- (1) To dispatch short-term expert(s), following the regular procedures of its technical cooperation scheme, who will give advice to CMRDI and deliver lectures on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses through JICA. (The tentative estimate of expenses for the first Course is attached as ANNEX III)
 - 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 CMRDI as honoraria for external lecturers, arrangement of meeting(s) and study tour(s), teaching aids, expendable supplies, copies and re-prints 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 CMRDI will open a bank account in the Arab Republic of Egypt 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 CMRDI will submit to the JICA Office a bill of estimate for the expenses to be borne by JICA not later than sixty (60) days before the commencement 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 CMRDI will submit to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Course.
- 12-5 In case any amount of the fund remitted by JICA remains unspent, CMRDI 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.
- 12-6 By the request of JICA, CMRDI 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 (in the Japanese FY 1989)

ANNEX II : Schedule of the Course Operation (for the Japanese FY 1989)

ANNEX III : Tentative Estimate of Expenses to be borne by JICA
(for the Japanese FY 1989)

ANNEX I

SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1989)

October 1989

Day	Theoretical Training(9:00-12:00)			Practical Training(13:00-17:00)		
	Topic	Subject	Lectuer	Topic	Subject	Trainer
Sun 1	Opening Ceremony				Orientation to the Course	
Mon 2	Welding Procedure and Welding Machines	Introduction to Welding Technology	Japan. Prof.	Shielded Metal-Arc Welding for Plates	Stricking and Maintaining arc	Eng.M.G Mr.R
Tue 3		Manual and Automatic welding technique	Dr.B.Z		Welding Stringer Bead	Eng.M.G Mr.R
Wed 4		Welding Machines	X.L.		Flat Welding	X.L. Eng.M.G
Thr 5		Introduction to Welding Design	Japan. Prof.		Flat Welding	Eng.M.G Mr.R
Fri 6	Sightseeing Tours to Pyramids and Cairo Musium					
Sat 7						
Sun 8	Materials and Welding Consumable	Types of steels and weldability	Dr.B	Shielded Metal-Arc Welding for Plates	Flat Welding	Eng.M.G Mr.R
Mon 9		Introduction to Welding Metallurgy	Eng.M.II		Vertical Welding	Eng.M.G Mr.R
Tue 10		Quality & Selection of Welding Materials	Ch.N.A.		Horizontal Welding	Eng.M.G Mr.R
Wed 11		Joint Preparation and Fabrication	Eng.M.II Mr.J.K		Over Head Welding	Eng.M.G Mr.R
Thr 12	Excursion to Luxor and Aswan and Visit to Misr Aluminium Co. at Nagea Hammadi and Ferro-Silicon Co. at Aswan.					
Fri 13						
Sat 14						
Sun 15	Welding Design and Fabrication	Welding Standards	X.L.	TIG Welding	TIG Welding for Plate	X.L. Mr.B
Mon 16		Weld Symbols and Drawing	X.L.		TIG Welding for Plate	X.L. Mr.B
Tue 17		Joint Preparation and Fabrication	X.L.	Fixed Pipe Welding	Pipe Welding by SMAW+SNAW	X.L. Mr.B.
Wed 18		Weld Discontinuities	Eng.M.II		Pipe Welding GTAW+SNAW	Mr.B
Thr 19	Factory Visit	El-Nasr Boiler and Pressure Vessels Co.				

Day	Theoretical Training(9:00-12:00)			Practical Training(13:00-17:00)		
	Topic	Subject	Lecturer	Topic	Subject	Trainer
Fri 20	Excursion to Memphis and Sakkara					
Sat 21	Free for Leisure					
Sun 22	Non -destructive Testing and Welding Inspection	Intoroduction to NDT & Welding Inspection	X.L.	Non -destructive Testing and Welding Inspection	Visual Inspection	X.L. Mr.S.M
Mon 23		Radiographic Testing	Mr.A.A		Radiographic Testing	Mr.A.A Mr.M.H
Tue 24		Ultrasonic Testing	Mr.S.M		Ultrasonic Testing	Mr.S.M Mr.M.H
Wed 25		Magnetic Particle & Penetrant Testing	Mr.S.M		Magnetic Particle & Penetrant Testing	Mr.S.M Mr.M.H
Thu 26		Discussion	X.L. Mr.S.S		General Practice	X.L. Mr.S.S
Fri 27	Free for Report Making					
Sat 28	Free For Report Making					
Sun 29	Factory Visit	El-Nasr Automotive Co.				
Mon 30	Final Test and Evaluation					
Tue 31	Closing Ceremony and Awarding Certificates					

*CNRDI staff for the Training are:

Dr.B.Z	Bahaa Zaghloul
Eng.M.S	Mohamed Sand
Eng.M.H	Mohamed Hanafy
Eng.M.M	Mohamed Mossallem
Ch.M.A	Morsy Amin
Mr.S.M	Sayed Mohamed
Mr.A.A	Afify Al-Sayed
Eng.M.G	Nagdy Gud
Mr.B	Basyouni
Mr.R	Raef
Mr.M.H	Mohamed Houssein

*JICA Experts

Mr.J.R	Junzo Kamimura
Mr.S.S	Shuichi Sakakibara

*X.L. means External Lecturer.

*Japan. Prof. means Invited Japanese Professor.

ANNEX II

SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1989)

MONTH	EGYPTIAN SIDE	JAPANESE SIDE
Middle of May, 1989	<ol style="list-style-type: none"> 1. Signing of Memorandum of Understanding 2. Preparation of G. I. 3. Submission of Form A-1 	<ol style="list-style-type: none"> 1. Signing of Memorandum of Understanding
End of May 1989	<ol style="list-style-type: none"> 1. Distribution of G. I. and Application Form 	<ol style="list-style-type: none"> 1. Recruitment of Experts
August, 1989	<ol style="list-style-type: none"> 1. Opening of Bank Account 2. Submission of Bill of Estimate 3. Receipt of Application Forms 	
September, 1989	<ol style="list-style-type: none"> 1. Notification of the Selection of the Participants 	<ol style="list-style-type: none"> 1. Remittance of Expenses 2. Submission of Form B-1
October, 1989	<ol style="list-style-type: none"> 1. Implementation of the Course 	<ol style="list-style-type: none"> 1. Dispatch of Experts
December, 1989	<ol style="list-style-type: none"> 1. Submission of Statement of Expenditures 2. Submission of Course Report 	

ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(FOR THE JAPANESE FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT (LE)
I. Invitation Expenses		
1. Airfare (round trip)	LE <u>2,500</u> for <u>15</u> persons	37,500
2. Per-diem	@ <u>35</u> x <u>15</u> persons x <u>35</u> days	18,375
3. Accommodation	@ <u>35</u> x <u>15</u> persons x <u>34</u> days	17,850
4. Medical Insurance Premiums	@ <u>80</u> x <u>15</u> persons	1,200
SUB TOTAL		74,925
II. Training Expenses		
1. Honoraria		2,160
(1) External lecturers	@ <u>20</u> x <u>6</u> H x <u>6</u> person	
(2) Sight visit	@ <u>10</u> x <u>6</u> H x <u>3</u> groups x <u>4</u> times	
(3) Evaluation	@ <u>20</u> x <u>6</u> H x <u>6</u> person	
2. Employment Fee		4,760
(1) Secretary	@ <u>400</u> x <u>3.5</u> months x <u>2</u> person	
(2) Clerk	@ <u>280</u> x (<u>3.5</u> + <u>1.5</u>) months x <u>1</u> person	
(3) Technical training assistant	@ <u>280</u> x <u>1</u> months x <u>2</u> person	
3. Transportation		14,793
(1) Bus rental	@ <u>200</u> x <u>30</u> days	
(2) Airport	@ <u>25</u> x <u>15</u> person x <u>2</u> times	
(3) External lecturers	@ <u>20</u> x <u>6</u> person x <u>2</u> times	
(4) Study tour	Domestic flight @ <u>326</u> x <u>15</u> person @ <u>131</u> x <u>3</u> person Full board accommodation @ <u>70</u> x <u>18</u> person x <u>2</u> nights	
4. Material Procurement		27,000
(1) Consumable	10,000	
(2) Audio Visual	17,000	
5. Text book	for detail see attached paper @ <u>20</u> x <u>10</u> types x <u>16</u> person	3,200
6. Others	Certificate 200 G.I. printing 400 communication 600	1,200
7. Meeting expenses		4,800
Opening ceremony	@ <u>40</u> x <u>60</u> person	
Closing ceremony	@ <u>40</u> x <u>60</u> person	
SUB TOTAL		57,913
GRAND TOTAL		132,838

List of equipment and materials
to be purchased for the course.

I - Audiovisual equipment		EL
1.	Flow master Board	2000
2.	Slide projector.	2000
3.	Overhead projector	1000
4.	Video Camera stand	1000
5.	Screens.	1500
6.	Video Films.	500
7.	Films & Slides and Printing.	1000
8.	Word processor.	8000
Total		<u>17,000</u>

II - Consumable Materials

1.	Welding Electrodes	1000
2.	Steel plates & pipes	1000
3.	Gases.	1000
4.	Grinding discs.	400
5.	Gloves.	400
6.	Masks.	400
7.	Eye glasses.	100
8.	Machining.	500
9.	Shoes.	800
10.	Working Suits.	800
11.	Helmets.	800
12.	Tungsten electrodes.	500
13.	Stainless steel plates.	1300
14.	Dye ckeck penetrant	500
15.	X-ray films	500
16.	Stationaries .	300
Total		<u>10000</u>

Grand total 27,000

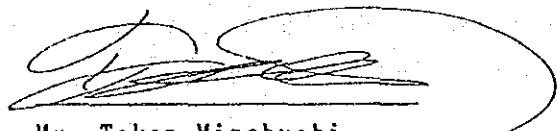
17. ペ ル ー

地震工学・防災計画
第三国研修実施討議議事録

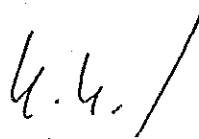
RECORD OF DISCUSSIONS BETWEEN
THE RESIDENT REPRESENTATIVE OF JICA PERU OFFICE AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE REPUBLIC OF PERU
ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Preliminary Survey Team organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Akira Kumakura had a series of discussions with the authorities concerned of the Government of the Republic of Peru from March 1 to March 6, 1989 with respect to the framework of the training course in the field of Earthquake Engineering and Disaster Mitigation Planning under the Third Country Training Programme of JICA, and desirable measures to be taken by the authorities concerned of both Governments to ensure its successful operation. Based on the above discussions, the Resident Representative of JICA in PERU and Rector, Universidad Nacional de Ingenieria agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Lima, 12 de Mayo, 1989



Mr. Takao Mizobuchi
Resident Representative,
JICA Peru Office



Dr. Jose Ignacio Lopez Soria
Rector, Universidad Nacional
de Ingenieria

ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of Peru will cooperate with each other in organizing a training course in the field of Earthquake Engineering and Disaster Mitigation Planning at Universidad Nacional de Ingenieria (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Republic of Peru 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 1989 to 1993, subject to an annual consultation of both Governments.

The Course will be operated in accordance with the followings. Among them, the items 3, 4, 5, 6 and 8 below are adopted for the first Course which will be implemented in the Japanese fiscal year of 1989.

1. TITLE

The Course will be entitled International Training Course on Earthquake Engineering and Disaster Mitigation Planning.

2. PURPOSE

The purpose of the Course is to diffuse the technology and knowhow of earthquake engineering and disaster mitigation planning developed at the Japan Peru Center for Earthquake Engineering Research and Disaster Mitigation (hereinafter referred to as "CISMID") to the related research institutes in the neighbouring countries, especially in South America, and thus to contribute to disaster mitigation in the participating countries.

3. OBJECTIVES

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

- (1) obtain basic knowledge on microzonation and behavior of buildings and equipments during strong ground motions which make them initiate new techniques on planning of hospital facilities to mitigate seismic effects,
- (2) design new hospital facilities by using updated earthquake engineering techniques,
- (3) evaluate damages, seismic capacity of existing buildings and retrofit them and
- (4) acquire basic administrative expertise necessary for emergency management of hospitals.

4. DURATION

The first Course will be held for twenty (20) days from August 20 to September 8, 1989.

5. CURRICULUM

The tentative curriculum of the first 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):

Argentine, Bolivia, Brasil, Colombia, Chile, Costa Rica, Ecuador, El Salvador, Guatemala, Mexico and Venezuela.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed twenty (20) in total. And the number of participants from the Republic of Peru shall not exceed ten (10).

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8. QUALIFICATIONS FOR APPLICANTS

Applicants for the first 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 university graduates, or to have the equivalent academic background,
- 8-3 to be presently engaged in structural engineering and/or hospital planning.
- 8-4 to have the practical experience of more than ten (10) years in the related field,
- 8-5 to be under fifty (50) years of age .
- 8-6 to have a good command of spoken and written Spanish and
- 8-7 to be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

Centro Peruano Japonés de Investigaciones Sísmicas y Mitigación de Desastres (CISMID), Facultad de Ingeniería Civil, Universidad Nacional de Ingeniería.

10. PROCEDURE OF APPLICATION

- 10-1 The Government applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Republic of Peru through its diplomatic channels not later than sixty (60) days before the commencement of the Course.
- 10-2 The Government of the Republic of Peru will inform the applying Governments through its diplomatic channels whether or not the applicant(s) is/are accepted to the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKING OF THE GOVERNMENT OF JAPAN AND THE GOVERNMENT OF THE REPUBLIC OF PERU

In organizing and implementing the Course, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country. The schedule of the course operation for the first year is attached as ANNEX II.

11-1. The Government of the Republic of Peru

11-1-1 Ministry of Foreign Affairs

- (1) To forward the General Information brochures (G.I.) to the Governments of the invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to GISMID, Facultad de Ingenieria Civil, Universidad Nacional de Ingenieria and
- (3) To notify the result of the selection to the respective Governments through its diplomatic channels.

11-1-2 Universidad Nacional de Ingenieria

- (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 for the Course, and to inform the result of the selection to the Ministry of Foreign Affairs and the office of JICA in Peru (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 bear the expenses necessary for conducting the Course excluding the expenses financed by JICA,
- (10) To issue certificates to the participants who successfully completed the Course at the end of the Course,
- (11) To submit a course report to the JICA Office within thirty (30) days after the termination of the Course and
- (12) To coordinate any matter related to the Course.

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11-2. The Government of Japan

- (1) To dispatch short-term expert(s), following the regular procedures of its technical cooperation scheme, who will give advice to Universidad Nacional de Ingenieria and deliver lectures on such subjects as mentioned in ANNEX I.
- (2) To bear the following expenses through JICA (the tentative estimate of expenses for the first Course is attached as ANNEX III).
 - 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 Universidad Nacional de Ingenieria as honoraria for external lecturers, arrangement of meeting(s) 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 procedure:

- 12-1 CISMID will submit to the JICA Office a bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the opening of the Course.
- 12-2 JICA will assess the estimated bill and inform the assessed amount of expenses to CISMID within thirty (30) days after the receipt of the bill of estimate.
- 12-3 The JICA Office will make payment in coordination with CISMID on the assessed expenses.

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 (in the Japanese FY 1989)
ANNEX II : Schedule of the Course Operation (in the Japanese FY 1989)
ANNEX III : Tentative Estimate of Expenses to be borne by JICA
(in the Japanese FY 1989)

ANNEX 1

TENTATIVE CURRICULUM OF THE COURSE (IN THE JAPANESE FY 1989)

OPENING

Sunday 20

Event : Opening Ceremony (Special Program)
Place : Auditorium of Continental Bank, San Isidro
Time : 5.00 p.m.

CONFERENCE CALENDAR

Place : Auditorium of "El Pueblo Hotel"

Responsible

A. PLANNING

Monday 21

9.00 pm : General Information of the Seminar
10.00 am : The importance of Planning on Disaster
Prevention at Hospitals
CISMID-JICA
2.00 pm : OPS's Planning and necessities of Hospitals
Operation in Latin American Seismic Zones
Dr. Luis Jorge Pérez
OPS
3.30 pm : Seismic Microzonation and site selection for
Hospitals Construction
CISMID
5.30 pm : General Orientation

Tuesday 22

9.00 am : Basis of Structural Engineering in Seismic
Zones
OPS
10.30 am : Architectural Design Problems of Hospitals in
Seismic Zones
CISMID-PERU
2.30 pm : Visit to CISMID
3.00 pm : Technical Demonstration

B. RISK ANALYSIS AND DESIGN

Responsible

Wednesday 23

- 9.00 am : Analysis Methods to determine earthquake resistance of Structures
CISMID
- 10.30 am : Standard of Seismic Design in Latin America and their Limitations
OPS
- 2.00 pm : Behavior of Medical Equipment and Hospitals Facilities during a severe earthquake
CISMID-JICA
- 4.00 pm : Individual Presentation of Participants

Thursday 24

- 9.00 am : Architectural Design of Health Centers and Medical Post in high and medium population density zones.
CISMID-PERU
- 10.30 am : Security considerations in Seismic Design of Hospitals
CISMID-JICA
- 2.00 pm : Individual presentations of Participants

Friday 25

- 9.00 am : Design criteria for lifelines in Hospitals Facilities
CISMID
- 10.30 am : Reinforced Concrete in Seismic Zones
OPS
- 2.00 pm : Individual Presentation of Participants

C. PHYSICAL SECURITY AND HOSPITALS PLANS

Saturday 26

- Place : Auditorium of Lima Sheraton Hotel
- 9.00 am : Opening of the International Experts Meeting
- 9.30 am : Conference of the Engineers and Architects Experts
- 2.00 pm : Conference of the Medical Experts

Monday 28

Responsible

9.00 am : Management Technics of large Hospitals Centers
in Seismic Areas

CISMID-JICA

10.30 am : Security and Evacuation Techniques for
Hospitals in Seismic Zones

CISMID-PERU

2.00 pm : Individual presentation of Participants

Tuesday 29

9.00 am : Non-structural Risk Prevention (equipment)

OPS

10.30 am : Fire prevention in Hospitals

2.00 pm : Individual Presentation of Participants

D. POST-DISASTER MEDICAL TREATMENT

Wednesday 30

9.00 am : OPS's role in hospital preparedness for Disaster
Situations

OPS

10.30 am : Basics of Emergency Medical Treatment and
handling of victims during Disasters

OPS

2.00 pm : Working Group

Thursday 31

9.00 am : Problems of Medical Treatment during Emergency
Situations

CISMID-PERU

10.30 am : Administrative Management of Hospitals during
Emergency Situations

CISMID-JICA

2.00 pm : Visit to "San Juan de Dios" Hospital-Callao

E. DAMAGE EVALUATION

Friday 01

9.00 am : Use Risk Determination of Damaged Hospitals:
Technical Aspects

CISMID

10.30 am : Use Risk Determination of Damaged Hospitals:
Political Aspects

CISMID-PERU

	<u>Responsible</u>
2.00 pm : Functional Capacity Evaluation	CISMID-PERU
4.00 pm : Preliminary Evaluation of Rehabilitation Cost of Hospitals	CISMID-PERU
 <u>Saturday 02</u>	
9.00 am : Damage Assessment and Retrofitting of Hospitals Buildings	CISMID
10.00 am : Panel for Discussion on Techniques for Aseismic Reinforcement of Structures	
 <u>Sunday 03</u>	
7.00 am : Study Trip of Participants and lectures (Travel to Cusco and Arequipa)	
 <u>Monday 04</u>	
: Travel to Machu Picchu (optional)	
 <u>Tuesday 05</u>	
: Visit to Cusco Hospitals	
 <u>Wednesday 06</u>	
: Travel to Arequipa and visits to Hospitals	
 <u>Thursday 07</u>	
: Return to Lima	
 <u>Friday 08</u>	
9.00 am : Final presentation of individual papers of the participants (2 groups simultaneously) Group 1 Engineers and Architects Group 2 Medical Doctors	
6.00 pm : Closing Ceremony	
 <u>Saturday 09</u>	
: Return of participants to their countries.	

ANNEX II

SCHEDULE OF THE COURSE OPERATION (IN THE JAPANESE FY 1989)

MONTH	PERUVIAN SIDE	JAPANESE SIDE
Early April	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions
Middle April	1. Distribution of G.I. and Application Form 2. Submission of Form A-1	
Late April	1. Submission of Bill of Estimate	
Late May		1. Recruitment of Experts 2. Remittance of Expenses
Early June	1. Selection of the Participants	
Middle July	1. Notification of the Selection of the Participants	1. Submission of Form B-1
August	1. Implementation of the Course	1. Dispatch of Experts
Early October	1. Submission of Course Report	

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ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(IN THE JAPANESE FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT(\$)
I. Invitation Expenses		
1. Airfare (round trip)	@ 850 x 20 persons	17,000
2. Per-diem	@ 20 x 20 persons x 22 days	8,800
3. Accommodation	@ 32 x 20 persons x 21 days	13,440
4. Medical Insurance Premiums	@ 50 x 20 persons	1,000
SUB TOTAL		40,240
II. Training Expenses		
1. Honoraria		
(1) External lecturers	@ 10 x 10 H x 8 persons	800
(2) Honoraria for Translator	@ 8 x 240 pages	1,920
2. Employment Fee		
(1) Secretary	@ 100 x 3 months	300
(2) Coordinator	@ 200 x 3 months	600
3. Transportation		
(1) Daily Use	@ 30 x 15 days	450
(2) Study Tour		
a) Airfare	@ 150 x 35 persons	5,250
b) Per diem	@ 20 x 15 persons x 5 days	1,500
c) Accomodation	@ 40 x 15 persons x 4 days	2,400
d) Transport	@ 300 x 2 days	600
4. Material Procurement		
(1) Printing for Textbook		3,000
(2) Expendable Supplies		5,500
(3) A.V.A. Supplies		2,650
5. Meeting Expenses		
Opening Ceremony	@ 10 x 100 persons	1,000
Closing Ceremony	@ 10 x 100 persons	1,000
Open Seminar	@ 25 x 80 persons	2,000
SUB TOTAL		28,970
GRAND TOTAL		69,210

18. メ キ シ コ

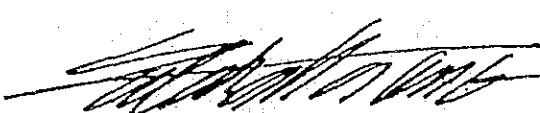
港 湾 水 理
第三国研修実施討議議事録

RECORD OF DISCUSSIONS BETWEEN
THE RESIDENT REPRESENTATIVE OF THE JAPAN INTERNATIONAL
COOPERATION AGENCY IN THE UNITED MEXICAN STATES AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF UNITED MEXICAN
STATES ON THE THIRD COUNTRY TRAINING PROGRAMME

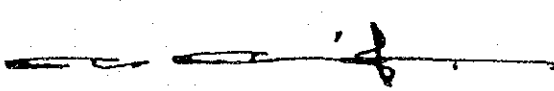
The Resident Representative of the Japan International Cooperation Agency (hereinafter referred to as "JICA") in the United Mexican States, had a series of discussions with the authorities concerned of the Government of the United Mexican States with respect to the framework of the training course in the field of port hydraulics engineering under the Third Country Training Programme of JICA, and the desirable measures to be taken by the Government of Japan and the Government of the United Mexican States to ensure its successful implementation.

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, May 18th, 1989.



MR. YUTAKA HOSONO
RESIDENT REPRESENTATIVE
JAPAN INTERNATIONAL
COOPERATION AGENCY
MEXICO OFFICE



MR. ROBERTO RIOS FERRER
VOCAL EJECUTIVO DE
PUERTOS MEXICANOS
SECRETARIA DE COMUNICACIONES
Y TRANSPORTES

ATTACHED DOCUMENT

The Government of Japan and the Government of the United Mexican States will cooperate with each other in organizing training course in the field of port hydraulics engineering (hereinafter referred to as "the Course") at Port Hydraulics Center (Laboratorio de Hidraulica Maritima) of Vocalia de Obras Maritimas, Puertos Mexicanos, under the Third Country Training Programme Of JICA.

The Government of the United Mexican States will conduct the Course with the support of technical cooperation scheme of the Government of Japan. The Course will be held once a year from the Japanese fiscal year 1989 to 1992, subject to the annual consultation of both governments.

The Course will be arranged in accordance with the followings;

1. TITLE

The Course will be entitled:

"International Training Course on Port Hydraulics Engineering"

2. PURPOSE

The purpose of the Course is to provide participants from Latin-American countries with an opportunity to improve and upgrade their knowledge and techniques in the field of Port Hydraulics Engineering for port development, in particular

irregular wave model test and numerical analysis, and thus to contribute to the port development in Latin-American countries.

3. OBJECTIVES

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

- (1) Understand the basic theory of hydraulics engineering for port development,
- (2) Understand the theory and techniques of hydraulics model test and numerical analysis, and
- (3) Make practical use of results of model test and numerical analysis for port planning, design and other related works.

4. DURATION

The duration of each Course will be about six (6) weeks and the Course in the Japanese FY 1989 will be held from October 9, to November 17, 1989.

5. CURRICULUM

The tentative curriculum of the Course in Japanese FY 1989 is attached as ANNEX I.

6. INVITED COUNTRIES

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

Belize, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Nicaragua, Panama, Peru and Venezuela.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed thirteen (13) in total. And the number of participants from the United Mexican States shall not exceed three (3).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are;

- (1) To be nominated by their respective Governments in accordance with the procedure mentioned in 10-1 below,
- (2) To be university graduates in civil engineering, or to have the equivalent academic background,
- (3) To be presently engaged in port and harbour engineering,
- (4) To have the practical experience of more than three (3) years in the related field,
- (5) To be under thirty-five (35) years of age in principle,
- (6) To have a good command of spoken and written Spanish, and
- (7) To be in good health, both physically and mentally to complete the Course.

9. FACILITIES AND INSTITUTIONS

Port Hydraulics Center (Laboratorio de Hidraulica Maritima),

Vocalia de Obras Maritimas, dependiente del organo desconcentrado, Puertos Mexicanos, Secretaria de Comunicaciones y Transportes.

10. PROCEDURE OF APPLICATION

10-1. The Government applying for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of United Mexican States through its diplomatic channels not later than forty-five (45) days before the commencement of the Course.

10-2. The Government of United Mexican States will inform the applying Governments through its diplomatic channels whether or not the applicant (s) is/are accepted to the Course not later than thirty (30) days before the commencement of the Course.

11. UNDERTAKING OF BOTH GOVERNMENTS

In organizing and implementing the Course, in compliance with the Tentative Schedule of the 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 United Mexican States

11-1-1. Ministry of Foreign Affairs

(1) To forward the General Information brochures

- (G.I.) to the Governments of the invited countries through its diplomatic channels,
- (2) To receive application forms and forward them to Puertos Mexicanos, and
 - (3) To notify the result of the selection to the respective Government through its diplomatic channels,

11-1-2. Puertos Mexicanos

- (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 training facilities and equipments for the Course,
- (5) To select participants in the Course, and to inform the result of the selection to the Ministry of Foreign Affairs and the JICA Office in Mexico (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 bear the expenses necessary for conducting the Course excluding the expenses financed by the Government of Japan,
- (10) To issue certificates to the successful participants at the end of the Course,
- (11) To submit a course report and a statement of expenditures to the JICA Office within thirty (30) days after termination of the Course, and
- (12) To coordinate any matter related to the Course.

11-2. The Government of Japan

- (1) To dispatch short-term expert(s), following the regular procedures of its technical cooperation scheme, who will give advice and deliver lectures for the Course on such subjects as mentioned in ANNEX I,
- (2) To bear the following expenses through JICA, (The tentative estimate of expenses for the Japanese FY 1989 is attached as ANNEX III),
 - a) Such expenses relevant to the participants from the invited countries as international economy-class flight fare, accomodation, per-diem and medical insurance premiums,

b) Such expenses relevant to Puertos Mexicanos as arrangement of meetings 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 procedure.

12-1. Puertos Mexicanos will submit to the JICA Office a bill of estimate for expenses to be borne by JICA not later than sixty (60) days before the commencement of the Course.

12-2. JICA will assess the bill of estimate and inform Puertos Mexicanos of the assessed amount of expenses.

12-3. The JICA Office will pay the expenses monthly requested by Puertos Mexicanos.

12-4. Puertos Mexicanos will submit to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Course.

12-5. In case any amount of the fund remitted by JICA remains unspent, Puertos Mexicanos 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 purposes.

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

12-7. The flight fare and medical insurance premiums will be paid by the JICA Office to the agents.

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 (in the Japanese FY 1989)

ANNEX II: Schedule of Course Operation (in the Japanese FY 1989)

ANNEX III: Tentative Estimate of Expenses (in the Japanese FY 1989)

ANNEX I

TENTATIVE CURRICULUM OF THE COURSE
(In the Japanese FY 1989)

Date	Subject	Lecturers & Instructors
10/9 Mon.	Registration and Opening Ceremony	M (J)
10 Tue.	Sea Waves: General Properties of Sea Waves (1)	M
11 Wed.	Sea Waves: General Properties of Sea Waves (2)	M
12 Thr.	Sea Waves: Fundamental Equation of Sea Waves	J
13 Fri.	BASIC Programing	M
14 Sat.	Social Program	M
15 Sun.	Holyday	
16 Mon.	Sea Waves: Statistical Properties and Spectra	J
17 Tue.	Sea Waves: Refraction and Wave Diffraction	M (J)
18 Wed.	Sea Waves: Calculation of Irregular Waves	M J
19 Thr.	Study Tour Ports Tampico and Altamira	M J
20 Fri.	- d i t t o -	M J
21 Sat.	Holiday	
22 Sun.	Holiday	
23 Mon.	Sea Waves: Numerical Analysis (I)	J
24 Tue.	Sea Waves: Numerical Analysis (II)	J
25 Wed.	Hydraulic Model Test: Generation System of Irregulaar Waves	M (J)

Date	Subject	Lecturers & Instructors
26 Thr.	Hydraulic Model Test: Data Analysis	M (J)
27 Fri.	Hydraulic Model Test: Similarity Law, Planning and Executing Model Test	J
28 Sat.	Holiday	
29 Sun.	Holiday	
30 Mon.	Hydraulic Model Test: Practice of Hydraulic Model Test	M (J)
31 Tue.	Littoral Drift: General Properties of Sand Drift (I)	M (J)
11/1 Wed.	Littoral Drift: General Properties of Sand Drift (II)	M (J)
2 Thr.	Study tour to Progreso and Port Cancun (Observation of Harbour Tranquility and Littoral Drift)	M J
3 Fri.		
4 Sat.		
5 Sun.		
6 Mon.		
7 Tue.	Littoral Drift: Numerical Analysis (2)	J
8 Wed.	Littoral Drift: Beach Erosion and its Countermeasures	M (J)
9 Thr.	Littoral Drift: Sedimentation in Ports and Observation in the Field	M (J)
10 Fri.	Design: Design Condition	J
11 Sat.	Holiday	
12 Sun.	Holiday	

Date	Subjects	Lecturers & Instructors
13 Mon.	Design: Numerical Analysis (I)	J
14 Tue.	Design: Numerical Analysis (II)	J
15 Wed.	Design: Design of Rubblo Mound Breakwater	M (J)
16 Thr.	Design: Design of Seawall	M (J)
17 Fri.	Evaluation and Closing Ceremony	M J

NOTE M = Mexican Side
 J = Japanese Side
 (J) = Assistance of Japanese Side

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ANNEX II

SCHEDULE OF THE COURSE OPERATION
(In the Japanese FY 1989)

MONTH	MEXICAN SIDE	JAPANESE SIDE
May 1989	1. Signing of Record of Discussions	1. Signing of Record of Discussions
June 1989	1. Submission of Forms A1 2. Preparation of G.I. 3. Distribution of G.I and Application Form	1. Recruitment of Experts
August 1989	1. Receipt of Application Forms 2. Submission of Bill of Estimate	1. Submission of Forms B-1
Early September 1989	1. Notification of the Selection of the Participants	1. Remittance of Expenses
October - November 1989	1. Implementation of Course	1. Dispatch of Experts
December 1989	1. Submission of Statement of Expenditures 2. Submission of Course Report	

ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA
(In the Japanese FY 1989)

ITEM OF EXPENSES	BREAKDOWN	AMOUNT U.S.D.
I. Invitation Expenses		
1. Air Tickets (round trip)	See the table attached	\$ 7,196.86
2. Per-diem	\$ 25.00 X 38 X 13 pers. days	\$12,350.00
3. Accommodation	\$ 30.00 X 38 X 13 pers. nights	\$14,820.00
4. Medical Insurance	\$ 70.00 X 13 pers.	\$ 910.00
S u b t o t a l		\$35,276.86
II. Training Expenses		
1. Employment Fee		
Secretary	\$ 200.00 X 1 per. X 2 month	\$ 400.00
Coordinator	\$ 250.00 X 2 per. X 1 month	\$ 500.00
2. Transportation (Hotel - Laboratory)	\$ 127.00 X 1 bus X 32 days	\$ 4,064.00
3. Study Tour		
(1) Airticket		
a.- Mexico-		
Merida-		
Cancun-		
Mexico	\$ 158.06 X 22 pers.	\$ 3,477.32
b.- Mexico-		
Puerto Tampico-		
Mexico	\$ 164.50 X 22 pers. (Include accommodation)	\$ 3,619.00
(2) Terrestrial		
a.- In Merida and		
Cancun	\$ 330.00 X 4 days x 1 bus	\$ 1,320.00
(3) Accommodation		
in Merida	\$ 35.00 X 2 nights X 22 pers.	\$ 1,540.00
in Cancun	\$ 43.00 X 1 night X 22 pers.	\$ 946.00

ITEMS	OF EXPENSES	BREAKDOWN	AMOUNT U.S.D.
(4)	Per-diem		
A.	Mexico- Merida- Cancun- Mexico	\$ 40.00 X 4 days X 22 pers.	\$ 3,520.00
B.	Mexico- Puerto Tampico- Mexico	\$ 25.00 X 2 days X 9 pers. (Japanese experts: 2) (Mexican staff: 4) (Mexican participants: 3)	\$ 450.00
4.	Material Procurement		
(1)	Articles of consumption	Copy paper \$ 0.0125 X 10,000 paper F.D. Disk \$ 5.00 X 20 disks Computer printer paper \$0.02 X 4,000 paper Other articles \$ 500.00	\$ 125.00 \$ 100.00 \$ 80.00 \$ 500.00
(2)	General Information Printing	\$ 15.00 X 30 pages (100 pieces)	\$ 450.00
(3)	Meeting Expenses	Opening Ceremony \$ 24.00 X 65 pers. Closing Ceremony \$ 24.00 X 65 pers.	\$ 1,560.00 \$ 1,560.00
(4)	Communication		\$ 2,000.00
5.	Text Book	\$ 6.00 X 25 pages X 20 books	\$ 3,000.00
Subtotal			\$ 29,211.32
Grand Total			\$ 64,488.18

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AIR TICKET

ORIGIN	AIR LINE	PRICE U.S.D.	%	TAX AMOUNT USD	TOTAL U.S.D.
BELICE	TA	\$ 350.00		\$ 10.00	\$ 360.00
COLOMBIA	AV	776.00	2.5 %	19.40	795.40
COSTA RICA	MX/LC	414.00	8.0 %	33.12	447.12
CUBA	MX/CU	468.00			468.00
DOMINICANA	MX/DO	505.00		10.00	515.00
ECUADOR	EU	798.00	10.0 %	79.80	877.80
EL SALVADOR	LC/TA	460.00	10.0 %	46.00	506.00
GUATEMALA	MX	256.00	17.0 %	43.52	299.52
HONDURAS	TA	350.00	10.0 %	35.00	385.00
NICARAGUA	RL	450.00		15.00	465.00
PANAMA	OP	489.00	4.0 %	19.56	508.56
PERU	PL	598.00	27.0 %	161.46	759.46
VENEZUELA	VE	810.00			810.00
A D D I T I O N					7,196.86